



Meeting Announcement

GIS POLICY COMMITTEE MEETING

Friday, April 26, 2019 at 11:00am

LYLE SHEILDS MEETING ROOM

1776 E. Washington Street, Urbana, IL

COMMITTEE MEMBERS

Mark Toalson– Chair
Andy Rhodes – Vice Chair
James Sims

Greg Hazel
Sanford Hess
Kelly Pfeifer

Levi Kopmann

AGENDA - REVISED

- I. **Call to Order**
- II. **Roll Call – Sign-in Sheet**
- III. **Approval of Agenda**
- IV. **Approval of Minutes**
 - A. *January 19, 2019*
- V. **Financial Statements**
 - A. *FY2018 - 1/1/2018 through 12/31/2018 (final)*
 - B. *FY2019 - 1/1/2018 through 03/31/2019*
- VI. **Business Items**
 - A. *Approval of External Service Intergovernmental Agreements*
 - 1. *Piatt County*
 - 2. *City of Champaign*
 - 3. *Village of Mahomet*
 - B. *Approval of Principal Data Client License Agreements*
 - C. *GIS Director's Report*



GIS Policy Committee

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Friday, January 18, 2019
TIME: 11:00 am
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois

Consortium Agencies	Member	Present	Absent
Champaign		Mark Toalson (Chair)	
Urbana		Brad Bennett (proxy)	
Rantoul		Greg Hazel	
Champaign County		Andy Rhodes (Vice-Chair)	
UIUC		Chad Kupferschmid	
Mahomet		Ken Buchanan (proxy)	
Savoy			Levi Kopmann

Others:

CCGIS Staff: Leanne Brehob-Riley (Director), Darlene Kloeppel (County Executive), Tammy Asplund (Recording Secretary)

MINUTES

I. Call to Order

Chair Toalson called the meeting to order at 11:03 a.m.

II. Roll Call

Roll call was taken by written record and a quorum was declared present.

III. Approval of Agenda

MOTION by Kupferschmid to approve the agenda as distributed; second by Bennett. Upon vote, the **MOTION CARRIED** unanimously.

Hazel entered the meeting at 11:06 a.m.

IV. Approval of Minutes

A. October 26, 2018 Meeting

MOTION by Rhodes to approve the October 26, 2018 minutes; second by Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

V. Financial Statements

A. FY2018 – 1/1/2018 through 12/31/2019 (not final)

Brehob-Riley stated this is not the final FY2018 statement as there are still revenues to be posted. Revenues will end up ahead of expenditures.

MOTION by Rhodes to accept and place the statement on file; seconded by Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

B. Receive and place on file – FY2017 CCGISC External Audit

According to Brehob-Riley, the audit is complete and there are no findings. there is a note stating management has omitted the Management's Discussion and Analysis. This Committee agreed not to spend the resources that would be required to complete this analysis, as it does not affect the external auditor's opinion on the basic financial statement.

MOTION by Bennett to accept and place the external audit on file; seconded by Hazel. Upon vote, the **MOTION CARRIED** unanimously.

VI. Business Items

A. Approval of 2019 Revised Meeting Schedule

The April meeting was originally scheduled for April 19th which is a County holiday. Brehob-Riley proposed an alternate date of Friday, April 26, 2019.

MOTION by Hazel to move the meeting to Friday, April 26, 2019; seconded by Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

B. Approval of Amendments to CCGISC Intergovernmental Agreement

Brehob-Riley reviewed the changes, based on direction provided at the April meeting. She stated the revisions provide additional payment flexibility and would require annual installments and the buy-in fee must be paid within 5 years. According to Brehob-Riley, the next step is to forward the IGA to each member agency for review and approval. In response to a question by Rhodes, Brehob-Riley responded Tolono has not shown any additional interest in becoming a member. Brehob-Riley noted there may be a future opportunity with St. Joseph.

MOTION by Rhodes to accept the proposed amendments; seconded by Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

C. Approval of Budgetary Changes to Accommodate LiDAR Acquisition

Brehob-Riley stated the second sentence in paragraph on bottom of page should read, "As a result, assessments", NOT "increases." She noted the original budget did not consider any revenue or expenditures associated to the Lidar project. Approval of budgetary changes are needed to account for the incoming and outgoing funds.

MOTION by Kupferschmid to approve the budgetary changes; seconded by Buchanan. Upon vote, the **MOTION CARRIED** unanimously.

D. Approval of Principal Data Client Agreement for non-governmental Organizations

Brehob-Riley commented that Carle Foundation Hospital expressed interest in becoming a Principal Data Client. She noted the existing PDC agreements are intergovernmental agreements, so she worked with the State's Attorney's office to develop an agreement that would be appropriate for non-governmental agencies. The State's Attorney agreed that a license agreement (rather than a contract) makes the most sense and allows control of the annual fee and provides flexibility to GIS Staff. Brehob-Riley stated the terms and conditions follow those found in the existing license and PDC agreement

1
2 **MOTION** by Rhodes to approve the agreement; seconded by Bennett. Upon vote, the **MOTION CARRIED**
3 unanimously.
4

5 *E. GIS Director's Report*
6

7 Brehob-Riley reviewed the Work Plan Status Report and noted changes to task status are indicated with **bold**
8 font. She said this year has been busy with the parcel fabric migration, loss of an employee, LUCA, Sanitary
9 Sewer and assisting the City of Urbana with Lucity (work order system). She also noted that the last few
10 months of the year will be working to implement Microsoft Azure and ArcGIS Portal, delaying some work
11 plan tasks.
12

13 Contract Updates:

14 Brehob-Riley will be working with the State's Attorney's Office to review and potentially revise several
15 contracts and agreements by the April 2019 meeting.
16

17 Sanitary Sewer:

18 According to Brehob-Riley, agencies involved in this project have started to provide edits. She stated the
19 new QC geodatabases will be provided sometime next week.
20

21 Lidar

22 Brehob-Riley stated the 3DEP proposal was accepted by the USGS and the next step involves the
23 development of a Task Order. She explained that to proceed, final estimations will be determined, and an
24 agreement put in place. Due to the federal governmental shut-down, no progress has been made.
25

26 METCAD

27 Brehob-Riley stated the State is implementing Next Generation 9-1-1. The current system will end in July
28 2020. Brehob-Riley noted the state has offered a \$25,000 GIS Expenses grant to counties, due in early
29 February. According to Brehob-Riley, the state has published a document regarding formatting; like NINA
30 standards. Brehob-Riley stated this is being coordinated through the State Police.
31

32 Community Outreach:

33 Brehob-Riley commented that Douglas County decided to stay with Sidwell in 2019. She noted that Sidwell
34 was just purchased by Harris Local Government.
35

36 **VII. Adjournment**

37 **MOTION** to adjourn by Kupferschmid; seconded by Rhodes. Upon vote, the **MOTION CARRIED** unanimously. Chair
38 Toalson adjourned the meeting at 11:41 a.m.

