



ADDENDUM #2

RFP 2024-12

Bay County Mosquito Control
Geospatial Web-Based Data Management System

JIM BARCIA
BAY COUNTY EXECUTIVE

REQUEST FOR PROPOSAL – THIS IS NOT AN ORDER OR OFFER

DATE OF REQUEST	JUNE 7, 2024
REFERENCE PROPOSAL NUMBER	RFP 2023-12
DEADLINE FOR VENDOR QUESTIONS	JUNE 21, 2024 5:00 PM
RESPONSES DUE FROM COUNTY	JULY 3, 2024 5:00 PM
PROPOSED DATE/TIME REQUIRED	JULY 12, 2024 1:00 PM
PROPOSAL SUBMITTAL	BAY COUNTY FINANCE DEPT. PURCHASING DIVISION ATTN: FRANCES MOORE BAY COUNTY BUILDING 515 CENTER AVENUE; 7 TH FLOOR BAY CITY, MI 48708-5128
MARK PROPOSAL	“BAY COUNTY MOSQUITO CONTROL GEOSPATIAL WEB BASED DATA MANAGEMENT SYSTEM- DELIVER TO PURCHASING IMMEDIATELY”

RESPONSE TO BIDDER’S QUESTIONS

1. Can you please list out the specific administrative datasets and administrative activities you want the system to address? **Administrative datasets would include citizen/caller names, addresses, habitats; Administrative activities would be tracking requests geospatially and summarizing requests via dashboards or reports.**
2. Can you please list and describe all surveillance activities in the context of this RFP? **Locations and identification of collections from all adult mosquito traps; location and results of bird testing; locations and results of ditches, catch basins, and other test sites**
3. Could you please describe the types of data from aerial and control applications that need to be imported? For instance, are these GNSS data from a drone or other application system/person? **Aerial data imported – .KML/.KMZ files and .shp files that contain spray on/spray off data; some aerial data comes from the GUIA system which we are able to convert in-house to a shapefile. The nighttime fogging data needs to be imported for either reporting or dashboard purposes, these are likely shapefiles**
4. Is it the intention of Bay County that the system will reside on the Bay County ArcGIS Online organization account? **No**
5. Is the plan for Bay County Mosquito control to take on overall management of the system with support from the selected vendor? **Yes, daily operational management would be from Mosquito Control staff, with some minor troubleshooting and updates done in-house; the vendor would be the primary support for getting the system set-up, running correctly, and for technical issues we may have.**
6. Could you please describe the current data that must be integrated into the new system, including file formats? **Current administrative data of citizen requests is in Access but we are able to export the data into Excel or csv for integration; larval habitat data is currently in an ArcGIS file geodatabase, and if necessary, we can export that data into shapefiles; current surveillance data is all Excel**
7. What is the estimated total size of the data currently stored in house that will need to be integrated into the system? **Our current Access database which houses most of our historical records and data (callers, addresses, treatment locations), measures 141 MB; our current geospatial mapping system is ESRI-based and can be exported as individual shapefiles or a file geodatabase.**
8. Please expand on the requirements for “Reporting summaries for larval control, surveillance, and administrative activities” (from the *Describe the following System Features* section). How do these reports differ from what is being reported in the “Daily Dashboard”? **Dashboards would be a visual summary in a graph or chart of desired info; reporting summaries would be more of a spreadsheet with listings of desired info (such as calls received, insecticides used, sites visited, etc.)**
9. Please clarify the “Customer Service” component. Is the vendor expected to provide customer service directly to the public OR technical support to Bay County staff, possibly initiated by requests from the public? **The vendor will not provide customer service directly to the public; customer**

service would be the technical support the vendor provides to Mosquito Control (such as troubleshooting issues)

10. I would like to ask if the company from Virginia can bid for this RFP. Or do we need to register the business in MI?
Registration in Michigan is not a requirement.
11. Is this the only document (attached), or are there any other documents available? I could not find any portal to download additional documents.
We have not issued any other documents.
12. It appears that submission is by physical copy and that there is no portal. Is that correct? If so, how do we receive any future amendments or responses to clarification questions?
Bay County will only accept submission via paper copies. All communications from Bay County are issued via the same methods used when the bid request was issued.
13. Can you clarify the meaning of this sentence on Page 7? "Please provide five (5) copies of the submission and one cost envelopment (include with the submission labeled "Original")." Does this mean a labeled Original, and 5 additional copies?
Yes, one copy labeled "original", and that packet should contain the cost envelope. The other copies will be for distribution to the committee reviewing the submissions.
14. This confused me also: "...submission and one cost envelopment..." - does that mean 5 copies of the submission but only one Attachment B?
See above for response.
15. Can you provide a range budget allocated for this project and expected timeline for completion. Note from Purchasing please answer the second half of this question.
Bay County does not release budgetary numbers. The expected timeline for the project would be to begin data integration in late 2024 and to have a system in place for spring 2025.
16. From the Bay County Mosquito control annual report, IT spending and maintenance are merged with other services. Is the budget for this project also part of the same allocation? No
17. Is the County looking for a SaaS solution or a COTS product for the geospatial web-based data management system? We are looking for a maturely developed system specific to mosquito control operations. There is not a preference for SaaS or COTS (commercial off the shelf) if it meets the requirements of this RFP. We are not looking to spend time and resources building a new system or making significant changes to a system to meet our requirements.
18. What are the primary goals and objectives of this geospatial web-based data management system?
To have one common software system utilized by all program components; to store data, provide reports, and visually see data (phone calls, sites visited, trap locations). We want to be able to view the data both tabularly and geospatially to increase efficiency and streamline operations.

