**STATE OF MAINE**

**Public Utilities Commission**

*Emergency Services Communication Bureau*



**REQUEST FOR INFORMATION**

**RFI#201811228**

**Geographic Information System Data Enhancement**

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| --- | --- |
| **RFI Coordinator** | *All communication regarding this RFI must be made through the RFI Coordinator identified below*.  **Name:** Jamie Waterbury **Title:** Office Specialist II  **Contact Information:** [Jamie.a.waterbury@maine.gov](mailto:Jamie.a.waterbury@maine.gov) |
| **Submitted Questions Due** | *All questions must be submitted to the RFI Coordinator identified above by:*  **Date:** Friday, January 11, 2019, no later than 5:00 p.m., local time |
| **Response Submission** | **Submission Deadline:** Friday, February 1, 2019, no later than 5:00 p.m., local time  **Submit to:** [Jamie.a.waterbury@maine.gov](mailto:Jamie.a.waterbury@maine.gov) |

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# **PUBLIC NOTICE**

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**State of Maine**

**Public Utilities Commission**

**Emergency Services Communications Bureau**

**RFI#201811228**

**Geographic Information System Data Enhancement**

The State of Maine, Public Utilities Commission, Emergency Services Bureau, is seeking information regarding Geographic Information System Data Enhancement.

A copy of the RFI, as well as the Question & Answer Summary and all other related documents to this RFI, can be obtained at the following website: <https://www.maine.gov/dafs/procurementservices/vendors/rfis>

Responses must be submitted to: [Jamie.a.waterbury@maine.gov](mailto:Jamie.a.waterbury@maine.gov) and be submitted by 5:00 pm, local time, on Friday, February 1, 2019.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**RFI DEFINITIONS/ACRONYMS**

The following terms and acronyms shall have the meaning indicated below as referenced in this Request for Information:

1. **RFI:** Request for Information
2. **RFP:** Request for Proposal
3. **State:** State of Maine
4. **Department:** Public Utilities Commission, Emergency Services Communication Bureau
5. **FOAA:** Maine Freedom of Access Act
6. **Respondent:** Any individual or organization submitting a response to this RFI.
7. **ECRF:** Emergency Call Routing Function
8. **GIS:** Geographical Information System
9. **LVF:** Location Validation Function
10. **MSAG:** Master Street Address Guide
11. **NG9-1-1:** Next Generation 9-1-1
12. **NENA:** National Emergency Number Association
13. **USGS:** United States Geological Survey
14. **FGDC**: Federal Geographic Data Committee
15. **NSDI:** National Spatial Data Infrastructure
16. **MEDOQ**: Maine compressed USGS Digital Orthophoto Quarter Quadrangles

**State of Maine - Public Utilities Commission**

**RFI#201811228**

**Geographic Information System Data Enhancement**

# **PART I INTRODUCTION**

A. Purpose and Background

This Request for Information (RFI) is an information gathering and market research tool, not a formal solicitation of a specific requirement (such as in a “Request for Proposals” document). The Public Utilities Commission, Emergency Services Communication Bureau (“Department”) is seeking information regarding Geographic Information System Data Enhancement Services from interested parties as defined in this RFI document. This is an opportunity for interested parties to help the Department better understand the marketplace and subject matter.

The Department is responsible for the implementation and management of the State’s Next Generation

9-1-1 (NG9-1-1) system. GIS is the foundation upon which NG911 location and call routing services are built. The Department, in coordination with the State of Maine (State), is working towards a comprehensive Geographic Information System (GIS) Address Point layer and Road Centerline layer which meet and exceed the National Spatial Data Infrastructure (NSDI) National Standard for Spatial Data Accuracy. Additionally, the National Emergency Number Association (NENA) Standard for NG9-1-1 GIS Data Model format (NENA-STA-006) contains the additional fields needed to meet the State’s requirements.

## B. General Provisions

1. All contact with the State regarding this RFI must be made through the aforementioned RFI Coordinator. No other person/ State employee is empowered to make binding statements regarding this RFI.
2. This is a non-binding Request for Information. Therefore, no award shall be made as a result of the RFI process.
3. Issuance of this RFI does not commit the Department to pay any expenses incurred by a Respondent in the preparation of their response to this RFI. This includes attendance at personal interviews or other meetings and software or system demonstrations, where applicable.
4. Issuance of this RFI in no way constitutes a commitment by the State of Maine to issue a Request for Proposal (RFP).
5. All responses should adhere to the instructions and format requests outlined in this RFI and all written supplements and amendments, such as the Summary of Questions and Answers, issued by the Department.
6. All submissions in response to this RFI will be considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) (1 M.R.S. §§ 401 et seq.).

