



Request for Information

Digital Zoning Management System

The City of _____ is seeking information and details from vendors on innovative and integrated _____ Land Use and Zoning Ordinance/Bylaw solutions that may be able to prepare and publish zoning information based on references to related City policies.

The purpose of this Request for Information (RFI) is to seek information on available technologies. No award will result from this RFI.

The responses received from this RFI will assist to gather information in support of understanding new or innovative solutions and may lead to further seeking clarification through a request for a brief presentation from respondents.

This is an opportunity for potential vendors to respond with their ideas or solution offerings that will help _____ understand what types of products exist in the industry and determine requirements for _____ business.

1. Introduction

This Request for Information ("RFI") is issued by _____ for the purposes of gathering information about the marketplace in order to assist in the determination of future purchasing options or requirements. Respondents are asked to respond and to provide the information requested below.

2. Information Requested

2.1 Scope of the RFI

The _____ is in the process of renewing the Land Use and Zoning Ordinance/Bylaw and is exploring the current technological options for preparing and publishing Zoning Information to maintain its related policies as well as plan for future technological developments.

Based on the submission received from this RFI from interested respondents, _____ may request a brief overview presentation of the available technology and obtain clarification on the information provided as part of respondent's submission to the RFI.

2.2 Current System

The _____ maintains regular updates to the Land Use and Zoning Ordinance/Bylaw that contains the rules and regulations for the development of land. In the current system, the components that facilitate land development are the text component and the map component. The Land Use and Zoning Ordinance/Bylaw, in both its components, is available as a Portable Document Format (PDF) document from the website. The two (2) components are independently published and prove challenging for reference by _____ customers.

2.3 Requested information

Respondents are asked to provide information to assist with the following:

- Gain knowledge of the solutions in the marketplace;
- Obtain demonstrations on proven technologies;
- Obtain a general understanding of warranty, service, parts replacement timelines and product lifecycle; and
- General information on servers, back-up locations and company security protocols.

Respondent should provide the following information:

2.3.1 Company Background

- a) Company name and representative contact information; and
- b) Company profile.

2.3.2 System Description

Respondent should provide general information in sufficient detail for _____ to gain knowledge in the following areas:

1. Provide a description of your solution responding, and not limited, to the following:
 - a) The ability to manage zoning information;
 - b) The ability to perform zoning checks;
 - c) The ability to prepare, review and manage diverse zoning configurations and scenarios;
 - d) The ability to review zoning details and conduct property search;
 - e) The ability to search for zoning related codes;
 - f) The ability to perform a search for development opportunities or research development potential of land;
 - g) The ability to manage codes;
 - h) The ability to review integrated code and map related zoning information;
 - i) The ability to conduct analysis on transit-oriented-development scenarios;
 - j) The ability to visualize zoning information in 3D “built-form”

2. Describe any product-feature advantages employed or will be employed in two (2) to five (5) years that aid in the resiliency or effectiveness over other competing solutions;
3. Considering that data migration of information from legacy electronic documents, and integration to corporate system-of-record(s), would be critical to considering a new system, describe the process for data preparation, data migration and how _____ can ensure no loss of data integrity;
4. Describe the system's or solution's ability to interface with existing systems or platforms; Indicate technical requirements for each option; and
5. Provide network requirements (if needed) for extending system to other sites.
6. If appropriate, provide general information of referenced customers currently using your systems. Information may include location, length of the agreement, size of the agency and equipment or systems being used.

2.4 Pricing Estimate

The _____ is requesting a non-binding, high-level understanding of pricing including the supply, implementation/installation, operation, maintenance and support of a digital zoning management system for information purposes only.

The City requires pricing estimates from respondents on:

- Estimated initial implementation cost;
- Estimated hardware and software costs;
- Estimated annual costs for subscriptions and/or maintenance and support;
- Estimated cost of any individual components for future implementation considerations; and
- Estimated upgrade cost for version upgrades and/ or service cost for a cloud solution.

