Minutes

Enterprise GIS Steering Committee		
12.3.2015	1:30pm – 2:15pm	Planning Large Conference Room
Chair	Pam Dubov, Property Appraiser's Office (PAO)	
Note taker	Toni Smith, BTS	
Attendees	<u>Voting Committee Members</u> Pam Dubov, Property Appraiser's Office PAO Marc Gillette, Supervisor of Elections (SOE) Jake Stowers, Assistant County Administrator ABSENT Paul Sacco, Assistant County Administrator John Bennett, Assistant County Administrator Jason Malpass, Pinellas County Sheriff's Office (PCSO) ABSENT Jill DeGood, Sheriff (for Jason Malpass) <u>Guests</u> Joe Borries, EM Jeremy Capes, Utilities Rodney Chatman, MPO Dawn Estes, BTS Tom Fredrick, BTS Ginny Holscher, Risk Management Sandra Knoebel-Cuddington, MPO Blake Lyon, DRS/Code Enforcement Curt Nielsen, PAO Clayton Parrott, EM Jay Perkins, Public Works/ETF Alan Shellhorn, Planning Penny Simone, Public Works/ETF Toni Smith, BTS Bryan Zumwalt, BTS		
Agenda	1. Call to Order 2. Approval of Minutes 3. Steering Committee Vice Chair Nomination/Vote 4. Introduction of new eGIS Team Members 5. Aerial/Oblique Photography Procurement Update/Schedule 6. LIDAR Procurement Update/Schedule 7. 2016 User Conference Complimentary Pass Allocation 8. ESRI EEAP Status Update 9. 2015 Release 2 Project Updates 10. 2016 Release 1 Proposed Projects 11. Open Discussion 12. Adjournment		

Agenda Items

Call to Order	
Presenter	Pam Dubov
	The meeting was called to order at 1:30pm.

Approval of minutes from the September 3rd, 2015 meeting	
Presenter	Pam Dubov
Discussion	It was asked by Pam if there were any changes to the September 3rd, 2015 meeting minutes, none were noted.
Conclusions	Marc Gillette motioned to approved, Jill DeGood seconded, all in favor. Minutes approved.

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Steering Committee Vice Chair Nomination/Vote	
Presenter	Pam Dubov
Discussion	Pam reminded the committee of the discussion in the last meeting of nominating a vice chair for the committee. She mentioned that at the end of 2016, she will no longer be at the PAO and that usually the vice chair eventually becomes the chair of the committee. With that said she asked the committee members if there were any nominations and John Bennett stepped up and said that he was the one in favor, therefore Paul Sacco nominated him, Marc Gillette seconded, a vote was set in motion, and all were in favor. John Bennett, Assistant County Administrator was then welcomed as the new Vice Chairman of the eGIS Steering Committee.

Introduction of new eGIS Team Members	
Presenter	Bryan Zumwalt
Discussion	Bryan mentioned that the GIS Consolidation with Public Works, Utilities and Office of Engineering and Support has been completed. eGIS welcomed to the team Marcia Colby, Greta Finney, Elizabeth Harper and Eric Pieniak on October 1st, 2015. Bryan also stated that things were going good with the transition.

Aerial/Oblique Photography Procurement Update/Status	
Presenter	Bryan Zumwalt
Discussion	Bryan briefly explained that the procurement of aerial/oblique photography has gone through the evaluations from the bids and that the #1 ranked firm from those evaluations came out to be Pictometry. Negotiations have been completed and are ready to be presented to the Board of County Commissioners on December 15, 2015 for approval. Joe Borries asked how many firms gave bids, the answer was 4. Curt Nielsen asked what the specs were and Bryan responded with 4 inch in raw and 6 inch processed and will cover 477 square miles.

LIDAR Procurement Update/Status	
Presenter	Bryan Zumwalt
Discussion	Bryan mentioned that eGIS has scoped and negotiated a fee with Atkins North American through the County's existing General Engineering Contract for LIDAR services. A purchase order was issued on November 17, 2015 for $173, 634. It was stated that this will provide all the deliverables and derivative products that were asked for except for the Pervious and Impervious Surface data. Unfortunately there was a significant additional cost to do this specific task which would have been around $230,000 itself. It was noted that it was not the eGIS Steering Committee's decision that this was left out but the county department's decisions that was in need of the data. It was asked about the timeframe of the delivery. Bryan stated that it would take approximately 8 weeks to process so he would anticipate sometime late February or early March for delivery. Joe Borries asked if we were able to get the USGS 3DEP co-founding request and Bryan answered by saying that he put in the request but have not heard back, an answer should be coming back this month.

