



Statement of Work

For

Keith County NE

Project Name:

Creating an Annotation Layer

Prepared for Renae Zink, Keith County Assessor

Project No. 0286-026

May 4, 2021

EXECUTIVE SUMMARY

This Statement of Work outlines the Services to be performed and/or the Deliverables to be developed (the "Project") by GIS Workshop LLC doing business as gWorks ("gWorks") pursuant to and governed by that certain Master Services Agreement dated **April 11, 2018** (the "Services Agreement"), by and between gWorks and **Keith County, Nebraska** ("Client"). This Statement of Work will also set forth the scope of the Services, a description of the Deliverables, responsibilities for all parties, and the estimated fees. Any capitalized terms used, but not defined herein, shall have the meaning ascribed to it in the Services Agreement.

TERMS AND CONDITIONS

The terms of this SOW are governed by the Master Services Agreement dated April 11, 2018.

PROJECT OVERVIEW

gWorks will create Annotation Layers for Brule, Keystone, the Lake Area, Lemoyne, Ogallala, Paxton, Roscoe, and Sarben in Keith County, Nebraska. These Annotation layers provide additional detail for urban areas including lots and blocks. Once the layers are complete, they will be added to the existing layers on the Client's Assessor WebGIS Tab.

STATEMENT OF WORK

Based on available cadastral maps, gWorks will construct five separate Annotation Layers for the village of Taylor Manor and Huntly:

1. Lot with labeled with Lot Number
2. Lot Dimensions (based on the cadastral map, NOT GIS dimensions)
3. Lot Lines
4. Block labeled by Block Number
5. Subdivisions labeled by Name

The Annotation Layers will be created using an appropriate font typeface and size to represent the information in the traditional cadastral format. gWorks will utilize cadastral maps, plats, or surveys provided by the client to draw out the information above. The documentation provided by the city must include dimension of lots, lot numbers, and block numbers. gWorks will take the completed Annotation Layers and upload them to the Assessor Tab on the Keith County WebGIS.

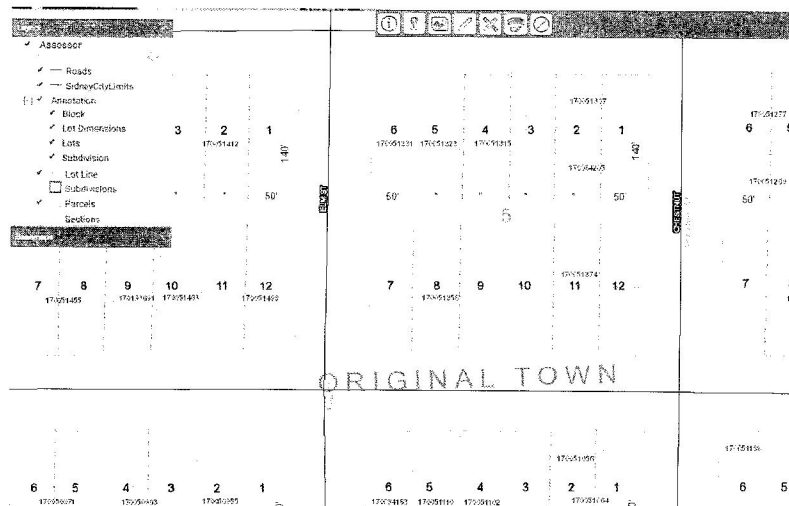


Figure 1: Annotation Layers added to the Assessor's Tab on the WebGIS.

SUPPORT & MAINTENANCE

gWorks will provide data maintenance of the Annotations Layer under the Client's current Standard Assessor GIS Maintenance Support, Project 0286-005 at an additional cost of \$2575 per year added onto that contract.

This SOW includes the Annotations Layers for the town listed above only. Any annexations or new cities, towns, or villages are not included in this SOW or its support, and their annotation will require a new SOW and additional costs will apply.

CLIENT RESPONSIBILITIES

The successful completion of this project can only be attained through the full cooperation of Client's staff. gWorks cannot be held responsible for delays caused by items that are the responsibility of the Client. gWorks expects the Client to provide and/or be responsible for the following:

1. All hardware and software purchases (under the direction of gWorks staff)
2. Provide other pertinent documents as deemed necessary, including hard cadastral and tax maps, subdivision plats, access to deeds, survey, and other sources as needed
3. Correcting property boundaries, where cadastral maps were incorrectly drafted
4. Assist in the clarification of any questions that may occur
5. Ongoing QA/QC with gWorks staff during GIS development process

PROJECT SCHEDULE

gWorks is ready to start the Client's Annotation Layer project upon receipt of signed contract and payment. Delivery will occur within eight (8) weeks following receipt of a signed contract for the project.

