



FORT BEND CENTRAL APPRAISAL DISTRICT

Request for Proposal (RFP) for Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Change Detection Solutions for Fort Bend Central Appraisal District

The Fort Bend Central Appraisal District, hereinafter referred to as the “District” or “Appraisal District”, is soliciting proposals from responsive and responsible firms to provide a complete turnkey Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Change Detection Solutions encompassing all of Fort Bend County, Texas. The purpose of this project is to assist the District in meeting its statutory requirement of physically inspecting and appraising all parcels within the limits of Fort Bend County. The primary focus of each inspection and appraisal is to ensure that each property within Fort Bend County is accurate for Ad Valorem purposes. The oblique aerial imagery will also assist the District in the identification of un-permitted improvements and the defense of assessments during appeals with the Appraisal Review Board. The District also wishes to install a fully tested and proven software application for the District’s use of the digital georeferenced oblique aerial imagery that is fully compatible with District’s computer network and software and meets the business requirements of the District.

The District anticipates awarding a contract by August 15, 2022, for an initial two (2) year term, with an option to extend the contract with the same contractual terms and conditions for an additional two years, at the District’s sole discretion. The District will then have another option to extend the contract with the same contractual terms and conditions for an additional. Two years, at the District’s sole discretion. In total, there will be two (2) two-year options to review for a total of a six (6) year period from the execution date of the first contract, at the District’s sole discretion. Contract options in the six-year period will be subject to appropriation of funds in the District’s fiscal budget and subject to contract ratification by the District’s Board of Directors.

Proposals are to be submitted on the accompanying RFP Forms in accordance with this invitation and the accompanying Instructions to Vendors. Proposals not submitted on the accompanying RFP Forms will not be considered and will be rejected.

PROPOSAL INVITATION GUIDELINES

Submission and Opening of Proposals:

All proposals must be delivered in person, by United States mail or receipted overnight delivery service. Proposals received by oral, telephonic, facsimile, telegraph, or other electronic means are invalid and will not receive consideration. All documents required to be submitted as set forth in the RFP Form and in the Instructions to Vendors shall be enclosed in a sealed, opaque envelope or container.

Proposals should be clearly marked as follows:

***SEALED PROPOSAL ENCLOSED – DO NOT OPEN IN MAILROOM
DIGITAL AERIAL OBLIQUE AND ORTHOGONAL IMAGERY WITH ADVANCED MEASURING SOFTWARE AND
CHANGE DETECTION SOLUTIONS***

All Vendors are required to submit one (1) hard copy and one (1) digital copy of the RFP in sealed envelope(s) with proper identification no later than Thursday, July 7, 2022 at 2:00 p.m., Central Standard Time. At such time, all proposals timely received shall be publicly opened, and Vendor's name read aloud. Requests for extensions of the closing date or time will NOT be granted. Partial bids will not be accepted. RFPs arriving late will not be considered. RFPs not physically received in the CAD office by the required date and time, as evidenced by the CAD office date and time stamp, will be returned unopened provided the vendor's envelope is properly identified with the return address. If the vendor's envelope is not properly identified it will be opened to identify the vendor and/or obtain the address before it is returned.

Each Vendor shall assume full responsibility for timely delivery of their proposal to the location designated for receipt of proposals. All proposals must be delivered to the District at the following address:

Mr. Jordan T. Wise
Chief Appraiser
Fort Bend Central Appraisal District
2801 B. F. Terry Blvd.
Rosenberg, Texas 77471

All submitted responses become the property of the District after the opening date. Responses submitted shall constitute an offer for a period of 90 days, or until a selection is made by the District.

Cost Incurred by Vendor(s):

All expenses involved with the preparation and submission of RFP to the District, or any work performed in connection therewith, shall be borne by the Vendor(s). no payment will be made for any responses received, nor for any other effort required of or made by the Vendor(s) prior to commencement of work as defined by a contract executed by District. The District appreciates the time and effort required to submit a proposal. Each Vendor hereby waives to the fullest extent permitted by law all claims against the District for any expenses incurred in connection with the preparation and submission of any proposal.

Exceptions to the RFP Solicitation:

Vendor may take exceptions to any of the terms of this RFP Solicitation unless the RFP Solicitation specifically states where exceptions may not be taken. All exceptions taken must be specific, and the Vendor must indicate clearly what alternative is being offered to allow the District a meaningful opportunity to evaluate and rank proposals, and the cost implications of the exception (if any). Where exceptions are taken, the District shall determine the acceptability of the proposed exceptions. The District, after completing evaluations, may accept

or reject the exceptions. Where exceptions are rejected, the District may insist that the Vendor furnish the services or goods described herein or negotiate an acceptable alternative. All exceptions shall be referenced by utilizing the corresponding section, paragraph and page number in this RFP Solicitation. However, the District is under no obligation to accept any exceptions. If no exception is stated, the District will assume that the Vendor will accept all terms and conditions.

The District is receptive to any additional suggestions pertaining to products and services development, additional related capabilities, and any alternative methods for providing related services. Any exceptions to the RFP terms and conditions must be included in writing in the proposal.

Proprietary/Confidential Information:

As a political subdivision of the State of Texas, the Fort Bend Central Appraisal District is subject to the stipulations of Texas Public Information Act (Texas Government Code Chapter 552). Vendors are hereby notified that all information submitted as part of, or in support of, proposals will be available for public inspection after opening of proposals, in compliance with Texas Public Information Act (Texas Government Code Chapter 552).