GIS Consortium
FY2018 (01/01/2018-12/31/2018) Financial Report
Fund 850

REVENUE	Budgeted	Actual YTD 12/31/2018	Actual % of Budget	Unrealized Balance
Budgeted Local Government				
Champaign County	\$296,628.00	\$280,752.25	94.65%	\$15,875.75
City of Champaign	\$69,383.00	\$63,508.25	91.53%	\$5,874.75
City of Urbana	\$39,506.00	\$36,172.25	91.56%	\$3,333.75
University of Illinois	\$35,159.00	\$32,143.00	91.42%	\$3,016.00
Village of Mahomet	\$14,588.00	\$13,230.02	90.69%	\$1,357.98
Village of Rantoul	\$24,773.00	\$22,964.44	92.70%	\$1,808.56
Village of Savoy	\$13,952.00	\$12,841.25	92.04%	\$1,110.75
Local Government Total	\$493,989.00	\$461,611.46	93.45%	\$32,377.54
Local Government Reimbursement	\$15,700.00	\$15,700.00	100.00%	\$0.00
Charges for Services	\$57,000.00	\$43,867.29	76.96%	\$13,132.71
Investment Interest	\$750.00	\$4,914.48	655.26%	- \$4,164.48
Maps & Data Sales	\$13,500.00	\$14,779.17	109.48%	- \$1,279.17
Miscellaneous Revenue	\$0.00	\$800.00	0.00%	- \$800.00
Interdepartment Transfers	\$84,500.00	\$84,500.00	100.00%	\$0.00
REVENUE TOTAL	\$665,439.00	\$626,172.40	94.10%	\$39,266.60

Budgeted Local Government Revenue Collected for Ortho-Imagery Acquisition was Transferred to Deferred Compensation

EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 12/31/2018	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$328,295.00	\$328,295.00	\$326,217.29	99.37%	\$2,077.71
Fringe Benefits	\$118,755.00	\$118,755.00	\$92,529.20	77.92%	\$26,225.80
Personnel Total	\$447,050.00	\$447,050.00	\$418,746.49	93.67%	\$28,303.51
Commodities	\$20,275.00	\$33,340.00	\$25,164.74	75.48%	\$8,175.26
Services					
Audit	\$11,200.00	\$11,200.00	\$10,404.02	92.89%	\$795.98
Professional Services	\$1,750.00	\$1,750.00	\$0.00	0.00%	\$1,750.00
Job Required Travel	\$500.00	\$600.00	\$519.21	86.54%	\$80.79
Utilities	\$2,250.00	\$2,250.00	\$1,556.58	69.18%	\$693.42
Computer/InfoTech Services	\$5,000.00	\$5,000.00	\$4,795.21	95.90%	\$204.79
Telephone Service	\$700.00	\$760.00	\$717.76	94.44%	\$42.24
Equipment Maintenance	\$40,775.00	\$40,815.00	\$38,747.48	94.93%	\$2,067.52
Conferences & Training	\$3,000.00	\$2,715.00	\$564.59	20.80%	\$2,150.41
All Other Services	\$8,210.00	\$8,210.00	\$5,494.40	66.92%	\$2,715.60
Services Total	\$73,385.00	\$73,300.00	\$62,799.25	85.67%	\$10,500.75
Capital	\$28,975.00	\$17,900.00	\$0.00	0.00%	\$17,900.00
Transfer to General County Fund	\$4,500.00	\$2,595.00	\$0.00	0.00%	\$2,595.00
Interdepartment Transfers	\$84,500.00	\$84,500.00	\$84,500.00	100.00%	\$0.00
EXPENDITURE TOTAL	\$658,685.00	\$658,685.00	\$591,210.48	89.76%	\$67,474.52

850 FUND BALANCE - 01/01/2018	Balance
FY2018 Beginning Fund Balance (unaudited)	\$367,304.64
Reserve for Aerial Photography	- \$31,196.04
10% Restricted Reserve	- \$52,690.70
FY2018 Remaining Unreserved Fund Balance (unaudited)	\$283,417.90

GIS Consortium
FY2019 (01/01/2019-12/31/2019) Financial Report
Fund 850

REVENUE	Budgeted	Actual YTD 03/31/2019	Actual % of Budget	Unrealized Balance
Budgeted Local Government				
Champaign County	\$308,648.00	\$15,875.00	5.14%	\$292,773.00
City of Champaign	\$81,210.00	\$0.00	0.00%	\$81,210.00
City of Urbana	\$48,278.00	\$0.00	0.00%	\$48,278.00
University of Illinois	\$37,132.00	\$0.00	0.00%	\$37,132.00
Village of Mahomet	\$15,830.00	\$0.00	0.00%	\$15,830.00
Village of Rantoul	\$25,858.00	\$0.00	0.00%	\$25,858.00
Village of Savoy	\$14,703.00	\$0.00	0.00%	\$14,703.00
Local Government Total	\$531,659.00	\$15,875.00	2.99%	\$515,784.00
Local Government Reimbursement	\$15,700.00	\$5,500.00	35.03%	\$10,200.00
Charges for Services	\$49,000.00	\$0.00	0.00%	\$49,000.00
Investment Interest	\$2,000.00	\$1,308.05	65.40%	\$691.95
Maps & Data Sales	\$13,500.00	\$718.63	5.32%	\$12,781.37
Interdepartment Transfers	\$61,000.00	\$0.00	0.00%	\$61,000.00
REVENUE TOTAL	\$672,859.00	\$23,401.68	3.48%	\$649,457.32

EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 03/31/2019	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$337,160.00	\$337,160.00	\$76,425.25	22.67%	\$260,734.75
Fringe Benefits	\$109,921.00	\$109,921.00	\$15,509.42	14.11%	\$94,411.58
Personnel Total	\$447,081.00	\$447,081.00	\$91,934.67	20.56%	\$355,146.33
Commodities	\$21,300.00	\$21,300.00	\$8,776.18	41.20%	\$12,523.82
Services					
Audit	\$11,500.00	\$11,500.00	\$0.00	0.00%	\$11,500.00
Professional Services	\$44,000.00	\$44,000.00	\$0.00	0.00%	\$44,000.00
Job Required Travel	\$500.00	\$500.00	\$65.19	13.04%	\$434.81
Utilities	\$2,250.00	\$2,250.00	\$0.00	0.00%	\$2,250.00
Computer/InfoTech Services	\$5,500.00	\$5,500.00	\$20.17	0.37%	\$5,479.83
Telephone Service	\$1,000.00	\$1,000.00	\$190.89	19.09%	\$809.11
Equipment Maintenance	\$50,525.00	\$50,525.00	\$0.00	0.00%	\$50,525.00
Conferences & Training	\$3,000.00	\$3,000.00	\$0.00	0.00%	\$3,000.00
All Other Services	\$9,000.00	\$9,000.00	\$156.25	1.74%	\$8,843.75
Services Total	\$127,275.00	\$127,275.00	\$432.50	0.34%	\$126,842.50
Capital	\$14,000.00	\$14,000.00	\$11,068.71	79.06%	\$2,931.29
Transfer to General County Fund	\$3,000.00	\$3,000.00	\$0.00	0.00%	\$3,000.00
Interdepartment Transfers	\$61,000.00	\$61,000.00	\$0.00	0.00%	\$61,000.00
EXPENDITURE TOTAL	\$673,656.00	\$673,656.00	\$112,212.06	16.66%	\$561,443.94

Beginning Fund Balance not available at this time



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: April 26, 2019
Re: Proposed Intergovernmental Agreement Service Agreements

INTERGOVERNMENTAL SERVICE AGREEMENTS

According to the Champaign County State's Attorney's Office CCGISC is a legal entity; however, it is not considered a "unit of local government" as defined in the State's statutes. As the lead agency of the CCGISC, Champaign County acts as the unit of local government on behalf of CCGISC. All contracts approved by the CCGISC Policy Board are to be filtered through the Champaign County Board. As existing governmental service agreements expire, they will be re-written as Intergovernmental Agreements (IGAs) and provided to the CCGISC Policy Board for approval. Upon approval, the agreements shall be forwarded to the County Board. To date, service agreements with the Village of Mahomet, City of Champaign, and Piatt County expire on June 30, 2019.

