



# GIS INTERNET SERVICES FOR THE TOWN OF PLAINFIELD NEW HAMPSHIRE

Submitted April 6, 2018 by



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# LETTER OF TRANSMITTAL

Cartographic Associates, Inc.  
dba CAI Technologies  
11 Pleasant Street, Littleton, NH 03561  
Tel: 800-322-4540 Fax: 603-444-1366  
cai-tech.com

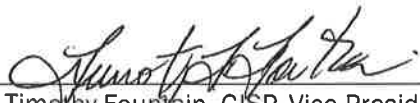


The undersigned proposer acknowledges and accepts that all the terms and conditions set forth in this proposal are mandatory and agrees that they will be included in their entirety in any contract resulting from this proposal.

CAI Technologies warrants and certifies that the individual signing this proposal is a bona fide employee of the firm and has authority to solicit and secure any agreement resulting from this proposal. The proposal has been arrived at independently, without collusion, consultation, or communication as to any other proposer or with any competitor. The proposal price was not disclosed by the proposer and was not knowingly discussed prior to the submission, directly or indirectly, to any other proposer or any other competitor. No attempt was made by the proposer to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition.

No elected official or appointed official or employee of the Town of Plainfield, NH shall benefit financially or materially from any contract resulting from this proposal. This proposal shall remain in full force and effect for at least ninety (90) days from the date first shown herein.

PROPOSER:

BY:   
\_\_\_\_\_  
Timothy Fountain, GISP, Vice President  
Contracting Officer

# TECHNICAL PROPOSAL

## AxisGIS Product Overview:

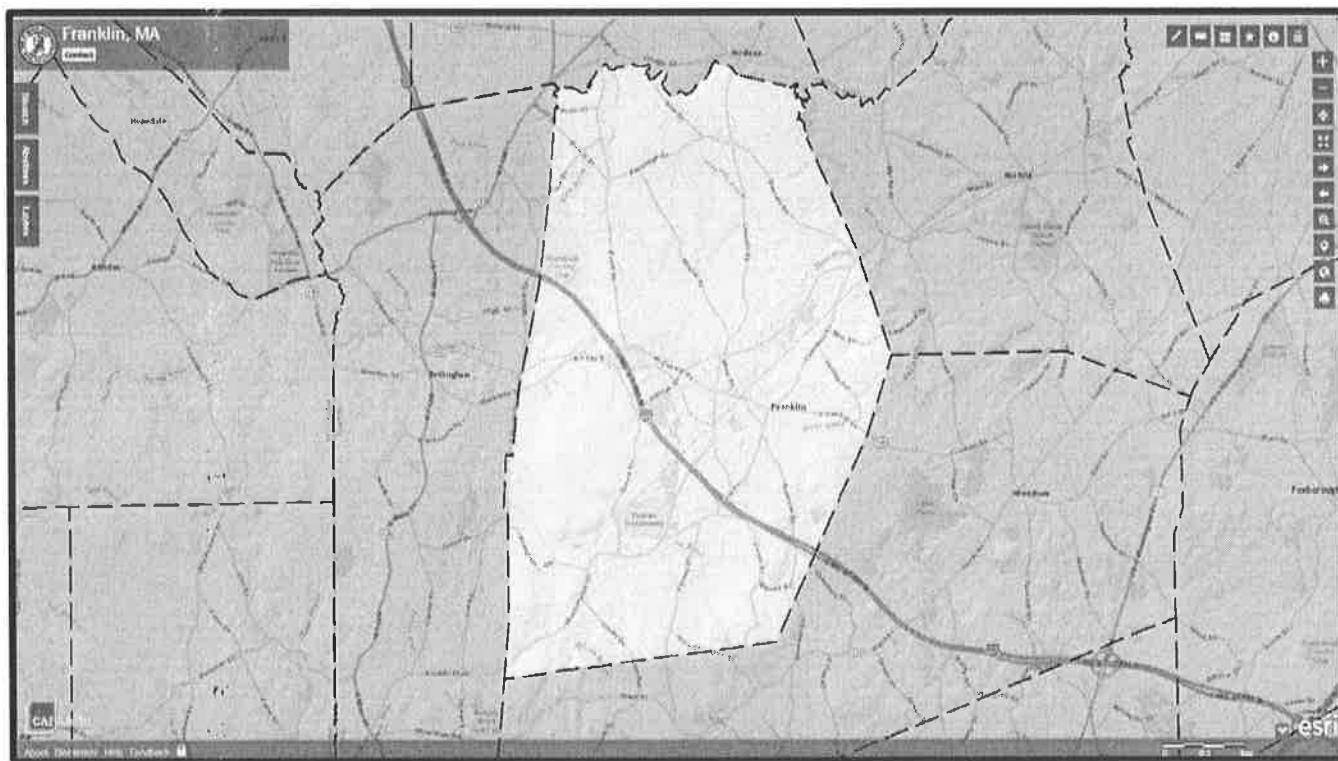
AxisGIS is an Internet-based service for communities and businesses that want to publish their GIS online. AxisGIS is a cost-effective option to distribute GIS data and utility to multiple staff in multiple physical locations as well as to the general public. AxisGIS is developed on JavaScript / HTML5 technology which results in a responsive user interface that is cross browser compatible and functional in a mobile environment.

