

Alpena County Office of Emergency Management & E911 Services

720 W. Chisholm Street, Suite #13

Alpena, MI 49707

(989) 354-9821

Date: 11/16/2022

To: Courts & Public Safety Committee

From: Kim Elkie

RE: Colligo GIS (911 Mapping)

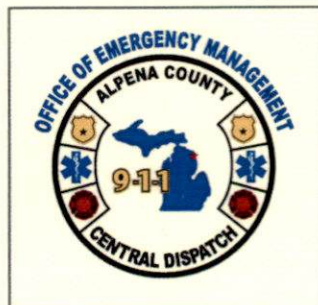
Attached please find the invoice and maintenance agreement from the Colligo GIS, previously known as Coleman Engineering Company. This represents renewal of an annual GIS 911 maintenance services agreement covering January 1, 2023 through December 31, 2023.

It is my request that this matter be referred to the Finance, Ways & Means Committee in January to approve the Work Order Agreement, including payment of the \$5,000.00 budgeted 2023 expenditure from line item #261-325-820.004.

Thank you for your consideration,



Kim Elkie
Director





Colligō GIS

635 Circle Drive
Iron Mountain, MI 49801
906-774-3440
contact@colligogis.com

November 7, 2022

Ms. Kim Elkie
Emergency Manager/911 Director
Alpena County
720 W. Chisholm Street, Suite 13
Alpena, MI 49707

Re: 2023 GIS 911 Maintenance Services
Alpena County, Michigan

Dear Ms. Elkie:

Colligo GIS (Colligo) is pleased to submit this proposal to Alpena County, Michigan (County) for the above referenced services.

SCOPE OF SERVICES

Colligo will provide the County with access to the Colligo internet-based desktop and mobile data collection application. Through this platform the County will have the ability, using internet access, to view and edit their 911 road and address GIS data. This platform also provides field GPS data collection ability for the County to perform real time address point, street centerline, driveway and trail data collection/verification.

Colligo will provide the following map maintenance services to the County:

- Incorporation of GPS'd street centerlines, driveways and trails into the existing GIS database already being maintained by Colligo;
- Street centerline, driveway and trail maintenance:
 - Digital creation from aerial imagery, if GPS is not available, will be provided on an as-needed basis;
- Attribute all newly created centerlines with a valid range in compliance with the County's Address Ordinance;
- Attribute all newly created centerlines with a County-approved valid street name;
- Maintain all GPS'd digital driveways forwarded by the County to Colligo;
- Maintain all GPS'd digital trails forwarded by the County to Colligo;
- Insert all newly created centerlines into the host Telco database;
- Incorporation of GPS'd structure locations into the existing GIS database already being maintained by Colligo;
- Structure address maintenance:
 - Digital creation from aerial imagery, if GPS is not available, will be provided on an as-needed basis;

- Attribute all newly created structures with a valid address in compliance with the County's Address Ordinance;
- Attribute all newly created structures with owner information, if applicable;
- Edit all address database changes as forwarded from the County to Colligo;
- Host Telco database maintenance;
- Resolve all 701/709 reports forwarded from INDigital to Colligo;
- Maintain all boundaries originally created by others;
- Provide intermediary services with INDigital, which houses the County's Telco database;
- Provide intermediary services with the State of Michigan NG-911 Repository (Repository). Colligo will represent the county as the primary contact in the agency/provisioning database. Colligo will:
 - Import/export data, as needed, to the Repository that could include site structure address points, road centerline, EMS response boundaries, Fire response boundaries, Law response boundaries and ALI/MSAG.
 - Periodically run data validation tools through the Repository
 - Resolve errors from NG-911 providers
- Incorporate and maintain required NG-911 attribution that could include:
 - Discrepancy Agency ID
 - Globally unique identifiers
 - Updated/Effective/Expiration Dates
 - Civic Location Data Exchange Format
 - Street Name Pre-modifier
 - Street Name Pre-directional
 - Street Name Pre-type
 - Street Name Pre-type Separator
 - Street Name
 - Street Name Post Directional
 - Street Name Post Modifier
 - Colligo will also incorporate other NG-911 attribution as required by the Repository.
- Provide the County desktop and mobile viewing/editing capabilities. This will be available using the Colligo GIS platform. Data collected in the field can be viewed, in real-time, on the County's mobile and desktop devices through internet access. Data creation and editing can be performed in the field or within an office setting. As an example, points representing addresses and lines representing street centerlines can be created immediately in the field, or at a later date in an office setting. Once completed, an approval process can be performed providing additional quality control prior to direct incorporation into the Colligo GIS platform; and
- Provide credentials for one (1) management user to the Colligo GIS. Credentials will include the web address, username and password.