The Vendor shall not submit any information in response to this RFP Solicitation, which the Vendor considers to be a trade secret, proprietary or confidential unless the Vendor believes such information is critical to its presentation and proposal. The submission of any information to the District in connection with this RFP Solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to Vendor. In the event that the Vendor submits information to the District in violation of this restriction intentionally, and clearly identifies that information in the proposal as protected or confidential, the District shall endeavor either to protect such proprietary or confidential information only to the extent the law allows or return that information to the Vendor as quickly as possible, and if appropriate, evaluate the balance of the proposal. The underlined statement "Confidential" must precede trade secrets and confidential information that is contained in the Proposal.

Patent and Copyright Indemnification

- a) The Vendor warrants that all Deliverables furnished hereunder, including but not limited to: equipment programs, documentation, software, analyses, applications, methods, ways, processes, and the like, do not infringe upon or violate any patent, copyrights, service marks, trade secret, or any other third party proprietary rights.
- b) The Vendor shall be liable and responsible for any and all claims made against the District for infringement of patents, copyrights, service marks, trade secrets or any other third party proprietary rights, by the use or supplying of any programs, documentation, software, analyses, applications, methods, ways, processes, and the like, in the course of performance or completion of, or in any way connected with, the scope of this RFP and contract awarded as a result of this RFP solicitation or the District's continued use of the Deliverables furnished hereunder. Accordingly, the Vendor, at its own expense, including the payment of attorney's fees, shall indemnify, and hold harmless the District and defend any action brought against the District with respect to any claim, demand, cause of action, debt, or liability.
- c) In the event any Deliverable or anything provided to the District hereunder, or portion thereof is held to constitute an infringement and its use is or may be enjoined, the Vendor shall have the obligation to, at the District's option to (i) modify, or require that the applicable subcontractor or supplier modify, the alleged infringing item(s) at its own expense, without impairing in any respect the functionality or performance of the item(s), or (ii) procure for the District, at the Vendor's expense, the rights provided under this Agreement to use the item(s).
- d) The Vendor shall be solely responsible for determining and informing the District whether a prospective supplier or subcontractor is a party to any litigation involving patent or copyright infringement, service

mark, trademark, violation, or proprietary rights claims or is subject to any injunction which may prohibit it from providing any Deliverable hereunder. The Vendor shall enter into agreements with all suppliers and subcontractors at the Vendor's own risk. The District may reject any Deliverable that it believes to be the subject of any such litigation or injunction, or if, in the District's judgment, use thereof would delay the Deliverable or be unlawful.

- e) The Vendor shall not infringe any copyright, trademark, service mark, trade secrets, patent rights, or other intellectual property rights in the performance of the scope of this RFP and contract awarded.

Acceptance and/or Rejection of Proposals:

The Board of Directors of the Fort Bend Central Appraisal District may reject any and/or all proposals and waive any formalities in bidding. The Board of Directors intends to award the contract by means of competitive bidding to the responsible and responsive Vendor. In determining to whom to award the project, the Appraisal District may consider all relevant factors and circumstances that affect the District's needs and interests and which the law allows to be considered.

Inquiries:

A pre-proposal meeting will not be required for this RFP. Any inquiries from Vendors concerning this RFP shall be submitted in writing by June 28, 2022 to Jordan Wise, Chief Appraiser. Inquiries may be mailed or emailed to jordanwise@fbcad.org.

General Intent:

The District is a local government agency whose primary responsibility is to appraise property within Fort Bend County. The Appraisal District is funded by City, County, Special Districts and Independent School Districts and governed by a Board of Directors. It is the District's intent to improve and enhance the services it provides to these taxing entities and the general public in an economical and cost-efficient manner.

The District's objective is to receive competitive proposals that offer the best value. The best value and selection criteria may include, but is not limited to, the purchase price, quality of goods and services, budget and financial resources, flexibility, Vendor's reputation, stability, experience, safety record, past performance(s), project design and concept, scheduling, the District's needs, compliance with the RFP, laws and rules, long term costs to the District and any other relevant factors that are deemed to be in the best interest of the Appraisal District, as well as, any other criteria schedule noted herein.

Product Ownership:

The services and products that are the subject of the RFP and Contract Document and that are to be purchased by the District will become the property of the Fort Bend Central Appraisal District. All intermediate products generated and used by the successful Vendor will become the property of the District. All rights to, title to and possession of the services and products will pass to and be held by the Fort Bend Central Appraisal District upon purchase and will be used for its appraisal processes and other related purposes.

The Vendor will have no authority, rights and title to the product(s) upon delivery to the District. It is the District's preference to own the imagery collected (ortho and oblique) and associated software. The District will consider a licensing option or joint ownership as part of the proposal response. The Vendor should provide pricing for both options and clearly specify terms and conditions for each including any restrictions imposed if imagery and/or associated software are licensed in the proposal response and clearly identify this information on the RFP Form Price Schedule. The following requirements must be met:

- The District shall have the ability to use the imagery and associated software in perpetuity.
- The District shall have unfettered access to the imagery and software including the ability to display oblique or ortho imagery on the Internet and Intranet via mapping Web applications.

- The District shall have the right to distribute or provide access to the imagery to independent school districts, county, cities, municipalities and other local governmental agencies within Fort Bend County, Texas.
- The District shall be able to provide associated software for imagery at no additional charge to independent school districts, county, cities, municipalities and other local governmental agencies within Fort Bend County, Texas provided those agencies agree to comply with the terms of the License Agreement provided by the Vendor.
- The District shall have the right to allow agencies involved during emergency and disaster response to utilize the imagery and software.

