

**CITY OF SANDPOINT**  
**Request for Proposal**  
**RFP No. 20-1920-2**  
**GEOGRAPHIC INFORMATION SYSTEMS (GIS)**  
**CONTRACT SUPPORT SERVICES**

**QUESTIONS & ANSWERS NO. 4**

DATE: September 2, 2020

PROPOSALS DUE: **Friday, September 18, 2020, no later than 2:00:00 PM Pacific Time**

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**The following are questions as submitted to the City and the City answers to those questions.**

1. **QUESTION:**

Is it okay to submit electronically ONLY or is it required to submit via hardcopy (4 hardcopies & 1 thumb drive) in addition to electronically?

**ANSWER:**

**Per the RFP, you may submit via email or hard copy as instructed:**

*Mail/Deliver (4) hard copies and (1) thumb-drive, pdf copy to:*  
City of Sandpoint, City Clerk  
1123 Lake St.  
Sandpoint, ID 83864

or email proposals to [cityclerk@sandpointidaho.gov](mailto:cityclerk@sandpointidaho.gov)

**You need only submit one way, either email or hard copy.**

2. **QUESTION:**

Will portions of the RFP be awarded to multiple vendors?

**ANSWER:**

**The City of Sandpoint does not anticipate a multiple award and intends, at this point, to award to a single Respondent.**

3. **QUESTION:**

Are you planning new application development or are you looking to maintain a current application with the technologies listed (Section 2D - Application Development Professional)

**ANSWER:**

**The City's primary goal is to better integrate GIS with our business applications.**

4. **QUESTION:**

What is the primary use of the City's GIS?

**ANSWER:**

**GIS is used robustly for all City operations and in all Divisions, including public safety.**

5. **QUESTION:**

Does the City use network load balancers/?

**ANSWER:**

**No**

6. **QUESTION:**

Is the GIS behind a firewall/will it require a VPN to access resources remotely?

**ANSWER:**

**Yes**

7. **QUESTION:**

Does the GIS support mobile applications, i.e. Collector, Survey 123?

**ANSWER:**

**No**

8. **QUESTION:**

Are there integration points that need to be considered, i.e. GIS data originates in another system?

**ANSWER:**

**GIS points of integration include Building and Permits (functional), Document Management (future), Enterprise Asset Management (future).**

9. **QUESTION:**

Is GIS the system of record for things like permit data, parcels, zoning, etc?

**ANSWER:**

**GIS stores data related to these items and is as accurate as possible. In some cases, GIS is not up-to-date due to Division resource limitations.**

10. **QUESTION:**

What ESRI tools does the City currently use?

**ANSWER:**

**ArcGIS Desktop Standard Concurrent Use Primary Maintenance  
ArcGIS 3D Analyst for Desktop Concurrent Use Primary Maintenance**

**ArcGIS Desktop Basic Single Use Primary Maintenance  
ArcGIS Desktop Basic Single Use Secondary Maintenance  
ArcGIS CityEngine Basic Single Use Primary Maintenance  
ArcGIS Business Analyst Web App Online Term License  
ArcGIS Enterprise Workgroup Standard Up to Two Cores Maintenance**

11. QUESTION:

How many GIS users does the City currently have?

**ANSWER:**

**The City currently has approximately 50 GIS users.**

12. QUESTION:

How many apps, maps, and services does the city have?

**ANSWER:**

**9 apps, 20 maps, 73 services**

13. QUESTION:

Who is the current GIS administrator at the City?

**ANSWER:**

**The current GIS Administrator is an internal employee.**

14. QUESTION:

What is the City's overarching goal for GIS?

**ANSWER:**

**The City of Sandpoint's goal for GIS is for GIS to be the master data base for geo-spatial data and fully integrated with other City enterprise applications.**

15. QUESTION:

What are current GIS pain points/issues/barriers for the City?

**ANSWER:**

**A recent independent audit of the City's GIS system and function found:**

- **Limited data entry staffing resources which has resulted in backlogs and accuracy of data**
- **Limited GIS knowledge, training and oversight which has resulted in GIS not being utilized to its fullest capacity**
- **Additional staff education and training needed on GIS mobile, web and viewer applications**
- **Need to establish as-built standards, including electronic GIS data when contracting to third parties**
- **GIS interfaces need improvement (priority BS&A – City's ERP system but also Laserfiche, SeeClickFix and Granite XP)**
- **Need to upgrade from Granite XP to GraniteNet**

- **Need to move to an enterprise GIS platform (current licensing is department-based)**
- **Lack of current GIS Master Plan outlining long-range GIS goals and five-year improvement roadmap to include specific projects, timelines and budget to accomplish efficiency gains, improve data accuracy and increase resident and constituent services/information availability**
- **GIS for water and wastewater not sufficiently built-out to allow for advanced utility modeling software**

- **END OF QUESTIONS & ANSWERS** -