



Request for Proposal

Google Map Application

Request for Proposal

March 19, 2009

To Whom It May Concern:

Community Connections of New York is seeking your proposal to develop a Google Map application using Google's APIs. This application will map assets of Erie County New York. Attached you will find a 9 page Request for Proposal. Please review it carefully and respond to each of the requirements. Bids must be received by **April 10th, 2009 no later than 3:00PM**. Delivery will be via email to be considered.

Please note that sections 4 & 5 give you an outline to follow when submitting your proposal. If you have any questions, I can be contacted preferably by email at dmonroe@comconnectionsny.org or by telephone at (716) 430-3395.

Thank You and I look forward to your reading proposal,

Sincerely,

David Monroe
Community Development Specialist

1 OVERVIEW AND GENERAL

Introduction: Community Connections of New York, Inc. (CCNY) a Not-For-Profit Corporation has been tasked to provide training to the Family Voices Network of Erie County. CCNY has applied for [IRC 501(c) (3)] status and therefore exempt from State & Local sales taxes as well as Federal Sales Tax.

Current Status:

Using Microsoft Access 2007, Community Connections of New York has collected over 200 assets located in Erie County. CCNY will use this data to create a Google Map of Erie County. We expect to expand on the number of assets and the depth of information regarding each asset. We plan to have this asset map grow and change based on the community's needs and growth. We have found a working Model that is very similar to our needs (<http://crimebaltimore.com>). When describing your solution, please make sure that you have reviewed the model site.

Your company should be able to do the following:

- Create a Google Map application that is a part of CCNY's sub-domain;
- Use Google Map's API;
- Use and understand MySQL or provide a better solution;
- Know the potential issues regarding translating an Access 2007 database to MySQL, or describe a more workable solution ;
- Be able to give guidance regarding GeoCoding addresses supplied in the database;
- Deliver a cost effective, timely application.

1.00 Quote Due Date

The deadline for submission of quotes in response to this RFP is **3:00PM April 10th, 2009**.

1.01 Bid Delivery

The Bidder is to email their bid to dmonroe@comconnectionsny.org as a PDF file. The Bid should follow the outline provided in Sections 4 & 5.

1.02 Requests for Information

All requests for additional information, clarification of item specification, procedure and all other needs for information must be submitted on or before **April 1st, 2009 by 4:00PM**. Questions & requests may be verbal, faxed and/or e-mailed so long as they are received by the stated date.

David Monroe, Community Development Specialist

Community Connections of New York

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Buffalo, NY 14201

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Fax: (716) 829-1549

e-mail: dmonroe@comconnectionsny.org

1.03 False or Misleading Statements

If, in the opinion of CCNY, a Proposal contains false or misleading statements of references that do not support a function, attribute, capability or condition as contended by the vendor, Proposal will be rejected. Proposals with excessive mathematical errors may also be disqualified.

1.04 Clarification of Quote

Include vendor contact information available for questions and clarification. CCNY reserves the right to obtain clarification of any item or feature in a vendor's quote or to obtain additional information necessary to properly evaluate the proposal. Failure of a vendor to respond to such a request for additional information or clarification may result in rejection of a vendor's quote.

1.05 Contract Terms and Conditions

Please supply a sample contract (if applicable) for evaluation; include all language, clauses, stipulations and conditions.

1.06 Acceptance of Quote Content

The contents of the quote and all statements made within it will become, at the option of CCNY a contractual obligation if a contract ensues. Failure of the successful bidder to accept this obligation may result in cancellation of the award.

1.07 Responsiveness

Proposals should respond to all requirements and requests for information of this RFP to the maximum extent possible. Vendors are asked to clearly identify any limitations or exceptions to the requirements inherent in the proposal. Please deliver an electronic copy including an Excel Spreadsheet with price information.

1.08 Gifts

Let it be noted that CCNY staff are never to accept gifts, kickbacks or gratuities, in any form from any Vendor; only Agency credit memos or items that solely benefit the Agency can be accepted.

1.09 Evaluation Criteria

The proposal will be evaluated based on the following criteria:

- Details of your technical solution;
- Prior experience providing this each solution;
- And the value your solution adds to the project when compared to its cost.

1.10 Expenses for Response

Potential Vendors are solely responsible for their own expenses, if any, in preparing a response to this Request for Proposal. This would include any costs incurred during functional demonstrations or subsequent negotiations.

1.11 Location:

Since CCNY's funding is provided by Erie County of New York State, we require all proposals to be from **Unites States based companies**.

2 TECHNICAL REQUIREMENTS

Please note that you will be required to fulfill these technical requirements once you are accepted.

2.00 Project Parts

CCNY requires that following:

1. the bidder analyze the problem and propose a software-based solution to the problem;
2. the bidder will take the requirements and translate them into a language that is acceptable to the most up-to-date Google Map API requirements;
3. the bidder will move the software from the place it was created to where CCNY will use it;
4. the bidder will test the software to make sure that the installation was done properly and completely.

2.01 Server Hosting Environment

CCNY has a 3rd-party hosting company. We require that the bidder, if accepted, verify in advance that our 3rd party provider will support the components of your solution. If they do not, the bidder is responsible for any incompatibilities.

2.02 Solution Development

The bidder is responsible for creating their own development and quality control environment for the creation of their solution.

2.03 Physical Installation

Request for Proposal

The bidder, once accepted, will perform the physical installation of the solution and will be given all the necessary permissions to do so.

2.04 Browser Types

Please note your solution must support the browser types and versions below. If you know of a reason why the solution proposed won't work under this requirement, please indicate why in the narrative. CCNY does not assume we have the most up-to-date understand of browser/map interactions.

