



**Addendum 2 and Responses to Questions Received on the Request for Proposals (RFP)**

**Geographic Information System (GIS) Implementation Assistance**

**(RFP ENG. 2025-03)**

**January 5, 2025**

- 1. Could you please clarify the deliverable date for the software/hardware recommendations? RFP Section 6 B. states November 20, 2026, whereas Section 6 E. states August 7, 2026.**

**ANS:** The correct date is November 20, 2026. Section 6 E. should read as follows:

**E. Project Schedule**

a. Provide a project schedule showing key milestones, such as a timeline of completion of key deliverables prior to MWDOC staff recommendation to the Board for purchase of Esri software licensing and any hardware requirements estimated to occur at the Planning & Operations Committee Meeting in ~~October 2026~~ **December 2026**. The proposed schedule shall include all reports and documentation supporting software and hardware purchasing recommendations for agency review by ~~August 7, 2026~~ **November 20, 2026**.

- 2. Is the vendor that conducted the GIS Needs Assessment (FLO Analytics) eligible to respond to this solicitation?**

**ANS:** Yes, the consultant who conducted the GIS Needs Assessment is eligible to respond to this RFP

- 3. Could you share how we should interpret the difference between FLO's early-year consulting estimates and the current \$80,000 budget? For example, is this contract intended to fund a focused first phase of that roadmap, with additional implementation work expected in later phases, or is the goal to accomplish the bulk of FLO's early recommendations within this budget?**

**ANS:** The intent is to follow the budget estimates in the Needs Assessment as presented to the Board. The first year \$80,000 budget for GIS implementation assistance as stated in this RFP meets our current remaining fiscal year (FY) 2025-26 budgeted amount for GIS work, however, with a completion date of November/December 2026, some of the implementation work will carry into FY2026-27. The original Needs Assessment recommended implementation of an ESRI Enterprise system in conjunction with AGOL based upon user requirements (regular availability of large aerial imagery datasets). Those requirements have changed (as indicated in this RFP).

- 4. Within the \$80,000, are there particular outcomes or deliverables you consider non-negotiable for this phase (for example, Board-ready implementation and licensing/hardware**



**recommendations by August/October 2026, or a minimum viable WEROC information-sharing platform), versus items that could be deferred to a subsequent phase if needed?**

**ANS:** Non-negotiable deliverables for this GIS implementation phase include all deliverables identified in the Scope of Work under Tasks 5.1 to 5.7 as well as a data migration plan for WEROC (under Task 5.8). Please submit a proposal that prioritizes the deliverables aligned with the estimated budget. The optional project (Task 5.9) is unlikely to begin prior to the current fiscal year end, so a detailed cost estimate will inform FY 2026-27 budget, so that schedules for additional GIS projects can be adjusted to maintain original Needs Assessment budget estimates.

- 5. Does MWDOC/WEROC intend to apply any preference points or mandatory thresholds for local firms, Small Business (SB), Minority/Women-Owned (M/WBE), Disabled-Veteran-Owned (DVBE), or Disadvantaged Business Enterprise (DBE) status? This is not listed in Table 1 Evaluation Criteria but we just want to verify.**

**ANS:** No preference points.

- 6. Is an on-site presence expected? If so, how frequent?**

**ANS:** On-site presence is not expected if effective communication and implementation objectives can be achieved virtually.

- 7. Does MWDOC need the consultant to re-evaluate the goal for cloud-only approach to meet their needs, versus a hybrid approach that includes internal server components?**

**ANS:** The MWDOC GIS Needs Assessment recommended a combined Enterprise/ArcGIS Online (AGO) configuration largely based on a need to host large aerial imagery datasets. Since the completion of the GIS Needs Assessment, the need to host large aerial imagery has been re-evaluated and found to be no longer necessary. As a result, the Scope of Work under Task 5.1 includes an activity to evaluate the validity and applicability of Needs Assessment recommendations with the goal of making a determination on whether a combined Enterprise/AGO configuration is still needed.

