



TOOELE COUNTY CORPORATON
CONTRACT # 12-11-06

131556

Contract # _____

STATE OF UTAH CONTRACT

1. **CONTRACTING PARTIES:** This agreement is between the State of Utah, Department of Technology Services, Automated Geographic Reference Center (AGRC), 1 State Office Building Fl 6, Salt Lake City, Utah 84114-1201, (Agency Code 110) referred to as STATE, and the following County, which is a Government Agency.

County Name: Tooele
Address: 47 South Main
City, State, Zip: Tooele City, Utah 84074

Federal ID# 876000317 Vendor Code 69883GJ Commodity Code 99999

- 2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this agreement is an AGRC grant for: Work to be performed by the county to establish a standard county wide process to create and maintain a Master Address List (MAL), assign a managing agency/office(s), create a standard data structure and provide web accessible updates on a regular cycle as defined in Attachment B: Scope of Work - County Addressing Project.
- 3. **CONTRACT PERIOD:** Effective date 5-1-2012. Termination date 2-1-2013, unless terminated early or extended in accordance with the terms and conditions of this contract.
- 4. **DUE DATE:** The due date for the deliverable of this grant is **November 30, 2012** The STATE will conduct a mid-term contract review (August 30, 2012) to assure the work is being done or scheduled for completion within the terms of this contract. If progress toward completion of the work cannot be documented, the COUNTY risks the possibility of contract termination.
- 5. **GRANT VALUE:** County will be granted funds a minimum of **\$13,000** up to a maximum of **\$17,000** for funds authorized by this contract. County must contribute an additional 20% match (\$2,600 to \$3,400)
- 6. **PREREQUISITE:** A prerequisite to executing this contract requires all COUNTIES applying for these funds to provide the STATE with the current county address points.
- 7. **ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:**

Attachment A: State of Utah Standard Terms and Conditions
Attachment B: Scope of Work – County Addressing Project

Any conflicts between Attachment A and other Attachments will be resolved in favor of Attachment A.

DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED HERETO:

A. All other governmental laws, regulations, or actions applicable to goods and/or services authorized by this contract. This Agreement does NOT constitute an Interlocal Cooperation Agreement pursuant to the Utah Interlocal Cooperation Act as set forth in the Utah Code Annotated 11-13-101 et seq., 1953 as amended.

IN WITNESS WHEREOF, the parties sign and cause this contract to be executed.

CONTRACTOR

Colleen Johnson
County Commissioner/Council Member

Date: 16 Oct 12

STATE

Spencer Jenkins
Director AGRC
Bert Granberg

Date: 10/16/12

COLLEEN JOHNSON - COMMISSIONER
Printed Name and Title of Signer (Type or Print)

MAU
Department of Technology Services

Date: 12-6-12

CONTRACT RECEIVED AND
PROCESSED BY
DIVISION OF FINANCE
Division of Finance

DEC 06 2012

Date: _____

ATTACHMENT A
STATE OF UTAH – DEPARTMENT OF TECHNOLOGY SERVICES,
AGRC STANDARD TERMS AND CONDITIONS

1. **COUNTY:** The COUNTY shall have no authorization, express or implied, to bind the State of Utah or the above State Agency to any agreements, settlements, liability, or understanding whatsoever, unless herein expressly set forth. Persons employed by the STATE and acting under direction of the COUNTY shall not be deemed to be employees or agents of the STATE.
2. **AUTHORITY:** Provisions of this contract are pursuant to the authority set forth in Sections I-07 of the State of Utah Accounting Policies and Procedures and any other relevant provisions of the STATE.
3. **RENEGOTIATIONS OR MODIFICATIONS:** This contract may be amended, modified, or supplemented only by written amendment to the contract, executed by the parties hereto, and attached to the original signed copy of this contract. AGRC has no obligation to perform any services not specified in the contract.
4. **TERMINATION:** This contract may be terminated, with or without cause, in advance of the specified expiration date by either party, upon 30 days prior written notice being given to the other party. On termination of this contract, COUNTY will make payment for all services rendered and/or costs obligated to date of termination.
5. **CONTRACT JURISDICTION:** The provisions of this contract shall be governed by the laws of the State of Utah.
6. **SEPARABILITY CLAUSE:** The declaration by any court or other binding legal source that any provision of this contract is illegal and void shall not affect the legality and enforceability of any other provision of this contract unless said provisions are mutually dependent.
7. **INDEMNITY CLAUSE:** The COUNTY agrees to indemnify, save harmless, and release the State of Utah and the State officers, agents, and employees from and against any and all loss, damages, injury, liability, suits, and proceedings arising out of the performance of this contract by the COUNTY, its officers, agents, volunteers, or employees. The STATE agrees to indemnify, save harmless, and release the Utah County and the County officers, agents, and employees from and against any and all loss, damages, injury, liability, suits, and proceedings arising out of the performance of this contract by the STATE, its officers, agents, volunteers, or employees.
8. **NONAPPROPRIATION OF FUNDS:** Contractual service obligations of the STATE to be fulfilled after the current fiscal year are contingent upon funds to maintain the servicing agency being appropriated, budgeted, or otherwise made available. If funds are not appropriated or otherwise available to maintain the servicing agency, this contract may be terminated without penalty by the STATE upon giving thirty (30) days written notice.
9. **DATA:** All data received or compiled by the STATE under this contract becomes the property of the State of Utah to be used only by STATE for STATE purposes and not for resale. Access to and confidentiality of said data will be governed by the rules and procedures of the agency with whom the data originated when such rules are specified as an amendment to this contract.
10. **DEADLINES:** AGRC's agreement to all deadlines and costs in this contract is contingent upon the COUNTY's performance of such actions as are instrumental to the completion of this contract. If the COUNTY fails to act in a timely manner, AGRC may opt to consider the contract terminated under the conditions of Paragraph 4.
11. **CONFLICTS:** Conflicts, if any, between Attachment A and any other attachments will be resolved in favor of Attachment A.