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2016 User Conference Complimentary Pass Allocation	
Presenter	Bryan Zumwalt
Discussion	The 2016 ESRI User Conference will be held the week of June 27th thru July 1st, 2016 in San Diego. This year, with the new Enterprise License Agreement with ESRI, the county now has 20 complimentary passes, compared to 10 as in the previous years. An email was sent out to the working group members for requests for these 20 passes. eGIS has received the following requests per departments: • BTS/eGIS – 6 • Public Works -6 • Utilities – 3 • Public Safety Services – 3 • Property Appraiser – 1 • Development Review Services – 1 Bryan mentioned that he was sure more requests would be coming in and that the Steering Committee would need to decide how to allocate the 20 passes. Pam recommended sending out another email asking for all request to be submitted by January 15th and if we are over the 20 it can be discussed at the February 3rd, 2016 meeting or before then with her. The other committee members agreed.

ESRI EEAP Status Update	
Presenter	Bryan Zumwalt
Discussion	Bryan quickly went over the ESRI – EEAP Status and pointed out the three current projects with ESRI: • Help with the infrastructure move the Public Safety Center • Utility data training • Parcel Fabric support for the Property Appraiser's Office. There are a total of 123.48 credits remaining.

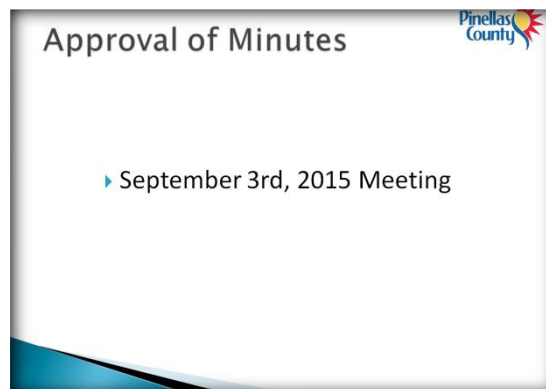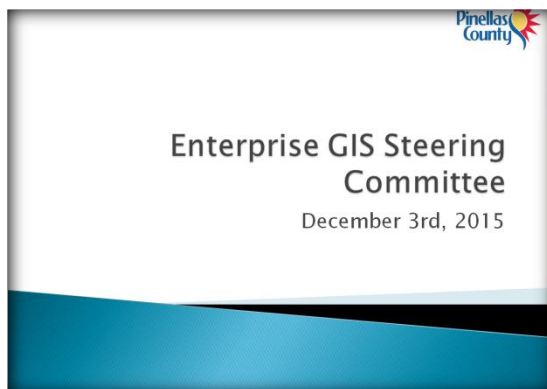| 2015 Release 2 Project Updates	
Presenter	Bryan Zumwalt
Discussion	Bryan went over the list of Release 2 Projects showing that the MapGuide Replacement Applications were in the process of testing/training. It is still the plan to have these applications completed by January 1st, 2016 in order to shut down MapGuide. Other projects in testing/training/development: • The WebEnforcer application for the Sheriff's department was actually finished prior to this meeting. Jill DeGood will be testing this out and asked about how the training would be handled, as in the past she and Kristin Preston use to give the training. Bryan asked how many people this would be and she said that we would need to get with Deborah Berry. • Trespass & Crossing Guard Applications • Stormwater Data Migration • BTS/eGIS Server Virtualization (Courthouse to PSC) • Tree Inventory ArcGIS Collector Application – In development Projects carrying over to 2016 – Release 1: • Outstanding Warrants (Sheriff) • Water Navigation Marker Collector Application (Public Works) • RESTORE Act – Sea Level Rise Vulnerability Study (Planning) • EAM/CityWorks & Accela Support • Fiber Infrastructure Implementation

