



Request for Qualifications #2022-055
GIS Data and Software

ADDENDUM No. 1

ISSUE DATE: March 11, 2022

Offerors on this project are hereby notified that this Addendum shall be made a part of the above named RFP document.

The following items add to, modify, and/or clarify the RFP documents and shall have the full force and effect of the original documents. This Addendum shall be acknowledged by the offeror in the RFP document.

A) Questions and Answers

1. **Question:** Does the county have an existing land use/land cover dataset this work will be based on?
Answer: No, this project requires vendor to provide new land use/land cover dataset.
2. **Question:** Does the county have a Minimum Mapping unit specified for the features? For example, tree foliage features 0.25 acres or greater will be collected as Tree Canopy.
Answer: Not at this time, but common product offerings appear to be between 60 centimeter and 100 centimeter (1 meter) resolution.
3. **Question:** Does the county have a horizontal accuracy specification for landcover features? If so, does the county have a source dataset for horizontal accuracy testing.
Answer: Horizontal accuracy for the derived products should be tied to the horizontal accuracy of the input imagery proposed. The County expects a minimum horizontal accuracy within 5-meters of true ground at 90% confidence level. The County has 2020/2021 3 inch Orthophotography that could be provided as needed.
4. **Question:** The RFP states Derived data products shall achieve an accuracy equal to or greater than 95%. Please confirm this specification applies to the classification of landcover classes.
Answer: Yes, “derived data products” refers to the classifications within the three landcover layers (year 2020, year 2010-2012, and the change between those two time periods) as described in Scope of Work, Landcover Mapping Data Products, Section 4.3
5. **Question:** Does the county prefer to own the data management software or do they prefer to have it managed by the vendor.
Answer: Probably prefer to have it managed by the vendor, but this is a point on which we will evaluate and compare proposals against each other. Section 4.5 lists software requirements.
6. **Question:** If the data management software is managed by the vendor, does the county expect to maintain the data management software beyond the length of this contract?
Answer: Whether County owns software or vendor manages it, County expects software functionality to surpass the length of this contract.
7. **Question:** Does the county prefer the selected vendor to provide training in person or virtually, or provide resources and guides developed in-house and/or links to resources for external trainings?
Answer: We expect some training will be required on the software, virtual would be acceptable. The requirements for the land use and land cover datasets are explicit and there should be no training required on those layers.

8. **Question:** Who are the main stakeholders that will be involved in the project?
Answer: Union County is the only stakeholder involved in this procurement process. We provide urban forestry services to about 10 municipalities in the county via cost-sharing contract. This has historically been primarily construction plan review and ordinance enforcement, but this geospatial data represents an expansion of our services. Other internal users may include Planning, Tax Administration, Stormwater, Cooperative Extension, and GIS.
9. **Question:** What questions do you hope this tree canopy assessment will answer?
Answer: Union County is part of metro Charlotte, and thus has been incurring rapid growth for about 25 years. We plan to quantify land use changes over time to understand what canopy we've lost thus far, and what is our current projected path. The software should include functionality to support this, but we also plan to perform some analysis in-house.
10. **Question:** Will this assessment inform other initiatives such as an urban tree canopy master plan, climate resilience plan, or equity assessment?
Answer: This data may be used to stimulate a master planning process, either county-wide or within individual municipalities.
11. **Question:** Are there tree canopy assessments completed for other communities that you would like to see replicated for Union County?
Answer: Urban tree canopy assessments have become very common and examples abound. As we are only procuring data and a software system, rather than also procuring master planning support or report writing, we feel like this is a simple and basic procurement.
12. **Question:** What are your expectations for a summary report?
Answer: We would appreciate a basic summary report limited to 1-2 pages, but this is not stated as a requirement. The descriptive summary statistics mentioned in section 4.4 should be available in the software.
13. **Question:** Are you looking for one countywide report or multiple reports for each community?
Answer: We would appreciate a basic summary report limited to 1-2 pages, but this is not stated as a requirement.
14. **Question:** Do you want statistics for each community in the report or just specific communities? If so, what are the communities you would want statistics for?
Answer: These are the municipalities in Union County. The ones with asterisks are currently under a cost-sharing contract with Union County for urban forestry services. And we plan to approach the others not currently under cost-sharing contract. (Marvin*, Waxhaw*, Weddington*, Wesley Chapel*, Stallings*, Mineral Springs*, Monroe*, Wingate*, Unionville*, Indian Trail, Fairview, Lake Park, Hemby Bridge, Marshville). County will provide vector layers boundaries identified in section 4.4.
15. **Question:** What is your budget for this project?
Answer: Not available at this time.
16. **Question:** Are you looking for an "out of the box" viewing solution or a custom solution which addresses your specific needs?
Answer: We could consider either solution

17. **Question:** For the data management software, you mention public online access. Do you expect to have an administrative interface to manage who has access to the application or would it be open to anyone?
Answer: We do not require an administrative interface.
18. **Question:** For the data management software, you have listed several requirements. With this in mind, do you have other expectations or requirements for the application that may not be mentioned?
a. Priority planting areas
b. Visualization of the current state of canopy
c. Real dollar quantification
d. Future project benefits
e. Basic viewing capabilities for different layers
f. With this in mind, do you have other expectations or requirements for the application that may not be mentioned?
Answer: No other expectations or requirements
19. **Question:** Whether companies from Outside Canada can apply for this? (like, from India or USA).
Answer: Union County is in the USA. Outside companies can submit proposals, but we reserve the right to determine if a company can meet the requested needs as described in the RFP.
20. **Question:** Whether we need to come over there for meetings?
Answer: We expect there to be virtual meetings. At this time, we do not foresee a need for in-person meetings.
21. **Question:** Can we perform the tasks (related to RFP) outside Canada? (like, from India or USA)
Answer: See # 19 above.
22. **Question:** Can we submit the proposals via email?
Answer: No e-mail submissions will be accepted. Follow the submission instructions listed in Section 2.2 to electronically upload a proposal submission.

END OF ADDENDUM No.1