Overall, the conditions and terms of the proposed service IGAs remain unchanged. The agreement preamble now includes IGA language rather than standard contractual language. The hourly staff rates are based upon the Compensation Calculator previously approved by the Policy Committee. As a reminder, the Compensation Calculator is a spreadsheet that considers the staff hourly pay rate, annual benefits, and indirect costs. The Compensation Calculator provides two outputs for each employee, an hourly **cost** rate and hourly **billable** rate. The hourly **billable** rate includes indirect fees while the hourly **cost** rate does not. The hourly cost rate is used to calculate fees for the member agencies. To provide an agency the option of extending a contract term for up to two years, language was added to the Compensation sections of the City of Champaign and Village of Mahomet agreements as notification of possible fee increases or decreases in subsequent years based on staff salaries and benefits.

The CCGISC Policy Committee also previously approved the hardware and software cost share formula.

Annual Total = (Server Costs * Percent of Used Space)/4 + Software Maintenance Fees * Percent of Used Space

where:

4 = 4-year server rotation cycle

The proposed Intergovernmental Service Agreements were reviewed by State's Attorney's Office.

RECOMMENDATION

It is recommended the Policy Committee approve the proposed Intergovernmental Service Agreements, granting the CCGISC Director the ability to negotiate a one- or two-year agreement terms with the individual agencies while ensuring the appropriate annual hourly fees.



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 "CCGIS") (collectively "the Parties") on this ___ day of _____.

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

CCGIS 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 within the first week of the following month to CCGISC. CCGISC will map the monthly transactions provided by Piatt County within one week of the date of receipt. If however, CCGISC determines that additional research is needed to understand the intent of any transaction, the transactions in question will be mapped within two weeks of receipt of all information required for accurate mapping. Research may include but, is not limited to, deed and plat searches by Piatt staff or discussions with Piatt staff to clarify the property transaction. Property transactions that are determined to require additional research by CCGISC will be brought to the attention of Piatt County within one week of the date of receipt of the monthly transactions delivered to CCGISC.

B. GIS LAYER MAINTENANCE AND CREATION

GIS Layer Maintenance: 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.

GIS Layer Creation: As Piatt County requests the creation of GIS data layers, a time line 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/snap-shot 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 task at the request of Piatt County. 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. **GIS Support:** 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

**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. Data Ownership: 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:***\$16.00 / 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

\$36.50 / hour

GIS Specialist

\$42.00 / hour**Level 2 Support**

GIS Analyst

\$52.00 / hour

GIS Programmer

\$58.50 / hour**Level 3 Support**

GIS Director

\$74.00 / hour

GIS Cadastral Data Hosting:

Costs associated with data hosting are derived from software maintenance and hardware costs. The percent is based on resource usage estimates.

Data Hosting

Estimated Server Costs

\$375.00 / year

15% of \$10,000.00 is \$1,500; $\$1,500/4 = \375.00 .

Servers are purchased on a 4 year rotation.

Annual Software Costs

\$1761.00 / year

15% of \$11,740.00

Annual Data Hosting Fee: \$2,136.00

Web Hosting and Maintenance:

Costs associated with web maps hosting are derived from software maintenance and hardware costs. Maintenance costs are based upon 30 hours of Level 2 GIS Programmer support.

Estimated Server Costs

\$375.00 / year

15% of \$10,000 is \$1,500; $\$1,500.00/4 = \375.00

Maintenance Support

\$1,755.00 / year

30 hours at Level 2 Support = \$1,755.00

Annual Web Hosting and Maintenance Fee: \$2,130.00

8. **Term:** The term of this agreement shall begin July 1, 2019 and end June 30, 2020.
9. **Termination of Contract for Cause:** If through any cause, the CCGISC shall fail to fulfill, in a timely and proper manner, its obligations under this Contract, or if the CCGISC shall violate any of the covenants, agreements, or stipulations of this Contract, Piatt County shall thereupon have the right to terminate this Contract by giving written notice to the CCGISC of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.
10. **Data Access:** Every effort will be made to ensure Piatt County is able to access their data, websites, custom applications, etc. 7 days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. CCGISC will not be liable, financially or otherwise, for periods of inaccessibility.
11. **Termination of Contract for Convenience:** This agreement may be terminated by either party at any time by a notice in writing to the other party at least thirty (30) days before such terminations. Notice of termination shall be sent to the CCGISC, 1776 East Washington Street, P.O. Box 17760, Urbana, Illinois 61803-7760. Once the Contract is terminated as provided herein, a determination of the number of CCGISC employee service hours completed shall be made. Final payment for all service hours completed by CCGISC employees toward the completion of a project shall be paid to the CCGISC.

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: _____

Signature: _____

Date: _____

Date: _____



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 SERVICES
BETWEEN THE CHAMPAIGN COUNTY GIS CONSORTIUM AND THE CITY OF CHAMPAIGN**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter "the Agreement") is entered by and between the City of Champaign (hereinafter "Champaign") and the Champaign County Geographic Information Consortium (hereinafter "CCGIS") (collectively "the Parties") on this ____ day of _____.

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 Champaign wish to cooperate for CCGISC to perform various GIS related services and tasks.

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. **Scope of Services:** CCGISC shall provide a CCGISC employee, to be designated by CCGISC, to complete GIS services and tasks at the City of Champaign City Building as directed by the City IT Director or his designee. The CCGISC employee designated by CCGISC for the purpose of providing these services shall work no more than twenty (20) hours a week during the term of this Contract. The City shall provide all the needed equipment, workspace, and direction for the CCGISC employee to complete work tasks. The CCGISC employee shall not be required to work on any CCGISC holiday. Should CCGISC not be able to supply an employee for twenty (20) hours per week during the term of this Contract because of staffing requirements at CCGISC, or issues related to holiday or sick leave exercised by the CCGISC employees designated to perform the services required by this Contract, CCGISC shall work with the City to make up those hours as required by the City. The parties further acknowledge that the CCGISC employee or employees designed by CCGISC to perform the services required by this Contract are CCGISC employees and are not to be considered City employees because of this Agreement.
2. **Compensation and Fees:** The City agrees to pay the CCGISC the hourly cost rate for GIS Technician of \$30.65 for every hour worked by the CCGISC employee and \$1.34 per mile for every mile driven by the CCGISC employee to complete GIS services and tasks as directed by the City IT Director in an amount not to exceed \$15,000.00. Hourly cost rates are subject to change on January 1st of each calendar year due to staff changes, salary increases, or changes in benefits. On January 1st, CCGISC may increase or decrease the hourly rate. CCGISC shall notify Champaign of any rate changes at the beginning of each calendar year. CCGISC will submit a monthly invoice to the COC IT Director for any provided services.
3. **Term:** The term of this Agreement shall begin July 1, 2019 and end June 30, 2020.