PRICING INFORMATION

Professional Services	Cost
Annotation Layer Creation for Brule	\$2,250
Annotation Layer Creation for Keystone	\$1,750
Annotation Layer Creation for Lake Area	\$12,500
Annotation Layer Creation for Lemoyne	\$2,250
Annotation Layer Creation for Ogallala	\$11,500
Annotation Layer Creation for Paxton	\$3,500
Annotation Layer Creation for Roscoe	\$1,000
Annotation Layer Creation for Sarben	\$1,350
<i>Client Discount (10%)</i>	<i>-\$3,610</i>
<i>Data Sale Proceeds</i>	<i>-\$672.40</i>
<i>All Layers Loaded onto the Assessors Tab & ArcGIS</i>	\$0
Total Cost*	\$31,817.51

Annual Maintenance	Cost
Annual Maintenance for Brule Annotation Layer	\$200
Annual Maintenance for Keystone Annotation Layer	\$175
Annual Maintenance for Lake Area Annotation Layer	\$750
Annual Maintenance for Lemoyne Annotation Layer	\$200
Annual Maintenance for Ogallala Annotation Layer	\$750
Annual Maintenance for Paxton Annotation Layer	\$250
Annual Maintenance for Roscoe Annotation Layer	\$100

Annual Maintenance for Sarben Annotation Layer	\$150
Total Annual Costs Due Now**	\$2575

*Client will use data sale proceeds to pay for a portion of this project.

** Annual costs are due on July 1st of each year. Client will be billed for the first July 1st annual period upon contract signing. Regular annual billing occurs thereafter.

~~Fees for all one-time professional Services are due and payable as follows: fifty percent (50%) will be due upon signature of this SOW and fifty percent (50%) will be due upon the completion of the project or on July 1, 2021, whichever is later. Any additional change orders will be billed on an individual schedule at the sole discretion of gWorks.~~

See Addendum

CHANGE ORDERS

Significant changes in, or additions to, this Statement of Work during the project that require additional consulting time from gWorks will require a Change Order to detail a revised Statement of Work. This will ensure that the changes to the Statement of Work are documented, and that both the Client and gWorks agree to the changes.

A Change Order reflects the new deliverables, activities, and budget for the remainder of the project. It amends the Agreement and Statement of Work from the date which is it signed. Payment for all hours worked and expenses incurred up to the date of the Change Order will be due at this time as they were stated in the original Agreement and Statement of Work. Additional time detailed in the Change Order will be billed at the gWorks fee structure in effect at the time of the issuance of the Change Order.

TERMINATION

This Statement of Work may be terminated with respect to any Service or Deliverable by mutual agreement of the parties. Upon termination, Client shall pay gWorks for all Services performed and Deliverables delivered up to and including the date of termination. Annual fees are nonrefundable. Client will also be subject to an early termination fee. These post-termination obligations shall survive the termination of this SOW, to the extent applicable.

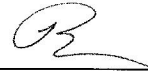
COUNTERPARTS

This SOW may be executed in any number of counterparts with the same effect as if all parties had signed the same document, and all counterparts shall be construed together and shall constitute the same instrument. Delivery of an executed counterpart of a signature page to this SOW by facsimile or other electronic means shall be effective as delivery of an original executed counterpart of this SOW. By signing and initialing any parts of this SOW, the signer attests that he or she has the authority to sign on behalf of their organization.

IN WITNESS WHEREOF, the parties hereto have executed this Statement of Work (Project No. 0286-026) as of the date written below.

Agreed to and Accepted by:

gWorks

Sign: 

By: Tyson Larson

Its: VP of Client Success

Date: 05/04/2021

Keith County NE

Sign: 

By: Corey Crandall

Its: Chairman

Date: 5-12-21

Client Contact for gWorks Project Manager for data requests:

Name: Renae Zink

Title: County Assessor

Phone: (308) 284-8045

Email: rzink@keithcountyne.gov

Client Point of Contact for Accounts Payable:

Name: _____

Title: _____

Phone: _____

Email: _____

Addendum to page 4 of GWORKS Contract for Annotations Layer *

Profession Service fees are due upon % complete and invoiced to the Keith County Assessor with 85% of the project completed by June 15, 2020 and 15% will be due upon the completion of the project or on August 1, 2021, whichever is later. Additional change orders will be billed on an individual schedule at the sole discretion of gWorks.