AxisGIS clients pay no software fees, no annual software maintenance fees, and very low setup costs. AxisGIS even provides the web server. By relieving most of the expense, AxisGIS enables the people behind the data to focus on why their GIS is on the Internet in the first place.

AxisGIS is helping communities publish their parcel data online, enabling homeowners and real estate professionals to print maps from their own computers, supporting economic development projects, providing a platform for police and school collaboration, and creating a connection between local government, businesses, and communities.

## Functionality Overview:

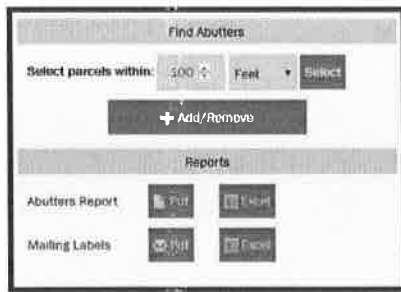
The image displays the typical interface that Internet users would initially see in their web browser. This interface provides easy access to all available tools and functions.



The TOWN's AxisGIS website will include the following tools:

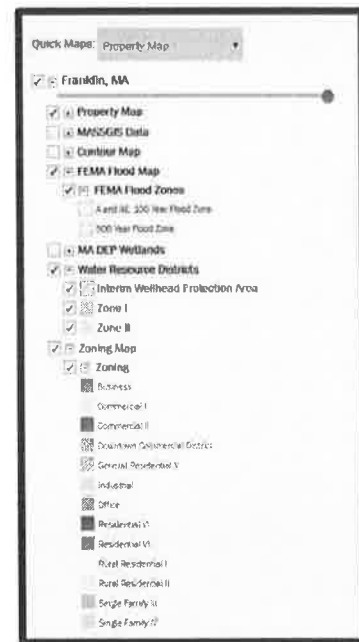
	<b>Zoom-In Tool</b> allows the user to focus on a specific, smaller area on the map.
	<b>Zoom-Out Tool</b> allows the user to focus on a larger area on the map. Click the Zoom-Out tool and then click on the map near the center of the larger area you are interested in seeing.
	<b>Zoom to My Location</b> zooms the map to the current location of the user.
	<b>Zoom to Full Extents Tool</b> allows the user to quickly reset the map view to the original map extent.
	<b>Zoom Next Tool</b> allows the user to quickly zoom to next map extent when using previous map extent tool.
	<b>Zoom Previous Tool</b> allows the user to quickly zoom to the previous map extent.
	<b>Zoom Marquee Tool</b> allows the user to click and drag a rectangle surrounding the area you want to zoom in to.
	<b>Street View Tool</b> allows the user to click on the map to see Street View for that location.
	<b>Bird's Eye Tool</b> allows the user to click on the map to see Bird's Eye view for that location.
	<b>Print Map Tool</b> allows the user to generate a printable PDF map and allows the user the option to include a map legend.
	<b>Drawing Tools</b> allow the user to draw points, lines, shapes and text on the map. Once included on the map, the user can edit the graphics too.
	<b>Measure Tools</b> allow the user to click on the map to measure distance, area and coordinate locations.
	<b>Base Map Selector Tool</b> allows the user to browse and select from a variety of local, esri and google base maps to include in the map.
	<b>Areas of Interest Tool</b> allows the user to quickly zoom to a predefined area of the map.
	<b>Identify Tool</b> allows the user to click on a parcel and receive information about that parcel. This tool is useful in receiving ownership information.
	<b>Clear Selection Tool</b> allows the user to clear the selected map features(s).

The Search Function enables the user to find properties by owner name, address or by parcel identifier, depending on the data available. As the user types the information in the Search dialog box the matching results begin to show in the list and corresponding points display on the map. The results list allows the users to view the property Building Image, Parcel #, Address and Owner. The user can then create a Results Report, Mailing Labels, Add/Remove records from the results, or select and zoom to a particular property.



Find Abutters Function enables the user to select properties that are located within a specific distance to a particular property. To perform the Abutters search, the user selects the subject property then enters the search distance and clicks the select button. The map will show the selected properties and the user can generate an Abutter Report, Mailing Labels formatted to Avery 5160 labels and export the results to an Excel file by clicking the appropriate button.