4. Termination of Contract for Cause: The City shall have the right to terminate this Contract due to any default by CCGISC with the terms of this Contract. The City shall send written notice of default to CCGISC within ten (10) days of the default. CCGISC shall then have ten (10) days to cure the default. Failure of CCGISC to cure the default shall result in termination of the Contract.

5. Termination of Contract for Convenience: This Contract may be terminated by either party at any time by a notice in writing to the other party at least thirty (30) days before such termination. Notice of termination to CCGISC shall be sent to the CCGISC in care of Leanne Brehob-Riley, GIS Director, at 1776 East Washington Street, Urbana, Illinois 61802. Notice of termination to the City shall be sent to the City in care of Mark Toalson, IT Director, at 102 N. Neil Street, Champaign, Illinois 61820. Once the Contract is terminated pursuant to this Paragraph, CCGISC shall calculate the number of hours provided to the City by its employee or employees and send a bill for uncompensated services to the City for payment within thirty (30) days of the said billing.

6. Modification of the Scope of Services: The City may, from time to time, request changes in the Scope of the Services of the CCGISC to be performed hereunder. Such changes, which are mutually agreed upon by and between the City of Champaign and the CCGISC, shall be incorporated by written amendment to this Contract.

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

City of Champaign

CCGIS

BY: _____
Title: IT Director

BY: _____
Title: County Executive



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 SERVICES
BETWEEN THE CHAMPAIGN COUNTY GIS CONSORTIUM AND THE VILLAGE OF MAHOMET**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter “the Agreement”) is entered by and between the Village of Mahomet (hereinafter “Mahomet”) and the Champaign County Geographic Information Consortium (hereinafter “CCGIS”) (collectively “the Parties”) on this ____ day of _____.

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 Mahomet wish to cooperate to provide Mahomet 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: Mahomet hereby agrees to engage the CCGISC, and the CCGISC hereby agrees to perform the services set forth in this contract.
2. Cooperation of Mahomet: Mahomet will make available at no cost to the CCGISC any information and data in the possession of Mahomet that is required to complete mutually agreed upon GIS related services.
3. Personnel: The CCGISC represents that it has, or will secure its own expense, all personnel required in performing the services under this contract.
4. Scope of Services: CCGISC will provide GIS services and data as described in the Scope of Services at Appendix A.
5. Quality Control: CCGISC will utilize GIS best practice techniques when creating, reviewing or maintaining data for the Mahomet. These best practice techniques include topology and data integrity checks. The final quality control checks are the responsibility of Mahomet.
6. Data Ownership: All data produced under the scope of this agreement shall be the property of Mahomet. Mahomet 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 Mahomet. After termination of this agreement, the CCGISC will, upon direction of Mahomet, remove all Mahomet data from CCGISC computers.
7. Compensation: Mahomet agrees to pay the CCGISC the hourly cost rate of the CCGISC staff for

services rendered as found in the Scope of Services at Appendix A. Hourly cost rates may change each calendar year due to staff changes, salary increases, or changes in benefits. CCGISC shall increase or decrease the hourly rate accordingly. CCGISC shall notify Mahomet of any rate changes at the beginning of each calendar year. The Mahomet also agrees to pay the CCGISC the data hosting fees as described in the Scope of Services at Appendix A.

8. Term: The initial term of this agreement shall begin **July 1, 2019 and end June 30, 2020**. Thereafter, the Agreement shall automatically renew from July 1st through June 30th of each of the following years until June 30th, 2020 unless Mahomet gives at least 90 days written notice to CCGISC that Mahomet does not wish to renew the Agreement.
9. Termination of Contract for Cause: If through any cause, the CCGISC shall fail to fulfill, in timely and proper manner, its obligations under this Contract, or if the CCGISC shall violate any of the covenants, agreements, or stipulations of this Contract, Mahomet shall thereupon have the right to terminate this Contract by giving written notice to the CCGISC of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.
10. Termination of Contract for Convenience: This agreement may be terminated by either party at any time by a notice in writing to the other party at least thirty (30) days before such terminations. Notice of termination shall be sent to the CCGISC, 1776 East Washington Street, Urbana, Illinois 61803-7760. Once the Contract is terminated as provided herein, a determination of the number of hours the CCGISC has completed for a contracted service shall be made. Final payment for all service hours completed by the CCGISC employee for a contracted service shall be paid to the CCGISC.
11. Data Access: Every effort will be made to ensure Piatt County is able to access their data, websites, custom applications, etc. 7 days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. CCGISC will not be liable, financially or otherwise, for periods of inaccessibility.
12. Changes: Mahomet may, from time to time, request changes in the services of the CCGISC to be performed hereunder. Such changes, including any increase or decrease in the amount of the CCGISC's compensation, which are mutually agreed upon by and between Mahomet 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.

Village of Mahomet

CCGISC

BY: Patrick Brown
Title: Village Administrator

BY: Darlene Kloeppel
Title: County Executive

Signature

Signature

Date

Date

Appendix A

1.0 SCOPE OF SERVICES

The Village of Mahomet (Mahomet) has identified the need for consistent, continuous and centralized GIS support and guidance. To that end, the following scope of services is being proposed for consideration by Mahomet.

1.1 GIS Services

This Agreement allows the CCGISC staff to complete any requested GIS tasks or services without the need to enter into subsequent agreements. Prior to the beginning of a task, an informal cost proposal will be supplied to the Mahomet. Work on a project will not begin until Mahomet accepts the cost proposal. As Mahomet is a member of the Champaign County GIS Consortium, CCGISC can offer GIS support to Mahomet at staff hourly cost rates. These rates are subject to change January 1st of each calendar year.

1.2 Data Hosting

Mahomet shall utilize resources of the CCGISC to store the Mahomet GIS data in an Enterprise Geodatabase. This will allow Mahomet minimize data layer redundancy and confusion and help ensure long-term data integrity. In addition, edits made by either party could be immediately viewed by the other party. The Mahomet data will be maintained in a dedicated and separate database. Approximately one month of backups will be retained on a CCGISC server. In addition, one backup per month shall be archived. Archives shall be provided to Mahomet upon request.

2.0 FEES

CCGISC proposes to perform the above-described services based on the fees as described below.

2.1 GIS Services

The staff hourly cost rates listed by staff classification are directly calculated from the staff hourly pay rates.

Staff Classification	Hourly Cost Rate* (July 1 – December 31, 2019)
GIS Mapping Technician	\$36.38
GIS Technician	\$30.65
GIS Specialist	\$35.07
GIS Analyst	\$43.55
GIS Programmer	\$49.40
GIS Manager	\$62.35

*Hourly cost rates are subject to change on January 1st of each calendar year due to staff changes, salary increases, or changes in benefits. On January 1st, CCGISC may increase or decrease the hourly rate. CCGISC shall notify Mahomet of any rate changes at the beginning of each calendar year.

