



## Professional Land Services: Comite River Diversion Canal

Amite River Basin Drainage & Water Conservation District and Louisiana Department of Transportation & Development

The Comite River Diversion Canal is a multimillion dollar effort to divert floodwaters from the unpredictable Comite River to the Mississippi River. When complete, it will reduce floodwaters by several feet throughout the basin, mitigating the exposure of floodwaters to area homes.

The Comite River is a tributary of the right bank of the Amite River and has a confluence near the city of Denham Springs, the largest city in Livingston Parish. The river's basin stretches to cover a total of 348 square miles, including portions of East Feliciana and East Baton Rouge Parishes in Louisiana and Wilkinson and Amite Counties in Mississippi. The Diversion Canal project is located near the cities of Baker and Zachary in the northern portion of East Baton Rouge Parish.

The purpose of this Diversion Canal project is to provide flood protection for the residents of the Comite Basin.

The project entails a 12-mile long diversion channel from the Comite River to the Mississippi River and diversion structures at both the Comite and Lilly Bayou. Also included in the project are guide levees and four drop structures at the intersections of the diversion channel with McHugh Road, Bayou Baton Rouge, Cypress Bayou, and White Bayou. Low-Flow augmentation pumps at intercepted streams and an earthen closure at Brooks Lake will help to reduce flooding in those specific areas.

GCR is providing professional land services for the acquisition of land rights and relocation of persons and property required for construction, operation, maintenance, repair, rehabilitation and replacement of features for the Comite River Diversion Canal Project. Project deliverables include project work area maps, preparation of tract plat maps and legal descriptions, title reports, abstracts, appraisals, just compensation offers, negotiations with landowners, relocation plans, recordation of sales and servitude agreements, and rights-of-entry.

On-time	✓
Within budget	✓
Free of technical problems	✓

### CONTRACT AWARD

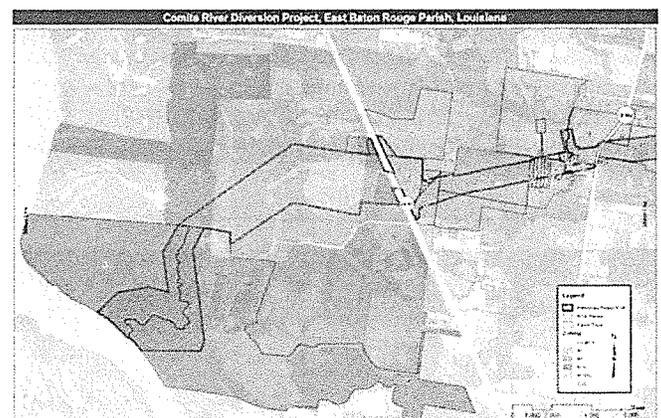
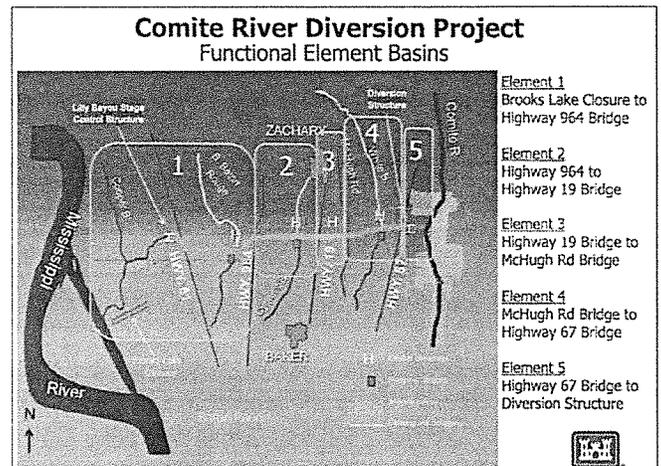
\$350,000

### PROJECT DURATION

2011 - Present

### POINT OF CONTACT

Dietmar Rietschier  
3535 South Sherwood Forest Blvd.  
Baton Rouge, LA  
United States of America  
(225) 296-4900  
Hubert Graves  
Real Estate Administrator  
Louisiana Department of  
Transportation and Development  
1201 Capital Access Road  
Baton Rouge, LA 70804-9245  
(225) 242-4537





## Crime Tracker Mapping Site St. Bernard Sheriff's Office (SBSO)

In 2008 GCR developed SBSO's Crime Tracker mapping site. Crime Tracker delivers a fast dynamic application that allows the sheriff's office to study and analyze crime patterns and statistics. The application is web-based and accessible using any browser. It can also be used on many mobile devices.

The Crime Tracker application brings much of the querying capabilities previously available only on the desktop GIS to the Internet in a visually pleasing, easy to use interface. This new Crime Tracker interface allows users to access all of the crime details by an area for a given date range. The application also gives the sheriff's office the ability to investigate crimes in a neighborhood, zip code, parish wide or other jurisdiction, and provides tools that allow additional analytical opportunities through a rich user experience.

The application processes records nightly from SBSO's computer aided dispatch xml feed into SQL server using geoprocessing scripts written in Python and automated through scheduled tasks.

The site was created using model, view, controller (MVC) principles in the Adobe flash builder API. ArcGIS Server 9.3.1 services and ArcSDE and SQL server geodatabases are used in a service oriented architecture that exposes the GIS layers and data to the application. Weborb is also used to expose stored procedures and data as services to the mapping application.

On-time	✓
Within budget	✓
Free of technical problems	✓

### CONTRACT AWARD

\$15,000

### PROJECT DURATION

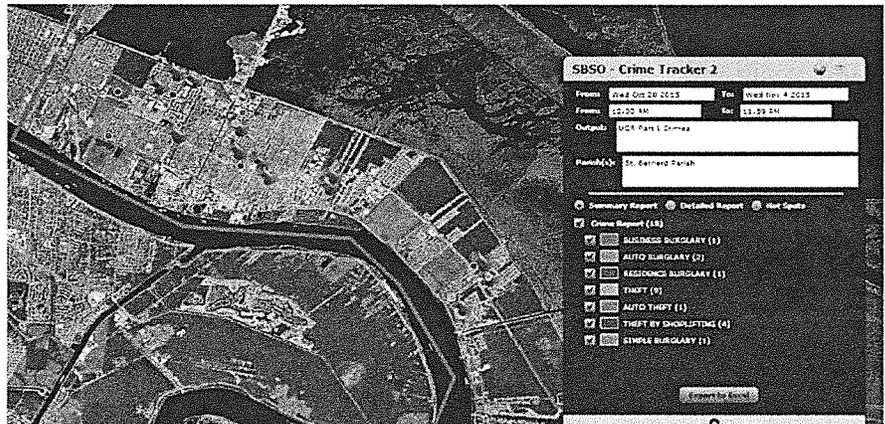
September 2008 - Current

### POINT OF CONTACT:

Major John Gutierrez  
St. Bernard Sheriff's Office  
Courthouse Annex  
#2 Courthouse Square  
Chalmette, LA 70043

### APPLICATION SOFTWARE

ESRI Platform  
Flex API version 3.1  
ESRI ArcGIS server 10.3 (map services)  
MS SQL Server 2012





## AssetTrackerIQ - GIS Asset Management Application The Southeast Louisiana Flood Protection Authority-East (SLFPA-E)

GCR partnered with SLFPA-East to inventory the real property assets of the East Jefferson Levee District, the Orleans Levee District and the Lake Borgne Basin Levee District. GCR compiled land records owned in fee and/or servitude/easement within a geographic information system (GIS) that is customized for the business needs of SLFPA-E. This application is based on GCR's AssetTrackerIQ framework and includes all flood assets owned and operated by the Authority such as levees, floodwalls, floodgates and pumps.

The project work plan included cataloguing surveys and land records associated with the US Army Corps of Engineers Hurricane Storm Damage Risk Reduction System (HSDRRS). GCR built the dataset by organizing existing electronic records thus minimizing the requirement for data entry and AutoCAD work. The Flood Authority provided GCR with hard copies of available land records and surveys and electronic copies of the drawings supporting the survey-accurate representation of parcels (fully geo-referenced). Critical information associated with land records was populated in a database including dates of recordation, COB, Folio and Entry numbers; surveying entities and dates of surveys; parcel numbers from deeds and surveys, project names and numbers; type of real estate interest; duration of temporary easements, etc. From the National Levee Database, GCR obtained and incorporated the centerline of all flood control improvements.

**Reporting:** The application includes a library of scanned land records and surveys that are indexed and can be queried by levee district and project, or by clicking in the desired project area on the map. Reports presenting details of the population served by the flood improvements were developed using US Census data plus Census trending statistics. Typical reports display data in tabular and graphical layouts. These reports, along with property profiles, provide summaries and specifics relative to the status of easements.

**Technology:** The solution was built on Esri Platform and uses the Flex API version 3.1 and map services from ArcGIS server 10.0. It is coupled with Microsoft SQL Server 2012 spatial as the database engine. The user interface and functionality of the site is developed in Adobe Flash Builder 4.6 with the Esri Flex API to enhance and customize an already advanced tool set.

On-time	✓
Within budget	✓
Free of technical problems	✓

**CONTRACT AWARD**

\$203,230

**PROJECT DURATION**

2012 – Ongoing

**SYSTEM INSTALLED**

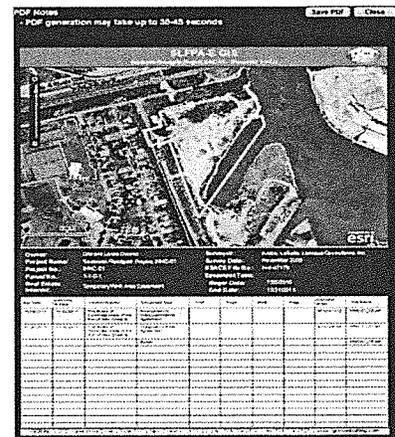
January 2013

**POINT OF CONTACT**

Robert A. Turner, Jr., Regional Director  
Southeast Louisiana Flood Protection  
Authority – East  
2045 Lakeshore Drive  
New Orleans, LA 70122  
(504) 280-2411

**APPLICATION SOFTWARE**

ESRI Platform  
Flex API version 3.1  
ESRI ArcGIS server 10.0 (map services)  
MS SQL Server 2012







## Comprehensive Zoning Ordinance – Zoning Maps City of New Orleans, Louisiana

In August 2010, a new Master Plan for the City of New Orleans was adopted, but to implement this new plan the development regulations had to be amended. Since the City did not have an accurate polygon GIS layer, the zoning maps used data that did not always match the underlying lot topology. Technical assistance was needed to produce a new accurate zoning layer that would enable the City to assess the appropriateness of zoning district boundaries proposed in the new Comprehensive Zoning Ordinance (CZO). GCR was tasked with assisting in this process.

The city provided lot lines, lot polygons, scanned versions of Zoning Base Maps (ZBMs) and street centerlines. GCR was responsible for creating the Zoning and Conditional Uses GIS feature dataset. GCR set up a multi-user editing environment, including an enterprise geodatabase with the necessary topological rules, domains, and subtypes. These layers also included all of the attribute information such as the designated zone, docket, and ordinance.

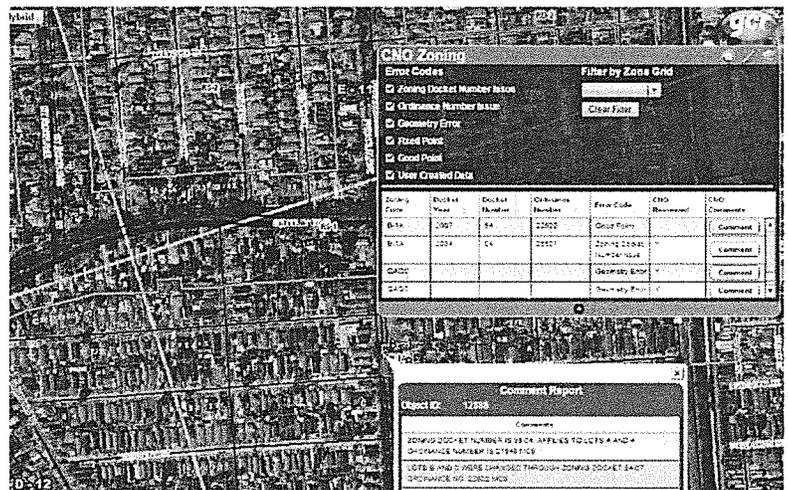
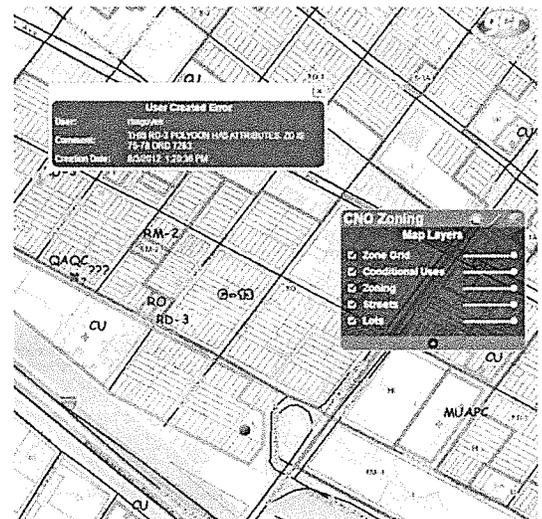
The project had to be completed within 12 weeks. Zoning and conditional use changes continued throughout the project with City Planning Commission staff providing a weekly edit log so that these edits could be incorporated into the deliverables. A factor that made this project a success was the innovative use of a custom QAQC web-based application tool for reviewing edits and making comments. This application allowed city planners to review the changes as the updates were occurring to give timely notes on desired changes. These notes and changes were managed by the feature editors and they could mark the status or identify issues during their workflow. This application assisted in the two-way communication of quality control elements that resulted in a better product that met the required tight timeline.

