

# Request for Board of Commissioners' Action

From: Faye Hughes, County Administrator Date: August 17, 2018

Subject: Southern Georgia GIS Contract Item Number: VIII-E

Attached is the Southern Georgia Regional Commission contract for GIS services for the 911 Center. The annual fee is \$1500.00.

The Chair will need a motion to approve the Southern Georgia RC's contract for GIS services.

Motion made by \_\_\_\_\_

Second made by \_\_\_\_\_

Any discussion: \_\_\_\_\_  
\_\_\_\_\_

Votes \_\_\_\_\_ yes \_\_\_\_\_ no

Motion carried/ failed



## Requisition for Geographic Information System Services

This requisition is made by Cook County 911 ("Client") to the Southern Georgia Regional Commission (SGRC).

### Section 1 – Terms

Upon submission of this signed requisition to SGRC, SGRC will commence efforts to deliver products and services as described in Section 2. In consideration for these products and services, Client agrees to compensate SGRC as prescribed in Section 4 of this requisition. Furthermore, the agent or person(s) submitting this requisition agrees that he/she is authorized by the Client to request the services of SGRC and to obligate the Client for payment of those services.

### Section 2 – Products and services requested:

- Post process addresses that client has GPSd.
- Merge new addresses with existing address shapefile and make sure attributes look similar to current attributes.
- Create new roads as necessary and add to existing roads shapefile.
- Deliver new shapefiles via email back to client.

### Section 3 – Client responsibilities

Client agrees to produce any documentation or data necessary to facilitate the completion of services requested above.

### Section 4 – Compensation

For performance of services and delivery of products as described in Section 2, Client shall compensate SGRC as indicated below.

\$ 1,500 yearly for GIS services.

### Section 5 - Payment Schedule

Client shall be billed as services are performed but no more frequent than a monthly basis. Client shall pay invoiced amount in full, without delay.

### Section 6 – Delivery

Unless otherwise described in Section 2, and where practical, products shall be delivered via electronic means (email, ftp or upload of files to Clients data storage device(s)). Should any products require shipment via postal service or overnight delivery, Client agrees to provide for such arrangements and compensate SGRC for delivery fees.

### Section 7 – Other Specifications

**Ownership** - All products produced in whole or in part shall become the property of the Client upon payment for services. **Suspension or termination of request** - Should the Client, through action or request, cause SGRC to cease or suspend work towards the fulfillment of this requisition, Client agrees to compensate SGRC for the just and equitable portion of accomplished work. **Publication of products** - SGRC shall not apply for copyright of any reports or documents produced. Should SGRC or Client decide that it would be advantageous to publish the products resulting from this requisition, the determination of same shall be made jointly and agreeable to each party. Publication by either party shall give proper credit to the other party.

\_\_\_\_\_ Client P.O. Number (if required)

\_\_\_\_\_ Client/Agent Signature

\_\_\_\_\_ Client/Agent Printed

\_\_\_\_\_ Client Billing Address

\_\_\_\_\_ City, State, Zip

\_\_\_\_\_ Date