2.2 Data Hosting

Costs associated with data hosting are derived from software and hardware costs based on the estimated percentage of server usage. Server usage is determined by the estimated size of the Mahomet GIS data.

Estimated Server Costs

7.5% of \$10,000 is \$750; $\$750/4 = \187.50 **\$187.50 / year**

Servers are purchased on a 4-year rotation.

Annual Software Costs

7.5% of \$6,741.00..... **\$505.58 / year**

Annual Total: \$693.08



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: April 26, 2019
Re: Proposed CCGISC Principal Data Client (PDC) License Agreement

CCGISC PRINCIPAL DATA CLIENT LICENSE AGREEMENT

At the January meeting, the CCGISC Policy Committee approved a Principal Data Client (PDC) License Agreement for nongovernmental agencies. A PDC license agreement is a policy document approved by CCGISC Policy Committee; it does not need to be filtered through the County Board. The approved PDC license agreement is an annual agreement that extends one year from the payment date. It is proposed this same license agreement also be used for any new PDCs, whether private or public. However, to minimize the impact to the existing governmental PDC agencies who are accustomed to 2-year terms with a definite start and end date, it is further proposed the following modifications be allowed for these PDCs.

- Continuation of two-year agreement terms with a definite start date of July 1st and end date of June 30th.
- Continue the practice of maintaining a stable fee for the two-year agreement term. The increase, which is a percent increase equivalent to the member agency increases over the previous two year, would be added to the following two-year agreement.

Existing governmental Principal Data Clients include the Urbana Champaign Sanitary District, Champaign-Urbana Mass Transit District, and the Champaign-Urbana Public Health District. Their current agreement terms end on June 30th, 2019.

The proposed agreements were reviewed by State's Attorney's Office.

RECOMMENDATION

It is recommended the Policy Committee approve the use of the PDC license agreement for governmental and non-governmental agencies and approve the modifications a presented for the existing governmental PDCs.



Digital Data License Agreement

Principal Data Client Subscription
Urbana Champaign Sanitary District

Champaign County GIS Consortium

1776 E Washington Street

Urbana, IL 61802

Phone (217) 819-3555

<http://www.ccgisc.org>

By agreeing to the terms, the user acknowledges and accepts the terms and conditions of this License Agreement.

This Agreement provides the Urbana Champaign Sanitary District ("Subscriber") the ability to utilize Champaign County Geographic Information System Consortium ("CCGISC") data obtained through an annual Principal Data Client Subscription License Agreement ("Agreement") according to the terms and conditions herein. The PDC Agreement provides the Subscriber the ability to access the GIS data layers listed in Appendix A from the CCGISC Enterprise Geodatabase in exchange for 1) permission to share the Subscriber's GIS data layer including Sanitary Gravity Mains, Sanitary Manholes, Sanitary Pressurized Mains, Sanitary Network Structure, and Facilities Planning Area with members of the GIS Consortium AND 2) a fee of \$5,355.00.

Data

All GIS layers shall be projected in Illinois State Plane East (US Survey Feet) Coordinates, NAD83. Data shall be provided to the Subscriber through an ESRI Enterprise Geodatabase connection (*if the Subscriber supplies CCGISC with their agency's external IP addresses for database access white listing purposes*) or through quarterly file geodatabase updates. The ESRI Enterprise Geodatabase connection provides the Subscriber with access to up-to-date data. The quarterly updates shall be copies of the data provided in each of the following months – *February, May, August, and November*.

The Subscriber shall have access to the data described in Appendix A. The descriptions in Appendix A have been abbreviated for inclusion within this document. Complete data descriptions shall be contained within corresponding metadata that shall be available to the Subscriber as it becomes available from the CCGISC. The layers listed in Appendix A is subject to change without notice as new layers may be added, or unutilized layers may be retired.

Terms and Conditions

AGREEMENT AND DATA ACCESS TERMS

The initial term of this Agreement shall remain in effect from July 1st, 2019 through June 30th, 2020. Thereafter, the term of this Agreement shall automatically renew from July 1st through June 30th until June 30th, 2021 unless the District gives at least 90 days written notice to CCGISC that the District does not wish to renew the Agreement.

Enterprise Geodatabase access in form of a username and password shall be provided to the Subscriber on the start date of this Agreement. Enterprise Geodatabase access requires the Subscriber to provide CCGISC with its external IP address(es). Distribution of the credentials outside the Subscriber's organization or entity is expressly forbidden. Should the Subscriber opt to receive the data as quarterly file geodatabase updates, an initial file geodatabase will be supplied upon receipt of payment. Subsequent file geodatabase updates shall be provided in February, May, August, and November until the end of the contract term. Enterprise Geodatabase access shall be terminated by CCGISC at the end of the Agreement term.

NO WARRANTY

The data files are provided "as is". There is no guarantee or warranty concerning the accuracy, adequacy, completeness, legality, reliability or usefulness of information contained in the data. This disclaimer applies to both isolated and aggregate uses of the data. **No warranty is made, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, merchantability, freedom from contamination by computer viruses and non-infringement of proprietary rights or its fitness for any particular purpose.** The burden for determining fitness for use lies entirely with the user.

LIMITATION OF LIABILITY

Neither CCGISC, nor any of the agencies who are part of CCGISC, shall be held liable for any improper or incorrect use of the data and assumes no responsibility for anyone's use of the data. In no event shall CCGISC, or any of the agencies who are part of the CCGISC have any liability whatsoever resulting from the use of CCGISC data by the Subscriber for any consequential, incidental, indirect, special, or tort damages of any kind, including, but not limited to, any loss of profits, data or use; procurement of substitute goods or services or business interruption however, caused and on any theory of liability, whether in contract strict liability or tort (including negligence or otherwise) arising in any way out of use of or reliance on the data or arising out of the delivery, installation, operation, or user support relating to the same even if advised of the possibility of such damage. This limitation of liability applies to any damages or injury, including but not limited to those caused by any failure of performance, error, omission, interruption, deletion, defect, delay in operation or transmission, computer virus, theft destruction or unauthorized access to, alteration of, or use of data whether for breach of contract, tortious behavior, negligence or under any other cause of action.

DATA SENSITIVITY AND SECURITY

The Subscriber acknowledges that certain GIS layers to which this Agreement provides access may contain sensitive data and may, if revealed to the public, convey a security risk to the community. If so requested, the Subscriber will agree to restrict data viewing, in digital or printed form, as directed by the CCGISC.

PROTECTION OF PROPRIETARY RIGHTS

Reproduction, resale, or redistribution of the digital data for use by others outside of the Subscriber's organization or entity is expressly forbidden. Notwithstanding the above prohibition, digital data may be distributed by the Subscriber in a "view-only" capacity on hardcopy, through digital documents or web-based maps if appropriately credited as set forth below. None of the data shall be electronically duplicated by the Subscriber by any means for use by others, in whole or in part, without express written permission of the CCGISC. Resale of the data by the Subscriber is prohibited. The data provided by the CCGISC shall remain the property of the CCGISC, which shall retain all rights commensurate with ownership, including the right to sell, release, license, use, or provide the data to others as it deems appropriate in its sole discretion.

