

MetroGIS **Address Points Web Editing Subgroup**

Cooperation, Coordination, Sharing Geographic Data, Making Gnarly Web Services



Agenda

Monday, August 25, 2008
MESB/Mosquito Control Offices

MESB Board Room
2099 University Ave. W., St. Paul
(Map Attached)

1:00 to 3:00

- 1. Welcome and introductions**

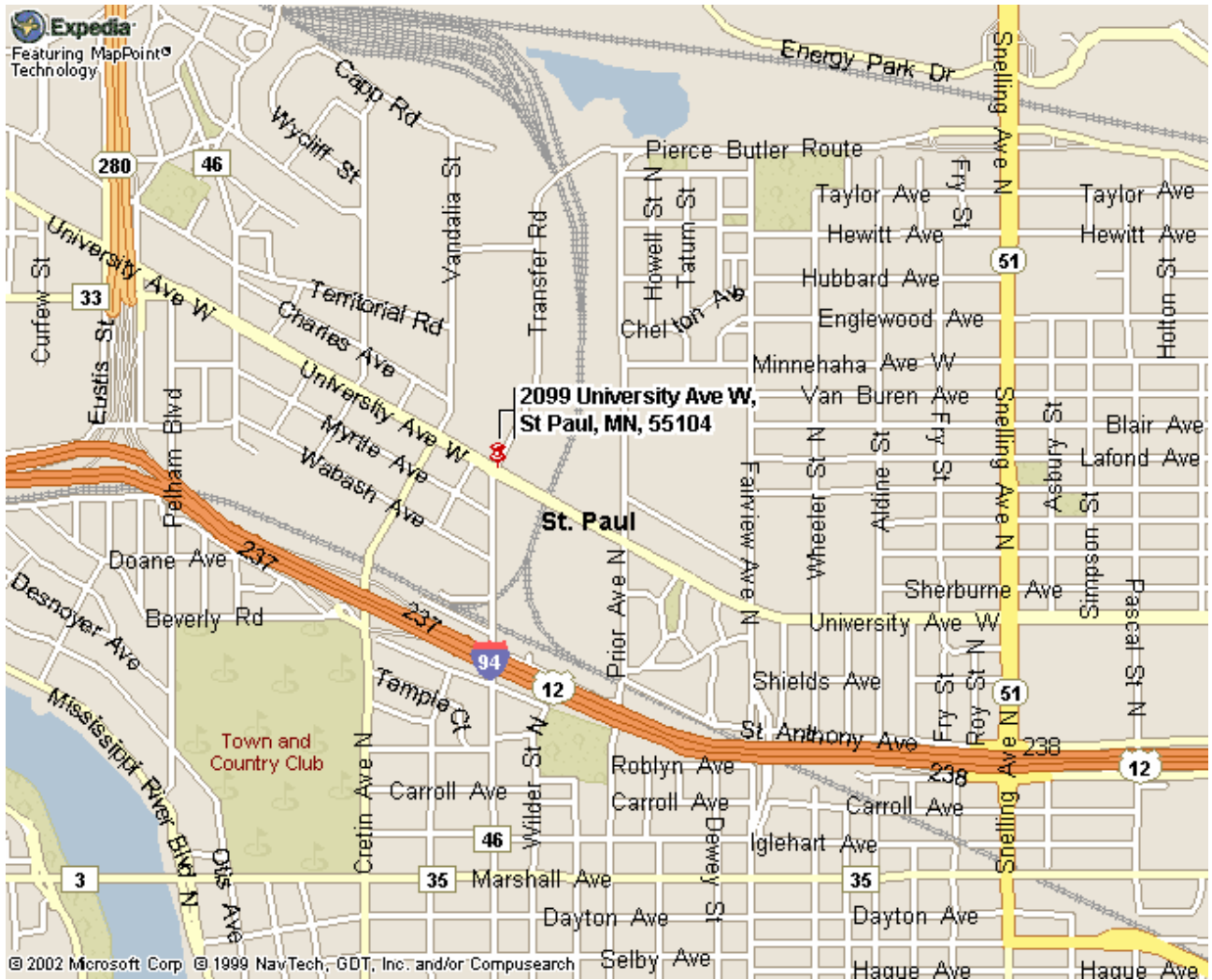
- 2. Approve agenda** all

- 3. Overview of Proposal Approved by Policy Board** Nancy Read

- 4. Continue to Define** All
 - a) Scope of Work**
 - b) Deliverables**
 - c) Potential Bidders**
 - d) Bid Evaluation Criteria**

- 5. Adjourn**

Directions: Building is located on Northeast corner of University Avenue and Transfer Road (South of AMTRAK station). Best access off Interstate 94 is the Cretin/Vandalia exit. Head north on Vandalia Ave to University Avenue, then East on University to Transfer Road/Cleveland Ave. North on Transfer Rd. and enter first parking lot on right (before RR tracks). Building is marked as Metro Counties Government Center.



**Excerpt from Coordinating Committee Summary for June 18, 2008 Meeting:
5a) 2008 Regional GIS Project Proposals**

1) Address Points Editing Tool: ...one-half of the requested \$13,500 would be used for product development and the other half for project management. the project management cost is higher than preferred but that she sees no choice other than to outsource this task because no single organization has sufficient business need to assign a staff member to support this work.

... the objective of the editing tool is to facilitate creation of an address point database that does not currently exist. A viability assessment last year estimated that roughly 40 cities would use the editing tool. Data ownership would remain with the cities, the entities that produce it. He surmised that smaller cities are the most likely users of the proposed web-based tool, which they could use to maintain address data directly in a regional database. ... this tool would supplement, and not in any way interfere with current address transfer methods employed to move data from cities to counties/other entities unless those parties elect on their own to use the tool.