The map Layers tab allows the user to turn on and off certain layers as needed. The user selects the checkbox next to individual layers to turn them on/off. The Layers tab also includes access to "Quick Maps". This function provides quick and easy access to a set of predefined map layers that are already set up with display properties. The ability to utilize this function depends on the municipality's available data. There is also a Transparency slider that allows the user to set the transparency for map layers to "see through" onto rich base map content.



There are several other notable features to AxisGIS. These include:

- **Map Printing Utility:** This utility allows the user to design and layout custom maps prior to generating a PDF to print, save or send via email. The user can enter a custom map title and define the printed map scale. The user has the ability to select the map template to generate the map size of 8 1/2" X 11" or 11" x 17" with either portrait or landscape orientation. This powerful utility also includes the option to include a map legend showing the symbology for the various map layers on the custom map.



- **Help System:** The help system is designed to provide assistance to users while accessing the AxisGIS website. The system includes an interactive PDF document that can be viewed in a web browser or downloaded and printed for future reference. The user also has the option to access the AxisGIS Product Feature Tour. The Feature Tour interactively guides the user through the various application functionality directly in the user interface.
- **Building Photos & Associated Documents:** This function allows users the ability to access building photos and/or documents related to particular properties and or features on the map. This functionality depends on the available data for the TOWN, how it is stored and the data format. CAI can work with the TOWN to determine if and how this functionality can be used within the AxisGIS application.
- **Staff Login Access:** This function allows for password-protected access to a specific set of geographic data layer(s) and/or attribute data within the community. The annual hosting fees associated with serving one (1) secure ArcGIS Server Map Service configured for access through encrypted username & password authentication are included with the base annual hosting fees for AxisGIS. Initial setup and configuration fees for this functionality may apply.
- **Google Street View:** AxisGIS includes access to Google Street View which allows a user to click on the map to access the Street View data for a particular area. This function is subject to Street View data being available within the community.
- **Microsoft Bird's Eye:** AxisGIS includes access to Microsoft Bird's Eye which allows a user to click on the map to access the Bird's Eye data for a particular area. This function is subject to Bird's Eye data being available within the community.
- **Zoom to My Location:** This function zooms the map to the current location of the user. This is particularly useful in the field and leverages the GPS technology in the user's mobile device.
- **Zoom to Coordinates:** This function allows the user to enter geographic coordinates zoom to that location and place a pin on the map.

## **Publish the Town's GIS to the Internet**

CAI shall publish the TOWN's GIS data to the Internet.

CAI shall notify the TOWN of the Internet Address (URL) for AxisGIS. This address can be added to the TOWN's web page.

After the TOWN has been notified that the AxisGIS application is on-line, the TOWN has thirty (30) days from the date of notification to examine the site and to request changes.

AxisGIS shall be accessible using the current versions of Microsoft's Internet Explorer & Edge, Chrome, Firefox or Safari web browsers over cable, DSL, or T1 (or greater) internet connections.

## **GIS Data Update:**

CAI shall refresh the GIS data on the AxisGIS website annually. Should the TOWN be using CAI's annual parcel map maintenance services, this refresh of the GIS data shall be performed upon delivery of the annual map update data.

## **Attribute Data Update**

CAI shall design and create a Data Processing Utility for the TOWN to use for periodic upload using an export file(s) from the CAMA system to an online database accessed by the AxisGIS website.

It is the TOWN's responsibility to maintain the Tabular attribute data, including a database table for any records to be excluded, for use by the AxisGIS website.

## **General Conditions**

CAI shall provide the AxisGIS service to the TOWN with commercially reasonable access to an Internet-based mapping application service provider (ASP) environment through which the TOWN can access the TOWN data.

In order to provide the TOWN with commercially reasonable access to the ASP environment, CAI shall periodically schedule the complete or partial shutdown of the ASP Environment for maintenance, bug fixes, updates or other reasons. CAI will make commercially reasonable efforts to perform Scheduled Maintenance during off-peak hours.

## **TOWN Support**

CAI shall provide telephone, fax, and email support services concerning AxisGIS to the TOWN. These services can be used to answer usage and technical questions.

CAI shall respond to any TOWN alerts concerning poor performance or lack of performance of the site, and provide verbal advisories as to how and when the site shall be corrected (if it is determined that the website and/or publication service is not performing properly).



## TOWN RESPONSIBILITIES

### AXISGIS SERVICE

The TOWN shall designate a project liaison who will be CAI's main contact during the course of the project, and who will be responsible for all TOWN related obligations in this project.

The TOWN shall provide CAI with an ASCII text or DBF formatted export file from the TOWN's CAMA system containing the attribute information for inclusion into the site.