Availability of Funds:

Following the initial two (2) year project, with two (2) additional options of two (2) years for a total of a possible 6 year period, if exercised by the District, will be subject to appropriation of funds in the District's Fiscal budget and subject to contract ratification by the District's Board of Directors. The District shall be the sole judge and authority in determining the availability of funds under this Contract. The District shall keep the Vendor fully informed as to the availability of funds.

RFP Documents:

The RFP Documents for this RFP are as follows:

- a. Invitation to Vendors
- b. Instructions to Vendors
- c. RFP Forms (with attached Schedules)

INVITATION TO VENDORS

The Fort Bend Central Appraisal District invites all vendors/respondents to submit a competitive proposal for a complete turnkey digital geo-referenced oblique aerial imagery encompassing all of Fort Bend County, Texas, and associated aerial image viewing, measurements software technology and change detection.

Copies of the Request for Proposal may be obtained from the Administrative Office of the Fort Bend Central Appraisal District at 2801 B. F. Terry Blvd, Rosenberg, Texas 77471 or online at www.fbcad.org.

Please note that the Fort Bend Central Appraisal District must receive all proposals **no later than Thursday, July 7, 2022 at 2:00 p.m., Central Standard Time**. At which time, all proposals will be publicly opened and read aloud. Please contact our office at (281)344-3623 should you have any questions.

The District anticipates awarding a contract by August 15, 2022, for an initial two (2) year term, with an option to extend the contract with the same contractual terms and conditions for an additional two years, at the District's sole discretion. The District will then have another option to extend the contract with the same contractual terms and conditions for an additional. Two years, at the District's sole discretion. In total, there will be two (2) two-year options to review for a total of a six (6) year period from the execution date of the first contract, at the District's sole discretion. Contract options in the six-year period will be subject to appropriation of funds in the District's fiscal budget and subject to contract ratification by the District's Board of Directors.

Proposals are to be submitted on the accompanying RFP Forms in accordance with this invitation and the accompanying Instructions to Vendors. Proposals not submitted on the accompanying RFP Forms will not be considered and will be rejected.

Thank you for your attention and consideration in this matter.

INSTRUCTIONS TO VENDORS

RFP Documents:

The RFP documents shall include the Invitation, Instructions to Vendors, the RFP Form (including all Schedules thereto), the Contract documents (as defined herein) and any other sample documents and contract forms referred to herein. The Contract documents shall consist of the agreement between the District and the successful Vendor, in a form acceptable to the District, to include the RFP requirements and all Addenda issued with respect to any of the RFP documents prior to the execution of the Contract.

Interpretation of Changes:

Each Vendor shall carefully study and compare the RFP Documents with one another, and promptly report to the District any suspected errors, inconsistencies or ambiguities. Vendors may only request clarification or interpretation of RFP Documents in writing and such request must be received by the District no later than June 28, 2022.

IN NO EVENT SHALL REQUESTS FOR SUBSTITUTIONS BE ACCEPTED OR CONSIDERED BY THE DISTRICT PRIOR TO THE AWARD OF THE CONTRACT. THE DISTRICT MAY ACCEPT OR REJECT ANY REQUEST FOR SUBSTITUTION ON ITS SOLE DISCRETION.

Interpretations, corrections, and/or changes of or to the Proposal Documents will be made by written Addendum issued by the District. Any interpretations, corrections or changes of or to the RFP Documents made in any other manner will not be binding upon the District, and Vendor may not rely thereon. Addenda will be mailed, faxed, or emailed to all persons known by the District to have received a complete set of RFP Documents, and will be mailed to each Vendor at the address furnished by such Vendor to the District for such purposes. In addition, copies of Addenda will be made available for inspection at the District's office. No Addenda will be issued later than five (5) days prior to the last date for submission of proposals, except an Addendum withdrawing the request for proposal or which includes postponement of the date for receipt of proposals. Failure of a Vendor to receive any such Addenda shall not relieve the Vendor from any obligation under its proposal as submitted. All Addenda that are issued shall become a part of the Contract Documents.

Proposal Forms:

Proposals shall be submitted on the prescribed form included in the RFP Documents. All blanks on the RFP Form shall be completed, in ink or typewritten, with sums expressed in both words and figures. In case of discrepancy between the words and the figures, the amount written in words shall govern. All requested alternates shall be proposed, and if no change in the base proposal is required, the phrase "No Change" shall be inserted in the appropriate location. Each copy of the RFP Form shall include the legal name of the Vendor and shall indicate whether the Vendor is a sole proprietor, partnership, corporation or other legal entity. Each copy of the RFP Form shall be signed by the person or persons legally authorized to bind the Vendor. A proposal by a corporation or other entity shall include the state of incorporation or organization of the Vendor, evidence of registration to do business in Texas and reasonable evidence of the authority of the person signing the proposal to bind the corporation or other entity. Each Vendor shall complete, execute and deliver (as applicable) with its proposal, as part of the RFP Form included with the Proposal Documents, the following:

- **Financial Statements**
 Financial statements of the Vendor for the previous two (2) calendar (or fiscal) years ended, and current monthly income and expense statements for the fiscal year to date, certified by the Vendor to be true and correct, to be attached to the RFP Form as **Schedule 1**.
- **Financial Interests**
 Vendors will certify to the District any known financial interest in excess of \$2,500.00 of any member of the Board of Directors or District's staff as identified on **Schedule 2** of the attached RFP Form.
- **References**
 At least three (3) references from business organizations to whom the Vendor has contracted and provided similar services within the last three (3) years, similar to the type specified herein. The references shall include the company name, address, contact person, telephone, facsimile number and email address, and a description of the scope, type and dollar amount of the services provided. It shall be attached to the RFP Form as **Schedule 3**.
- **Statements from Insurers**
 All Vendors shall furnish to the District a statement from their insurers that if awarded, the District will be provided with certificates evidencing all the required insurance types and levels, none of which shall be cancelled, altered or renewed until after 30 days advance written notice is received by the Chief Appraiser of the District or until the completion of this awarded contract. It shall be attached to the RFP Form as **Schedule 5**. The required insurance will be:

 - a. Worker's Compensation
 - b. Liability insurance of not less than \$10,000,000 per occurrence and \$25,000,000 aggregate, naming the District as a co-insured.
 - c. Automobile liability insurance meeting state minimums
- **Vendor's and Subcontractor's Background Questionnaire**
 A background questionnaire must be completed for the primary Vendor and each subcontractor. It shall be attached to the RFP Form as **Schedule 4**.
- **Personnel Reports and Resumes**

 - a. **Subcontractors:** List of services that will be subcontracted and facilities or equipment that will be leased with their location noted. Vendor questionnaire is required for all subcontractors in addition to resumes of any subcontractor personnel to be used in the project.
 - b. **Vendor's Employees:** List individuals that will be involved with this project, include their professional expertise and experience.

 Vendor will specify the **Project Manager**, with his/her individual professional expertise and experience and contact information.
 - c. **Organizational Chart:** Vendor's organizational chart. Personnel reports and resumes shall be attached to the RFP Form as **Schedule 6**.

- **Payment Terms and Discounts**

All Vendors shall furnish a statement describing all payment terms and prompt payment discounts being offered to the District with this proposal. It shall be attached to the RFP Form as **Schedule 7**.

The above items are required by the District to adequately evaluate the Vendor's qualifications. Failure of the Vendor to deliver any such items with its proposal shall constitute a basis for rejection of the proposal by the District.

SUBMISSION OF PROPOSALS

All proposals must be delivered in person, by United States mail or receipted overnight delivery service. **Proposals received by oral, telephonic, facsimile, telegraph, or other electronic means are invalid and will not receive consideration.** The underlined statement "Confidential" must precede trade secrets and confidential information that is contained in the Proposal. All documents required to be submitted as set forth in the RFP Form and in the Instructions to Vendors shall be enclosed in a sealed, opaque envelope or container.

Proposals should be clearly marked as follows:

***SEALED PROPOSAL ENCLOSED – DO NOT OPEN IN MAILROOM
DIGITAL AERIAL OBLIQUE AND ORTHOGONAL IMAGERY WITH ADVANCED MEASURING SOFTWARE AND
CHANGE DETECTION SOLUTIONS***

Proposals must be delivered to the District at the following address:

Mr. Jordan T. Wise
Chief Appraiser
Fort Bend Central Appraisal District
2801 B. F. Terry Blvd.
Rosenberg, Texas 77471

Proposals must be received by the District by 2:00 p.m., Central Standard Time, on Thursday, July 7, 2022. At such time, all proposals timely received shall be publicly opened, and Vendor's name read aloud. Each Vendor shall assume full responsibility for the timely delivery of its proposal to the location designated for receipt of proposals.

The District is not responsible for delays caused by any mail, package, or courier service, including the U.S. Mail, or caused by any other occurrence. **Please be advised that the District, in exercise of its discretion, may not accept proposals received after the scheduled time and date noted in this RFP solicitation.**

By submitting a proposal, the Vendor warrants and represents to the District that (i) the Vendor has prior experience on contracts of the same or similar type, nature, and class as this RFP; (ii) the Vendor has read and understands the RFP Documents and the Contract Documents; (iii) the proposal is made in accordance with the RFP Documents, and (iv) the Vendor has satisfied itself as to the nature of the Services and the character, quality, quantities, materials and difficulties to be encountered; the kind and extent of equipment and other facilities needed for the performance of the Services; the general and local conditions and other items which may in any way affect the performance of the Services; and the Vendor has correlated the Vendor's observations with the requirements of the Contract Documents. The Vendor understands and accepts the difficulties and costs associated with the Services and the potential delays, disruptions in the Services and costs associated therewith and has included such considerations in its delivery schedule and the proposal amount.

Modification and Withdrawal of Proposal:

Prior to the last date specified for submission of proposals, a proposal may be modified or withdrawn by notice to the District at the place designated for receipt of proposals. Such notice shall be in writing and executed by the Vendor in letter or memorandum form, by U.S. mail, by facsimile, telegram, or other similar electronic means. If by facsimile, telegram or other similar electronic means, written confirmation executed by the Vendor shall be mailed and postmarked or personally delivered on or before the stated time set for receipt of proposals. Any modification shall be worded so as not to reveal the amount of the original proposal. Any proposal withdrawn may be resubmitted within the time designated for the submission of proposals. Except as expressly provided herein, no proposal may be modified, withdrawn, or cancelled by a Vendor for a period of 90 days after the last date specified for receipt of proposals.

Acceptance and/or Rejection of Proposals:

The District may request from a Vendor a written interpretation of any term or statement in RFP that is or appears unclear or subject to more than one interpretation and may act upon such written interpretation. The Vendor shall provide a written response within five (5) working days. The District shall have the right to reject all proposals; to reject a proposal not accompanied by the required Proposal Documents; to reject a proposal which is in any way incomplete, irregular or nonconforming; or to reject a proposal which may otherwise be legally rejected for any reason. The District may waive any formality in any proposal to the fullest extent permitted by applicable law. The District shall have the right to accept alternates in any order or combination.

