CHAMPAIGN COUNTY GIS CONSORTIUM

Champaign County
City of Champaign
City of Urbana
University of Illinois
Village of Rantoul
Village of Mahomet
Village of Savoy

INTERGOVERNMENTAL AGREEMENT
FOR GEOGRAPHIC INFORMATION SYSTEM SERVICE
BETWEEN CHAMPAIGN COUNTY GIS CONSORTIUM AND PIATT COUNTY

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter "the Agreement") is entered by and between the Piatt County and the Champaign County Geographic Information Consortium (hereinafter "CCGISC") (collectively "the Parties") on the date that it is fully executed by the Parties.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

WHEREAS, the CCGISC and Piatt County wish to cooperate to provide Piatt County with GIS services.

NOW, THEREFORE, pursuant to the Intergovernmental Cooperation Act 5 ILCS 22/1 et. seq. and in consideration of the terms, conditions and covenants contained herein, or attached hereto and incorporated by reference, the Parties agree as follows:

1. **Employment of CCGISC:** Piatt County hereby agrees to engage the CCGISC, and the CCGISC hereby agrees to perform the services set forth in this contract.

2. **Cooperation of Piatt County:** Piatt County will make available at no cost to the CCGISC any information and data in the possession of Piatt County that is required as source documentation in the completion of GIS cadastral maintenance. This information will include deed records, survey plats, subdivision surveys, tax maps, and other documents providing property legal descriptions to be entered into the GIS.

3. **Personnel:** The CCGISC represents that it has, or will secure at its own expense, all personnel required in performing the services under this contract.

4. **Scope of Services:** CCGISC will provide services as described below.

    A. *CADASTRAL MAINTENANCE*

    CCGISC will maintain the Piatt County cadastral GIS data layers according to recorded property transaction information provided to CCGISC from Piatt County. CCGISC staff will employ the same cadastral updating standards historically used for Champaign County to maintain the Piatt County cadastral GIS data layers. These standards include the addition of all appropriate line work to the boundary feature class, the creation of polygons as required, and the addition of appropriate annotation. GIS edits based on new property transactions will also be subjected to topology verification procedures.

Piatt County will supply all property transactions that occur over the duration of a month to CCGISC the following month. Should CCGISC determine additional research is needed to understand the intent of any transaction, CCGISC will notify the appropriate Piatt County staff member and request additional information. This may include but is not limited to, deed and plat searches by Piatt County staff and/or discussions with Piatt County staff to clarify the property transaction. Transactions will be mapped within two weeks of the receipt of all necessary information.

B. *GIS LAYER MAINTENANCE AND CREATION*

<u>GIS Layer Maintenance:</u> CCGISC will maintain GIS data layers as requested by Piatt County and according to information supplied to CCGISC from Piatt County. These general GIS data layers include but are not limited to, annexations, municipal boundaries, zoning, voting precincts, tax increment or financing (TIF) districts, and B810 home sites. CCGISC staff will employ the updating standards used for Champaign County to maintain the Piatt County GIS data layers. These standards include the addition of all appropriate line work, the creation of polygons as required, and the addition of appropriate attribution. GIS edits will be subjected to topology verification procedures.

<u>GIS Layer Creation:</u> As Piatt County requests the creation of GIS data layers, a timeline and general cost estimation will be supplied to Piatt County from CCGISC. The cost estimation will be based upon the level of GIS support needed as described sections 5 and 7. CCGISC will supply project updates to the Piatt County GIS Officer and attend the monthly Piatt County mapping meetings if attendance is determined to be appropriate by the Piatt County GIS Officer.

C. *CUSTOM MAP PRODUCTION*

Upon request by Piatt County, CCGISC will create customized maps for Piatt County according to information supplied to CCGISC from Piatt County. All printing costs associated to any custom map requests will be paid for by Piatt County.

D. *PUBLIC WEB MAP - CHANGES AND GENERAL MAINTENANCE*

Upon request by Piatt County, CCGISC will alter the Piatt County base map web services and/or add or remove functionality to the mapping site - http://maps.piattcounty.org.

E.   GIS DATA DISTRIBUTION

The CCGISC shall distribute the Piatt County GIS data to interested Piatt County departments as directed by the Piatt County Board. For departments that do not have software capable of viewing the Piatt County GIS data, a customized web application will be made available to Piatt County staff. If necessary, the CCGISC staff will provide training for the web application to Piatt staff as directed by the Piatt County Board. A training session will not exceed 2 hours.

Web applications require a high-speed internet connection and a compatible web browser. CCGISC staff will work with the Piatt staff to determine whether individual computers meet these requirements. Piatt County will be responsible for obtaining a high-speed internet connection and installing a compatible web browser.

The Piatt County GIS Officer will be supplied a copy of the Piatt County GIS data in a file geodatabase once per quarter – March, June, September, and December. This information shall be delivered to the Piatt County GIS Officer via a download link supplied in an email generated by CCGISC.

F.   GIS DATA REQUESTS AND DATA SALES

The CCGISC staff will handle Piatt County's GIS data requests and sales utilizing the approved Piatt County data request, license agreement, and price structure documents. CCGISC will track all data sales in a sales database. This database will provide a means to store information including purchaser data, items and quantity sold, and total order amounts. The database will be able to produce monthly and calendar year accounting reports along with sales receipts and invoices.