A wide ranging discussion ensued to clarify how the proposed tool is expected to work. The discussion included: interfacing with existing address data capture methods, using open source software as a possibility at the prototype level, explaining how the tool would likely have value for other applications as a foundation to build upon and that using the tool would likely result in more complete and accurate address data. Read concluded her comments by stating the proposal provides substantive time in the design phase to resolve these and other questions to the satisfaction of the parties.

Member Bitner offered two tests to apply to the Committee's review of each proposal, which he also stated he believes this proposal meets:

- (a) Usefulness to the community of the deliverable
- (b) Benefit of the project as a pilot to test solutions to issues that will be encountered by other projects important to the community.

Bitner concluded by stating that he believes the learning that would occur via this proposal would be valuable even if the only a fraction of the target users participated at the outset and that its presence would serve as a valuable catalyst to grow from or to decide that the concept is not viable.

Proposal

Address Points Editing Tool – Requirements and Prototype

Submitted by: Nancy Read, on behalf of Address Points Team

a) Statement of project objective and why the requested funding is needed.

The objective of the project is to develop a Requirements Specification document and rough prototype for an Address Points Editing Tool that could be used by cities to edit a common Address Points database/layer. Funding of approximately \$13,500 is needed to hire a contractor(s) to do this work for the MetroGIS Address Team. This project is a companion project to the Database Synchronization Project with Carver County funded in 2007, and personnel from both projects are looking forward to working together.

b) How the proposed project conforms to a Regional GIS Project objective(s).

This project is a key element for facilitating maintenance of a metro-wide Address Points layer, and also is a useful demonstration of shared application development and use of web services.

c) Importance of the proposed project to implement a sustainable solution to a defined priority geospatial community need(s).

The need for an Address Points layer and for this kind of tool has been established by previous work by the MetroGIS Address Points Team (see Final Report of 2006-2007 study by Brad Henry, URS, http://www.metrogis.org/data/info_needs/street_addresses/web_editing_%20app_viability_assessment_final.pdf) To quote from the report summary, “The result of this viability assessment, conducted within the address authority and emergency response communities, is that there is a need for such an application and that at least 20 percent of the metro address authorities, and likely more, would use such an application and help build its address point database.”

d) Activities necessary to achieve the project objective and relationship of the requested funds.

The Address Points Team needs to meet and choose a project manager and a project guidance subgroup. The subgroup would handle hiring a contractor to develop requirements specifications, explore issues such as how to handle rights and permissions for those doing editing, evaluate existing tools available for editing point data over the web, and build a simple prototype to demonstrate the potential use of this application. Funds would be used to pay those hired, possibly including a project manager. We are hoping that contracts could be made directly between the Metropolitan Council, on behalf of the Address Workgroup, and the contractors, as has been done with Address Workgroup projects in the past.

e) Readiness for funding and status of any prerequisites (e.g., another software component, license agreement, etc.) that must be in place to proceed and their status.

Previous work by the MetroGIS Address Points Team has established a data structure, and demonstrated widespread interest in this editing capability (2006-7 project by URS). A separate project by the team is developing capability to synchronize the underlying databases (2007-8 project by Carver Co.). Note that full development of the underlying databases is not a prerequisite for this current project; only a prototype database is needed at this stage. However, starting on this phase of the project now would enable development of a full editing tool on a timelier basis once the database synchronization project is completed.

f) Description of the benefit to the MetroGIS community and those stakeholders that would be expected to realize the greatest benefit.

The main benefit is moving forward with development of the Address Points database and trying to maintain the previous momentum of that team, which is an excellent demonstration of the Business

Plan goal of involving more stakeholders at other levels of government and of developing shared applications and web services. As documented previously, an effective Address Points database benefits local governments on many levels, including addressing authorities (usually cities), emergency services, counties and regional governments looking for current addresses, as well as secondary users through applications such as the Geocoder and potential Mailing Address applications.

g) Total value and description of required resources that would be leveraged if funding is awarded.

The project leverages previous work done by the MetroGIS Address Points Team, and could potentially leverage similar work proposed for web editing by Minnesota Structures CAP Grant group (based in LMIC) and by interested counties.

Current estimates suggest that \$4,000 would go towards project management and development of initial specifications with the Address Workgroup, \$2000 would go toward dealing with security issues, and \$7,500 would go towards building, testing and revising a prototype application.

We currently expect that the job of assembling a prototype database will be done by Workgroup members, and that hosting for the application and database(s) will be provided by a Workgroup member agency.

Many participants feel this is an important project, but it has been difficult to find a particular agency with enough internal business need to justify dedicating staff for project management for this project. Therefore we have included the cost of hiring a project manager, so that Workgroup members can be focus on making sure the business needs are well-described, and we can make enough progress to show a valuable return on member's time invested so far.

In addition, few Workgroup members currently have the in-house capacity (skills + time) to put together a prototype application. By hiring a contractor to build a prototype, we follow the "build once, use many times" philosophy, and those with in-house talent can use it to customize rather than build from scratch. Team members are discussing whether the prototype should be done with open-source software, which would make it easier to share, or with ESRI products that counties currently have licenses to. The application will need to be able to work with various kinds of databases, and needs will be clearer as we work on the Address Point Database Synchronization project.

h) Effect of receiving funding approval if for less than the full amount requested.

If less than the full amount is received, more of the project work would have to be covered by Workgroup members, which would likely result in the project being scaled back or delayed. It is probably more likely that we could get a Workgroup member to serve as project manager than to get Workgroup members to build the prototype, although either is a possibility. Setting up generalized requirements would be beyond the internal needs of any particular member.

i) Time frame for project completion.

We would expect completion of prototype within 1 year of receiving funding.