

## **ADDENDUM # 1**

### **CITY OF SANFORD**

#### **REQUEST FOR PROPOSALS**

#### **Mapping and Testing of Alternative Scenarios for Sanford Comprehensive Plan Update**

##### **I. INTRODUCTION**

The City of Sanford, Maine (hereinafter, the "City") issues the following Addendum #1 to its Request for Proposals for Mapping and Testing of Alternative Scenarios for Sanford Comprehensive Plan Update, dated May 20, 2019.

Except for the following changes, additions, or clarifications, all other elements of the May 20, 2019 Request for Proposals shall remain as originally requested. Bidders shall acknowledge receipt of this Addendum in the space provided in the Proposal Form.

Addenda #1 is issued as an add-on to the Scope of Services specified in Exhibit 1 of Proposals for Mapping and Testing of Alternative Scenarios for Sanford Comprehensive Plan Update, dated May 20, 2019.

##### **II. PROJECT SCOPE AND GENERAL INFORMATION**

- A. Clarification about submittal date – The May 20, 2019 RFP indicated that the submittal date is Monday, June 4<sup>th</sup> by 3:30 pm at the Planning Department, 919 Main Street, Sanford, Maine 04073. Please, note that the corrected submittal date is Tuesday, June 4<sup>th</sup> at the same time and location.
- B. Provide costs for each of the Inventory and Analysis Maps and for community engagement, visualization, and discussion of policy options for the Future Land Use Plan, both identified in Project Scope and General Information described in Exhibit 1 (I.A through I.R and Item II).
- C. Sanford currently uses AxisGIS for data created by CAI Technologies using ArcGIS. Some layers, which are available via AxisGIS, are hosted on ArcGIS online. Some data, such as the location of gas and water lines, are not available to the general public on the City's GIS system, but are accessible to staff and, when appropriate, will be shared with the successful bidder. The City currently has ArcGIS Basic and ArcGIS Advanced.
- D. Sanford's assessing data, which is linked to its GIS parcels, includes land use codes. The City started using its current assessing software, VISION, in 2002. The housing and land use maps (Maps I.D and I.N), which are contained in the Scope and General Information described in Exhibit 1 of the May 20, 2019 RFP, specify mapping changes between 2000 and 2019. Addendum #1 changes the time frame to 2002 through 2019. This requirement is further qualified in that the time frame may be further reduced to reflect the period in which historical housing and land use information is available.
- E. Trails information required for the Transportation and Cultural Resources Maps (Maps I.E and I.H) is available digitally, but a layer has not been created for the City's GIS system.

- F. Most data available from the State Office of Geographic Information System (OGIS), provided in the State Data Package for Comprehensive Planning, is adequate for the Water Resources Map (Map I.I). The City may have additional, locally sourced information available to supplement state data. The City does not have local vernal pool data, except as provided with specific development applications. The consultant is not be expected to generate original field information.
- G. Most data available from the State OGIS, provided in the State Data Package for Comprehensive Planning, is adequate for the Natural Resources Map (Map I.J). The City may have additional, locally sourced information available to supplement state data. The City will expand the scenic data that has been assembled to date as part of the update process, which City staff will manage. The consultant is not be expected to generate original field information.
- H. Most data available from the State OGIS, provided in the State Data Package for Comprehensive Planning, is adequate for the Historic/Archeological Resources Map (Map I.L). The City's Historic Society may have additional locally sourced information available to supplement state data. The consultant is not be expected to generate original field information.
- I. Sanford does not currently have a *CommunityViz* license, but would consider purchasing one depending on the need for software to operate the Community engagement, visualization, and discussion of policy options software model (Item II).
- J. As indicated in Deliverables in Exhibit 1 (Item III), one wall map of each map, suitable for use at meetings, is required. The consultant may also propose a digital submission suitable for use on a web based platform as an add-on to the proposal.
- K. The Request for Proposals and Addendum #1 is posted on the City's web site and has been sent to a Bidders' List, which includes three firms (CAI Technologies, Sebago Technics, and Spatial Alternatives).

Date: May 30, 2019

By: Steven R. Buck, City Manager