Unless the District rejects all proposals, the District intends to award the Contract by means of competitive bidding to the responsible and responsive Vendor. The District may consider all relevant factors and circumstances which the law allows to be considered in determining to whom to award the project.

Each Vendor shall furnish to the District all such information and data reasonably requested by the District to help it in determining the Vendor's qualifications. A decision regarding determination of the successful Vendor(s) will be made by the District as soon as practical.

Award of Contract:

Time is of the essence, and the award of the Contract to the successful Vendor is expressly conditioned upon (i) Vendor's execution and delivery of the Contract Documents within five (5) calendar days after the successful Vendor is notified of the acceptance of its proposal, and (ii) the Vendor's timely fulfillment of any and all other conditions expressly set forth in the Contract Documents. Should the Vendor fail to timely execute and deliver the Contract Documents, or fail to timely fulfill any other conditions of the RFP requirements, to the Contract Documents and the commencement of the Services, the District may, at its option and discretion, rescind the award and thereafter award the Contract to another Vendor or Vendors, or may reject all proposals. There will be no contractual obligation on the part of the District to any Vendor, nor will and Vendor have any property interest or other right in the Contract or Services being proposed, unless and until the Contract Documents are unconditionally executed and delivered by all parties, and all conditions to be fulfilled by the Vendor have either been so fulfilled by the Vendor or waived in writing by the District.

Please note that in the event that any terms in Vendor's contract conflict with the RFP terms, the RFP terms will supersede, and reference to RFP will be incorporated into the language of the executed contract.

SCOPE OF WORK – GIS TECHNICAL REQUIREMENTS

The overall scope of this job is to select one vendor that will provide a complete turnkey digital geo-referenced oblique aerial imagery encompassing all of Fort Bend County, Texas, associated aerial image viewing and measurements software technology, and change detection solutions specified in this proposal. Fort Bend Central Appraisal District (“The District”) operates many computer applications that rely on GIS technology to provide information to staff, taxing entities, citizens, and augment the District’s professional ability to analyze data. The oblique imagery technology requested in this proposal shall provide multiple high-resolution views of any property, building, highway, landmark, etc. from different angles or directions, enabling users to see every aspect of the county in a natural way. Additionally, specialized software shall be provided to browse, navigate, and allow the measurement of distance, height, elevation, and area, directly from the oblique imagery as well as the integration of GIS data and applications. A requirement of this RFP solicitation is for Vendors to propose a methodology that will seamlessly integrate with The District’s Computer Assisted Mass Appraisal (CAMA) System, District’s GIS enterprise system based on ESRI technology in order to assist in the appraisal of all properties lying within The District’s boundaries from which measurements can be directly taken on a computer screen as follows:

Professional product and services to provide for Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Annual Change Detection Solutions

Software should allow user to:

1. Measure the length, width, and height of any feature in an image
2. Click on any feature in an image and get its geo-coordinates and/or elevation
3. Determine the bearing of a road and angles of intersecting roads or physical features
4. Automatically calculate acreage or square footage of any area or building
5. Annotate images with text, lines, circles, etc. for powerful presentations and distribution
6. Overlay shape files and other geo-referenced data directly over all images
7. Integrate with 3rd party maps, imagery, GIS systems, CAMA system and software packages
8. Create/distribute sub-libraries of images for jurisdictional or geographical specialty use more.
9. Software shall be compatible with ESRI, Inc.’s ArcSDE, and ArcGIS SERVER and provide a link to user selected imagery from within.
10. A location map shall exist which will allow the user to click on it and have the images for that area appear on the screen.
11. The user shall be able to move from one image to any adjacent image.
12. The vendor shall provide all services, materials, supplies, and training for the software.

Change analysis and detection software should allow user to:

1. Automatically detect changes in an area that could go undetected, such as additions to existing structures, demolitions, land use changes, new construction, or other real property features.
2. Change analysis should allow the direct comparison on a computer monitor of previous aerial imagery with recent imagery of the same area.
3. Combining the change analysis viewer with change detection, users should be able to view the change candidates side-by-side with new imagery, as well as verify and analyze the changes using the multiple views from vendor’s oblique imagery.

Imagery

- The Vendor shall provide The District with high-resolution georeferenced color oblique (angle) images, with at least five views (nadir, north, south, east, and west), for the Oblique Photography Coverage Area of Fort Bend County including a 1000’ buffer surrounding the county boundary.

- The oblique imagery should have a minimum front-line ground sample distance of 3 inches for urban area and 6 inches for the rural area. The District's preference for oblique and ortho imagery is 3 inches per pixel spatial resolution for developed suburban area and 6 inches per pixel spatial resolution for rural area. The urban imagery for each flight year will be concentrated only on the highly populated areas of the annual reappraisal.
- Pricing options for high-resolution imagery with resolution specifications should be included as part of the Vendor's proposal. Specifications should include at minimum camera type, sun angle, altitude, cloud coverage, leaf coverage, spectral resolution, radiometric resolution and adjustments, oblique imagery horizontal accuracy, and oblique vertical accuracy (geometric accuracy).
- Access to historical imagery from the last 5 years.

Aerial Services and Photography

- Photography should be performed no earlier than November 15th of each year and not later than December 31st of each year as weather conditions permit. Photography shall be taken as close to January 1st and 'leaf-off' as possible.
- The Vendor shall maintain equipment and personnel on the project until all services stipulated herein are completed. Extensions beyond December 31st must be requested in writing and approved by The District.
- December 31st deadline for image capture will be negotiable depending on how far past the December 31st date images of the entire project are delivered due to weather conditions affecting the ability to obtain photographs.