On-time	✓
Within budget	✓
Free of technical problems	✓

**CONTRACT AWARD**  
\$80,000

**PROJECT DURATION**  
2010

**POINT OF CONTACT**  
Greg Hymel, GIS Manager  
City of New Orleans  
(504) 658-7641  
gphymel@nola.gov





## Elections Registration & Information Network (ERIN) State of Louisiana, Secretary of State

The Louisiana Department of State contracted with GCR in July 2005 to convert a twenty year old IBM mainframe system that maintained voter registration information to a more current technological platform and to make the system compliant with the Help America to Vote Act (HAVA). The initial voter registration assignment was completed in 2006 and was followed by four additional phases to further develop the voter registration system and to build a redistricting and geographic information system interface.



Phase II included integration into the new ERIN voter registration system, early voting updates, GIS-based districting, Internet voter registration, and sophisticated web mapping sites that provide real time election returns during an election as well as historical information on all past elections. More than just vote totals, the site presents statistics on votes and on voter turnout presented numerically, as colored charts, and as maps.

Phases III & IV included a mobile application and the addition of a redistricting and reapportionment module. This module provided staging areas for potential precinct and office jurisdiction changes as well as a full featured toolset for analyzing the correctness and impact of these changes. The incorporation of a redistricting plan for a Parish or municipality is now completed with the push of a button.

Phase V includes our current work to develop a pre-election tracking system for real-time communication on election day setup and monitoring, a recruitment and training program for commissioners and commissioners-in-charge, and enhanced reporting for NVRA activities.

GCR also provides ongoing support which consists of 24/7/365 response to solve problems that threaten the reliability or integrity of the system. This includes closely monitoring the system during various phases of an election to proactively identify and solve problems before they are reported by users. Support is provided by on-site and off-site GCR staff.

On-time	✓
Within budget	✓
Free of technical problems	✓

### CONTRACT AWARD

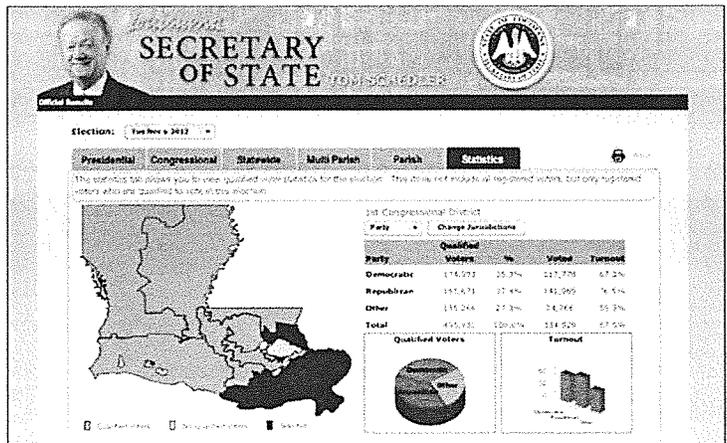
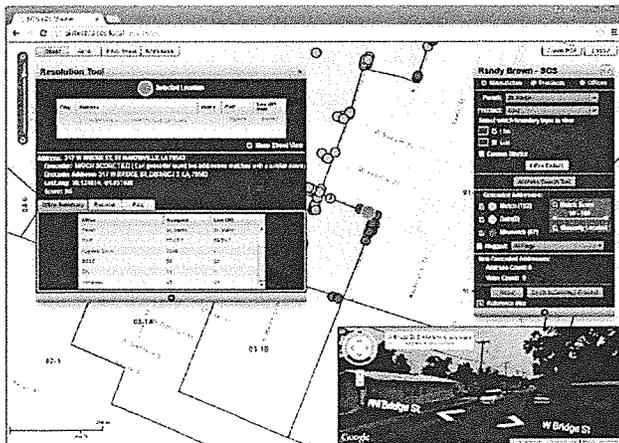
Phase I: \$995,161  
Phase I Extension: \$1,990,322  
Phases II & III: \$6,000,000  
Phase IV: \$6,000,000  
Phase V: \$6,000,000

### PROJECT DURATION

Phase I (& Phase I Extension): June 2005 – June 2008  
Phase II & III: June 2007 – May 2010  
Phase IV: June 2010 – May 2013  
Phase V: June 2013 – Present

### POINT OF CONTACT

Scott Mayers  
Director of Information Technology  
P.O. Box 94125  
Baton Rouge, LA 70804-9125  
(225) 922-0626  
[scott.mayers@sos.la.gov](mailto:scott.mayers@sos.la.gov)





## FirstNet GIS Data Collection

State of Louisiana, Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP), Office of Technology Services (OTS)

During the fall of 2015, GCR assisted in the inventory, assembly, and packaging of GIS data sets for the First Responder Network Authority (FirstNet). FirstNet is an independent organization created by Congress to create the Nationwide Public Safety Broadband Network (NPSBN). FirstNet is required to consult with local, state, and federal public safety agencies to ensure the NPSBN, exclusively for use by first responders, is meets the needs of public safety across the country. When FirstNet launches, it plans to provide critical dedicated 800 MHz high speed data service to supplement the voice capabilities of existing Land Mobile Radio networks such as Louisiana’s LWIN.

GCR inventoried state GIS data resources available in Virtual Louisiana – an internal GIS web application created for GOHSEP after Hurricanes Katrina and Rita. Other GIS data sets included those assembled for GOHSEP’s Hazard Mitigation Portal. GCR’s GIS analysts worked with the client to gain access to their GIS servers and web environment in order to discover map services and data sources. Source data were reviewed to determine the most applicable and accurate datasets in prioritized categories identified by GOHSEP, the State Department of Public Safety, and Office of Technology Services.

The approved statewide datasets were packaged in standardized GIS formats and uploaded to FirstNet’s access controlled data repository. GCR also provided spatial analysis and data development services to build custom geographies. These included defining flood prone urban areas based on US Census data, and providing a composite 1mile grid summarizing FirstNet priority data.

The resulting GIS data were also mapped using the GOHSEP ArcGIS Online Organizational account to enable sharing and analysis of the FirstNet GIS data between approved state agencies. To present the data, GCR conducted an educational training session to inform the client on emerging GIS technologies related to ArcGIS online (AGOL) and using the newly deployed FirstNet data and maps.

On-time	✓
Within budget	✓
Free of technical problems	✓

### CONTRACT AWARD

\$38,000

### PROJECT DURATION

September 2015 – November 2015

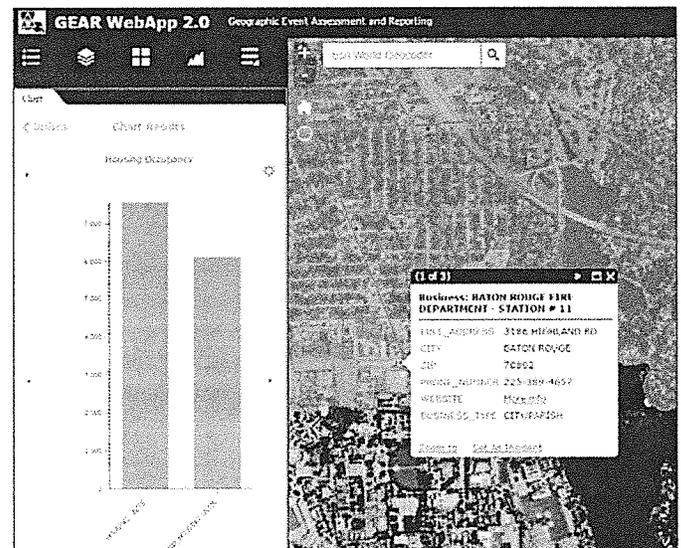
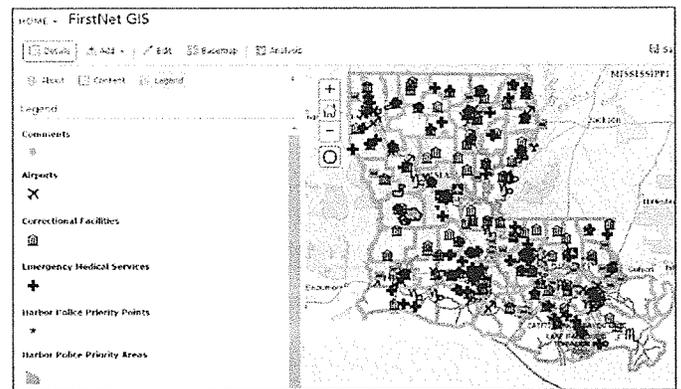
### POINT OF CONTACT

Allison McLeary

### APPLICATION SOFTWARE

ArcGIS Desktop

ArcGIS Online





## Jefferson Parish Emergency Operations Center GIS Support Services – 911 Jefferson Parish

On-time	✓
Within budget	✓
Free of technical problems	✓

In October 2010, the Jefferson Parish Emergency Operations Center (EOC) contracted with GCR Inc. (GCR) to provide Geographic Information Systems (GIS) administrative services to update the Parish’s current 911 address base by researching and cleansing addresses, street centerlines, and emergency response zones. The data sources included the various communities of Jefferson Parish (Metairie, Kenner, Westwego, Gretna, Lafitte, Grand Isle, and Harahan). Each community provided land base GIS layers that had been developed independently of the Parish’s program.

**CONTRACT AWARD**

\$38,640

**PROJECT DURATION**

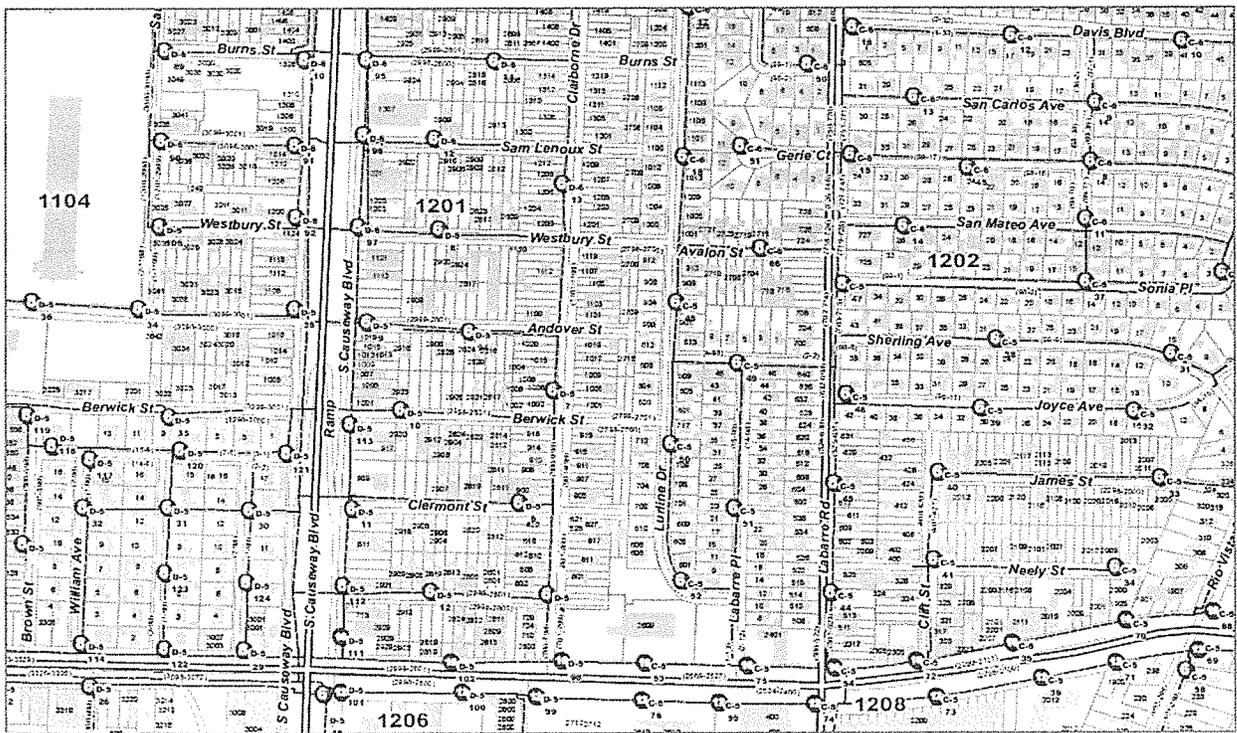
October 2010 to Present

**POINT OF CONTACT**

Major Ronald D. Hoefeld, Jr.  
Communications Commander  
Jefferson Parish  
910 3rd Street  
Gretna, LA 70053  
(504) 349-5672  
hoefeld\_rd@jpsoc.com