ASSUMPTIONS

If during the course of the project it is found that other services or additional data incorporation is required, Colligo will provide the County with a written estimate of costs prior to the commencement of work.

November 7, 2022

Page 3

If, during the course of the project, it is found that other services or incorporation of other data is required by the County, individual Township or City, a necessary cost of services increase may arise. If so, Colligo will notify the County, Township or City and prepare a written scope of services and cost proposal for approval prior to the commencement of work.

All layers are, and will remain, the property of the County.

FEES

In accordance with the assumptions and conditions set forth in this letter the scope of services listed above will be completed for a lump sum amount of \$5,000.

Please remit payment with the attached invoice within 30 days of receipt of this proposal.

PERFORMANCE SCHEDULE

Colligo anticipates starting work upon receipt of a signed Work Order and will continue these services from January 1, 2023 through December 31, 2023. Prior to January 1, 2024 Colligo will review this scope of services with the County before continuing for 2024.

If you accept this proposal, please endorse both copies of the attached Work Order No. 3 and return one copy to this office. Please retain one copy for your files.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please call me at (906) 774-3440.

Sincerely,
COLLIGO GIS



Gary D. Hoaglund (of Coleman Engineering on behalf of Colligo GIS)
GIS Manager

GDH/grp

Enclosures

J:\Proposals\Alpena County\2023\GIS 911 Maintenance Services\Alpena County - 911 Maintenance 2023.docx



Colligo GIS

Colligo GIS, Inc.
635 Circle Drive
Iron Mountain, Michigan 49801

INVOICE

Bill To

Alpena County, Michigan 911

ATTN: Ms. Kim Elkie

720 W. Chisholm Street, Suite 13

Alpena, MI 49707

Invoice#

Inv. 228

Invoice Date

11.07.2022

Terms

Due on Receipt

Due Date

11.07.2022

Project Name

Alpena Cty 911 2023 GIS
Services

Project	Amount
Alpena County 911 2023 GIS Services	3,200.00

Item	Amount
Colligo GIS Subscription - Management	1,800.00

Thanks for your business.

Sub Total 5,000.00

Total \$5,000.00

Balance Due \$5,000.00

AGREEMENT NO. CGIS1002

WORK ORDER NO. -03

EXHIBIT "A"
WORK ORDER

COLLIGO GIS, INC. and its directors, officers, shareholders, employees, agents, affiliates, independent professional associates, consultants and subcontractors, as the case may be, (collectively, "COLLIGO") agree to perform for CLIENT, on this specific Project, the Services described below. The services shall be performed subject to and upon the terms and conditions set forth in the COLLIGO CLOUD SERVICES AGREEMENT listed at ColligoGIS.com/terms (the "Agreement") dated December 22, 2020 by and between COLLIGO and CLIENT, which Agreement is hereby amended to incorporate this Work Order.

It is agreed that this Agreement, and such other documents required by it during the term of this Agreement, may be approved by a signed copy transmitted by fax or .pdf copy containing all signatures in lieu of the original signed copy, and that a copy transmitted by fax or .pdf shall be legally binding upon the parties to said Agreement(s)."

PROJECT: 2023 GIS 911 Maintenance Services
Alpena County, Michigan

SERVICES: As described in our proposal letter dated November 7, 2022; a copy of which is attached and made part of this contract.

FEES: Services will be completed for a lump sum amount of \$5,000 for the scope of work and in accordance with the assumptions and conditions set forth in our proposal letter dated November 7, 2022; a copy of which is attached and made part of this contract.

SPECIAL TERMS AND CONDITIONS:

During completion of this work, Colligo will not accept responsibility for the safety of individuals other than Colligo employees.


AUTHORIZATION

This Work Order and the scope of services (the "Services") defined herein are approved and COLLIGO is hereby directed and authorized to proceed with the Services for the designated Project in accordance with the terms and conditions of the above-referenced Agreement.

Requested By:
ALPENA COUNTY, MICHIGAN

Accepted By:
COLLIGO GIS, INC.

By: _____
Title: _____
Date: _____



By: Kevin Trevillian, P.E.
Title: Principal
Date: November 7, 2022



Colligō GIS

635 Circle Drive
Iron Mountain, MI 49801
906-774-3440
contact@colligogis.com

November 7, 2022

Ms. Kim Elkie
Emergency Manager/911 Director
Alpena County
720 W. Chisholm Street, Suite 13
Alpena, MI 49707

Re: 2023 GIS 911 Maintenance Services
Alpena County, Michigan

Dear Ms. Elkie:

Colligo GIS (Colligo) is pleased to submit this proposal to Alpena County, Michigan (County) for the above referenced services.