Image Quality

- Photography is to be performed in late 2022 to early 2023 prior to onset of spring vegetation. It shall be flown generally between the hours of 10 AM and 2 PM Central Standard Time, when the sun angle is not less than 30 degrees above the horizon.
- Photography shall not be undertaken when the ground is obscured by clouds, snow, haze, fog, smoke or dust; when streams are not within their bank level; or when cloud shadows will appear on more than 5% of the area of any individual photograph.
- Imagery shall not contain defects such as out-of focus imagery, dust marks, scratches, or inconsistencies in tone and density.

Metadata

The Vendor should provide metadata describing the oblique photography.

- The metadata should be provided in XML format compatible with ArcCatalog 10.X.
- One XML metadata file should be provided with information applicable to all the oblique images.

The following fields must be part of the XML:

- General description of the dataset
- Area covered by the oblique imagery
- Type of sensor: digital/film
- Imagery supplier
- Ground sample distance
- Color bands of imagery: B&W, 3-band natural color, CIR, etc.
- Spatial reference system
- Datum
- Horizontal accuracy
- Original film photo scale (if applicable)
- Average image dimensions

The Vendor should also provide a dataset in ESRI shapefile or geodatabase format containing the footprint layout of the individual images. The tabular (attribute) data of this shapefile must contain the following information for each individual image/record:

- The image name
- Compression ratio (if applicable)
- Capture date
- Capture time
- Post processing date
- Image direction (Nadir, N, E, S, W)

Format

Oblique and orthoimages should be delivered in GeoTIFF, TIFF, JPEG, MrSID, ECW electronic format. Orthoimages should also be delivered in IMD format with Pansharpen layer included.

Geo-referencing information should be provided in NAD 1983 Texas South Central State Plane Coordinate System (US Feet) (FIPS 4204 projection system). Consideration to reproject images to SPCS 2022 as per National Geodetic Survey, once required. Images stored in proprietary formats should have the ability to be exported to industry-standard formats such as JPEG2000 or GeoTIFF or electronic TIFF format.

Required Products and Services

1. Conduct all and any necessary control survey and pre-flight control targeting
2. Provide a countywide Digital Orthogonal color imagery dataset
3. Provide a countywide Digital Oblique color imagery dataset

The vendor must include the following information for both the orthogonal as well as the oblique imageries:

1. Image format and media type
2. Image type (extent of coverage)
3. Any and all control survey and targeting related information (in shapefile format)
4. Image resolution and quality
5. Relative and absolute horizontal and vertical accuracy
6. Ortho-rectification information
7. Information regarding the software, required training and documentation

Oblique Imagery Application Software and User Access License

In conjunction with the aerial imagery, The District is seeking to acquire one or more software solutions for the purpose of viewing, measuring features, and analysis of the delivered images.

- Stand-alone application software for the performance of browsing and analysis operations compatible with Windows 10 and Windows 2019 Server and higher edition.
- A cloud-based application that allows browsing and analysis of oblique imagery for authorized users and browser-based applications for public users.
- Online interface must include at least 250 licenses with no additional costs for any local government entity access.
- Mobile applications (Such as Tyler’s Mobile Office/ Field Mobile)
- The imagery will be compatible with ESRI products including ArcGIS Pro 2.9.1 and Desktop 10.8.2 or higher.
 - Any plug-ins/add-ins for the provided data format and viewer software should be included.

Software Functional Requirements

Software solution should provide the following functionality:

- Viewing Tools
- Zoom in and zoom out
- Directional select view (North, East, South, West and Ortho)
- Navigation Tools
- Display compass on image
- Display overview and main view window on Map
- Display location (coordinates) of selected point on Map or image
- View different images oblique or ortho images for same area within same year or different year imagery

Measurement Tools in various units

- Distance: straight line, perimeter, polyline, freeform line
- Area: polygon and freeform area
- Height: measure side of buildings, etc.
- Bearing: visualize directionally from North
- Elevation: display ground elevation data of selected point.

Other GIS Tools

- Overlay GIS data layer with capabilities of labeling and querying and identifying features
- Info tool to bring data from GIS layers on oblique images
- Zoom Map to image footprint
- Display image footprint on Map
- Search on any indexed attribute and allow user to select a result to automatically display the best oblique imagery associated to the location of the selected result.
- Custom searches in GIS layers and addresses
- Create annotations on oblique images with text, lines, arrows, and circles.

Change Detection

- Display and detect differences between two sets of oblique photography taken at different times.
- Capability for analyzing changes in current year images compared to previous years is desired, either by functionality in the viewing application, separate software product, or service.
- Display and detect differences between two sets of oblique photography taken at different times.
 - Please provide a base price per parcel record, with any additional costs applied if maximum number is exceeded.
 - Capability for analyzing changes in current year images compared to previous years is desired, either by functionality in the viewing application, separate software product, or service.

- Should include an ESRI geodatabase and shapefile containing georeferenced building sketches as a polygon feature class.
 - The shapefile must contain the sketches for the following status, *Changed, Demolished, Existing, New, and Unknown*.
- Please also include an Excel spreadsheet of the attributes.
- The shapefile must be projected in the same coordinates system as the FBCAD parcel file.
- If available, a geodatabase/shapefile of all pools and solar panels within Fort Bend County can be priced.

Updates

Vendors should describe how they plan to keep FBCAD updated on the status of the aerial project, including flight schedules, image processing, and data delivery.