Conflicts existed within the GIS land base data used for 911 dispatches, resulting in delayed responses of emergency personnel. GCR corrected the problems by creating a master table from various sources to validate addresses and streets, and conducting agency meetings to build consensus on the selected “correct” data. These sources included the water department billing system, postal service route data, and telephone provider address records. A scoring matrix was developed to establish a confidence level in the reliability of the address obtained. GCR also corrected address ranges on individual street centerline segments, analyzed Fire, Police, and EMS zones for over and under lapping errors, and topologically adjusted to aerial imagery for accuracy. GCR coordinated between the many Fire Departments, Police, and EMS entities to create consensus on the integration of the response zones.

Additionally, GCR provides support for the mobile devices involved in the implementation of the Tiburon Emergency Dispatch system for the Jefferson Parish Fire Department.





## Statewide Housing Needs Assessment State of Delaware

GCR conducted a statewide housing needs assessment for the Delaware State Housing Authority. The assessment enabled the State and its local jurisdictions to better understand housing and housing-related service needs for low- and moderate-income households, and to prioritize needs, develop effective programs, and coordinate the use of Federal, State, and local resources. In addition, the assessment informed Delaware’s Consolidated Plan process, the Low Income Housing Tax Credit Qualified Allocation Plan (QAP), and the agency’s Strategic Plan.

The Statewide Housing Needs Assessment included an in-depth analysis of Delaware’s housing market. A special focus in this project was matching jobs to housing, and identifying whether those who work in Delaware can afford to live in Delaware. Using GIS, GCR evaluated occupational wages against housing values and commute costs to calculate need.

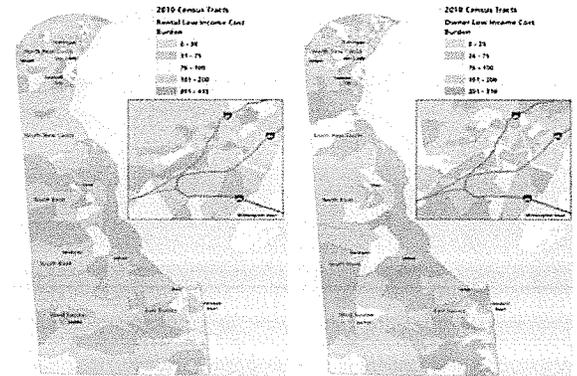
In addition to a standard housing needs analysis, GCR deployed CommunityIQ, a data portal where data and analyses of housing needs are hosted on an approachable, user-friendly website with rich graphics and data visualization. CommunityIQ combines interactive mapping of data with a customizable community reporting tool. CommunityIQ provides the flexibility to generate reports and geographies tailored to meet an agency’s specific needs.

On-time	✓
Within budget	✓
Free of technical problems	✓

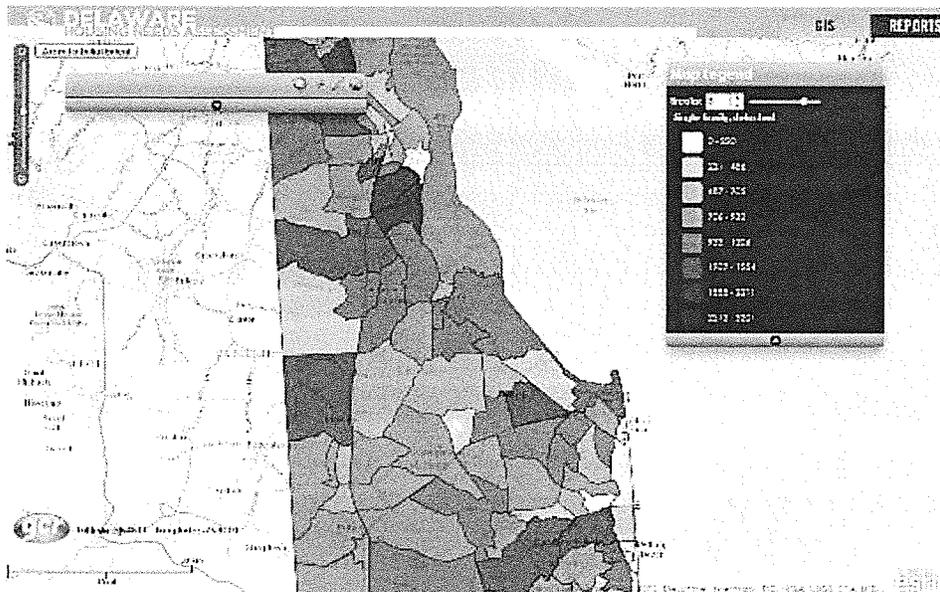
**CONTRACT AWARD**  
\$125,000 (GCR)

**PROJECT DURATION**  
July 2013 – September 2014

**POINT OF CONTACT**  
Marlena Gibson, Planner IV  
Delaware State Housing Authority  
(302) 739-4263  
[marlena@destatehousing.com](mailto:marlena@destatehousing.com)



**Maps of Housing Challenges for Homeowners & Renters**  
Source: HUD Comprehensive Affordability Strategy, 2006-2010



**Above: Maps of Housing Challenges for Homeowners and Renters; Source: HUD Comprehensive Affordability Strategy, 2006-2010**

**Left: Web-based mapping and reporting tool to access the data and analysis developed for the Housing Needs Assessment.**





## DHH Environmental Public Health Tracking Portal State of Louisiana

The Louisiana Department of Health and Hospitals (DHH) Section of Environmental Epidemiology and Toxicology (SEET) hired GCR to implement the Environmental Public Health Tracking Network (EPHTN) Portal as part of the Louisiana EPHT Program. The Program provides for environmental health surveillance to track physical, chemical, biological, and social factors that may play a role in the development of chronic diseases affecting the citizens of Louisiana.

DHH SEET requires continued maintenance of improvement to the technical infrastructure for developing and supporting a tracking network within the EPHTN framework. The Public Health Information Network (PHIN) must be standardized and expanded to include the Centers for Disease Control (CDC) core tracking measures. The goal of this project was to provide DHH with a centralized EPHTN to improve tracking data access, enable surveillance, support response capacity, guide public health actions and decisions; and ultimately, further the goals of the National Center for Environmental Health, which are to: prevent and reduce illnesses, injury and death related to environmental risk factors; increase understanding of relationships between environmental exposures and health effects; and enable the public's right to know about health and the environment.

GCR accomplished the EPHT Program goals through development of a statewide publicly accessible portal to promote the health, safety and quality of life of people in Louisiana. GCR coordinates the EPHT Program's GIS activities and is responsible for developing the GIS component both an internal and external portal at various levels of Geography including DHH region, parish, census tract, and zip code. This includes

development of GIS databases and online maps that are compliant with CDC Nationally Consistent Data and Measures (NCDMs) for each content area. This is a joint project between DHH and the Office of Technology Services (OTS). The presentation of data measures will incorporate security and suppression rules for each content area.

GCR works with various DHH programs to enable appropriate data presentation, interpretation and integration. An automated geocode portal locates and maps all core environmental and health indicator data which includes the state's data on hospitalizations, vital records, cancer, birth defects, lead poisoning, air and water.

The assistance GCR provides the departments of DHH through the EPHT portal allows for unprecedented access and sharing of geographic datasets in a streamlined and efficient manner not realized previously by the department.

On-time	✓
Within budget	✓
Free of technical problems	✓

### CONTRACT AWARD

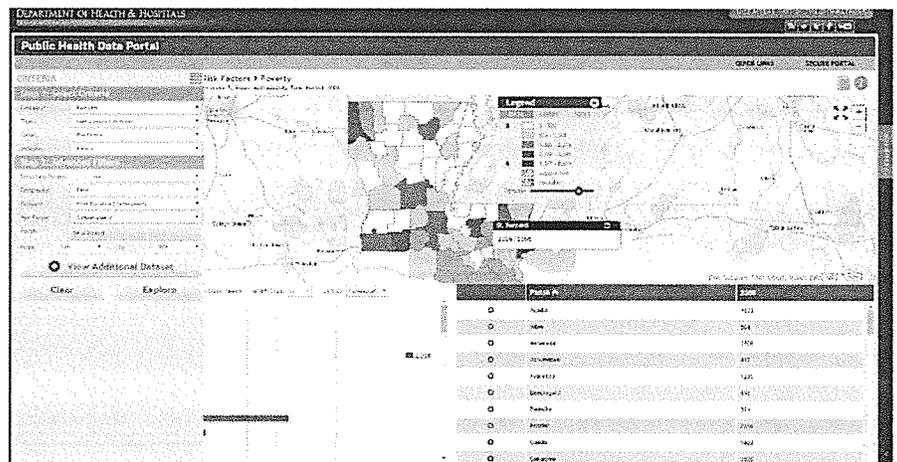
\$325,000 (GCR)

### PROJECT DURATION

September 2014 – Current

### POINT OF CONTACT

Joseph Foxhood, Director  
Population Health Informatics  
Louisiana Department of Health  
(504) 342-8093  
[joseph.foxhood@la.gov](mailto:joseph.foxhood@la.gov)





## 4. Project Approach

GCR is well-positioned and well-prepared to develop the St. Bernard Parish Government's geodatabase comprised of digital parcels, existing and new GIS datasets, and implementation of AssetTrackerIQ (GCR's web-based property viewer). With over 25 years of knowledge and experience in cartography and GIS development, as well as local knowledge of St. Bernard Parish, GCR can provide spatial intelligence and create a geodatabase and web-based GIS solution that will transform the parish's capabilities.

GCR understands the challenges of this initiative. The destruction from Hurricane Katrina and the loss of records in the Clerk of Court office, the Clerk of Council, and other Parish departments has placed much of the responsibility for document procurement on the consultant. We have done extensive due diligence of the Clerk's records located in the Parish and offsite, and we realize that many of the subdivision and lot plats and surveys were destroyed. Through research and professional teaming agreements with local surveyors, GCR has compiled a listing of approximately 25,000 survey records for properties within the Parish to which we will have access. This includes full subdivisions plans (including extensions and/or additions), commercial and industrial sites, and individual lot survey plats for multiple properties throughout St. Bernard Parish that are not a part of the Estopinal CD.

Using the St. Bernard Parish GIS Needs Assessment as a guide, we have developed a thorough, detailed, and achievable set of processes to ensure that St. Bernard Parish has as comprehensive and reliable a database as possible, and that the resulting web-based application will be effective, flexible, professional, and fully-integrated.

### 4.A. Project Coordination and Administration

#### 4.A.1. On-Site Meetings

As outlined in the RFP, GCR will attend and participate in on-site monthly meetings with St. Bernard Parish staff throughout the project. This will include meetings during the project scoping, the production of the parcel base, and the development, installation, and training of the application. GCR's cost proposal includes 18 on-site meetings which allow monthly and additional meetings at project kick-off and during milestone accomplishments. We pride ourselves on our accessibility to clients, and since our headquarters are on the campus of the University of New Orleans, we are able to respond quickly when needed.

