

August 23, 2010

**Response To
Questions Received From Prospective Proposers**

**Request for Proposals
Next Generation MetroGIS Needs Assessment
August 16, 2010**

Question 1:

Can you clarify that the budget for September 2010 to December 2010 is only \$15K for this individual?

Reply: Yes, the 2010 budget for this project is currently \$15,000. Also, we are not assuming an “individual” will be retained. Past experience has demonstrated that a team of individuals may be required to bring all relevant skills needed to successfully carry out this project.

This 2010 funding constraint has been made known to prospective proposers to ensure that the proposed project phasing plans generally adhere to this budget reality. Past experience has demonstrated that this is about the maximum amount that can be effectively used for a project of this nature, with an early fall start date.

Question 2:

What is the budget request for 2011?

Reply: At least \$15,000 is expected to be available in the 2011 budget. We would prefer to rely on the competitiveness and quality of proposals to set the final budget amount. To be clear, we are looking for a needs assessment and a prioritization of those needs, NOT a strategy to act on those priorities. Future projects will address strategy.

Question 3:

Is it the expectation that this individual will be working 40 hrs each week throughout the project? Or time as required to perform the functions?

Reply: Our goal is to reach agreement with a qualified consultant whereby the content and timing of the deliverables are agreed upon for a fixed fee. As such, the details of the number of hours worked, and when are secondary to receipt of the agreed upon deliverables according to the agreed upon milestones.

Question 4

Does MetroGIS have a particular desired or standardized format for surveying the GIS community about emerging needs?

Reply: No.

Question 5

On Page 4 3, item 4a, you specify that the assessment methodology must be "built upon/be directly comparable to the 'shared information needs' component of the first-generation, data-centric, needs assessment." How are the content, methodology, and results of this needs assessment expected to differ from the previous assessment?

Reply: MetroGIS has nearly 15 years of history since the first needs assessment was conducted. Solutions to many of the first-generation shared needs have been accomplished, while new shared needs have come to light. Examining this change in needs over time span is new to the expected methodology. Second, the focus of the proposed next-generation needs assessment is geospatial data, applications and organization while the first needs assessment focused only on data. Third, the very definition of stakeholder is expanding to encompass a broader community of participants. The content, methodology and results will all be influenced by these changes. An fourth, Web and GIS technology, and needs assessment techniques have changed as well. These advances present an opportunity to better understand the shared goals of MetroGIS and the ways in which MetroGIS stakeholders collaborate. It is expected that a prospective consultant will offer proven techniques to capable of looking into each of the dimensions comprise the changed environment since the previous assessment was conducted. .