- 8. Please confirm the target or not-to-exceed budget for (a) the base scope and (b) the “optional project.”**

**ANS:** The target budget is \$80,000 (per Section 6F. Project Fee Schedule) for the completion of Tasks 5.1 to 5.8. The optional project (Task 5.9) is unlikely to begin before the end of the current fiscal year and is more likely to be included in the FY 2026-27 budget. A detailed cost estimate for Task 5.9 submitted in response to this RFP will inform next year’s budget.

- 9. Are future-year implementation tasks (post-August 2026) expected to be included in the fee, or priced as separate optional phases?**

**ANS:** The target budget of \$80,000 is to complete the Scope of Work under Tasks 5.1 to 5.8. Future implementation tasks beyond fulfilling this Scope of Work are not included.



**10. What funding sources will be used (e.g., local funds, State grants, FEMA, SRF) and do they impose cost-allowability or rate-ceiling rules?**

**ANS:** Funding for the MWDOC GIS Implementation Project comes from MWDOC's Approved Budget. Funding for the Scope of Work under this RFP will be derived from approved FY 2025-26 funding and, if approved by the MWDOC Board of Directors, from reserves. Funding for future GIS implementation beyond this scope of work will require Board approval.

**11. Aside from the plans and recommendations, is the consultant expected to install, configure, and secure production ArcGIS Enterprise/AGO environments, or only develop the implementation roadmap?**

**ANS:** The Scope of Work includes software installation and system configuration. Please see RFP Scope of Work Section 5.7 Esri Software Installation and Configuration.

**12. Should the consultant migrate priority datasets and build initial apps ("early wins") within the contract period, or merely define them?**

**ANS:** The Scope of Work includes developing an overall data migration plan and migrating data for the WEROC department [some additional data set migration may occur in parallel through alternative consultant(s)]. Additional data migration efforts will be included in the plan for future years, as budget allows. Please see Section 5.8 of the RFP Scope of Work: Data Migration Strategy.

**13. Please provide a concise statement of work and success criteria for the optional WEROC COP platform.**

**ANS:** WEROC will design and implement a secure, cloud-based GIS information-sharing platform using an Esri ArcGIS Online and/or Portal environment to provide a regional Common Operating Picture (COP) that enhances situational awareness, coordination, and operational readiness across its 36-member water and wastewater agencies. The platform will aggregate and display real-time and static datasets—including National Weather Service advisories, Cal OES, CAL FIRE, USGS, investor-owned utility outage data, critical infrastructure, service areas, and member agency operational assets—through group sharing architectures that support dashboards, web applications, story maps, limited spatial analysis, and field-based damage assessment during emergencies.

Success will be defined by the platform's operational reliability, usability, security, and adoption during exercises and real-world incidents, as well as its ability to support timely, informed decision-making at the utility, regional, and Operational Area levels.

Key Performance Indicators (KPIs) will include: (1) system availability of 99% or greater during activations; (2) successful integration and display of priority datasets from federal, state, IOU, and member agency sources; (3) secure group-sharing access established for all 36 WEROC agencies; (4) deployment of functional dashboards, apps, and field data collection tools validated through testing and training; (5) demonstrated use during exercises, activations, or



planned operational events; and (6) post-exercise or post-incident feedback indicating improved situational awareness, coordination, and decision support compared to pre-implementation conditions.

**14. Is long-term hosting/managed services support desired from the same vendor?**

**ANS:** We envision maintaining an on-call GIS consultant in the foreseeable future, which is to be further investigated as part of the GIS Implementation Plan Phased Implementation Roadmap deliverable.

**15. Will partnered agencies publish data in AGOL or are they sharing in other ways?**

**ANS:** To be determined as part of this Scope of Work.

**16. Will MWDOC coordinate scheduling and meeting logistics, or is that the consultant's responsibility?**

**ANS:** MWDOC can assist with scheduling, meeting coordination, and logistics. Please provide assumptions in your proposed Scope of Work.