Upon the completion of the annual subscription, should the Subscriber elect not to renew this Agreement with the CCGISC, all copies of CCGISC data installed on all computers shall be removed by the Subscriber, and all backup copies made by the Subscriber shall be destroyed by the Subscriber.

DAYS AND HOURS OF OPERATION

Every effort will be made to ensure Enterprise Geodatabase connection is available seven days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. CCGISC will not be liable, financially or otherwise, for periods of inaccessibility.

OBLIGATIONS

It is the responsibility of the Subscriber to purchase, obtain, and install all necessary equipment, software and services necessary to access and utilize the licensed data. The Subscriber is responsible for ensuring the access credentials are not distributed outside of the Subscriber's organization or entity.

CREDITS

Source to list: ***Champaign County GIS Consortium***

Any hard copy, digital or web-based documents/maps that are distributed outside of the Subscriber's organization either by permission of CCGISC or in a "view-only" capacity, utilizing any of the data, modified or otherwise, shall clearly indicate CCGISC as the data source. If the Subscriber has modified or supplemented the data in any way, the Subscriber is obligated to describe the types of modifications or supplementation they have performed within the publication. The Subscriber specifically agrees not to misrepresent any data, nor to expressly or impliedly state any changes made in the data have been approved by CCGISC unless prior written approval by CCGISC has been obtained.

TERMINATION

This Agreement may be terminated immediately by CCGISC for Subscriber's failure to comply with any of the terms of this Agreement or failure to perform any of its obligations. This Agreement shall also terminate immediately if CCGISC Policy Board fails to appropriate or continue funding for services provided under this Agreement.

REMEDY FOR VIOLATION

In the event the Subscriber exceeds the scope of this Agreement or in any other manner violates the terms and conditions hereof, CCGISC shall have the right to enjoin such activities as violate the terms of this Agreement and may seek any other allowable remedies, including the right to obtain its reasonable costs and attorney fees in connection therewith.

The Subscriber hereby agrees to the terms and conditions of this AGREEMENT and agrees to abide by the same.

Subscriber (Organization or Company Name; if not part of an Organization or Company print First and Last Name)

Phone

City, State, Zip

By: (Printed Name)

Title (if part of an organization)

E-mail

Subscriber Signature

Date

*Any questions, please call the GIS Consortium office at
Phone (217) 819-3555*

For Internal Use Only:

Data Sales Number: _____

Supplemental Information

Inquiries regarding the Agreement should be directed to CCGISC at ccgisc@co.champaign.il.us or 217.819.3555.

Payment by Check:

Mail or email this entire Agreement, signed and dated, along with payment by check to:

Champaign County GIS Consortium
1776 E Washington Street
Urbana, IL 61802

Payment by Credit Card:

Email the entire Agreement to ccgisc@co.champaign.il.us, upon receipt a PayPal invoice will be e-mailed to you.

Appendix A - CCGISC GIS Data List

Spatial Data

- Orthophotography – Digital orthophotography of Champaign County in its entirety as flown in March of 2002, March of 2005, March 2008, March 2011, March 2014, March 2017, and any subsequent flights.
- Contour/Elevation Data – Any acquired County contours data. Elevation data was last obtained in 2008, it is anticipated updated data will be available in 2020.
- Planimetric Data – Stereographically compiled planimetric vector data covering all of Champaign County. These layers include street centerlines, water features (lakes, ponds, creeks, rivers, etc.), etc.
- Parcel Data – Mapped tax parcel polygons, easements, subdivisions, parcel right-of-ways. Each tax parcel polygon corresponds to a single tax parcel and each contains the PIN of its corresponding parcel.
- PLSS Data – Corners and lines within Champaign County established through the Federal Public Lands Survey System. This data includes points locating section corners and quarter corners as well as polygons representing quarter sections, sections, survey townships, and the entire county.
- Administrative Boundary Data – Polygons corresponding to administrative boundaries within Champaign County. This currently includes corporate boundaries and annexations. Other boundaries may be included as they become available from the CCGIS.
- Tax Districts – Polygons corresponding to Champaign County Tax Districts – school districts, fire protection districts, library districts, etc.
- Political Boundaries – Polygons corresponding to County Board, Precinct and State Representative Districts.
- Supplemental Layers – Other GIS layers for Champaign County of which the CCGIS is neither the creator nor the agency responsible for data maintenance. These layers include Federal Census Data, State Soil Data, and County Drainage Districts.
- Address Data – Spatial views that contain the addresses for all incorporated and unincorporated areas in the County.

Tabular Data

The following tabular data shall be made available to the PDC;

- Parcel records database. This database includes the Assessment Master Table, Property Location Table, and Sales Table.



Digital Data License Agreement

Principal Data Client Subscription
Champaign-Urbana Mass Transit District

Champaign County GIS Consortium

1776 E Washington Street

Urbana, IL 61802

Phone (217) 819-3555

<http://www.ccgisc.org>

By agreeing to the terms, the user acknowledges and accepts the terms and conditions of this License Agreement.

This Agreement provides the Champaign-Urbana Mass Transit District ("Subscriber") the ability to utilize Champaign County Geographic Information System Consortium ("CCGISC") data obtained through an annual Principal Data Client Subscription License Agreement ("Agreement") according to the terms and conditions herein. The PDC Agreement provides the Subscriber the ability to access the GIS data layers listed in Appendix A from the CCGISC Enterprise Geodatabase in exchange for 1) digital GIS file updates of the District Bus Stops and Bus Routes data layers on a quarterly basis if changes have occurred AND 2) a fee of \$5,565.00.

Data

All GIS layers shall be projected in Illinois State Plane East (US Survey Feet) Coordinates, NAD83. Data shall be provided to the Subscriber through an ESRI Enterprise Geodatabase connection (*if the Subscriber supplies CCGISC with their agency's external IP addresses for database access white listing purposes*) or through quarterly file geodatabase updates. The ESRI Enterprise Geodatabase connection provides the Subscriber with access to up-to-date data. The quarterly updates shall be copies of the data provided in each of the following months – *February, May, August, and November*.

The Subscriber shall have access to the data described in Appendix A. The descriptions in Appendix A have been abbreviated for inclusion within this document. Complete data descriptions shall be contained within corresponding Metadata that shall be available to the Subscriber as it becomes available from the CCGISC. The layers listed in Appendix A is subject to change without notice as new layers may be added, or unutilized layers may be retired.

Terms and Conditions

AGREEMENT AND DATA ACCESS TERMS

The initial term of this Agreement shall remain in effect from July 1st, 2019 through June 30th, 2020. Thereafter, the term of this Agreement shall automatically renew from July 1st through June 30th until June 30th, 2021 unless the District gives at least 90 days written notice to CCGISC that the District does not wish to renew the Agreement.

