

Questions and Answers Related to Braintree Tax Mapping RFP

05.23.22

Q:PROPOSAL SUBMISSION PROCEDURES REQUIREMENTS:

Item 13: Are we assured that the Financial Statement provided as part of the Proposal process will not be made public even after the award is made.

A: Yes. These documents will be held privately until a winning bidder has been selected and a contract executed. After that time, the Financial Statements will be destroyed.

Q: TIME FOR PERFORMANCE SECTION:

The RFP calls for delivery no later than June 1st of each contract year. Obviously, that can not be accomplished for the first year. When do you anticipate selecting the successful bid and what are your timing expectations thereafter?

A: As noted in the RPF, the contract with the winning bidder will cover “a period of three (3) years, to be updated annually after April 1 of each year, commencing in 2023.” The timing expectation will be that the selected mapping contractor will be prepared to present updated tax maps prior to August 1, 2023; those maps being current as of April 1, 2023.

Q: DELIVERABLES SECTION:

Item 2: What is the percent of divergence tolerance to be used for the Discrepancies/Problem Parcels List.

A: The expectation is that the percent of divergence will be small but this is an area where we hope to work with the mapping contractor to resolve those discrepancies that are identified.

Q: Item 5: You call for a scale of 1:5000 and a physical scale of 18" x 18". This can not be accomplished. Although your existing maps original data were compiled at 1:5000, the resulting 18" x 18" prints are actually reductions. Creating 18" x 18" maps at 1:5000 scale will significantly increase the number of individual map sheets and may require changes in parcel IDs.

A: The 18" x 18" prints may be reduced to achieve the goal of retaining the existing mapping scale.

Q: Item 10: Can you expand upon this requirement? Specifically, does source data include all deed references and recorded survey references? Further, will this be required only for data processed as part of the updating or is it expected that research is done to locate any other source references that may be missing from the Town's data file?

A: In this case, source data refers to deed number, most of which are included in existing tax maps.

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Q: TECHNICAL SPECIFICATIONS:

Item 3: Tract lines are currently used to identify parcels combined for assessment purposes. Are you expecting some other visual representation like hooks or repetitive numbers?

A: The currently utilized tract lines are sufficient.

Q: Item 5: Your current maps specify survey, deed and calculated acreages. Are you expecting those to be changed?

A: No. The currently specified survey/deed/calculated acreages are sufficient.

Q: Item 6: In areas where VTrans data may not represent roads exactly the same as the current road network on the Town's data, should VTrans automatically supersede?

A: In the case of State Highways, VTrans data should be used. In the case of Town Highways (including Class 4 and Legal Trails) Town data should be used.

Q: Item 8: Zoning is not currently on the Town's maps. Are you looking for an overall Composite Map with Zoning or are you looking for Zoning to be added to the Tax Maps, or both. If Zoning is to be shown on the Tax Maps, the colors will conflict with parcels currently shown in color for Town, State and Exempt Land. Is the zoning designation to be changed to a hatch pattern or some other representation to avoid color conflicts or are the Zoning Limits rather than color shading to be shown with text inside the Zones to indicate their status?

A: The Town currently has overall maps depicting zoning. What we are looking for is zoning districts to be overlaid on the individual tax maps. The aim of this is to allow town officials and residents to clearly identify parcels and concisely determine which zoning district they are located in. How this can be achieved in a clear and visually pleasing manner, we leave up to the experts in the tax mapping field.

Q: Item 9: In cases where the VCGI Vermont Hydrography Dataset conflict with the Town's existing dataset, does the VCGI data automatically supersede, even where the water line may be property lines from recorded survey data? Also, in cases where brooks, streams, etc are not property lines your existing maps do not have symbols or repetitive parcel numbers, they simply show the water with a different line type than property line water. Does this need to be changed?

A: VCGI Vermont Hydrography Dataset should supersede. A tract mark may be used to show continuity of a property that is bisected by waterways (similarly to how combined parcels are depicted).