#### 4.A.2. Post Delivery Testing

Throughout the development of web-based application, GCR will apprise our point(s) of contact at St. Bernard Parish of its progress in terms of data integration and functionality. Although the tool will be intuitive and user-friendly, we will also provide a user guide in advance of the client-side testing period. We recognize that the most effective way to avoid issues during the post-delivery period is to remain in consistent and proactive communication about the application; an ounce of prevention, of course, is worth a pound of cure. GCR will work with St. Bernard Parish through all phases of testing, integration and training to deliver an accurate and effective system.

#### 4.A.3. Hardware and Software

GCR proposes the following server configuration using Microsoft Azure cloud services through virtual machines configured at 744 hours per month. This will include backup for up to 500GB of data. The networking configuration should allow for outside access to the GIS server through a reverse proxy which is typical for ESRI and secure access.

- (2) MS Cloud Server A2 - 2 cores - 3.5 GB RAM - 135 GB HDD for the web server.
- MS Cloud Server A2 - 4 cores - 7 GB RAM - 120 GB HDD for the application server.
- GIS Workstation for GIS Manager and additional RAM is needed for 6 older computers.





The software proposed is based on GCR's recommendation for the optimal GIS solution.

- ArcGIS Server Enterprise Standard (1)
- ArcGIS Desktop Basic (7)
- ArcGIS Desktop Advanced (1)
- ArcGIS EDN License (1)
- Microsoft SQL 2014 Standard or Express (1)

#### 4.A.4. Required Documentation

Throughout the project timeline, GCR will provide hardcopy and/or electronic documentation to St. Bernard Parish. This will include copies of the subdivision and lot survey plats, as well as information pertaining to updated geospatial data that is acquired on behalf of and created for the Parish. Each data set will be accompanied by detailed metadata explaining the source, vintage, technical characteristics, and other information as determined throughout the engagement.

## 4.B. Deliverables

### 4.B.1. Develop Digital Parcel Data

Based on our review of the Needs Assessment and our research about the availability of records, GCR has developed a tiered approach to development of the parcel base layer. We recognize that the complexity of locating and digitizing parcels will vary depending on the underlying source of geographic information.

Research of the 2010 Parish tax rolls indicates that there are over 27,000 individual assessment records in St. Bernard. GCR did not have access to the 2015 electronic tax records, but believe the assessment counts are similar. Of the 27,000 assessment records, over 23,300 records have addresses that can and will be geocoded to lots and buildings. As previously mentioned, GCR has access to approximately 25,000 individual lots and/or subdivisions survey plats. We believe that many of the 23,300 geo-coded records can be directly tied to lots associated with the plans available.

Of the remaining records, they are categorized in the assessment records as odd plots, personal property, public utilities, and exempt properties. It is believed that most are likely not within subdivisions and are larger undeveloped tracts, marshland, rural, or agricultural. In short, the consultant for this assignment must be strategic, efficient, and knowledgeable in creating a comprehensive parcel-based data set.

GCR's tiered approach, which organizes parcels according to the accessibility of underlying data, is as follows:

- Tier 1: Migration of nine existing CAD / GIS subdivision plans as provided by St. Bernard Parish into GIS.

GCR will convert and import the nine identified subdivisions on page 59 of the Needs Assessment into the cadastral dataset inside of the ESRI supported local government information data model. As needed, GCR will update the lot configuration for these subdivisions if additional data is obtained from the Parish or through our data collection effort.

- Tier 2: Scan and digitize hard copy subdivision or lot plans/plats provided by St. Bernard Parish.

In consultation with Mr. Stephen Estopinal, GCR will collect hard copy subdivision and lots plans that various Parish departments may have available; scanning these plats will also provide the parish with a digital archive of the hardcopy files for easy retrieval and storage. We will geo-reference the documents to 2014 aerial imagery, digitize the lot boundaries in CAD for easy conversion to GIS, and associate each lot with the proper assessment record based on a combination of spatial joins and independent validation.

As GCR digitizes the maps for the creation of the parcel base, features and attributes will be created and managed at the same time. The attributes collected will be pulled from the maps





when readily available. A subdivision boundary layer will be created while creating the subdivision parcel base, and the subdivision name and other pertinent data will be entered into the database. Please note that given the scope of this assignment, GCR will not conduct courthouse research or title searches, since such an undertaking would be cost-prohibitive.

- Tier 3: Scan and digitize subdivision plans/plats available from local surveyors.

GCR has reached an agreement with local surveyors to obtain digital copies of approximately 25,000 hard copy subdivision plans and/or individual lot plats previously provided on CD to the Parish. Electronic copies of these plans will be provided to the Parish as a digital archive, if needed. Additionally, through a teaming effort with Mr. Estopinal and the surveying firm of Dading, Marques & Associates, GCR has been made available thousands of hard copy surveys that were not previously obtained by the Parish. As we inventory these plans and plats, we will cross-reference them with information provided by the Parish to avoid duplication of efforts, and will consult as-needed with Mr. Estopinal.

All features and attributes of these plat plans will be digitized as part of the parcel base layer and input into the parcel database. The source of all parcel boundaries and ownership information will be based exclusively on records obtained from the assessor.

- Tier 4: Lake Borgne Basin Levee District Property

Through an ongoing initiative for the Southeast Louisiana Flood Authority – East (SLFPA-E), GCR has mapped properties and levee easements controlled by the Lake Borgne Basin Levee District. With permission obtained from SLFPA-E and the Lake Borgne Basin Levee District, these properties will be migrated into the GIS database and linked to the relevant assessment records, if a direct correlation between property and assessment record can be made.

- Tier 5: Digitization from aerial photography

Parcels in developed areas for which subdivision and plat plans are unavailable will be created based on a combination of aerial imagery provided by the Parish and RPC, as well as adjacent block size and parcel configurations obtained from subdivision and lot plans, when applicable. Assumptions of fence lines, tree lines, parking lots and apparent property boundaries may also be used during this method. After the initial digitizing, GCR will cross-reference each parcel with its associated assessor record to ensure reasonable accuracy.

During this tier, GCR will obtain the outdated building footprints layer from the Parish and begin the update process based on the RPC imagery. No windshield survey work will be conducted as a part of this exercise. GCR will work with the Parish to identify building names in absence of information provided in the tax rolls or other data source.

- Tier 6: Marsh/Coastal tracts

GCR is intimately familiar with the complexity of mapping coastal properties. We have developed an efficient methodology for identifying boundaries of assessed properties in the easternmost extents of the parish's wetland properties, and we are confident that we can effectively map them and link them to assessment records. Our estimate is that we can guarantee complete and accurate GIS data for approximately 48,000 acres of the parish's coastal marshland. The remaining coastal properties will be integrated as discussed in Tier 7.

- Tier 7: Other parcels

Tracts of land not previously created through the process addressed in Tiers 1 through 6 including marsh tracts, rural areas, etc. will be created using other available data sources such as those of the Parish and state agencies including the Office of State Lands and the Department of Natural Resources. On behalf of the Parish, GCR will acquire the Tobin georeferenced TIFF images and incorporate as a viewing layer in the enterprise GIS solution consistent with the



licensing provisions of P2 Energy. Properties will be migrated into the GIS database and linked to the relevant assessment records, if a direct correlation between property and assessment record can be made.

- Tier 8: Parcel gaps

Remaining property areas that cannot be mapped in this initiative will be identified and a Residual Report provided to the Parish. GCR is available to discuss the contents of the report with the GIS manager and provide strategies for addressing parcel layer gaps.

Following the creation of the digital parcel layer, all lots and subdivisions will be migrated to an ESRI shapefile format for inclusion into the GIS application. The geodatabase will be setup to utilize best practices, meet the highest professional GIS standards. The coordinate system for the enterprise features, including the parcel features created for this project, will be in Louisiana State Plane NAD 83 South. Parcel dimension attributes will be a feature of the geodatabase, with the ability to view through the layer controls.

Upon completion, GCR will provide the GIS database to the St. Bernard Parish GIS manager or another designated appointee. We propose to integrate it within the Local Government Information Model (LGIM), but will also be prepared to convert the database to ESRI Parcel Fabric should that be the preference of the GIS Manager. (Note that this integration with Parcel Fabric is not included in GCR's cost estimate and would need to be addressed specifically upon award.)

#### **4.B.2. Adjust Existing Data Layers to Align with New Parcel Base**

Figure 6 and Appendix C of the St. Bernard Parish Needs Assessment provides guidance regarding existing geospatial data that the Parish currently holds. Following the completion of the parcel layer, the next phase of development will include updating these existing features to align with the new parcel base. These features include zoning, building footprints, street centerlines, fire stations, precincts, subdivisions, wards, school districts, parks, future land use, LLT properties, and adjudicated properties. Attachment B provides additional detail about how GCR will obtain, adjust, and integrate each data set.

Additionally, the hard copy georeferenced 1"=3,000' TIFF images and a scanned copy of the Tobin surface ownership maps will be created on behalf of the Parish as a part of this project. As per contractual terms outlined by P2 Energy Solutions, the Tobin data is not to be released in the public domain.

The Assessor's Office data for assessed properties will be joined to the parcel base through a unique parcel identification number. This relational data link will be accomplished, in part, through the use of the updated geocoded addresses.

#### **4.B.3. Incorporate Available Datasets from Other Sources & Align with New Parcel Base**

Figure 6 of the Needs Assessment lists those geospatial data layers that are not housed within the Parish. These new data features include DOTD/RPC roads with jurisdiction, RPC NY land use, critical infrastructure, evacuation routes, oil and gas pipelines, waterways and canals, schools, and Lake Borgne Basin Levee District property. As described in Attachment B, GCR will coordinate with the required agencies to obtain these data layers and incorporate the features into the GIS dataset.

#### **4.B.4. Develop New Data Layers**

In cooperation with the GIS manager and other Parish departments, GCR will work to develop new data layers as specified in Figure 6 of the Needs Assessment. The new datasets will be migrated into the GIS, and all layers will be provided to the Parish as a digital archive. This data includes subdivisions, LLT properties, tax parcels, master addresses, and lots. No creation of parcels will occur under this task. Attachment B provides additional detail about how GCR will obtain, adjust, and integrate each data set.



#### 4.B.5. Develop a Web-Based Application for the GIS System

As outlined in the RFP, St. Bernard Parish chose option #3 from page 63 of the Needs Assessment to host data in ArcGIS Online (AGOL), and GCR is prepared to setup and configure the web applications using that technology. However, with our development experience and enterprise GIS knowledge, GCR proposes cloud hosted server application environments through Microsoft Azure or Amazon AWS. This has several advantages such as reliability, uptime, and managed backups, to name a few. While using AGOL is certainly a great solution for sharing and accessing GIS services, Enterprise GIS solutions need the ability to have automated database processes and triggered stored procedures currently not offered through AGOL. Ideally, GCR would like to setup and use an ArcGIS Server Cloud instance for Microsoft Azure using SQL server, and consume those services in AGOL for sharing and use in web applications. Please note that the front-end development of this application will comport with all specifications outlined in the Needs Assessment.

GCR will work with the GIS manager to provide, organize, load and style layers for use in AGOL and create map and feature services for consumption in AGOL and other applications. GCR will assist the GIS manager in setting up AGOL web maps and an ArcGIS open data portal to allow the public to download selected GIS datasets.

#### 4.B.6. Web Application – Property Viewer

One of GCR's strongest capabilities is our development of web-based GIS portals. Our GIS-driven **AssetTrackerIQ** application brings various GIS data layers together with customized attributes such as demographics, economic, housing, and social statistics and parcel information to provide a wealth of information in an interactive mapping portal. The **AssetTrackerIQ** application is a web-based mapping tool which brings the power of GIS into the hands of every user, including Parish administration, technical GIS staff, and the public. This tool provides quick reports and meaningful answers without assistance from technical GIS staff. The **AssetTrackerIQ** application would not take the place of the GIS editing environment for primary data production, but instead enhance and complement the procedures used to maintain the GIS datasets and layers. Based on our experience, over 95% of the needed querying and visualization of the GIS environment can be performed through this simple, easy to use web interface.

The **AssetTrackerIQ** framework has been successfully implemented for federal, state and local clients, including the LADOTD, the Southeast Louisiana Flood Authority – East (SLFPA-E), the Amite River Basin Commission, and the Plaquemines Parish Government for various parcel/asset management applications with great success. We invite you to use the following URL to visit the Plaquemines Parish GIS application to experience the power of **AssetTrackerIQ**.

[http://demo.gis.gcr1.com/ppgproperty\\_gis/](http://demo.gis.gcr1.com/ppgproperty_gis/)

Login: SBPG\_GIS

PW: Guest2015

GCR will provide a user guide for St. Bernard's customized **AssetTrackerIQ** application. Training will also be conducted on use and procedures for Parish employees to update the GIS features on the best use of the application. GCR has created many training documents for our applications and regularly conducts trainings and workshops for the user community for effective use of our software products.



