HARRISON ENGINEERING DEPARTMENT

Town/Village of Harrison
Alfred F. Sulla, Jr. Municipal Building
1 Heineman Place
Harrison, New York 10528

Michael J. Amodeo, P.E., CFM
Town/Village Engineer

October 16, 2023

Supervisor Richard Dionisio and
Members of the Town Board
Town of Harrison
1 Heineman Place
Harrison, New York 10528

E-8

**Re: G.I.S. (Geographic Information System) Support
eSpatiallyNewYork**

Dear Supervisor Dionisio and Members of the Town Board:

Town Board authorization is requested to hire eSpatiallyNewYork, LLC for technical support to supplement the Engineering Department's GIS division, at a cost not to exceed $15,000.00.

The Town's GIS is what is used to manage our public infrastructure data sets. It also manages data for all parcels within the Town, and is the basis for other informational and organizational systems internal to Town staff.

Funding for this contract is available in Account # 001-1440-100-0407.

Further, authorization is requested for the Purchasing Department to issue a Purchase Order payable to eSpatially New York, LCC at an amount not to exceed $15,000.00.

Respectfully submitted,

Michael J. Amodeo, PE, CFM
Town/Village Engineer

MJA/mep
Attachments

G:\GIS\TB Letter to Hire Sam Wear for GIS Support.docx

Sam Wear

eSpatiallyNewYork, LLC
5 Carol Lane
South Salem, NY 10590
(914) 469-8565
www.espatiallynewyork.com

Town of Harrison GIS Support

06 October 2023

Background

Recognizing the need to further expand the use of Geographic Information Systems (GIS) technology, the Town of Harrison Engineering Department has identified specific projects and areas where external support is needed to assist in building additional GIS capacity.

The Town of Harrison is fortunate to possess excellent geospatial data as a base to support and expand its GIS program. This includes the town's digital tax parcel dataset and selected infrastructure layers. Like other municipal government GIS programs across the county, local datasets are augmented by the County's planimetrics (100-scale) which are currently being updated from Spring 2023 aerial photography, a library of current and historical orthophotography, and oblique imagery captured in 2021. Westchester County GIS also publishes a wide-range of GIS content, including extensive environmental datasets, via web services and easily accessible to the town staff.

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GIS Support Priorities

Recent discussions with the Engineering Department have identified a series of initial tasks and functions as priorities. Specific tasks include the following:

- o Reconciliation of sanitary sewer infrastructure datasets. Currently

different datasets exist due to various CCT video inspection projets as well as geospatial data maintained in the engineering department. 'The final combined sanitary sewer system network will become the authoritative dataset which will be maintained by the engineering department. Additional work in this regard will focus on published the updated content/datasets for access on mobile devices.

o Confirming necessary ESRI ArcGIS licensing accounts and schedule recommended staff software training. While the ESRI desktop client (ArcGIS Pro) will continue to be an important geospatial software tool for engineering staff to be trained in, training for others should focus on the use of ArcGIS Online (AGOL) which is a basic GIS viewer and is intended for a wider audience. The consultant will coordinate with ESRI account managers for proper installation of the GIS software and assigning user accounts for engineering staff.

o Review and provide recommendations of street naming issues in the Silver Lake community in the area of Lake Street, Taylor Square and Veterans Memorial Drive to the Town Engineer. Several authoritative mapping datasets will be referenced.

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o Conduct initial discussions with the Town's IT consultant on identifying and establishing a common network location for a townwide GIS database.

o Review, inventory, and document of Town of Harrison geospatial datasets currently with Westchester County GIS. By extension of this effort, a short WebEx/demonstration on accessing Westchester County public facing web services for selected town staff is recommended.

This review will include a "plan" as to how individual datasets will up

maintained/updated with either in-house resources (including ESRI mobile applications), consultant deliverables, or County GIS updates (i.e., planimetrics, orthophotography).

- o As needed and identified, assist the Town Engineer with other town-wide geospatial/GIS development issues.

These proposed GIS support functions will be provided by Sam Wear (dba eSpatiallyNewYork, LLC) who led development of the Westchester County GIS program for over 30 years and in this capacity maintained a long and productive working relationship with the Town of Harrison.
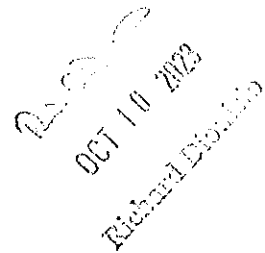
COMPENSATION

Sam Wear will provide all labor and services as part of this Time and Materials (T&M) agreement with the Town of Harrison, New York in a timely and professional manner to the satisfaction of the Town Engineer at a rate of $85/hour up to a maximum of $15,000. All proposed work will be done either online/virtually or onsite in the town engineering office. This proposed scope of work does not include programming or any application development work. Such required work will be identified, agreed upon, and contracted for seperately as determined by eSpatiallyNewYork and the Town Engineer.

Signed:

Sam Wear

Sam Wear
eSpatiallyNewYork, LLC
10/06/202

From:	Michelle Cusumano
Sent:	Tuesday, October 10, 2023 10:03 AM
To:	Laura Scotti
Subject:	Fw: Req for eSpatially Network
Attachments:	Sam Wear – eSpatially Network LLC – W-9.pdf; 407 • eSpatially Network LLC • Proposal for Work.pdf; 407 • Req • eSpatially Network LLC.pdf

From: Louise D'Onofrio
Sent: Tuesday, October 10, 2023 9:19 AM
To: Michelle Cusumano
Subject: FW: Req for eSpatially Network

Please have the Mayor approve this.

Kind Regards,

Louise D'Onofrio

Town-Village of Harrison
Purchasing Department
1 Heineman Pl.
Harrison, NY 10528
914-670-3045 (phone)
914-835-2588 (fax)
Purchasing@Harrison-ny.gov

From: Jack Aiello
Sent: Friday, October 06, 2023 3:06 PM
To: Louise D'Onofrio <ldonofrio@harrison-ny.gov>
Cc: Purchasing Mailbox <purchasing@harrison-ny.gov>; Michael Amodeo <mamodeo@harrison-ny.gov>
Subject: Req for eSpatially Network

All,
Please see attached. We'd like this to come out of fund 407.
All necessary paperwork is attached, including vendor's W-9. Please let me know if you need anything else.

Thank you,
Jack

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