Enterprise Geodatabase access in form of a username and password shall be provided to the Subscriber on the start date of this Agreement. Enterprise Geodatabase access requires the Subscriber to provide CCGISC with its external IP address(es). Distribution of the credentials outside the Subscriber's organization or entity is expressly forbidden. Should the Subscriber opt to receive the data as quarterly file geodatabase updates, an initial file geodatabase will be supplied upon receipt of payment. Subsequent file geodatabase updates shall be provided in February, May, August, and November until the end of the contract term. Enterprise Geodatabase access shall be terminated by CCGISC at the end of the Agreement term.

NO WARRANTY

The data files are provided "as is". There is no guarantee or warranty concerning the accuracy, adequacy, completeness, legality, reliability or usefulness of information contained in the data. This disclaimer applies to both isolated and aggregate uses of the data. **No warranty is made, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, merchantability, freedom from contamination by computer viruses and non-infringement of proprietary rights or its fitness for any particular purpose.** The burden for determining fitness for use lies entirely with the user.

LIMITATION OF LIABILITY

Neither CCGISC, nor any of the agencies who are part of CCGISC, shall be held liable for any improper or incorrect use of the data and assumes no responsibility for anyone's use of the data. In no event shall CCGISC, or any of the agencies who are part of the CCGISC have any liability whatsoever resulting from the use of CCGISC data by the Subscriber for any consequential, incidental, indirect, special, or tort damages of any kind, including, but not limited to, any loss of profits, data or use; procurement of substitute goods or services or business interruption however, caused and on any theory of liability, whether in contract strict liability or tort (including negligence or otherwise) arising in any way out of use of or reliance on the data or arising out of the delivery, installation, operation, or user support relating to the same even if advised of the possibility of such damage. This limitation of liability applies to any damages or injury, including but not limited to those caused by any failure of performance, error, omission, interruption, deletion, defect, delay in operation or transmission, computer virus, theft destruction or unauthorized access to, alteration of, or use of data whether for breach of contract, tortious behavior, negligence or under any other cause of action.

DATA SENSITIVITY AND SECURITY

The Subscriber acknowledges that certain GIS layers to which this Agreement provides access may contain sensitive data and may, if revealed to the public, convey a security risk to the community. If so requested, the Subscriber will agree to restrict data viewing, in digital or printed form, as directed by the CCGISC.

PROTECTION OF PROPRIETARY RIGHTS

Reproduction, resale, or redistribution of the digital data for use by others outside of the Subscriber's organization or entity is expressly forbidden. Notwithstanding the above prohibition, digital data may be distributed by the Subscriber in a "view-only" capacity on hardcopy, through digital documents or web-based maps if appropriately credited as set forth below. None of the data shall be electronically duplicated by the Subscriber by any means for use by others, in whole or in part, without express written permission of the CCGISC. Resale of the data by the Subscriber is prohibited. The data provided by the CCGISC shall remain the property of the CCGISC, which shall retain all rights commensurate with ownership, including the right to sell, release, license, use, or provide the data to others as it deems appropriate in its sole discretion.

Upon the completion of the annual subscription, should the Subscriber elect not to renew this Agreement with the CCGISC, all copies of CCGISC data installed on all computers shall be removed by the Subscriber, and all backup copies made by the Subscriber shall be destroyed by the Subscriber.

DAYS AND HOURS OF OPERATION

Every effort will be made to ensure Enterprise Geodatabase connection is available seven days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. CCGISC will not be liable, financially or otherwise, for periods of inaccessibility.

OBLIGATIONS

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CREDITS

Source to list: ***Champaign County GIS Consortium***

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TERMINATION

This Agreement may be terminated immediately by CCGISC for Subscriber's failure to comply with any of the terms of this Agreement or failure to perform any of its obligations. This Agreement shall also terminate immediately if CCGISC Policy Board fails to appropriate or continue funding for services provided under this Agreement.

REMEDY FOR VIOLATION

In the event the Subscriber exceeds the scope of this Agreement or in any other manner violates the terms and conditions hereof, CCGISC shall have the right to enjoin such activities as violate the terms of this Agreement and may seek any other allowable remedies, including the right to obtain its reasonable costs and attorney fees in connection therewith.

The Subscriber hereby agrees to the terms and conditions of this AGREEMENT and agrees to abide by the same.

Subscriber (Organization or Company Name; if not part of an Organization or Company print First and Last Name)

Phone

City, State, Zip

By: (Printed Name)

Title (if part of an organization)

E-mail

Subscriber Signature

Date

*Any questions, please call the GIS Consortium office at
Phone (217) 819-3555*

For Internal Use Only:

Data Sales Number: _____

Supplemental Information

Inquiries regarding the Agreement should be directed to CCGISC at ccgisc@co.champaign.il.us or 217.819.3555.

Payment by Check:

Mail or email this entire agreement, signed and dated, along with payment by check to:

Champaign County GIS Consortium
1776 E Washington Street
Urbana, IL 61802

Payment by Credit Card:

Email the entire agreement to ccgisc@co.champaign.il.us, upon receipt a PayPal invoice will be e-mailed to you.

Appendix A - CCGISC GIS Data List

Spatial Data

- Orthophotography – Digital orthophotography of Champaign County in its entirety as flown in March of 2002, March of 2005, March 2008, March 2011, March 2014, March 2017, and any subsequent flights.
- Contour/Elevation Data – Any acquired County contours data. Elevation data was last obtained in 2008, it is anticipated updated data will be available in 2020.
- Planimetric Data – Stereographically compiled planimetric vector data covering all of Champaign County. These layers include street centerlines, water features (lakes, ponds, creeks, rivers, etc.), etc.
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- Supplemental Layers – Other GIS layers for Champaign County of which the CCGIS is neither the creator nor the agency responsible for data maintenance. These layers include Federal Census Data, State Soil Data, and County Drainage Districts.
- Address Data – Spatial views that contain the addresses for all incorporated and unincorporated areas in the County.

Tabular Data

The following tabular data shall be made available to the PDC;

- Parcel records database. This database includes the Assessment Master Table, Property Location Table, and Sales Table.



Digital Data License Agreement

Principal Data Client Subscription
Champaign Urbana Public Health District

Champaign County GIS Consortium

1776 E Washington Street

Urbana, IL 61802

Phone (217) 819-3555

<http://www.ccgisc.org>

By agreeing to the terms, the user acknowledges and accepts the terms and conditions of this License Agreement.

This Agreement provides the Champaign Urbana Public Health District ("Subscriber") the ability to utilize Champaign County Geographic Information System Consortium ("CCGISC") data obtained through an annual Principal Data Client Subscription License Agreement ("Agreement") according to the terms and conditions herein. The PDC Agreement provides the Subscriber the ability to access the GIS data layers listed in Appendix A from the CCGISC Enterprise Geodatabase in exchange for 1) and digital GIS file updates of the Radon Levels and Geocoded Food Facilities data layers on a quarterly basis if changes have occurred AND 2) a fee of \$5,565.00.

Data

All GIS layers shall be projected in Illinois State Plane East (US Survey Feet) Coordinates, NAD83. Data shall be provided to the Subscriber through an ESRI Enterprise Geodatabase connection (*if the Subscriber supplies CCGISC with their agency's external IP addresses database access for white listing purposes*) or through quarterly file geodatabase updates. The ESRI Enterprise Geodatabase connection provides the Subscriber with access to up-to-date data. The quarterly updates shall be copies of the data provided in each of the following months – *February, May, August, and November*.