<http://www.mainelegislature.org/legis/statutes/1/title1sec401.html>

1. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be Proposer’s/Vendor’s responsibility to determine the applicability and requirements of any such laws and to abide by them.

# **PART II INFORMATION SOUGHT**

The Department is seeking information from knowledgeable stakeholders to help the Department to better understanding how to best perform a review of our existing road centerline data and existing structure location data, spatially adjust the geometries to meet national standards, and provide for the remediation of missing/incomplete/incorrect data. This RFI is an early step in our planning process and will provide the Department with a better understanding, not only of the benefits, but also the challenges, risks, and issues associated with enhancing our spatial data to meets the future needs of Maine’s NG9-1-1 system. Responses will be used as a guide to develop a RFP in the future that will provide a greater level of detail and delivery expectations.

**A. BACKGROUND INFORMATION**

During the 1990’s, the Department began creating a road centerline using USGS 7.5-minute topographical maps. This was the foundation for our efforts to address the entire State of Maine. The project used GPS collection for missing roads and structures (structure points were not corrected nor maintained), and then we worked with each municipality to verify road and road name data. Other data sources include MEDOQs (appended, compressed USGS Digital Orthophoto Quarter Quadrangles), 10-meter panchromatic sharpened SPOT imagery from the USA Select Statewide Program and US Department of Commerce, Bureau of Census TIGER/Line Files and other sources identified on each road segments “source” field.

Around 2010, the Department began planning for the Next Generation 9-1-1 (NG9-1-1) implementation. At the heart of any NG9-1-1 system is the Enterprise Geospatial Database. The Department began the effort to create a structure point data class to provide the required elements when the Department deployed NG9-1-1. The method used for the initial creation was to geocode the 9-1-1 ALI database to create address points. Other data sources include GPS collection, real property digital tax maps, MEDOQs (appended, compressed USGS Digital Orthophoto Quarter Quadrangles) for the years 2006-2018 with varying resolutions of 24”, 18”, 12”, 6”, 3”, Light Detection and Ranging (LiDAR) QL2, National Agriculture Imagery Program (NAIP) for years 2006, 2007, 2009, 2011, 2013, 2015, and 2018 when it becomes available, as well as various other sources of addressing data. Every structure point contains a “source” field to identify how the point was created.

**B. DATA DESCRIPTIONS**

FGDC compliant metadata is available for the road centerline and structure location layers. Other sources of data that may be used for this project includes all the GIS data the State of Maine has available. This includes but is not limited to Aerial Imagery, LiDAR, as well as other GIS data sets such as building footprints, and parcel data where available. For a detail listing of available source data and the metadata descriptions please refer to the following websites:

<https://www1.maine.gov/geolib/catalog/index.shtml>

<https://geolibrary-maine.opendata.arcgis.com/datasets#data>

**C. INFORMATION SOUGHT**

The Department is looking for responses from qualified firms to provide information on the following:

1. Review of existing road centerline data and to re-align the geometries to meet the new NENA spatial accuracy standard of 1:5000
2. Review of existing Address point data and to re-align the geometries to meet the new NENA spatial accuracy standard of 1:5000
3. Add missing Address locations and/or missing attributes for the Address locations

Responders should discuss the following as it may pertain to the project work.

* What are the key components/elements that should be addressed with this type of project?
* Identity potential challenges for the Department, contractor, subcontractors and/or end users.
* What are some best or preferred methods used by other states or on other county or regional initiatives?
* Who have you performed similar work for or have contracts with and provide links or copies of any current contracts that occurred in the last 3-yrs?
* Include a high-level overview what such a project might include.
* Provide a high-level timeline of what to expect for contract duration.
* Would you recommend a statewide or regional or county contract awards? And why?
* Provide any additional information that may guide the ESCB in this endeavor.
* Describe a successful or suggested approach of an RFP to consider.
* Would subcontractors need to be utilized? If yes, what role would they provide?
* What would be some responsibilities of the state?

# **PART III KEY RFI EVENTS**

1. **Informational Meeting**

The Department will sponsor an Informational Meeting concerning this RFI beginning at the date, time and location shown on the RFI cover page. The purpose of the Informational Meeting is to provide interested parties with additional information related to this RFI, field questions, and clarify any questions as to this RFI request.