19. Can you describe the current systems and workflows used for mosquito control operations? **Administrative – Access database primarily used for recording citizen calls and pulling reports of treatment activities; Surveillance – Excel database to record trap locations and results; Larval Control – larval habitats mapped in ArcGIS but treatment info is initially collected on paper and then input and stored into Access**
20. What specific problems or inefficiencies are you aiming to solve with this new system? **To be able to view data both tabularly and geospatially to increase efficiency; to have one common software system utilized throughout the program; and to be able to record treatment data (dates, times, insecticide used, amounts used), in a digitized way, instead of paper.**
21. What specific functionalities are required for managing larval control, surveillance, and administrative data in a geospatial format? **To be able to both collect and view data in the field and in the office and share it with all program components.**
22. What types of data will need to be imported from aerial and adult mosquito control applications? **Aerial data imported – .KML/.KMZ files and .shp files that contain spray on/spray off data; some aerial data comes from the GUIA system which we are able to convert in-house to a shapefile. The nighttime fogging data needs to be imported for either reporting or dashboard purposes, these are likely shapefiles**
23. What reporting capabilities are essential for summarizing activities and data? Do you use any BI tool for reporting purposes? **We have not used BI but are willing. We would like to be able to pull summaries (calls received, treatment activities, surveillance activities) with various date ranges, and be able to sort and filter based on different data fields.**
- If the question is asking what info we want pulled for reporting, it would be summaries of larval control sites treated, inspected, insecticide used, calls received, surveillance results, etc.**
24. Can you provide more details on the types of online service requests that citizens will need to make? **Ideally citizens could request larval inspections and request adult mosquito control service at their properties via our webpage. They would need to provide their name, address, phone number and provide a dropdown of services they can request online.**
25. Are there any specific requirements for data export to other applications? **It would be nice to export to Excel and to export shapefiles; we would like to have a dashboard available for public viewing of certain information on our webpage**
26. Are there any specific compliance requirements (e.g., HIPAA, GDPR) that the system must adhere to? **No**
27. Is there any scope of moving historical data from different systems to the new system? If yes, can you please provide size, structure, number of tables, number of fields and what is the type and source of data? **Our current Access database which houses most of our historical data (callers, addresses,**

treatment locations, measures 141 MB; our current geospatial mapping system is ESRI-based and can be exported as individual shapefiles or a file geodatabase.

28. Will users need to access the system offline? If so, what functionalities must be available offline? **In the event of loss of cellular data on the tablets in the field, offline access needs to be available. Primarily, being able to view location/points of habitats, and saving inspection/treatment data until the system gets back online.**
29. Are there any specific APIs or data exchange standards that the system must support? **It would be nice to export to Excel and to export shapefiles; we would like to have a dashboard available for viewing on our webpage**
30. What volume of data do you anticipate needing to store and process on a daily, monthly, and annual basis? **We receive approximately 1,500 phone calls in a summer and inspect over 15,000 breeding sites that need to be documented.**
31. What types of geospatial data layers will be used, and what are their sources? **We've already created a file geodatabase of the layers necessary for our larval control activities (used in our current geospatial mapping system); we don't currently have a "layer" that allows us to link calls or requests to anything in the field**
32. What are the specific requirements for map rendering and interaction (e.g., zoom levels, layer toggling, real-time updates)? **Typical map interactions such as zoom, layer toggling and updates.**
33. Are there any specific geospatial analysis tools or functions required (e.g., heatmaps, buffer analysis, spatial queries)? **Nothing specifically required**
34. Are there any existing systems (e.g., GIS platforms, databases) that the new system needs to integrate with directly? **After data import, there are no systems that need to be integrated**
35. What is the preferred method for system integration (e.g., RESTful APIs, webhooks, direct database connections)? **There is no preference as we are seeking a solution that is not required to be integrated with an existing system**
36. Are there any specific middleware or integration platforms currently in use or preferred? **No**
37. Can Bay County consider providing an extension and allow email submission for this RFP? **Bay County does not accept solicitations via email.**