City of Oakland Park
GIS Maintenance Support
October 2017-September 2018
Proposed Scope and Fee
Prepared by Atkins

I. Background

As part of their business strategy, the City of Oakland Park moved their GIS infrastructure onto a web-based/cloud infrastructure using the ArcGIS Online Platform. The implementation was completed in April 2013.

Atkins has been asked to provide a Scope of Work to maintain spatial data and provide support for ArcGIS Online and Atkins web-based data repository on as-needed basis for the Fiscal Year 2017.

II. Description

The following provides a description of the monthly maintenance tasks associated with the City of Oakland Park GIS infrastructure. These routine tasks required to sustain the system environment are estimated to be no greater than 36 hours per month.

Routine maintenance as described below will be invoiced as time and materials ensuring that in months of little to no activity the charges are minimized to the greatest extent possible. Any time not used within each month will be "rolled over" to the next month.

III. Esri ArcGIS Online Management and Maintenance

ArcGIS Online subscription will be paid for and managed by the City of Oakland Park, but Atkins will manage and maintain the City's online content. Atkins will monitor the usage of ArcGIS Online for the City to ensure no data overages. Currently the City has an Esri ELA for Local Governments with 16,972 ArcGIS Online credits. Any additional usage (over the estimated one) will likely result in additional fees ($100 per 1000 credits). As of now, the existing ArcGIS Online subscription allows for:

- 100 registered ArcGIS Online users (unlimited read-only users), of which 16 are currently being used.
- An average of 5GB of data transfer per month (includes City's internal users and any public users accessing public ArcGIS Online City's portal from the Internet).
- Up to 40 map layers exposed as feature services.

- No aerial photos stored in ArcGIS Online.
- Up to 20,000 geocode requests.
- Total disk storage space of 50 GB.

Atkins will review usage quarterly to determine adequacy of service credits for City needs, advise and make recommendation accordingly to either maintain use wiithin the credit limit or acquire additonal credits to support use.

IV.   Atkins Internet GIS Hosting Fees

The monthly fee based on on the amount of editable data is $600 a month. This includes:

- 3 map services, 30 layers, 25 GB disk space and 20 GB ArcSDE space:
- Regular backups stored in off-site facility: free
- Additional fee: $100 per month for each 10 GB SDE space increment;
- Additional 1 map service with 10 layers: $25 per month

V. Monthly Maintenance Support Task

- Updates to ArcGIS Online as needed (layers, publishing applications from pre-defined templates, QC and publishing data from eGIS geodatabase to ArcGIS Online)
- Data Entry for utility atlas (i.e. stormwater, potable water, waste water)
- Map Creation as requested by City Staff
- Data download and export for Tax roll, CD plus and emailing address applications
- Act as support for any GIS infrastructure-related issues city's staff may have
- Customization of default ArcGIS Online viewers for specific purposes/use by city staff
- Produce specific ArcGIS Online applications with certain required querying and output capabilities based on default viewer (hosted within ArcGIS Online)
- Perform GIS system training for new users

Fee for this task is $3,710 (35 hours for GIS Analyst, Stacey MacDonald, 4 hours for Project Manager, Frank Salmon)

VI.   Rate Table

Title	Rate
GIS Analyst	$90.00
Project Manager	$140.00

VII. Total Fee

Total fee for this scope of work is

Task	Total
Maintenance labor	$44,520.00
Atkins Orlando Data Center	$7,200.00
Grand Total	**$51,720.00**