## 5. Cost Proposal

### 1. Develop a Digital Parcel Data

GCR has developed a tiered approach to development of the parcel base layer (see Section 4.B.1 for more details). Working with the Information Technology staff and GIS Manager, the Consultant will design a geodatabase comprised of digital parcels and related GIS data including lot lines, lot dimensions, lot area, parcel identification numbers, address, subdivision name, ownership, building footprint, building name, subdivision name, rights of way, and bridges.

Task 1 Costs	\$349,625
Direct Expenses	\$ 5,500
<b>TOTAL COST TASK 1</b>	<b>\$355,125</b>

*Direct expenses include reproduction and scanning of surveys, mileage associated with meetings and survey collection and other miscellaneous expenses.*

### 2. Adjust Existing Data Layers to Align with New Parcel Base

Incorporate and edit as necessary the existing shapefiles and map projects such that they align with the new parcel data layer (see Section 4.B.2 for more details).

Task 2 Costs	\$19,510
Direct Expenses	\$ -
<b>TOTAL COST TASK 2</b>	<b>\$19,510</b>

### 3. Incorporate Available Datasets from Other Sources and Align with New Parcel Base

Incorporate and adjust currently up-to-date data layers available from the Regional Planning Commission and align as needed with the new parcel layer and LaDOTD street network 2015 and 2014 imagery. New data includes DOTD/RPC roads with jurisdiction, RPC NY land use, critical infrastructure, evacuation routes, oil and gas pipelines, waterways and canals, Lake Borgne Basin Levee District owned property and schools.

Task 3 Costs	\$11,728
Direct Expenses	\$ -
<b>TOTAL COST TASK 3</b>	<b>\$11,728</b>



**4. Develop New Data Layers**

Develop new data layers working with the GIS Manager and the house (source) departments. The Consultant shall facilitate the acquisition of data including subdivision, LLT properties, tax parcels, master addresses, lots and Tobin georeferenced map images.

Task 4 Costs	\$10,648
Direct Expenses	\$ 1,796
<b>TOTAL COST TASK 4</b>	<b>\$12,444</b>

*Direct expenses include acquisition of the Tobin georeferenced maps.*

**5. Develop a Web-Based Application for the GIS System**

Configure Enterprise GIS - GCR will work with the GIS manager to provide, organize, load and style layers for use in AGOL and create map and feature services for consumption in AGOL and other applications. GCR will assist the GIS manager in setting up AGOL web maps and an ArcGIS open data portal to allow the public to download selected GIS datasets.

Property Viewer – GCR will implement AssetTrackerIQ, a property viewer web application, hosted on a Parish server (ArcGIS Web API, HTML5, JavaScript), accessible to the public, which includes various layers (parcels, buildings, zoning, future land use, overlay districts, economic development districts, historic districts, etc.) and the Assessor's data hosted on a separate server. The Consultant shall provide a User's Manual and 2 4-hour training sessions.

Task 5 Costs	\$43,634
Direct Expenses	\$ -
<b>TOTAL COST TASK 5</b>	<b>\$43,634</b>

Presented below is GCR's cost proposal for Tasks 1 through 5 including direct expenses.

Task 1	\$355,125
Task 2	\$ 19,510
Task 3	\$ 11,728
Task 4	\$ 12,444
Task 5	\$ 43,634
<b>TOTAL COST TASKS 1-5</b>	<b>\$442,441</b>



## Attachment A – Income Statement

Per the requirements of the RFP, GCR includes the 2014 audited income statement.



## Attachment B – Data Sets Index

This engagement involves the integration, adjustment, and development of various spatial datasets throughout St. Bernard Parish as delineated in Figure 6 of the Needs Assessment. As mentioned in sections 4.B.2-4.B.4 of GCR's proposal, this attachment outlines our commitment to fulfilling these requirements. It includes a list of geospatial data layers and the descriptions of the process GCR will use to develop or integrate into the St. Bernard GIS system. To maintain and manage an effective and responsive GIS system, we will develop scripts to automate the function of assigning jurisdictions to the newly-created parcel layer. These scripts can be run anytime a change is made to a parent layer that will update the area assignments.

### Zoning

GCR will work with the St. Bernard GIS manager to data load and QC the updated zoning layer provided by the Parish. This zoning layer will be adjusted to fit the parcel boundaries and the parcels will be assigned a zoning code based on the zone it is located in. If a parcel falls into multiple zoning areas, the parcel will be assigned a many to one relationship and the best attempt will be made to assign zoning based on section 22-1-3.3 on the St. Bernard Parish Zoning Ordinance. Any areas that cannot be easily determined will be flagged for review by the Parish.

### Building Footprints

GCR will use the methodology outlined in the technical approach of this RFP as the basis for the building footprint development. These building footprints will be data loaded into the enterprise system.

### Street Centerlines

Street centerlines will be adjusted to the latest RPC provided imagery and updated with the MSAG (master street address guide) attributes and data loaded into the enterprise system. Address ranges for theoretical and actual ranges will be added and a geocoding service will be created.

### DOTD/RPC Roads with Jurisdiction

GCR will acquire the DOTD/RPC road layer with jurisdictions and the features and attributes will be data loaded into the enterprise system.

### Fire Stations

The up to date fire stations will be provided by the GIS manager and data loaded into the system.

### Precincts

The latest precinct files will be acquired from the Louisiana Secretary of State and any adjustments needed from the Registrar of Voters office will be created based on the current splits or mergers. GCR has completed multiple redistricting projects for local parish offices including Plaquemines Parish Council and School Board, and the Orleans Parish School Board. At no cost to the Parish, GCR can include current voter counts by race and political party which will be added to the precinct file and loaded into the system.

### Subdivisions

The subdivision layer will be created from the list of subdivisions and applied to the parcel during that phase of data development. The parcels will be dissolved on the subdivision attribute to create the polygon subdivision layer. The attributes of the subdivision layer will be updated with the parcel count and area.

### Wards

The ward layer will be updated from the parcel layer in a similar fashion as the subdivision layer. Historic maps and assessments records will also be used to quality control the output and make adjustments where needed.



#### **School Districts**

The school district layer will be created from the updated parcel layer and loaded into the enterprise system.

#### **RPC NY Land Use**

The NY Land Use layer will be obtained from the RPC and data loaded in to the enterprise system.

#### **Future Land Use**

The up to date future land use layer will be provided by the GIS manager and data loaded into the enterprise system.

#### **Pictometry**

Per Addendum #2, responses to consultant questions, the acquisition of Pictometry will not be needed as part of this phase of data development.

#### **Critical Infrastructure**

The critical infrastructure layers will be provided by the RPC and data loaded into the enterprise system. GCR is also under contract with GOHSEP and can work with the state to provide any needed updates to the critical infrastructure layers.

#### **Evacuation Routes**

The statewide evacuation routes and zones layer will be provided by the RPC and data loaded into the enterprise system.

#### **Oil and Gas Pipelines**

The oil and gas pipeline layer will be obtained from LOSCO and data loaded into the enterprise system.

#### **Waterways and Canals**

The waterways and canal layer will be provided by the RPC and data loaded into the enterprise system. The attributes from the statewide water bottoms layer from the State Lands Office will be clipped to St. Bernard Parish and any gaps from the RPC layer will be added and loaded into the GIS.

#### **Neighborhood Associations (Parcel)**

Neighborhood associations, based on the updated parcel layer, will be provided by the GIS manager and data loaded into the GIS.

#### **LLT Properties**

GCR will download from the Louisiana Land Trust website a listing of LLT properties within St. Bernard Parish and coordinate with the Parish LLT point of contact to obtain an updated status of LLT properties.

#### **Servitudes and Right of Ways**

The servitude and right of ways layer will be acquired from DOTD and data loaded into the GIS.

#### **Tax Parcels**

GCR will use the methodology outlined in the technical approach of our proposal as the basis for the parcel creation.

#### **Drainage**

The drainage layer information will be provided by the GIS manager, Department of Recovery, or the Sewerage and Water Department and loaded into the enterprise system.

#### **Parish Owned or Maintained Property**

The Parish-owned or maintained properties layer will be based on the methodology outlined in GCR's technical approach for parcel development and combined with information provided by the GIS manager and loaded into the GIS enterprise solution.



#### **Lake Borgne Basin Levee District Owned Property**

GCR is currently working with the Southeast Louisiana Flood Protection Authority – East (SLFPA-E) and with their permission will data load the existing Lake Borne Basin Levee properties that SLFPA-E has available in their existing GIS system.

#### **Master Addresses**

GCR has created several master address lists including the master list for the Jefferson Parish 9-1-1 Communication District. The master address list will be developed by conflating available address databases into a master list. These available lists include utility addresses, 911, postal saturation addresses, and any other available list of addresses. These lists will be combined into the master address list with a confidence score given to each address based on the number of times it is contained in each separate list. The master list will be georeferenced based on the best available GIS layers including the parcels, building footprints and street centerline ranges.

#### **Existing, Funded and Proposed Parish Projects**

Parish projects will be provided in a database by the Parish and loaded into the enterprise system.

#### **Vacant Lots (Parcel)**

The vacant lots will be created based on the methodology outlined in the technical approach for parcel development and combined with information provided by the assessment records, updated building footprints, and the GIS manager.

#### **Evacuation Rally Point Perimeters**

GCR will acquire the rally point perimeters from the Parish EOC and the GIS manager and will be loaded into the system.

#### **Lots**

The lots creation will be based on the methodology outlined in the technical approach for parcel development.

#### **Schools**

The most recent schools layer will be acquired from the Louisiana Department of Education, confirmed with the parish school board and/or the GIS manager, and loaded into the system.

#### **Ball Fields**

The location of Parish-owned ball fields and associated data will be provided by the GIS manager and loaded into the GIS.

#### **Parks**

The location of Parish-owned parks and associated data will be provided by the GIS manager and loaded into the GIS.

#### **Adjudicated Property**

The adjudicated properties layer will be based on the methodology outlined in GCR's technical approach for parcel development and combined with information provided by the GIS manager and loaded into the GIS enterprise solution.

#### **Street Lights**

Per Addendum #3, street lights data does not need to be created for the project. The existing street lights shapefile will be provided by the GIS manager or the Department of Public Works and loaded into the enterprise system. GCR will work with the GIS manager to develop a scope of work for updating the shapefile within the confines of the project budget.

#### **Catch Basins**

Per Addendum #3, catch basins data does not need to be created for the project. The existing catch basins shapefile will be provided by the GIS manager, the Department of Recovery, or the Sewerage and





Water Department, and loaded into the enterprise system. GCR will work with the GIS manager to develop a scope of work for updating the shapefile within the confines of the project budget.

**Fire Hydrants**

The up to date fire hydrants layer will be provided by the GIS manager and data loaded into the system.

**Tobin (Need Ownership)**

On behalf of the Parish, GCR will acquire the Tobin georeferenced TIFF images and incorporate as a reference layer into the enterprise GIS solution, consistent with the licensing provisions of P2 Energy, which does not allow for public use, replication or dissemination. Tobin will be licensed in the name of St. Bernard Parish Government.

**Properties with Tax Liens**

The tax liens property layer will be based on the methodology outlined in GCR's technical approach for parcel development and combined with information provided by the GIS manager and loaded into the GIS enterprise solution.