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2016 Release 1 Proposed Projects	
Presenter	Bryan Zumwalt
Discussion	Bryan went over the proposed project for Release 1 – 2016. He mentioned that a majority of the time will be spent with training on the MapGuide Replacement Applications. Other projects are: • CIP Mapping for Office of Management and Budget to get their 10 year plan into GIS to help with efforts such as Penny for Pinellas. • Planning Focused Application for Planning needs. • Field EOC Operations Viewer for Public Works to help with showing work orders during an event. • Damage Assessment Post Event Products for Emergency Management. • FOG (Fats, Oils and Grease) Program GeoForms Application for Utilities. • SCADA/GIS Integration for Engineering and Utilities. • PCUGIS Offline Collector Application for Utilities. • Water Navigation Marker Collector Application for Public Works. • Human Services Public Data Viewer. • Street Light Districts Automation for Public Works/Transportation. • Utility Data Cleanup. • Road Centerline/Address cleanup with 911. • Outstanding Warrants GIS Viewer for the Sheriff. • Sea Level Rise Vulnerability Study – Restore Act for Planning. • EAM/CityWorks Implementation Support. • Accela Implementation Support with Development Review Services Bryan asked if there were any other projects that should be on this list. • Joe Borries mentioned the Road Closure Application – Bryan responded with this will become part of the Field EOC Operations Viewer for Public Works. Joe was concerned that it wouldn't fit their needs and Penny Simone reassured Joe that he and his department would be included on this application so it will work for all involved. • Blake Lyon mentioned the products that were shown to Economic Development by ESRI and would like to have some coordination of training on ArcGIS Online with those products. Alan Shellhorn from Planning and Rodney Chatman from MPO would like to be involved in this training also. • John Bennett mentioned a project with level of service analysis on Fire Stations.

Open Discussion	
Item #1	• EAM/Cityworks Support Status – Bryan mentioned the negotiations were ongoing but that it looks like this project may be set to begin late January and eGIS may have a role in the 2016 – Release 1. • Accela – Blake Lyon gave an update that they are finishing the scope of work now and it should be completed by December 11th, 2015. March of 2016 is the anticipated begin date of implementation which will take 18-24 months. Bryan mentioned that dollars are allocated in each of these project contracts for GIS support.
Item #2	Concerning the Fiber Infrastructure Implementation, Joe Borries brought up the Sunshine One call and how this data is given to them. eGIS will look into this.
Item #3	Joe Borries suggested using interns for the Road Centerline/Address cleanup.

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Item #4	Marc Gillette informed the Committee about the Supreme Court decision on the Congressional District line changes. Looks like Pinellas County will be losing District 14 and will only comprise of Districts 12 & 13. With this change, 10 precincts are affected. The Supervisor of Elections will need to get these changes completed by January for approval. Once approved, they will have new data for Congressional Districts, Precincts and Split Precincts for eGIS. It was asked if the Senate lines were changing and the answer was Yes, but not until after the March 2016 primary.
Item #5	Pam mentioned a meeting that her office was having next week with John Bishop from Public Works concerning Erosion Control lines and discrepancies between them and the parcels lines. There is a project for beach re-nourishment and there could be some issues with some 400 parcels. Pam didn't know if this was going to be the responsibility of her office or something that should be part of eGIS so would like to have some representation from the eGIS team at this meeting. Penny Simone commented that Shirley Zeller has been working with John Bishop on this project also. Blake Lyon mentioned that this issue could also concern the wetland boundaries and may need some disclaimer.
Item #6	The next Steering Committee meeting will be held on February 4th, 2016. Although the eGIS team has been working more one on one with departments, a Working Group meeting will be planned sometime in January.
Adjournment	The meeting adjourned at 2:15pm.

Slide Presentation

Minutes

Aerial/Oblique Photography Procurement
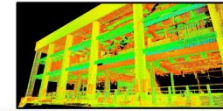
▸ # 1 Ranked Firm – **Pictometry**

▸ Procurement Schedule:
- 9/7 – Advertise RFP
- 10/1 – RFP Submittals Due
- 10/7 – Distribute Submittals to Evaluation Team
- 10/19 – Public Evaluation of Proposals
- 11/20 – Complete Negotiations
- 12/15 – Board of County Commissioners Contract Approval
- 12/21 – Issue Purchase order and Notice to Proceed

LIDAR Procurement

▸ Scope and Fee Negotiated with **Atkins North America** through General Engineering Contract for LIDAR Services

▸ Purchase order issued November 17th for $173,634

▸ LIDAR Deliverables and Derivative GIS Products:
- Raw LIDAR to 20 pls/m²
- Processed LIDAR to 8 pls/m² (for USGS 3DEP Grant)
- Digital Elevation Model of Pinellas County
- Certified Elevation Contours (1ft)
- Survey Report
- Hydro Enforcement Breaklines
- Pervious/Impervious Surface
- Tree Inventory/Canopy

2016 ESRI User Conference

▸ Per new Enterprise License Agreement with ESRI, County now has 20 complimentary passes annually to ESRI International User Conference.
▸ Conference held in San Diego from June 27th – July 1st, 2016
▸ Departments are responsible for hotel and travel expenses
▸ Departments need to email egis@pinellascounty.org with their requests for passes once allocation is determined by Steering Committee