Delivery

USB external hard drive media should be used for the initial delivery of imagery. Weather permitting, the oblique imagery covering Fort Bend County denoted as "Oblique Imagery", shall be delivered before February 15th of the year the aerial photography is taken. The Vendor shall provide if there are any limitations to the number of parcels that will be covered for the change detection project. The Vendor shall also provide a listing of penalties for failure to meet the contracted agreement dates.

Other Technical Considerations

Describe any other technical detail critical to the successful acquisition and processing of orthophoto imagery.

RFP Response Form(s) for Fort Bend Central Appraisal District

RESPONSE TO ALL BLANKS AND REQUIRED DOCUMENTATION IS MANDATORY

Invitation to Provide Proposal for Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Change Detection Solutions

Vendor Name	
Contact Person	
Address	
City, State, Zip	
Office Number	
Fax Number	
Email Address	

Submit to: **Mr. Jordan T. Wise
Chief Appraiser
Fort Bend Central Appraisal District
2801 B. F. Terry Blvd.
Rosenberg, Texas 77471**

For: **Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Change Detection Solutions**

The Vendor named herein ("Vendor"), in compliance with the Invitation to Vendors and Instructions to Vendors for Fort Bend Central Appraisal District, Rosenberg, Texas ("District"), having carefully examined the Contract Documents (as such term is defined in the Instructions to Vendors), hereby offers to enter into a contract to provide **Digital Aerial Oblique and Orthogonal Imagery with Advanced Measuring Software and Change Detection Solutions** ("Services"), within the time set forth herein, and at the prices stated herein. The Vendor fully understands the intent and purpose of the Contract Documents and the conditions of bidding as set forth herein and in the Invitation to Vendors and the Instructions to Vendors. The Vendor hereby covenants and agrees that claims for additional compensation or extensions of time because of Vendor's failure to familiarize itself with the Contract Documents or any condition, which might affect the performance of the Services, will not be allowed.

Base Proposal Amount: The Vendor agrees to provide the Products and Services as described in the Contract Documents, for the amounts and within the timeframe itemized below (collectively, the "Proposal Amount"). ***The Proposal Amount includes all costs in connection with the Products and Services to be performed by Vendor. Please be advised that the District is a state government agency and is not subject to State Sales Tax.***

TOTAL PROPOSED AMOUNT FOR ALL ITEMS BELOW (Project 1, 2 & 3): _____

Project 1 - First (2 year) Contract Term				
QUANTITY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	TOTAL AMOUNT
		<i>Rural Level Imagery (ortho and oblique)</i>		
		<i>Urban Level Imagery (ortho and oblique)</i>		
		<i>External Media Drive for Delivery</i>		
		<i>Change Detection (Building Outline Candidate Comparison)</i>		
		<i>Secure Web Mapping Service</i>		
		<i>Disaster Response Program</i>		
		<i>Visualization Access to Hosted Custom Libraries</i>		
		<i>Mosaics for Ortho and Oblique Imagery (combining best available resolution of tiles)</i>		
		<i>Enterprise Site Licenses/Online Access via Login to 100 Concurrent Users</i>		
		<i>Licensed Software, Maintenance and Support</i>		
		<i>Training</i>		
		<i>Any other products/services required for Imagery Solution to include CAMA Integration, GIS Integration, Other Items</i>		
Any discount being offered indicate by * in Total Amount Column and list Net Amount as well.				
1 st Project – Year 1				
1 st Project – Year 2				

Project 2 - Second (2 year) Contract Term				
QUANTITY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	TOTAL AMOUNT
		<i>Rural Level Imagery (ortho and oblique)</i>		
		<i>Urban Level Imagery (ortho and oblique)</i>		
		<i>External Media Drive for Delivery</i>		
		<i>Change Detection (Building Outline Candidate Comparison)</i>		
		<i>Secure Web Mapping Service</i>		
		<i>Disaster Response Program</i>		
		<i>Visualization Access to Hosted Custom Libraries</i>		
		<i>Mosaics for Ortho and Oblique Imagery (combining best available resolution of tiles)</i>		
		<i>Enterprise Site Licenses/Online Access via Login to 100 Concurrent Users</i>		
		<i>Licensed Software, Maintenance and Support</i>		
		<i>Training</i>		
		<i>Any other products/services required for Imagery Solution to include CAMA Integration, GIS Integration, Other Items</i>		
Any discount being offered indicate by * in Total Amount Column and list Net Amount as well.				
2nd Project – Year 1				
2nd Project – Year 2				

Project 3 - Third (2 year) Contract Term				
QUANTITY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	TOTAL AMOUNT
		<i>Rural Level Imagery (ortho and oblique)</i>		
		<i>Urban Level Imagery (ortho and oblique)</i>		
		<i>External Media Drive for Delivery</i>		
		<i>Change Detection (Building Outline Candidate Comparison)</i>		
		<i>Secure Web Mapping Service</i>		
		<i>Disaster Response Program</i>		
		<i>Visualization Access to Hosted Custom Libraries</i>		
		<i>Mosaics for Ortho and Oblique Imagery (combining best available resolution of tiles)</i>		
		<i>Enterprise Site Licenses/Online Access via Login to 100 Concurrent Users</i>		
		<i>Licensed Software, Maintenance and Support</i>		
		<i>Training</i>		
		<i>Any other products/services required for Imagery Solution to include CAMA Integration, GIS Integration, Other Items</i>		
Any discount being offered indicate by * in Total Amount Column and list Net Amount as well.				
3rd Project – Year 1				
3rd Project – Year 2				

Delivery Date

Time is of the essence. Vendor must establish project completion dates as shown in the RFP Schedule for all years under consideration in **Schedule 8**. The Vendor shall establish their timelines for completion of the project and submit same with the proposal.