**New Orleans**

2021 Lakeshore Drive, Suite 500  
New Orleans, LA 70122

**Baton Rouge**

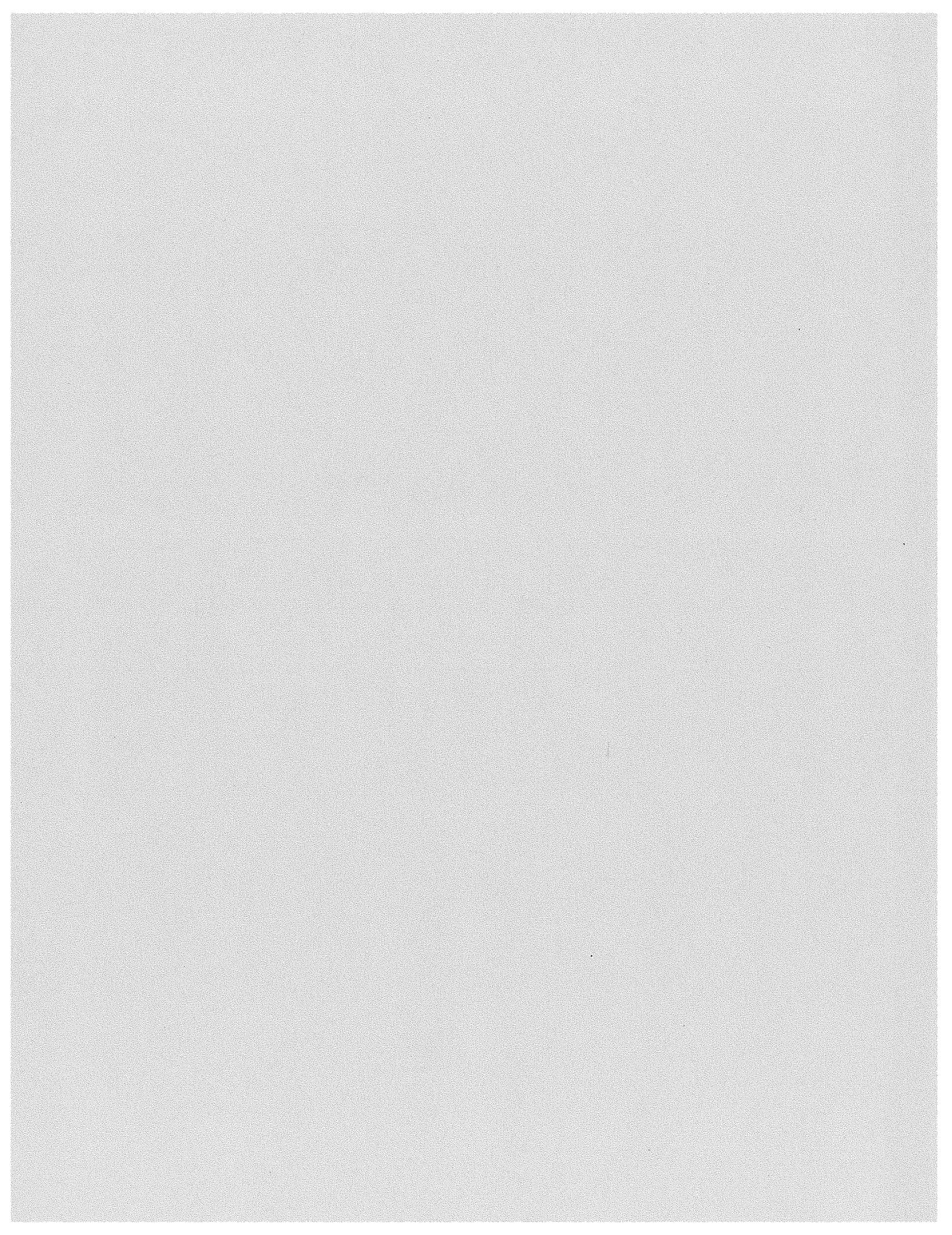
6100 Corporate Blvd., Suite 250  
Baton Rouge, LA 70808

**Covington**

111 Park Place, Suite 120  
Covington, LA 70433

**Indianapolis**

8720 Castle Creek Pkwy East Drive, Suite 231  
Indianapolis, IN 46250



## Attachment C

### Insurance Provisions

13.1 GCR Inc. (hereinafter referred to as "Contractor") shall purchase and maintain, for the duration of the contract, insurance for any and all claims including but not limited to injuries to persons or damages to property which may arise from or in connection with the performance of the work by Contractor, its agents, representatives, volunteers, employees or subcontractors, etc. Contractor agrees, if applicable, to maintain the following insurance:

#### A. MINIMUM SCOPE AND LIMITS OF INSURANCE

##### 1. Workers Compensation

Workers Compensation insurance shall be in compliance with the Workers Compensation law of the State of Louisiana. Employers Liability is included with a minimum limit of \$500,000 per accident/per disease/per employee.

If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law, coverage shall be included and include crewmembers or vessels including transportation, wages, and maintenance with the Employers Liability limit increased to a minimum of \$1,000,000. Coverage with an "In Rem" endorsement should the work to be performed involve watercraft.

##### 2. Commercial General Liability

Commercial General Liability insurance, Broad Form Damage, including Personal and Advertising Injury Liability, Contractual Liability for Contractor's obligation assumed hereunder, Independent Contractors Coverage, Premises/Operations and Products/Completed Operations. There shall be a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (or current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

If applicable, coverage for occurrences results from blasting, explosion or collapse, damage to underground property and injury or destruction of any property resulting there from.

##### 3. Environmental Pollution Liability

Pollution Liability insurance, including gradual release as well as sudden and accidental shall have a minimum limit of not less than \$1,000,000 per claim \$2,000,000 Aggregate. Higher limits may be required based on work being performed. This policy should be on an Occurrence basis. Coverage should include Contractor's self-performed work and extend to that of their contractors.

A claims-made form will be acceptable with a policy period inception date of no later than the first day of anticipated work under this contract and an expiration date of no earlier than 30 days after anticipated completion of all work under the contract shall be provided. There shall be an extended reporting period of at least 24 months, with full reinstatement of limits, from the expiration date of the policy.

##### 4. Commercial Automobile Liability

Commercial Automobile Liability Insurance shall have a minimum combined single limit per occurrence of \$1,000,000. ISO form number CA 00 01 (or current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily

injury and property damage liability for owned, hired and non-owned automobiles.

5. **Excess Umbrella**

Excess Umbrella insurance may be used to meet the minimum requirements for General Liability and Automobile Liability only.

6. **Aircraft & Watercraft Liability**

When used by contractor in connection with the work described hereunder, such insurance to include all leased, hired or other non-owned aircraft or watercraft.

Minimum Liability Limits:	Aircraft:	\$10,000,000
	Watercraft:	Limits up to the value of the vessel or \$ 5,000,000, whichever is greater.

Watercraft to have "In Rem" endorsement. Protection and Indemnity Insurance on all watercraft owned, operated and/or chartered by a contractor.

7. **Professional Liability (Errors & Omissions) Insurance**

Insurance shall be maintained appropriate to Contractors profession, with limits no less than \$1,000,000 per occurrence or claim and \$2,000,000 aggregate. St. Bernard Parish Government does not have to be named as an additional Insured on this policy.

**B. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions must be declared to and accepted by the St. Bernard Parish Government. **Contractor shall be responsible for all deductibles and self-insured retentions.**

**C. OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. The St. Bernard Parish Government, its officers, agents, employees and volunteers shall be named as an Additional Insured with a Waiver of Subrogation as regards negligence by Contractor. ISO Form CG 20 10 (or current form approved for use in Louisiana), or equivalent, is to be used when applicable. The coverage shall contain no special limitations on the scope of protection afforded to the parish.
- b. Contractor's insurance shall be primary as respects the St. Bernard Parish Government, its officers, agents, employees and volunteers. Any insurance or self-insurance maintained by the St. Bernard Parish Government shall be excess and non-contributory of Contractor's insurance.
- c. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the policy limits.

2. Workers Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the St. Bernard Parish

Government, its officers, agents, employees and volunteers for losses arising from work performed by Contractor for the St. Bernard Parish Government.

### 3. All Coverages

- a. Coverage shall not be canceled, suspended, or voided by either party (Contractor or the insurer) or reduced in coverage or in limits except after 30 days written notice has been given to the St. Bernard Parish Government. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in Contractor's policy.
- b. Neither the acceptance of the completed work nor the payment thereof shall release Contractor from the obligations of the insurance requirements or indemnification agreement.
- c. The insurance companies issuing the policies shall have no recourse against the St. Bernard Parish Government for payment of premiums or for assessments under any form of the policies.
- d. Any failure of Contractor to comply with reporting provisions of the policy shall not affect coverage provided to the St. Bernard Parish Government, its officers, agents, employees and volunteers.
- e. If Contractor maintains higher limits than the minimum show herein, the St. Bernard Parish Government shall be entitled to coverage to the higher limits maintained by Contractor.
- f. If Contractor does not maintain proper coverage, he will be given notice to stop work and informed that any such stoppage is a violation of the contract and that Contractor is liable for any losses or delays.

### **D. ACCEPTABILITY OF INSURERS**

All required insurance shall be provided by a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located. Insurance shall be placed with insurers with a A.M. Best's rating of A-:VI or higher.

If at any time an insurer issuing any such policy does not meet the minimum A.M. Best rating, Contractor shall obtain a policy with an insurer that meets the A.M. Best rating and shall submit another Certificate of Insurance as required in the contract.

### **E. VERIFICATION OF COVERAGE**

Contractor shall furnish the St. Bernard Parish Government with Certificates of insurance reflecting proof of required coverage. The Certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates are to be received and approved by the St. Bernard Parish Government y before work commences and upon any contract renewal thereafter.

In addition to the Certificates, Contractor shall submit the declarations page and the cancellation provision endorsement for each insurance policy. The St. Bernard Parish Government reserves the right to request complete certified copies of all required insurance policies at any time.

Upon failure of Contractor to furnish, deliver and maintain such insurance as above provided, this contract, at the election of the St. Bernard Parish Government, may be suspended, discontinued or terminated. Failure of Contractor to purchase and/or maintain any required insurance shall not relieve Contractor from any liability or indemnification under the contract.

**F. SUBCONTRACTORS**

Contractor shall include all subcontractors as insureds under its policies OR shall be responsible for verifying and maintaining the Certificates provided by each subcontractor. Subcontractors shall be subject to all of the requirements stated herein. The St. Bernard Parish Government reserves the right to request copies of subcontractor's Certificates at any time.

**G. WORKERS COMPENSATION INDEMNITY**

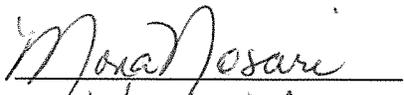
In the event Contractor is not required to provide or fails to provide workers compensation coverage, the parties hereby agree that Contractor, its owners, agents and employees will have no cause of action against, and will not assert a claim against, the St. Bernard Parish Government, its departments, agencies, agents and employees as an employer, whether pursuant to the Louisiana Workers Compensation Act or otherwise, under any circumstance. The parties also hereby agree that the St. Bernard Parish Government, its departments, agencies, agents and employees shall in no circumstance be, or considered as, the employer or statutory employer of Contractor, its owners, agents and employees. The parties further agree that Contractor is a wholly independent contractor and is exclusively responsible for its employees, owners, and agents. Contractor hereby agrees to protect, defend, indemnify and hold the St. Bernard Parish Government, its departments, agencies, agents and employees harmless from any such assertion or claim that may arise from the performance of this contract.

**H. INDEMNIFICATION/HOLD HARMLESS AGREEMENT**

Contractor agrees to protect, defend, indemnify, save, and hold harmless, the St. Bernard Parish Government, all Departments, Agencies, Boards and Commissions, its officers, agents, servants, employees, and volunteers, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of, any act or omission of Contractor, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by Contractor as a result of any claims, demands, suits or causes of action, except those claims, damages, expenses, and liability arising out of the negligence of the St. Bernard Parish Government, Departments, Agencies, Boards, Commissions, its officers, agents, servants, employees and volunteers.

Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, suits, or causes of action at its sole expense and agrees to bear all other costs and expenses related thereto.

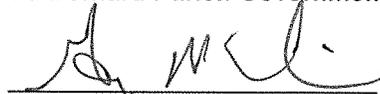
GCR Inc.



By: Mona Nosari (Print Name)

Associate Vice President Print Title

St. Bernard Parish Government



By: Guy McInnis  
Parish President





Attachment D  
Notice of Award dated February 5, 2016

*St. Bernard Parish Government*

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8201 West Judge Perez Drive Chalmette, Louisiana, 70043  
(504) 278-4227 Fax (504) 278-4330  
www.sbp.net

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Guy McInnis  
Parish President

February 5, 2016

Ms. Mona Nosari  
Associate Vice President  
GCR Inc.  
2021 Lakeshore Drive, Suite 500  
New Orleans, Louisiana 70122

Subject: Geographic Information System Consultant Services  
St. Bernard Parish, Louisiana

Dear Ms. Nosari:

We are pleased to inform you that after review of your Request for Proposal you have been selected by St. Bernard Parish Government to provide services for the above referenced project.

We appreciate your cooperation in working with St. Bernard Parish Government as our Geographic Information System Consultant. Please look forward to receipt of the Scope of Work from the St. Bernard Parish Government Department of Community Development Director, Jason Stopa, so you may provide us with contract documents.

We look forward to working with you on this project. If you need assistance or have any questions or concerns, please do not hesitate to contact me at (504) 278-4280.