G.   GIS DATA HOSTING, BACKUPS, AND ARCHIVING

The CCGISC will utilize the functionality of its SQL Server Enterprise Geodatabase server to host the Piatt County GIS cadastral data. Enterprise Geodatabase technology can provide real-time access to view and/or edit GIS data through a high-speed Internet connection. The CCGISC will store the Piatt County cadastral data on its server and provide the necessary server administration tasks required to set-up user logins and grant appropriate data permissions to view and/or edit data over a high-speed internet connection (server administration falls under the level 2 support as described in *GIS Support* service). Piatt County will be responsible for obtaining a high-speed internet connection. Access to the Piatt County Enterprise Geodatabase will only be given to persons or entities at the request of Piatt County.

In conjunction with data hosting, the CCGISC will create regular file geodatabase backups of the Piatt County vector data. Approximately one month of backups will be retained on a CCGISC server. In addition, one backup per month shall be archived. While the backups ensure data security, they do not provide historic archives of the Piatt County GIS cadastral data. CCGISC will also create one annual tax map book archive/snapshot in a file geodatabase format. The tax map book back-up will be supplied each year to the Piatt County GIS Officer.

H.   WEB HOSTING AND MAINTENANCE:
The CCGISC will host Piatt County web applications and services on a CCGISC server. Staff will maintain the CCGISC server to ensure it is up to date.

I. *QUALITY CONTROL:*

CCGISC will complete annual quality control tasks. CCGISC will utilize GIS best practice techniques when creating, reviewing, or maintaining data for Piatt County. These best practice techniques include topology and data integrity checks. The final quality control checks are the responsibility of Piatt County.

5. <u>GIS Support</u>: GIS tasks shall be categorized into one of three support levels. Tasks are placed within a category based on the required level of staff expertise. Any tasks requested by Piatt County not listed below, shall be appropriately assigned a level of support by the CCGISC Director.

Level 1:
- General GIS Support
    - GIS Data Requests and Data Sales*
    - GIS Layer Maintenance and Creation**
    - Custom Map Production
    - Other Tasks
        - On-site and phone support

*Data requests and sales are fulfilled at $45.00/hour, see section 7 – Compensation for details
**Complex GIS Layer Maintenance and Creation may be completed by Level 2 support staff.

Level 2:
- GIS Database Administration/Programming/App Development
    - Web Map Updates, Changes and General Maintenance
    - GIS Data Distribution
    - GIS Data Hosting, Backups, and Archiving
    - GIS Layer Maintenance and Creation - Complex
    - Other Tasks
        - Enterprise Geodatabase changes i.e., permissions, new users, etc.
        - Enterprise Geodatabase layer additions or schema changes
        - Custom App development & training
        - Interactive mapping/web development
        - Base map updates for Public Interactive Map - *http://maps.piattcounty.org*
        - General GIS programming services

Level 3:
- GIS Administration
    - Policy Development
    - Project Management

Parcel maintenance shall be charged on a per parcel basis. Fees related to items G and H in the Scope of Services *(section 4)* shall be calculated based on a cost-share formula. All fees and formulas are outlined in section 7 - *Compensation*.

6. <u>Data Ownership</u>: All data produced under the scope of this agreement shall be the property of Piatt County. Piatt County will grant to the CCGISC the right to store the data on CCGISC computers for the term of this agreement. The data produced under the scope of this agreement shall not be distributed by the CCGISC in any form to any entity without the consent of Piatt County. After termination of this agreement, the CCGISC will, upon direction of Piatt County, remove all Piatt County data from CCGISC computers.

7.   Compensation: Piatt County agrees to pay the CCGISC the following sums for each service. Hourly cost rates are determined by the required GIS level of support as outlined in section 5 and the CCGISC staff member assigned to the task by the CCGISC Director.

Cadastral Mapping / Maintenance: $17.00 / hour

Printing Fees:

    CCGISC Inhouse Printing Fees
        Large Format Color or Black/White Prints $1.50 / square foot
        8.5 X 11, 11 X17 or smaller Color or Black/White Prints $1.00 / page
    External Costs Printing Fees   *Fee as determined by outside vendor*

GIS Support:
    Level 1 Support

        GIS Technician $39.42 / hour

        GIS Specialist $46.69 / hour

    Level 2 Support

        GIS Analyst $60.89/ hour

        GIS Programmer $68.11 / hour
    Level 3 Support
        GIS Director $81.91/ hour

GIS Data Requests and Data Sales:

    Fulfillment and Processing of Data Requests and Sales $45.00/ hour
    Staff time dependent on complexity of request
    Time charged in 15 minute intervals
    Data sales: time charged to requesting entity; Data requests: time charged to Piatt County

12.   Changes: Piatt County may, from time to time, request changes in the scope of services of the CCGISC to be performed hereunder. Such changes, including any increases or decreases in compensation, which is mutually agreed upon by and between Piatt County and the CCGISC, shall be incorporated in written amendments to this Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by its officers as of the date first written above.

Piatt County   CCGISC

BY: Ray Spencer   BY: Darlene Kloeppel
Title: County Board Chairperson   Title: Champaign Chief Executive

Signature: _Roy C Spencer_   Signature: _Darlene A Kloeppel_

Date: _5/19/2022_   Date: _8/10/22_