

RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND ASHTABULA COUNTY AUDITOR

WHEREAS, Jake Brand, Director of the Department of Planning and Development, has presented a professional service agreement for the approval of the Board, to-wit:

Scope: Professional services to assist with GIS related professional services on an as needed basis

Parties: Ashtabula County Auditor, 25 West Jefferson St. Jefferson, Ohio 44047

Cost: Not to exceed \$5,000.00 annually

Term: Upon signing year from signed agreement until December 31, 2023

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement, as noted above, is approved in accordance with the copy now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2023-151

March 07, 2023

**RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT BY AND
BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND
ASHTABULA COUNTY AUDITOR**

Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.

VOTE:

**Casey R. Kozlowski
Kathryn L. Whittington
J.P. Ducro IV**

**Aye
Aye
Absent**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio



Ashtabula County Auditor David Thomas

25 West Jefferson Street
Jefferson, Ohio 44047-1092
Phone: 440-576-3783 ~ Fax: 440-576-3797
auditor@ashtabulacountyauditor.org

Agreement for G.I.S. Services

This agreement is between the Ashtabula County Auditor's Office (Auditor) and the Ashtabula County Department of Planning and Development (hereinafter referred to as ACPD) to provide services related to mapping and G.I.S.- related activities. The scope of work and services to be provided is described as follows:

1. Store all ACPD geographic features and asset metadata (images, inspection history, etc.) on the GIS Server and/or the Auditor's ArcGIS Online organization account.
2. Conduct routine data maintenance and offer technical support to any ACPD employee
3. Provide access to GIS department's enterprise portal and ArcGIS Online services, including Survey123, Workforce, Field Maps, Navigator, etc.
4. Prepare or assist with the development of web maps applications/surveys for both viewing and editing web applications. Additional maps, both physical and web-based, will be created upon request.
5. Make available GNSS collecting equipment, including the Trimble R2 and its component parts and provide training.
6. Regularly revisit goals and objectives to maintain quality through monthly status and planning meetings.
7. The Auditor's Office will make every effort to accommodate the wishes of the ACPD.
8. The Auditor's Office shall not be responsible for any errors in any data provided by the ACPD.
9. An ESRI ARC license is included at cost provided by ESRI at \$765.

Should at any time the scope of work or service change, either party may request a meeting to discuss the scope of work and service being provided. Also address any potential cost changes that may need to be addressed.

The term of the agreement shall begin upon execution of this agreement and is in effect until December 31st, 2023. The agreement may be extended following an annual review with both parties agreeing before December 30th, 2023. At any time during the term, either party may request a meeting to discuss a change in scope, services and cost of the agreement.

The cost (not to exceed \$5,000 (inclusive of the ESRI license)) is \$50 per hour and will be invoiced monthly.

SIGNATURES


David J. Thomas
Ashtabula County Auditor

Casey Kozlowski
President, Board of Commissioners

Signature Page

Agreement Title: Agreement for G.I.S. Services

Approved as to Legal Form Only:

By:  _____
Colleen M. O'Toole,
Ashtabula County Prosecutor

Contact: Lisa Hawkins, Clerk

Dated: _____, 2023