Sincerely,

A handwritten signature in black ink, appearing to read "Guy S. McInnis".

Guy S. McInnis  
President

GSM:td

Cc: Keith J. LaGrange, Jr., Director of Public Works  
Blair Ellinwood, Director of Finance  
Jason. Stopa, Director, Community Development  
Richard Poche, GIS Manager  
Andrew Becker, Assistant Supervisor of Recovery



**Attachment E**  
**NON-COLLUSION AND NON-SOLICITATION AFFIDAVIT**  
PROJECT: GIS PARCEL DEVELOPMENT AND PROPERTY VIEWER APPLICATION

STATE OF LOUISIANA

PARISH OF ORLEANS

BEFORE ME, the undersigned authority, personally came and appeared,  
Mona Nosari,

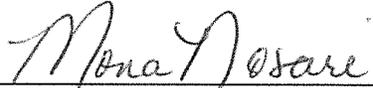
(Name of Authorized Representative of Bidder)

who after being by me duly sworn, deposed and said that she is the fully authorized Associate Vice President of GCR Inc. (hereinafter referred to as bidder), the party who submitted a bid for GCR Inc. which bid was received by St. Bernard Parish on December 8, 2015 and said affiant further said:

- (1) That bidder employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the bidder whose services in connection with the construction of the public building or project or in securing the public contract were in the regular course of their duties for bidder; and
- (2) That no part of the contract price received by bidder was paid or will be paid to any persons, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the bidder whose services in connection with construction of the public building or project were in the regular course of their duties for bidder.
- (3) Said bid is genuine and the bidder has not colluded, conspired or agreed, directly or indirectly, with any other bidder to offer a sham or collusive bid.
- (4) Said bidder has not in any manner, directly or indirectly, agreed with any other person to fix the bid price of affiant or any other bidder, or to fix any overhead profit or cost element of said bid price, or that of any other bidder, or to induce any other person to refrain from bidding.
- (5) Said bid is not intended to secure an unfair advantage of benefit from the Parish of St. Bernard or in favor of any person interested in the proposed contract.
- (6) All statements contained in said bid are true and correct.

AFFIDAVIT

- (7) Neither affiant nor any member of his company has divulged information regarding said bid or any data relative thereto to any other person, firm or corporation.

  
\_\_\_\_\_  
Authorized Signature

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 28<sup>th</sup>

DAY OF April, 2014

\_\_\_\_\_  
NOTARY PUBLIC

DAVID R. RIZZO  
NOTARY PUBLIC  
(NOTARY ID 68756)  
PARISH OF ORLEANS-STATE OF LOUISIANA  
My Commission Expires is Issued For Life



## Attachment F

### Section 3

- Certification of Selected Bidder
- Contractor – Section 3 Plan
- Table A – Proposed Subcontracts Breakdown
- Table B – Estimated Project Workforce Breakdown
- Certification of Proposed Subcontractor Regarding Section 3 and Segregated Facilities

**SECTION 3 CERTIFICATION OF SELECTED BIDDER**

GCR Inc.  
\_\_\_\_\_  
Name of Prime Contractor

GIS Parcel Development and Property  
Viewer Application, Project No. ILTR-00278  
\_\_\_\_\_  
Project Name and Number

The undersigned hereby certifies that:

A. The positions listed under part B that have been filled by GCR Inc. since  
Name of Prime Contractor  
being notified of contract selection on 2/5/2016 were not filled to circumvent the  
Date  
contractor's obligations to provide employment opportunities; including training positions,  
for Section 3 residents, as required by Section 3 of the Housing and Urban Development Act of  
1968 and the implementing regulations, 24 CFR Part 135.

B. Employment Positions filled since 2/5/2016, no positions filled  
Date of Selection

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

C. No employment positions have been filled since 2/5/2016.  
Date of Selection

Angele Romig, Chief Administrative Officer  
\_\_\_\_\_  
Name & Title of Signer (Print or Type)

Angele Romig  
\_\_\_\_\_  
Signature

4/25/16  
\_\_\_\_\_  
Date

NOTICE: This Certification must be made BEFORE contract execution (24 CFR 135.135.38(e)).

## CONTRACTOR

### Section 3 Plan Format

GCR Inc.

(Name of contractor) agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and businesses within the City of St. Bernard Parish.

- A. To ascertain from the locality's CDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the affirmative action plan.
- B. To attempt to recruit from within the City the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U. S .Employment Service.
- C. To maintain a list of all lower income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. \*To insert this Section 3 Plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 Plan including utilization goals and the specific steps planned to accomplish these goals.
- E: \*To ensure that subcontracts, which are typically let on a negotiated rather than a bid basis, in areas other than Section 3 covered project areas, are also let on a negotiated basis whenever feasible, if let in a Section 3 covered project area.
- F. To formally contact unions, subcontractors, and trade associations to secure their cooperation for this program.
- G. To ensure that all appropriate project area business concerns are notified of pending subcontractual opportunities.
- H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.

\*Loans, grants, contracts, and subsidies for less than \$100,000 will be exempt.

- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 Plan.
- J. To list on Table A information related to subcontracts to be awarded.
- K. To list on Table B all projected workforce needs for all phases of this project by occupation, trade, skill level, and number of positions.

GCR Inc.

As officers and representatives of \_\_\_\_\_ (Name of Contractor) \_\_\_\_\_, we the undersigned have read and fully agree to this Section 3 Plan, and become a party to the full implementation of this program.

Angele Romig  
 Angele Romig  
 Signature

\_\_\_\_\_  
 Chief Administrative Officer  
 Title

4/25/16  
 Date

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date



**ESTIMATED PROJECT WORKFORCE BREAKDOWN  
TABLE B**

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
JOB CATEGORY	TOTAL ESTIMATED POSITIONS	# OF POSITIONS CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	# OF POSITIONS NOT CURRENTLY OCCUPIED	# OF POSITIONS TO BE FILLED WITH L.I.P.A.R.*
OFFICERS/ SUPERVISORS	2	2	0	0
PROFESSIONALS	3	3	0	0
TECHNICIANS	5	3	2	0
HOUSING SALES/ RENTAL/MANAGEMENT	0	0	0	0
OFFICE/CLERICAL	1	1	0	0
SERVICE WORKERS	0	0	0	0
OTHERS (Web Developers)	3	3	0	0
TRADE:	0	0	0	0
JOURNEYMEN	0	0	0	0
HELPERS	0	0	0	0
APPRENTICES	0	0	0	0
MAXIMUM # TRAINEES	0	0	0	0
OTHERS	0	0	0	0
TRADE:	0	0	0	0
JOURNEYMEN	0	0	0	0
HELPERS	0	0	0	0
APPRENTICES	0	0	0	0
MAXIMUM # TRAINEES	0	0	0	0
OTHERS	0	0	0	0

\*Lower Income Project Area Residents.  
Individuals residing within the \_\_\_\_\_ whose  
family income does not exceed 80% of the median  
income in the State.

GCR Inc.  
\_\_\_\_\_  
Company

**CERTIFICATION OF PROPOSED SUBCONTRACTOR REGARDING  
SECTION 3 AND SEGREGATED FACILITIES**

THIS FORM IS NOT APPLICABLE AS A SUBCONTRACTOR AGREEMENT HAS NOT  
BEEN EXECUTED AS OF THE DATE PROVIDED BELOW

GCR Inc.  
Name of Subcontractor

GIS Parcel Development and Property Viewer  
Application, Project No. ILTR-00278  
Project Name and Number

The undersigned hereby certifies that:

- (a) Section 3 provisions are included in the Contract,
- (b) A written Section 3 plan was prepared and submitted as part of the bid proceedings (if bid equals or exceeds \$100,000), and
- (c) Tables A and B were prepared and submitted as part of the bid proceedings (if bid equals or exceeds \$100,000).
- (d) No segregated facilities will be maintained as required by Title VI of the Civil Rights Act of 1964.

Angele Romig, CHIEF ADMINISTRATIVE OFFICER  
Name & Title of Signer (Print or Type)

Angele Romig  
Signature

4/25/16  
Date



**Attachment G: Cost and Price Detail**

Name of Consultant <b>GCR Inc.</b>		Date of Proposal <b>December 8, 2015</b>	
Street Address <b>2021 Lakeshore Drive, Suite 500</b>		Federal ID Number	
City, State, Zip <b>New Orleans, LA 70122</b>		Total Price <b>\$442,441</b>	
A. <u>Direct Labor</u> (specify personnel by name) Attach a copy of the scope of services identified in the contract. Each task identified in the scope of services should be assigned an estimated amount of time for completion. The total amount of time identified on the scope of services should correspond to the estimate in this section.			
		<u>Est. No. of Days</u>	<u>Daily Rate</u>
		<u>Est. Cost</u>	
1. <i>Please see attached spreadsheet for breakdown of staffing rates.</i>			
2.			
3. <u>Total Direct Labor</u>		<b>\$211,078</b>	
	<u>Rate</u>	<u>Base</u>	<u>Est. Cost</u>
B. <u>Overhead/Indirect Costs</u>	<i>Please see attached spreadsheet.</i>		<b>\$224,063</b>
C. <u>Other Direct Costs</u>			<u>Est. Cost</u>
1. Transportation	_____ # of on site visits		\$0
2. Per Diem	_____ # of days @ \$____/day		\$0
3. Reproduction	_____ # of pages @ \$____/page		\$0
4. Other (specify)			\$
a. Tobin Data			\$ 1,800
b. Dading Surveys	Scanning and storage of survey maps		\$ 2,500
c.			\$
5. <u>Total Other Direct Costs</u>			<b>\$ 4,300</b>
D. <u>Subcontracts</u>			
	<u>Name of Subcontractor(s)</u>	<u># of days of effort</u>	<u>Est. Cost</u>
1.	SJB Group, LLC (Mr. Steven Estopinal)	1.75	\$ 3,000
2.			
3.			
5. <u>Total Subcontractor Cost</u>			<b>\$ 3,000</b>
<b>Total Estimated Costs (Line A7 +B+C5+D5)</b>			<b>\$ 442,441</b>
Profit			included in rate
<b>Total Price</b>			<b>\$ 442,441</b>

**CERTIFICATIONS**

**Contractor**

A. Has a federal agency or a federally certified state or local agency performed any review of your accounts or records in connection with any other federal grant or contract within the past 12 months? \_\_\_ YES \_\_\_ X NO  
If yes, give name, address, and telephone number of the reviewing office:

B. This summary conforms with the applicable cost principals.

C. This proposal is submitted for use in connection with and in response to RFQ. This is to certify that to the best of my knowledge and belief the cost and pricing data summarized herein are complete, current, and accurate as of April 27, 2016 and that a financial management capability exists to fully and accurately account for the financial transactions under this project. I further certify that I understand that the sub agreement price may be subject to downward renegotiation and/or recoupment where the above costs and pricing data have been determined, as a result of audit, not to have been current complete and accurate as of the day above.

4/27/2016

Date of Execution

*Mona Nasari*  
*Associate Vice President*

Signature and Title of Proposer

**Grantee Reviewer**

I certify that I have reviewed the cost/price summary set forth herein and the proposed costs/price appears acceptable for sub agreement award.