**17. Should competitive alternatives (Hexagon, QGIS + PostGIS) be evaluated, or is the platform decision final?**

**ANS:** The platform decision is final: MWDOC will continue using the Esri ArcGIS platform.

**18. Will oral interviews be virtual or in-person, and how many team members may attend?**

**ANS:** If interviews are needed, they will be conducted virtually. The consultant may attend the interview with as many team members as they deem appropriate.

**19. How will pricing be evaluated once qualifiers are deemed technically acceptable?**

**ANS:** After determining that proposers meet the technical requirements, MWDOC will evaluate the top two or three submissions based on a comprehensive review of the proposed fee, consultant qualifications, proposed Scope of Work, and project approach. Selection will not be based solely on the lowest bid.

**20. Beyond the training dashboard, what organizational KPIs (e.g., map load times, data currency, user adoption rates) will define project success?**

**ANS:** Project success includes having the following components in place:

- **Governance and Policy Framework:**
  - Formal GIS Governance established
  - GIS Guiding Principles established
  - GIS Program roles established i.e. GIS champion and steering committee designated
  - GIS data standards finalized and adopted



- **Software:**
  - Procurement - Appropriate software identified and procured at the best available price
  - Deployment - Appropriate software installed and configured
  - Utilization – X number of Esri licenses actively used within X month
- **Hardware:**
  - TBD based on whether Enterprise is needed. Any necessary augmentation of existing GIS user computing resources will be identified and managed by MWDOC's IT department.
- **Data:**
  - This one is department-specific. WEROC's data migration is the priority. WEROC's needs and KPIs are summarized in Q#13 above.
- **Staff training:**
  - Appropriate foundational GIS training materials identified and procured for staff of varying GIS needs and skills to gain GIS proficiency sufficient to accomplish assigned tasks. The intent is to develop staff training that will NOT require weeks of study to attain user proficiency (i.e., 64 hours of online self-paced and scheduled training for ESRI's GIS Fundamentals Foundation Certificate is unacceptable).

**21. For phases 5.2 and 5.3, we anticipate working closely with the representatives and stakeholders, will there be opportunities to collaborate outside of the 1-hour long meetings (12 of them) referenced in the RFP?**

**ANS:** Yes, as long as your budget and time allow.

**22. For phases 5.4 and 5.5, will there be a designated GIS manager or sponsor detailed to the project to collaborate with?**

**ANS:** Yes, the MWDOC Project Manager will be the main point of contact. Representatives from each MWDOC department will also participate in the collaborative development of GIS governance and policy documents. However, MWDOC does not currently have a dedicated GIS manager.

**23. For phases 5.6 and 5.7, will there be a designated IT manager or sponsor detailed to the project to collaborate with?**

**ANS:** Yes, the MWDOC IT System Administrator will be the point person available for collaboration on these tasks.

**24. If our review of your Needs Assessment finds that an Enterprise ArcGIS Server/Portal instance is still necessary, would our proposal need to specify costs for physical hardware or cloud infrastructure acquisition, or do you already have hardware or cloud infrastructure in place to deploy to?**



**ANS:** MWDOC does not have existing hardware or cloud infrastructure in place to deploy Enterprise GIS. The following recommendations are documented in the MWDOC GIS Needs Assessment Technical Memorandum:

- Establish new server requirements and deployment location to support Esri Enterprise (see Executive Summary).
- Refine server specifications and Enterprise architecture (see Section 4 Summary of Recommendations on Table 1, ID 17, and Section 2.7.4 Hardware, Server, and Network Resources).

If the consultant determines that an Enterprise GIS is still necessary, it will revise/update the recommendations of the GIS Needs Assessment in a new Technical Memorandum, as described in this RFP Section 5.1, including a ballpark cost estimate similar to that in the GIS Needs Assessment Table 2.

**25. Do you have any requirements for US-only staff?**

**ANS:** There is no formal requirement for consultant staff to be US-only. While most, if not all, correspondence will be virtual, all meetings with MWDOC staff and external stakeholders, and the consultant's availability to respond to MWDOC's inquiries, are expected to be conducted during Pacific Standard Time business hours and in English.