## Questions

**1. General Instructions**

1. It is the responsibility of each interested party to examine the entire RFI and to seek clarification, in writing, if they do not understand any information or instructions.
2. Interested parties should use **Appendix B** – Submitted Questions Form – for submission of questions.
3. The Submitted Questions Form must be submitted by e-mail and received by the RFI Coordinator, identified on the cover page of this RFI, as soon as possible but no later than the date and time specified on the RFI cover page.
4. Submitted Questions must include the RFI Number and Title in the subject line of the e-mail. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.

**2. Question & Answer Summary**

Responses to all questions will be compiled in writing and posted on the following website: <https://www.maine.gov/dafs/procurementservices/vendors/rfis>. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

## Submitting the Response

1. **Responses Due**

Responses must be received no later than the date and time listed in the timeline above.

1. **Delivery Instructions**

Responses must be submitted to the RFI Coordinator, via e-mail, listed on the cover page of this RFI document.

# **PART IV SUBMISSION REQUIREMENTS**

This section contains instructions for Respondents to use in preparing their responses. It is requested that all responses follow the outline suggested below, including the numbering, section and sub-section headings as they appear here. The Department seeks detailed yet succinct responses that demonstrate the Respondent’s experience and familiarity with the subject matter. As this is not a competitive RFP process, Respondents should not provide any specific cost or customized pricing documentation in their response.

## Response Format

**1.** For clarity, the response should be typed or printed. Responses should be single-spaced with 1” margins on white 8 ½” x 11” paper using a font no smaller than 12 point Times New Roman or similar.

**2.** All pages should be numbered consecutively beginning with number 1 on the first page of the narrative (this does not include the cover page or table of contents pages) through to the end, including all forms and attachments. For clarity, the Respondent’s name should appear on every page, including Attachments. Each Attachment should reference the section or subsection number to which it corresponds.

**3.** Respondents are asked to be brief and to respond to each question and instruction listed in the “Submission Requirements” section of this RFI. Number each response to correspond to the relevant question or instruction of the RFI.

**4.** Include any forms provided in the package or reproduce those forms as closely as possible. All information should be presented in the same order and format as described in the RFI.

**5.** Please provide all information requested in the RFI package at the time of submission.

## 

## Response Contents

## Section I. Organization

* 1. Complete **Appendix A** (provided as an Appendix to this RFI)
  2. Provide Respondent’s location(s)
  3. Provide a brief description of Respondent’s main products/services
  4. Provide a brief description of years in business
  5. Provide a description of the management structure
  6. Describe any licensure required for any services described in the “Information Sought” section.
  7. Provide clients that are using comparable products or services (including contact information).
  8. Describe skills pertinent to the specific work described in the RFI.

## Section II. Response to Information Sought

Discuss the “Information Sought” section referenced above in Part II of this RFI and what the Respondent offers related to the goods and/or services described. Please respond to all questions in this section and give particular attention to describing the methods and resources necessary to accomplish the tasks involved. Respondents are also encouraged to share their knowledge and/or insight of the marketplace and of the specific goods and/or services in general for which information is being sought.

# **PART V REVIEW OF RESPONSES RECEIVED**

# **General Information**

# The Department will review responses received for the purpose of gathering information and market research. The Department will not score or rate responses received.

# The Department reserves the right to communicate and/or schedule interviews/presentations with Respondents, if needed, to obtain clarification of information contained in the responses received.

# **PART VI LIST OF RFI APPENDICES AND RELATED DOCUMENTS**

1. Appendix A – Response Cover Page
2. Appendix B – Submitted Questions Form

**APPENDIX A**

**STATE OF MAINE**

**Public Utilities Commission**

## RESPONSE COVER PAGE

**RFI#201811228**

**Geographic Information System Data Enhancement**

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| **Lead Point of Contact - Name/Title:** | | |  | | |
| **Organization Name (if applicable):** | | |  | | |
| **Tel:** |  | | **Fax:** |  | |
| **E-Mail:** |  | | **Website (if applicable):** | |  |
| **Street Address:** | |  | | | |
| **City/State/Zip:** | |  | | | |

**APPENDIX B**

**State of Maine**

**Public Utilities Commission**

**SUBMITTED QUESTIONS FORM**

**RFI#201811228**

**Geographic Information System Data Enhancement**

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| --- | --- |
| **Organization/Responder’s Name:** |  |

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| **RFI Section & Page Number** | **Question** |
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*\* If a question is not related to any section of the RFI, state “N/A” under “RFI Section & Page Number”.*

*\*\* Add additional rows, if necessary.*