\_\_\_\_\_  
Date of Execution

\_\_\_\_\_  
Signature and Title of Reviewer

**Additional Reviewer, if needed**

\_\_\_\_\_  
Date of Execution

\_\_\_\_\_  
Signature and Title of Reviewer

SUMMARY OF COSTS BY TASK

Task	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Task 1	7,092.0	886.5	\$ 21.30	\$ 28.00	\$ 49.30	\$ 170.40	\$ 223.99	\$ 394.39	\$ 151,061	\$ 198,563	\$ 349,625
Task 2	270.0	33.8	\$ 28.22	\$ 44.04	\$ 72.26	\$ 225.78	\$ 352.29	\$ 578.07	\$ 7,620	\$ 11,890	\$ 19,510
Task 3	160.0	20.0	\$ 29.32	\$ 43.98	\$ 73.30	\$ 234.56	\$ 351.84	\$ 586.40	\$ 4,691	\$ 7,037	\$ 11,728
Task 4	118.0	14.8	\$ 34.54	\$ 55.70	\$ 90.24	\$ 276.30	\$ 445.60	\$ 721.91	\$ 4,075	\$ 6,573	\$ 10,648
Task 5	1,083.0	135.4	\$ 40.29	\$ -	\$ 40.29	\$ 322.29	\$ -	\$ 322.29	\$ 43,630	\$ -	\$ 43,630
<b>Total</b>	<b>8,723.0</b>	<b>1,090.4</b>	<b>\$ 24.20</b>	<b>\$ 25.69</b>	<b>\$ 49.88</b>	<b>\$ 193.58</b>	<b>\$ 205.49</b>	<b>\$ 399.07</b>	<b>\$ 211,078</b>	<b>\$ 224,063</b>	<b>\$ 435,141</b>

SUMMARY OF COSTS BY TASK AND STAFF MEMBER

TASK 1

Staff Name	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Matt Batina	24.0	3.0	\$ 35.20	\$ 98.75	\$ 133.95	\$ 281.60	\$ 790.00	\$ 1,071.60	\$ 845	\$ 2,370	\$ 3,215
Steve Gourgues	5.0	0.6	\$ 50.80	\$ 76.20	\$ 127.00	\$ 406.40	\$ 609.60	\$ 1,016.00	\$ 254	\$ 381	\$ 635
Robert Edgcombe	184.0	23.0	\$ 49.52	\$ 74.28	\$ 123.80	\$ 396.16	\$ 594.24	\$ 990.40	\$ 9,112	\$ 13,668	\$ 22,779
Al Vitter	-	-	\$ 56.18	\$ 84.27	\$ 140.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kevin DiCrispino	28.0	3.5	\$ 39.07	\$ 58.61	\$ 97.68	\$ 312.56	\$ 468.84	\$ 781.40	\$ 1,094	\$ 1,641	\$ 2,735
Randy Brown	-	-	\$ 37.94	\$ 56.91	\$ 94.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
David Darragh	-	-	\$ 36.61	\$ 54.92	\$ 91.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bobby Lovett	50.0	6.3	\$ 34.43	\$ 51.65	\$ 86.08	\$ 275.44	\$ 413.16	\$ 688.60	\$ 1,722	\$ 2,582	\$ 4,304
Katie Rodriguez	987.0	123.4	\$ 26.07	\$ 39.11	\$ 65.18	\$ 208.56	\$ 312.84	\$ 521.40	\$ 25,731	\$ 38,597	\$ 64,328
Mindy Montague	1,523.0	190.4	\$ 20.92	\$ 31.38	\$ 52.30	\$ 167.36	\$ 251.04	\$ 418.40	\$ 31,861	\$ 47,792	\$ 79,653
Karla Kaywork	1,523.0	190.4	\$ 21.55	\$ 32.33	\$ 53.88	\$ 172.40	\$ 258.60	\$ 431.00	\$ 32,821	\$ 49,231	\$ 82,052
CAD Technician 1	1,224.0	153.0	\$ 17.00	\$ 13.60	\$ 30.60	\$ 136.00	\$ 108.80	\$ 244.80	\$ 20,808	\$ 16,646	\$ 37,454
CAD Technician 2	1,224.0	153.0	\$ 17.00	\$ 13.60	\$ 30.60	\$ 136.00	\$ 108.80	\$ 244.80	\$ 20,808	\$ 16,646	\$ 37,454
Barrett Carter	240.0	30.0	\$ 19.36	\$ 29.04	\$ 48.40	\$ 154.88	\$ 232.32	\$ 387.20	\$ 4,646	\$ 6,970	\$ 11,616
Administrative	80.0	10.0	\$ 17.00	\$ 25.50	\$ 42.50	\$ 136.00	\$ 204.00	\$ 340.00	\$ 1,360	\$ 2,040	\$ 3,400
<b>Total</b>	<b>7,092.0</b>	<b>886.5</b>	<b>\$ 21.30</b>	<b>\$ 28.00</b>	<b>\$ 49.30</b>	<b>\$ 170.40</b>	<b>\$ 223.99</b>	<b>\$ 394.39</b>	<b>\$ 151,061</b>	<b>\$ 198,563</b>	<b>\$ 349,625</b>

TASK 2

Staff Name	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Matt Batina	10.0	1.3	\$ 35.20	\$ 98.75	\$ 133.95	\$ 281.60	\$ 790.00	\$ 1,071.60	\$ 352	\$ 988	\$ 1,340
Steve Gourgues	-	-	\$ 50.80	\$ 76.20	\$ 127.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Robert Edgcombe	-	-	\$ 49.52	\$ 74.28	\$ 123.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Al Vitter	-	-	\$ 56.18	\$ 84.27	\$ 140.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kevin DiCrispino	60.0	7.5	\$ 39.07	\$ 58.61	\$ 97.68	\$ 312.56	\$ 468.84	\$ 781.40	\$ 2,344	\$ 3,516	\$ 5,861
Randy Brown	-	-	\$ 37.94	\$ 56.91	\$ 94.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
David Darragh	-	-	\$ 36.61	\$ 54.92	\$ 91.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bobby Lovett	-	-	\$ 34.43	\$ 51.65	\$ 86.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Katie Rodriguez	140.0	17.5	\$ 26.07	\$ 39.11	\$ 65.18	\$ 208.56	\$ 312.84	\$ 521.40	\$ 3,650	\$ 5,475	\$ 9,125
Mindy Montague	30.0	3.8	\$ 20.92	\$ 31.38	\$ 52.30	\$ 167.36	\$ 251.04	\$ 418.40	\$ 628	\$ 941	\$ 1,569
Karla Kaywork	30.0	3.8	\$ 21.55	\$ 32.33	\$ 53.88	\$ 172.40	\$ 258.60	\$ 431.00	\$ 647	\$ 970	\$ 1,616
CAD Technician 1	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 2	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Barrett Carter	-	-	\$ 19.36	\$ 29.04	\$ 48.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	-	-	\$ 17.00	\$ 25.50	\$ 42.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>270.0</b>	<b>33.8</b>	<b>\$ 28.22</b>	<b>\$ 44.04</b>	<b>\$ 72.26</b>	<b>\$ 225.78</b>	<b>\$ 352.29</b>	<b>\$ 578.07</b>	<b>\$ 7,620</b>	<b>\$ 11,890</b>	<b>\$ 19,510</b>

SUMMARY OF COSTS BY TASK AND STAFF MEMBER

TASK 3

Staff Name	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Matt Batina	-	-	\$ 35.20	\$ 98.75	\$ 133.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Steve Gourgues	-	-	\$ 50.80	\$ 76.20	\$ 127.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Robert Edgcombe	-	-	\$ 49.52	\$ 74.28	\$ 123.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Al Vitter	-	-	\$ 56.18	\$ 84.27	\$ 140.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kevin DiCrispino	40.0	5.0	\$ 39.07	\$ 58.61	\$ 97.68	\$ 312.56	\$ 468.84	\$ 781.40	\$ 1,563	\$ 2,344	\$ 3,907
Randy Brown	-	-	\$ 37.94	\$ 56.91	\$ 94.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
David Darragh	-	-	\$ 36.61	\$ 54.92	\$ 91.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bobby Lovett	-	-	\$ 34.43	\$ 51.65	\$ 86.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Katie Rodriguez	120.0	15.0	\$ 26.07	\$ 39.11	\$ 65.18	\$ 208.56	\$ 312.84	\$ 521.40	\$ 3,128	\$ 4,693	\$ 7,821
Mindy Montague	-	-	\$ 20.92	\$ 31.38	\$ 52.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Karla Kaywork	-	-	\$ 21.55	\$ 32.33	\$ 53.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 1	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 2	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Barrett Carter	-	-	\$ 19.36	\$ 29.04	\$ 48.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	-	-	\$ 17.00	\$ 25.50	\$ 42.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>160.0</b>	<b>20.0</b>	<b>\$ 29.32</b>	<b>\$ 43.98</b>	<b>\$ 73.30</b>	<b>\$ 234.56</b>	<b>\$ 351.84</b>	<b>\$ 586.40</b>	<b>\$ 4,691</b>	<b>\$ 7,037</b>	<b>\$ 11,728</b>

TASK 4

Staff Name	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Matt Batina	10.0	1.3	\$ 35.20	\$ 98.75	\$ 133.95	\$ 281.60	\$ 790.00	\$ 1,071.60	\$ 352	\$ 988	\$ 1,340
Steve Gourgues	-	-	\$ 50.80	\$ 76.20	\$ 127.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Robert Edgcombe	-	-	\$ 49.52	\$ 74.28	\$ 123.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Al Vitter	-	-	\$ 56.18	\$ 84.27	\$ 140.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kevin DiCrispino	52.0	6.5	\$ 39.07	\$ 58.61	\$ 97.68	\$ 312.56	\$ 468.84	\$ 781.40	\$ 2,032	\$ 3,047	\$ 5,079
Randy Brown	-	-	\$ 37.94	\$ 56.91	\$ 94.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
David Darragh	22.0	2.8	\$ 36.61	\$ 54.92	\$ 91.53	\$ 292.88	\$ 439.32	\$ 732.20	\$ 805	\$ 1,208	\$ 2,014
Bobby Lovett	-	-	\$ 34.43	\$ 51.65	\$ 86.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Katie Rodriguez	34.0	4.3	\$ 26.07	\$ 39.11	\$ 65.18	\$ 208.56	\$ 312.84	\$ 521.40	\$ 886	\$ 1,330	\$ 2,216
Mindy Montague	-	-	\$ 20.92	\$ 31.38	\$ 52.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Karla Kaywork	-	-	\$ 21.55	\$ 32.33	\$ 53.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 1	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 2	-	-	\$ 17.00	\$ 13.60	\$ 30.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Barrett Carter	-	-	\$ 19.36	\$ 29.04	\$ 48.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	-	-	\$ 17.00	\$ 25.50	\$ 42.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>118.0</b>	<b>14.8</b>	<b>\$ 34.54</b>	<b>\$ 55.70</b>	<b>\$ 90.24</b>	<b>\$ 276.30</b>	<b>\$ 445.60</b>	<b>\$ 721.91</b>	<b>\$ 4,075</b>	<b>\$ 6,573</b>	<b>\$ 10,648</b>

SUMMARY OF COSTS BY TASK AND STAFF MEMBER

TASK 5

Staff Name	Number of Hours	Number of Days	Hourly Internal Cost	Hourly Overhead Cost	Hourly Total Cost	Daily Internal Cost	Daily Overhead Cost	Daily Total Cost	Total Internal Cost	Total Overhead	Total Cost
Matt Batina	21.0	2.6	\$ 35.20	\$ -	\$ 35.20	\$ 281.60	\$ -	\$ 281.60	\$ 739	\$ -	\$ 739
Steve Gourgues	16.0	2.0	\$ 50.80	\$ -	\$ 50.80	\$ 406.40	\$ -	\$ 406.40	\$ 813	\$ -	\$ 813
Robert Edgcombe	-	-	\$ 49.52	\$ -	\$ 49.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Al Vitter	193.0	24.1	\$ 56.18	\$ -	\$ 56.18	\$ 449.44	\$ -	\$ 449.44	\$ 10,843	\$ -	\$ 10,843
Kevin DiCrispino	40.0	5.0	\$ 39.07	\$ -	\$ 39.07	\$ 312.56	\$ -	\$ 312.56	\$ 1,563	\$ -	\$ 1,563
Randy Brown	384.0	48.0	\$ 37.94	\$ -	\$ 37.94	\$ 303.52	\$ -	\$ 303.52	\$ 14,569	\$ -	\$ 14,569
David Darragh	389.0	48.6	\$ 36.61	\$ -	\$ 36.61	\$ 292.88	\$ -	\$ 292.88	\$ 14,241	\$ -	\$ 14,241
Bobby Lovett	-	-	\$ 34.43	\$ -	\$ 34.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Katie Rodriguez	-	-	\$ 26.07	\$ -	\$ 26.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mindy Montague	-	-	\$ 20.92	\$ -	\$ 20.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Karla Kaywork	40.0	5.0	\$ 21.55	\$ -	\$ 21.55	\$ 172.40	\$ -	\$ 172.40	\$ 862	\$ -	\$ 862
CAD Technician 1	-	-	\$ 17.00	\$ -	\$ 17.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAD Technician 2	-	-	\$ 17.00	\$ -	\$ 17.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Barrett Carter	-	-	\$ 19.36	\$ -	\$ 19.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	-	-	\$ 17.00	\$ -	\$ 17.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>1,083.0</b>	<b>135.4</b>	<b>\$ 40.29</b>	<b>\$ -</b>	<b>\$ 40.29</b>	<b>\$ 322.29</b>	<b>\$ -</b>	<b>\$ 322.29</b>	<b>\$ 43,630</b>	<b>\$ -</b>	<b>\$ 43,630</b>