- IE 7.0
- IE 6.0
- Firefox 3.0
- Firefox 2.x
- Safari 3.x

3 LEGAL REQUIREMENTS

Please note that if you are accepted, these will be the legal requirements.

3.00 Legal

- CCNY requires complete and fully-functional working program(s) in executable form as well as complete source code of all work done (so that we may modify it in the future).
- Deliverables must be in ready-to-run condition as follows (depending on the nature of the deliverables):
 - Any website server-side deliverables must be installed by the Bidder in ready-to-run condition in CCNY's environment.
- All other software (including but not limited to any desktop software or software the buyer intends to distribute) must include a software installation package that will install the software in ready-to-run condition on the platform(s) specified in this bid request (unless specified elsewhere by CCNY).
- All deliverables will be considered "work made for hire" under U.S. Copyright law. CCNY will receive exclusive and complete copyrights to all work purchased.
- No part of the deliverable may contain any copyright restricted 3rd party components (including GPL, GNU, Copyleft, etc.) unless all copyright ramifications are explained AND AGREED TO by CCNY.

4 PROPOSAL OUTLINE

The proposal should provide statements on how the organization will deliver our product based on the criteria below. Please make sure to provide information on ways you would provide this service, or give us a statement on how your organization knows of a better solution. We have found a working Model that is

very similar to our needs (<http://crimebaltimore.com>). When describing your solution, please make sure that you have reviewed the model site.

4.00 Account Representative

CCNY requires an account representative and/or contact person to periodic review our account, advise any account features, market updates, trends, new products etc...Please use the format indicated below:

Account Representative Contact Information

Name:

Address:

Phone:

Email:

Fax:

4.01 Experience

Please describe your prior experience programming a Google Map or similar mapping technology. If you have screenshots of your work or can provide URLs to completed work, that would be useful.

4.02 Search Functionality

Each asset will not only have a location that will be marked on the map, but also contain detailed information on the services that asset provides to Erie County. It is imperative that a search function is available for users to search for text connected to each asset. For example, a user would be able to type the word "free" and only the assets that have the work free within their data will appear on the map. *How will you provide this functionality? What barriers do you anticipate and how will you overcome them?*

4.03 Translation of Data from Current State to Google API Readable

CCNY has a relational database captured using Access 2007. We believe that the data would need to be translated from Access to MySQL format so that it could be used by the Google API. Our service provider has MySQL database access available to us. The database has 6 tables, 2 queries, 4 forms and 1 macro (the macro updates the date modified field in every form). Every effort has been made to use naming conventions that are translatable to MySQL. *What potential obstacles could there be in exporting the Access database to MySQL? What assistance could you provide? Is there a better solution and if so, please describe it?*

4.04 Map Centering Based on Address

The functionality on the model site provides the user the ability to center the map on a specified address. This functionality would be useful to our users as they
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would be able to see exactly which assets are closest to their neighborhood. *How will you provide this functionality? Are there any obstacles to you providing this solution? If so, what measures will you take to overcome them?*

4.05 User Feedback

In order to make this application useful beyond its implementation date, we wish to allow users to provide feedback to our organization. We expect feedback will be regarding updated information for an asset or new assets that CCNY doesn't have in the asset map. CCNY is open to many suggestions to providing this functionality from the simple (maybe, a Google Doc Spreadsheet and an embedded form) to the complex (a form the user fills out which, one submitted, send the CCNY asset map administrator an email that they can edit, approve, or delete; once approved it is entered in the Access database to be exported back into the MySQL database). *What suggestions do you have on how to provide this functionality? How will you provide this? What savings would CCNY have if we chose not to provide it?*

4.06 Selection of Categories

We would like functionality similar to the model site. It would allow users to select all categories or pick from a list of categories. Each category must be differentiated from each other with an icon, not with a different colored marker. CCNY is in the process of determining which categories are needed and will organize each asset based on these categories. *How will you provide this? How will CCNY add and subtract categories as the map grows and changes? Do you recommend a different strategy for this function? If so, please describe it.*

4.07 GeoCode Functionality

The current database isn't geocoded. As you know, translation to geocode is necessary for precision and usage on Google Maps. *What suggestions do you have to geocode each location? Will you provide the geocoding as part of the process or would it be better to use a third-party solution?*

4.08 Print Functionality

Users may be providing this information to individuals who do not have internet access at home or have limited access to it. We would like a user to provide a printed version of their results. *How will you implement this solution? What savings would CCNY have if we chose not to provide it?*

4.09 Timeline

Please indicate how long after you have been notified of your acceptance that you can implement your solution. A detailed timeline isn't necessary, but would be helpful.

5 BID TERMS & CONDITIONS & BILLING

5.00 Terms

In an Excel spreadsheet, please indicate payment terms including any early pay discounts and/or extended payment options.

5.01 Tax Exempt:

CCNY is waiting for the 501 (C) (3) number and therefore, according to our Attorney, is exempt from State & Local sales taxes as well as Federal Sales Tax [IRC 501 (c) (3)]. Certification will be provided to the successful bid.

5.02 Contract

Will your company require CCNY to sign any contract(s)? If so, what is the minimum length of time you'll accept?

5.03 Payment

List all accepted methods of payment. Payment will be received once the solution has been implemented and tested to the satisfaction of CCNY.

5.04 Billing Method

CCNY requires paper billing. Please disclose any added costs for mailed billing as well as alternative media offered.

5.05 Donations & Charitable Gifts Policy

Donations and Charitable gifts Policy. If your company offers charitable donations, please explain qualification criteria and overall policy.

5.06 References:

Provide Three (3) customer references of which CCNY will chose Two (2).