The Subscriber shall have access to the data described in Appendix A. The descriptions in Appendix A have been abbreviated for inclusion within this document. Complete data descriptions shall be contained within corresponding Metadata that shall be available to the Subscriber as it becomes available from the CCGISC. The layers listed in Appendix A is subject to change without notice as new layers may be added, or unutilized layers may be retired.

Terms and Conditions

AGREEMENT AND DATA ACCESS TERMS

The initial term of this Agreement shall remain in effect from July 1st, 2019 through June 30th, 2020. Thereafter, the term of this Agreement shall automatically renew from July 1st through June 30th until June 30th, 2021 unless the District gives at least 90 days written notice to CCGISC that the District does not wish to renew the Agreement.

Enterprise Geodatabase access in form of a username and password shall be provided to the Subscriber on the start date of this Agreement. Enterprise Geodatabase access requires the Subscriber to provide CCGISC with its external IP address(es). Distribution of the credentials outside the Subscriber's organization or entity is expressly forbidden. Should the Subscriber opt to receive the data as quarterly file geodatabase updates, an initial file geodatabase will be supplied upon receipt of payment. Subsequent file geodatabase updates shall be provided in February, May, August, and November until the end of the contract term. Enterprise Geodatabase access shall be terminated by CCGISC at the end of the Agreement term.

NO WARRANTY

The data files are provided "as is". There is no guarantee or warranty concerning the accuracy, adequacy, completeness, legality, reliability or usefulness of information contained in the data. This disclaimer applies to both isolated and aggregate uses of the data. **No warranty is made, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, merchantability, freedom from contamination by computer viruses and non-infringement of proprietary rights or its fitness for any particular purpose.** The burden for determining fitness for use lies entirely with the user.

LIMITATION OF LIABILITY

Neither CCGISC, nor any of the agencies who are part of CCGISC, shall be held liable for any improper or incorrect use of the data and assumes no responsibility for anyone's use of the data. In no event shall CCGISC, or any of the agencies who are part of the CCGISC have any liability whatsoever resulting from the use of CCGISC data by the Subscriber for any consequential, incidental, indirect, special, or tort damages of any kind, including, but not limited to, any loss of profits, data or use; procurement of substitute goods or services or business interruption however, caused and on any theory of liability, whether in contract strict liability or tort (including negligence or otherwise) arising in any way out of use of or reliance on the data or arising out of the delivery, installation, operation, or user support relating to the same even if advised of the possibility of such damage. This limitation of liability applies to any damages or injury, including but not limited to those caused by any failure of performance, error, omission, interruption, deletion, defect, delay in operation or transmission, computer virus, theft destruction or unauthorized access to, alteration of, or use of data whether for breach of contract, tortious behavior, negligence or under any other cause of action.

DATA SENSITIVITY AND SECURITY

The Subscriber acknowledges that certain GIS layers to which this Agreement provides access may contain sensitive data and may, if revealed to the public, convey a security risk to the community. If so requested, the Subscriber will agree to restrict data viewing, in digital or printed form, as directed by the CCGISC.

PROTECTION OF PROPRIETARY RIGHTS

Reproduction, resale, or redistribution of the digital data for use by others outside of the Subscriber's organization or entity is expressly forbidden. Notwithstanding the above prohibition, digital data may be distributed by the Subscriber in a "view-only" capacity on hardcopy, through digital documents or web-based maps if appropriately credited as set forth below. None of the data shall be electronically duplicated by the Subscriber by any means for use by others, in whole or in part, without express written permission of the CCGISC. Resale of the data by the Subscriber is prohibited. The data provided by the CCGISC shall remain the property of the CCGISC, which shall retain all rights commensurate with ownership, including the right to sell, release, license, use, or provide the data to others as it deems appropriate in its sole discretion.

Upon the completion of the annual subscription, should the Subscriber elect not to renew this Agreement with the CCGISC, all copies of CCGISC data installed on all computers shall be removed by the Subscriber, and all backup copies made by the Subscriber shall be destroyed by the Subscriber.

DAYS AND HOURS OF OPERATION

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Subscriber (Organization or Company Name; if not part of an Organization or Company print First and Last Name)

Phone

City, State, Zip

By: (Printed Name)

Title (if part of an organization)

E-mail

Subscriber Signature

Date

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

2019 Work Plan Status Report – Quarter 1

Task		Status
2019 Improvement Tasks (Short-term)		
Software Upgrades and Other Related Tasks		
1	ArcGIS Server 10.6.1 Upgrade & Installation of ArcGIS Portal 10.6.1	upgrade complete; to complete Portal implementation end of Q2 - 2019
2	Update Apps to Reference Portal URL	To begin once Portal implementation complete
Create ISO Compliant Metadata		
3-A	Update existing metadata to be ISO compliant	in progress; postponed completion until Q2 of 2019
3-B	Create ISO compliant metadata for other layers	in progress; postponed completion until Q2 of 2019
Streamline, Organize and Document Script		
4	Implement script standards; organize and document existing scripts	in progress; to complete in 2019
Modernize Tax Map Book		
5	Change format of Tax Map book to seamless web-map application beginning in 2019 and going backward several years if possible	to complete in 2019
Implement Long-term Technology Plan (2018 Work Plan Task)		
6	Implement 1-2 year plan objectives	in progress; carried over from 2018 implement Microsoft Azure in 2019
2019 Work Plan Tasks		
ESRI Linear Referencing for Roads and Highways		
1-A	Review Transportation feature dataset	to complete in 2019
1-B	Research and, if feasible, implement ESRI Roads and Highways linear referencing system	in progress; to complete in Q2 - 2019
1-C	Gather impedance and jurisdiction data	to complete in 2019
LiDAR Acquisition		
2	Attempt to Acquire LiDAR	in progress; delivery expected by end of 2019
Update StreetCenterline 100-block Data on Even Side of Roadway		
3	Manually update the even 100-block <i>from</i> address range field where appropriate	complete
Public ArcGIS Online Web-Applications		
4	Continue to develop public ArcGIS Online web applications i.e. polling places, construction	to complete in 2019
Map Drainage Districts and Subdistricts		
5	Map drainage districts - county-wide	to complete in 2021; 25 main drainage districts & 57 sub districts mapped
Map Drainage District Tiles		
6	Utilize Circuit Clerk documents to map original location of drainage tiles	to complete in 2021
Reconcile Drainage Districts and Sub-districts		
7	Reconcile Drainage Districts and Subdistricts with appropriate county offices	to complete in 2021
2019 Contracts/ Service Tasks		
1-A	Piatt County	on going - general GIS tasks
1-B	Village of Mahomet	on going - general GIS tasks
1-C	City of Champaign	on going - general GIS tasks
1-D	Urbana Champaign Sanitary District	on going - general GIS tasks
1-E	Douglas County	Street Centerline Mapping Tasks
1-F	METCAD	NG-911 Tasks

Status updates found in **bold**