ATTACHMENT B
SCOPE OF WORK
2012 MASTER ADDRESSING LIST (MAL) PILOT

The State of Utah, Department of Technology Services, Automated Geographic Reference Center, referred to as STATE, is distributing Legislative authorized grants to several counties, referred to as COUNTY, to establish and maintain an authoritative, web-accessible Master Address List (MAL) for all residential and business locations within their county.

The work to be performed is to establish a standard county wide process to create and maintain addresses and involve all departments with a need and interest in up-to-date address data.

1. The grants are awarded to the COUNTY based on bid proposals.
2. The bid proposal is a written proposal and should include the anticipated MAL managing agency/official(s), the publishing strategy including mechanism and update cycle, and anticipated information structure. Additionally, the proposal should describe resources and anticipated processes for building the starting point for the MAL dataset (from existing address point, voter registration, parcel data, tax records etc.), and anticipated work to quality control, expand, or otherwise enhance their MAL product.

Upon acceptance of the proposal the COUNTY will be authorized to begin the project in accordance with the following outline:

1. The County will hold a kickoff meeting including all County departments that have an interest in address data, i.e., County Clerk, Assessor, Recorder, Sheriff, Surveyor, Public Works, GIS, County Commission etc.
2. The County Commission will designate the authorizing official for the creation of county addresses. The MAL will be managed by the authorized County government offices so that addresses can be entered into the MAL by the authorizing official at the creation of the address.
3. The MAL should be compiled from all authoritative address data and locations.
4. Updates will be made to the MAL monthly. It is recommended that updates to the MAL are made daily providing new addresses to other organizations, especially those with immediate needs for this information such as emergency responders and those involved in construction-related activities such as Blue Stakes of Utah's utility marking process.

ATTACHMENT B
SCOPE OF WORK
2012 MASTER ADDRESSING LIST (MAL) PILOT

Required Data Structure

The MAL will be maintained in a structured digital format with a minimum set of descriptive attributes to include:

- House Number
- Prefix Direction
- Street Name
- Street Type or Direction
- Unit Number (optional but recommended)
- Address System (Grid) Name
- Date (Added, or Most Recent Modification if available)
- Parcel ID (If available)

Please use NENA/FGDC Addressing Standard compatible abbreviations for Prefix, Street Type, Suffix Direction, Sub Units if possible or available in current database. Also, please use "Highway XX" for addresses on all state and US highways if possible or available in current database.

This is a link to the NENA/FGDC compliant US Postal Standards (Appendix B and C) therein are most relevant: <http://goo.gl/tgLrU>

If possible, the addresses will be in a parsed address structure. The example immediately below shows how this might be done in a comma-delimited .txt file with an initial column header row and subsequent data rows (only 2 are shown).

Example:

```
HN,Pre,Name,Type,Dir,Unit,AddressSystemName,X,Y,LastModified  
345,S,Main,St,,Apt B,Salt Lake County,424802,4512979,1/1/2012  
120,E,400,,S,,Logan City,431128,4631016,1/21/2012,Parcel_ID
```

Examples available via web (*links are case sensitive*):

This is an example of a Google Doc spreadsheet showing how the County MAL could be shared and maintained: <http://goo.gl/mDh38>

This is an example of a web service that returns JSON format structured information from an existing database, in this case for voter precinct data. County address data could be shared in a similar way: <http://goo.gl/Zi0j5>

Deliverables

ATTACHMENT B
SCOPE OF WORK
2012 MASTER ADDRESSING LIST (MAL) PILOT

1. A publicly accessible MAL available online., via
2. Any of the following methods:
 - A shared spreadsheet in a software-as-a-service application (ex. a Google Doc spreadsheet, or WordPress page) accessible via a persistent URL.
 - A comma-delimited text file or shapefile at a persistent ftp or http URL.
 - Geographic data in either structured text (JSON or XML) or, ESRI format or WFS format feature services.
 - Currently available online access system.
3. Documentation:
 - A policy or resolution will be written outlining the process for creating and maintaining the MAL in accordance with the requirements of this grant.
 - The policy or resolution will be put in place and followed as outlined.

Project Reporting

1. The authorizing official designated by the County Commission will be the point of contact (POC) for this Scope of Work and is responsible for all coordination and reporting with the STATE.
2. The POC is responsible for completion of all required deliverables by November 30, 2012.
3. The POC shall report the total hours worked to the STATE since the commencement of the Scope of Work by end of day on the following dates:
 - November 30, 2012