SCOPE OF SERVICES

Colligo will provide the County with access to the Colligo internet-based desktop and mobile data collection application. Through this platform the County will have the ability, using internet access, to view and edit their 911 road and address GIS data. This platform also provides field GPS data collection ability for the County to perform real time address point, street centerline, driveway and trail data collection/verification.

Colligo will provide the following map maintenance services to the County:

- Incorporation of GPS'd street centerlines, driveways and trails into the existing GIS database already being maintained by Colligo;
- Street centerline, driveway and trail maintenance:
 - Digital creation from aerial imagery, if GPS is not available, will be provided on an as-needed basis;
- Attribute all newly created centerlines with a valid range in compliance with the County's Address Ordinance;
- Attribute all newly created centerlines with a County-approved valid street name;
- Maintain all GPS'd digital driveways forwarded by the County to Colligo;
- Maintain all GPS'd digital trails forwarded by the County to Colligo;
- Insert all newly created centerlines into the host Telco database;
- Incorporation of GPS'd structure locations into the existing GIS database already being maintained by Colligo;
- Structure address maintenance:
 - Digital creation from aerial imagery, if GPS is not available, will be provided on an as-needed basis;

- Attribute all newly created structures with a valid address in compliance with the County's Address Ordinance;
- Attribute all newly created structures with owner information, if applicable;
- Edit all address database changes as forwarded from the County to Colligo;
- Host Telco database maintenance;
- Resolve all 701/709 reports forwarded from INDigital to Colligo;
- Maintain all boundaries originally created by others;
- Provide intermediary services with INDigital, which houses the County's Telco database;
- Provide intermediary services with the State of Michigan NG-911 Repository (Repository). Colligo will represent the county as the primary contact in the agency/provisioning database. Colligo will:
 - Import/export data, as needed, to the Repository that could include site structure address points, road centerline, EMS response boundaries, Fire response boundaries, Law response boundaries and ALI/MSAG.
 - Periodically run data validation tools through the Repository
 - Resolve errors from NG-911 providers
- Incorporate and maintain required NG-911 attribution that could include:
 - Discrepancy Agency ID
 - Globally unique identifiers
 - Updated/Effective/Expiration Dates
 - Civic Location Data Exchange Format
 - Street Name Pre-modifier
 - Street Name Pre-directional
 - Street Name Pre-type
 - Street Name Pre-type Separator
 - Street Name
 - Street Name Post Directional
 - Street Name Post Modifier
 - Colligo will also incorporate other NG-911 attribution as required by the Repository.
- Provide the County desktop and mobile viewing/editing capabilities. This will be available using the Colligo GIS platform. Data collected in the field can be viewed, in real-time, on the County's mobile and desktop devices through internet access. Data creation and editing can be performed in the field or within an office setting. As an example, points representing addresses and lines representing street centerlines can be created immediately in the field, or at a later date in an office setting. Once completed, an approval process can be performed providing additional quality control prior to direct incorporation into the Colligo GIS platform; and
- Provide credentials for one (1) management user to the Colligo GIS. Credentials will include the web address, username and password.

ASSUMPTIONS

If during the course of the project it is found that other services or additional data incorporation is required, Colligo will provide the County with a written estimate of costs prior to the commencement of work.

November 7, 2022

Page 3

If, during the course of the project, it is found that other services or incorporation of other data is required by the County, individual Township or City, a necessary cost of services increase may arise. If so, Colligo will notify the County, Township or City and prepare a written scope of services and cost proposal for approval prior to the commencement of work.

All layers are, and will remain, the property of the County.

FEES

In accordance with the assumptions and conditions set forth in this letter the scope of services listed above will be completed for a lump sum amount of \$5,000.

Please remit payment with the attached invoice within 30 days of receipt of this proposal.

PERFORMANCE SCHEDULE

Colligo anticipates starting work upon receipt of a signed Work Order and will continue these services from January 1, 2023 through December 31, 2023. Prior to January 1, 2024 Colligo will review this scope of services with the County before continuing for 2024.

If you accept this proposal, please endorse both copies of the attached Work Order No. 3 and return one copy to this office. Please retain one copy for your files.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please call me at (906) 774-3440.

Sincerely,
COLLIGO GIS



Gary D. Hoaglund (of Coleman Engineering on behalf of Colligo GIS)
GIS Manager

GDH/grp

Enclosures

J:\Proposals\Alpena County\2023\GIS 911 Maintenance Services\Alpena County - 911 Maintenance 2023.docx