Department	Requested
BTS/eGIS	6
Public Works	6
Utilities	3
Public Safety	3
Property Appraiser	1
Development Review Services	1
Total	20

ESRI – EEAP Status Update

Learning and Services Activities	Allocated	Consumed Current Period	Consumed To-Date	Remaining
Consulting				
Technical Advisor Expenses	4.19		4.19	
ArcGIS Server Infrastructure Support	39.00	28.08	28.08	10.92
ArcGIS PERFORMANCE & STABILITY TESTING	36.36		36.36	
closed-PUBLIC SAFETY GAP ASSESSMENT	29.46		29.46	
closed - ARCGIS SECURITY CONSULTING	39.22		39.22	
closed - DAMAGE ASSESSMENT	26.76		26.76	
closed - ARCGIS LAW ENFORCEMENT DISCOVER	4.12		4.12	
closed - ROADS AND ADDRESSING WORKSHOP	37.10		37.10	
closed - DEI DISCOVERY WORKSHOP	69.50		69.50	
closed - DEI UTILITIES/EAM WORKSHOP	11.05		11.05	
WATER INFRASTRUCTURE TECH TRANSFER	30.00		23.81	6.19
closed - ROADS AND ADDRESSING TECH TRANS	23.62		23.62	
closed - OPEN DATA SITE UI CONFIGURATION	20.75		20.75	
closed - PROPERTY APPRAISER HEALTH CHECK	28.67		28.67	
closed -Virtualization and System Design	38.04		41.04	-3.00
Parcel Fabric Support	20.00	1.25	1.25	18.75
Total Unallocated Credits	66.16			
Total Credits Remaining	123.48			

Period of Performance		Contract	Item	Credits Purchased(A)	Credits Consumed(B)	Credits Rem. (A-B)
04/24/2012	04/23/2014	4001122?	000030	200.00	200.00	
04/24/2014	04/23/2015	4001122?	000030	150.00	150.00	
04/24/2014	04/23/2015	4001513#	000020	100.00	76.52	23.48
04/24/2015	04/23/2016	4001831#	000020	100.00		100.00
Total				550.00	426.52	123.48

2015 Release 2 Projects

▸ **MapGuide Replacement Applications**
- WebGIS (Implementation/Training) – IN TRAINING
- PCUGIS (Training) – IN TRAINING
- Front Counter (Training) – IN TRAINING
- ACISS Integration with ESRI (Testing/Implementation) – COMPLETED
- Address Notification (Training/Implementation) – IN TRAINING
▸ **Sheriff**
- WebEnforcer (Deployment/Training) – IN TESTING
- Outstanding Warrants (Integration with Odyssey) – Carry over 2016
- Trespass Application (Training) – IN TRAINING
- Crossing Guard Application (Training) – IN TRAINING
▸ **Utilities/Public Works**
- Tree Inventory ArcGIS Collector Application – IN DEVELOPMENT
- Water Navigation Marker ArcGIS Collector Application – Carry over 2016
- Stormwater Data Migration (Testing/Implementation) – IN TESTING
▸ **Planning**
- RESTORE Act - Sea Level Rise Vulnerability Study – Carry over 2016
▸ **Countywide**
- BTS/eGIS Server Virtualization (Courthouse to PSC) – IN TESTING
- EAM/Cityworks Support – Carry over 2016
- Accela Support – Carry over 2016
- Fiber Infrastructure Implementation (BTS/ITS) – Carry over 2016

2016 Release 1 – Proposed Projects

▸ MapGuide Replacement Applications (Countywide)
- Training Mode . . .
▸ CIP Mapping (Office of Management and Budget)
▸ Planning Focused Application (Planning)
▸ Field EOC Operations Viewer (Public Works)
▸ Damage Assessment Post Event Products (Emergency Management)
▸ FOG (Fats Oils and Grease) Program GeoForms Application (Utilities)
▸ SCADA/GIS Integration (Engineering/Utilities)
▸ PCUGIS Offline Collector Application (Utilities)
▸ Water Navigation Marker Collector Application (Public Works/Environmental)
▸ Human Services Public Data Viewer (Human Services)
▸ Street Light District Automation (Public Works/Transportation)
▸ Utility Data Cleanup (Utilities)
▸ Road Centerline/Address Cleanup (911)
▸ Outstanding Warrants GIS Viewer (Sheriff)
▸ Sea Level Rise Vulnerability Study – Restore Act (Planning)
▸ EAM/CityWorks Implementation Support (Countywide)
▸ Accela Implementation Support (DRS)

Open Discussion