



CITY OF BISHOP

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Request For Proposals

Municipal GIS – Third Grant

Release: 13 December 2011

Closes: 23 December 2011

Contact: David Grah, Director of Public Works

General: The City of Bishop requests proposals from consultants for the further development of the city's municipal Geographic Information System (GIS). The city has been awarded a third \$35,000 grant through the California Department of Housing and Community Development (HCD) for development of the GIS. The grant is a Community Development Block Grant (CDBG) from the Planning and Technical Assistance (PTA) Economic Development Allocation. Including the city's required 25% match, there is \$43,750 available for the work including grant administration. Most of the city's GIS has been developed over the last several years with similar grant funding.

The City: The City of Bishop has a permanent population of about 3,500 and is located in a remote rural part of the State of California. The City's economic base is mostly recreation and government.

The City of Bishop is eligible for the CDBG PTA grant due to its Targeted Income Group (TIG) level identified in the Housing and Community Development Department's notice of funding availability and application package. This package identifies City of Bishop's TIG level as 53.5% and sets the threshold for grants as 51%.

Existing GIS: The City of Bishop GIS includes orthoimagery, parcel data, address data, LiDAR-derived terrain, building, and vegetation data, city boundary data, street data, zoning data, water system data, sewer system data, and census data in ArcMap 10. The GIS was developed by consultant and city staff.

Scope of Work: The overall scope of work is described in the grant documents and generally includes collecting and orthorectifying high resolution aerial imagery of the city and surrounding area and upgrading and improving city's web-mapping system to expand citizen participation and community awareness of improvement projects and housing opportunities. Basic operator training and support should also be provided. The GIS data and supporting information developed under the contract shall be the property of the City. This GIS data shall be compatible with the city's existing GIS. Copies of the existing GIS are available. In addition to the GIS work, assistance administering the grant would be desirable.

Proposal: A qualifying proposal must address the entire scope of work and include:

1. Brief description of firm, contact person, address, telephone number, and e-mail address.
2. Description of approach to work and description of GIS product.
3. Resumes of staff involved.
4. Examples including projects, dates, and scope of similar GIS development work, especially on CDB-funded projects.
5. Three references.
6. Proposed work schedule.
7. Estimate of cost.

Proposals must be received no later than 1500 (3 pm) on the closing date for this Request for Proposals. Send proposals to:

David Grah
Director of Public Works
City of Bishop
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Proposals shall be submitted either in a sealed envelope (3 paper copies and 1 electronic copy) or by email which is clearly marked with the title of the Request for Proposal.

Selection Process: The consultant will be selected based on the experience and ability of the firm and staff to accomplish the scope of work, based on the proposal

and considering the effective use of City funds. The City is particularly interested in receiving proposals from female, minority, and locally-owned small businesses. The City will attempt to negotiate a contract with the highest rated firm. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful firm. The contract will include provisions required by the grant.