The TOWN shall provide and authorize CAI to acquire all necessary data for the successful completion of the project. In order to ensure the project timetable, authorization shall be provided within fifteen (15) days of CAI's request.

The TOWN shall provide CAI with any custom GIS data layers for inclusion into the site.

After the TOWN has been notified that the site is on-line, it must advise CAI of any changes, modification, and enhancements to the data available within thirty (30) days.

The TOWN shall maintain the tabular attribute data for the AxisGIS website.

# SCHEDULE

## AXISGIS SERVICE

CAI shall commence on the project upon receipt of a fully executed contract.

All setup work and initial publishing of data to the Internet, except the on-going support and Internet availability of the TOWN's GIS data, shall be completed within sixty (60) days of receipt of a fully executed contract.

Internet access to the TOWN's AxisGIS will begin within sixty (60) days of a fully executed contract and shall conclude on the last day of the twelfth month following.

## COST AND PAYMENT TERMS

### AXISGIS SERVICE

Initial Site Setup and Implementation	\$ 2,000.00
Twelve (12) Months Internet Hosting Service	<u>\$ 2,400.00</u>
Total Cost	\$ 4,400.00

Payment shall be made to CAI within 30 days of invoicing. Said invoicing to be done as follows:

Set Up Fee (\$2,000.00) shall be invoiced upon receipt of a fully executed contract.

Internet Service Functionality (\$2,400.00) shall be invoiced on the first full month of Internet availability.

**GIS INTERNET SERVICES CONTRACT  
FOR THE  
TOWN OF PLAINFIELD, NH**

April 6, 2018

This is a contract made this 6<sup>th</sup> day of April, 2018 between Cartographic Associates, Inc., doing business as CAI Technologies, a New Hampshire corporation with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the Town of Plainfield, a municipal corporation located in Sullivan County, at P.O. Box 380, 110 Main St., Meriden, NH 03770, hereinafter called the TOWN, to provide professional GIS services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

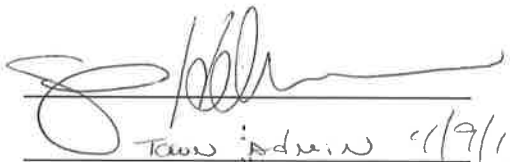

1. All work shall be done according to the GIS Internet Services Proposal, dated April 6, 2018, hereto annexed. It is the intent of the parties that the above referenced proposal be considered a part of this contract, the same as if fully incorporated into this contract.
2. The total consideration of this contract is \$4,400.00 per the specifications in the above referenced proposal.
3. CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the TOWN and neither shall said CAI's right, title, interest, or power to execute such contract be assigned, transferred, conveyed, or otherwise disposed of without written consent of the TOWN.
4. The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested services.

This contract shall be construed under the laws of the State of New Hampshire.

In Witness whereof, the parties hereto have executed this agreement as of the date first above written, by their duly authorized officers.

TOWN OF PLAINFIELD, NH

CAI Technologies

  
\_\_\_\_\_  
Town Admin 4/9/18  
Proposal Approved BOS 4/11/18  


  
\_\_\_\_\_  
Timothy Fountain, GISP  
Vice President

## Steve Halleran

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**From:** Steve Halleran [plainfield.ta@plainfieldnh.org]  
**Sent:** Thursday, April 05, 2018 9:15 AM  
**To:** 'Tim Fountain'; 'Franco Rossi'  
**Subject:** GIS project

Tim & Franco

The Plainfield Board of Selectmen has approved our plan to move forward with your web based display of our GIS data. Go ahead and draw up the necessary contract to begin the build. I have \$4,400 set aside for the project this budget season \$2,000 for the build and \$2,400 for the annual fee. At this time we are planning to go with the basic package meaning we will use the CAI card option for displaying an assessment card. I hope to be able to add the staff only locked down feature in 2019 so that we can have access to enhanced tools and to allow our EMS access to the state's 911 mapping data.

We are very interested in having you provide as many layers as readily available, but at a minimum we hope to see our basemaps with line distance data, planametrics, zoning map, satellite imagery, flood plain data, wetland data, conserved lands, etc. We understand that the used layers have to be readily available from existing sources like CAI or Granite. We also hope to be able to include a trail map on the system, but that may also be a year away, I have to check with our trail folks and see what data is available.

Lots of details for us to work out in the coming months, but lets go get started and see where we end up!

Stephen Halleran  
Town Administrator  
Serving since 1989  
(603) 469-3201

Avitar Options

<http://data.avitarassociates.com>

username: [plainfield.ta@plainfieldnh.org](mailto:plainfield.ta@plainfieldnh.org)

password: P@\$word

<https://mangomap.com/terra-map>

CAI Option

<https://www.axisgis.com/DeerfieldNH/>