Representations

By execution and submission of this proposal, the Vendor hereby represents and warrants to the District as follows:

- (a) The Vendor has prior experience on contracts of the same or similar type, nature and class as the Services for the Project.
- (b) The Vendor has read and understands the RFP Documents and the Contract Documents, and this Proposal is made in accordance with the RFP Documents.
- (c) The Vendor has satisfied itself as to the nature of the Services and the character, quality, quantities, materials and difficulties to be encountered; the kind and extent of equipment and other facilities needed for the performance of the Services; the general and local conditions and other items which may in any way affect the performance of the Services; and the Vendor has correlated the Vendor's observations with the requirements of the Contract Documents. The Vendor understands and accepts the difficulties and costs associated with the Services and the potential delays, a disruption in the Services and costs associated therewith and has included such considerations in its work schedule and the Proposed Amount.
- (d) The Vendor's financial statements for the most recent two (2) calendar or fiscal years ended and current monthly income and expense statements for the fiscal year to date, attached hereto as **Schedule 1**, are true and complete in all respects and reflect the true financial condition of the Vendor.
- (e) Vendor has no knowledge of any financial interest in excess of \$2,500.00 in the Vendor or the Services contemplated hereunder by any of the Directors or District's staff members identified in **Schedule 2** hereto.

Vendor Name: _____

Printed Name of Authorized Signer: _____

Title of Authorized Signer: _____

Authorized Signature: _____

Date: _____

SCHEDULES

The following Schedules are attached to this RFP Form and incorporated herein:

- Schedule 1: Financial Statements (Attach Financial Statements)
- Schedule 2: Financial Interest Disclosure Statement
- Schedule 3: References
- Schedule 4: Vendor's & Subcontractor's Questionnaire
- Schedule 5: Statement from Insurers (Attach Statement from Insurer)
- Schedule 6: Personnel Reports and Resumes (Attach Reports & Resumes)
- Schedule 7: Payment Terms and Discounts
- Schedule 8: RFP Timeline and Project Delivery Dates

Schedule 1: Financial Statements

(Attach Financial Statements)

Schedule 2: Financial Interest Disclosure Statement

Vendors will acknowledge any financial interest in excess of \$2,500.00 of the following list of Fort Bend Central Appraisal District Directors and District staff members:

Jordan T. Wise
Chief Appraiser

Irene Klein
Deputy Chief Appraiser (Appraisal Services)

Tara Strine
Deputy Chief Appraiser (Support Services)

Jim Kij
Board Chairman

Paul Stamatis
Board Vice-Chairman

Michael Rozell
Board Secretary

Pamiel Gaskin
Board Financial Officer

Darren Flynt
Board Member

Carmen Turner
Non-Voting Board Member

Schedule 3: References

Company Name	
Contact Person	
Address	
City, State, Zip	
Telephone Number	
Email Address	
Description of Contract (including size and type of service and dollar amount)	
Company Name	
Contact Person	
Address	
City, State, Zip	
Telephone Number	
Email Address	
Description of Contract (including size and type of service and dollar amount)	
Company Name	
Contact Person	
Address	
City, State, Zip	
Telephone Number	
Email Address	
Description of Contract (including size and type of service and dollar amount)	

Schedule 4: Vendor's and Subcontractor's Questionnaire

(Note: Make Copies for each Subcontractor for this Project)

Name of Business	
Year Established	
If Subcontractor, type of service:	
Business Officer	
Telephone Number	
Email Address	
Sales Representative	
Telephone Number	
Email Address	
Project Manager	
Telephone Number	
Email Address	
Type of Business (corporation, partnership, sole proprietorship, other legal entity)	
If incorporated, where:	
Subsidiary of what company:	
Brief history of business:	
Total Number of Employees	
Gross revenue for 2021	
Has your business/organization been a party in any litigation in the past 6 years?	
If so, list cause number, style and county where the suit is/was pending. Please give a brief explanation of the issues and outcome of the suit.	
Business Home Office Address:	
List Branch Office Locations:	

Schedule 5: Statement from Insurers

(Attach Statement from Insurers)

Schedule 6: Personnel Reports and Resumes

(Attach Reports & Resumes)

Schedule 7: Payment Terms and Discounts

(Attach Payment Information)

Schedule 8: Timeline of RFP and Project Delivery Dates

Date	Function
June 14, 2022	Post RFP on District Website
June 16, 2022	First Newspaper Publication of RFP
June 23, 2022	Second Newspaper Publication of RFP
June 28, 2022	Deadline for Receipt of Inquiries
July 7, 2022	Deadline for Submission of Proposals <i>Proposals Must Be Delivered to the District on or before 2:00 p.m. Central Standard Time</i>
August 15, 2022	Board of Directors Consideration of Award of Contract
August 31, 2022	Contract Negotiation and Execution by Chief Appraiser (anticipated date)
November 15, 2022	Anticipated Start Date of Project
January 2023	Anticipated Early Access to Imagery
January 31, 2023	Full Delivery to Follow for Each Year
February 15, 2023	Anticipated Delivery of Change Detection Project for Each Year

Vendor’s Timeline for Each Project Year:

Project	Early Access Date	Full Delivery Date	Change Detection Delivery Date
1st Project - Year 1			
1st Project - Year 2			
2nd Project- Year 1			
2nd Project- Year 2			
3rd Project- Year 1			
3rd Project- Year 2			