



Application

93274 - FY2021 Montana Land Information Act Grant Application - Final Application

95111 - Conduct a Pilot Project, partnering with the Montana State Library and other stakeholders, in order to implement NSGIC's Geo-Enabled Elections Best Practices

MSL Montana Land Information Act Grant

Status: Submitted Submitted Date: 02/18/2020 3:01 PM Submitted By: Haley Velk

Applicant Information

Primary Contact:

Name:* Ms. Haley Velk
Salutation First Name Middle Name Last Name

Title:

Email:* hvelk@blainecounty-mt.gov

Alternate Email

Address:* PO Box 576

420 Ohio Street

* Chinook Montana 59523
City State/Province Postal Code/Zip

Phone:* 406-357-3310
Phone ***** Ext.

Alternate Phone

Fax: 406-357-2199

Comments:

Organization Information

Name:* Blaine County

Organization Type:

Organization Website: Blaine County

Address:* PO Box 576
 420 Ohio Street

* Chinook Montana 59523
City State/Province Postal Code/Zip

Phone:* 406-357-3569

Ext.

Alternate Phone 406-357-3569

Fax:

Email address hgustitis@blainecounty-mt.gov

Alternate Email

Comments:

Applicant Organization and Contact Information

Type of Governmental Entity:* Any city, county, or other division of local government

Name of Agency/Entity:* Blaine County
Department:* GIS
Division/Section (if applicable):
Mailing Address:* PO Box 576
City:* Chinook
County:* Blaine
Zip Code:* 59523
Organization's Main Phone Number:* 406-357-3310
Organization's Fax Number: 406-357-2199

Primary Point of Contact

Salutation:* Ms.
Contact Name:* Savannah Wendeln
Contact Title:* Deputy Clerk and Recorder and Election Clerk

What is the contact's defined role in the proposed project:* Co-manager with Haley Velk
Max 250 characters

Before completing the MLIA Grant application, the designated point of contact must read and understand the fiscal year 2021 Montana Land Information Act Grant Packet in its entirety.

Has the primary point of contact read the fiscal year 2021 Montana Land Information Act Grant Packet in its entirety?* Yes

Authorization Letter

Please attached signed authorization letter here as a PDF document:* Blaine County Authorization Letter.pdf

Proposal Information

The applicant must identify one grant priority that the proposed project will address.

Identified Grant Priority:* 1.4. Integrating GIS Into the Planning and Preparation for Geo-Enabled Elections

Please indicate whether or not the proposed grant is part of a multi-year proposal. If it is, please identify the intended total number of years for the project and the current year of the project. After clicking "yes" below, you will see text boxes appear in which you can enter the required information about the multi-year project.

Multi-Year Proposal:* No

Please list the person(s) who prepared this grant application.

Proposal Prepared By:* Haley Velk & Savannah Wendeln

Executive Summary:*

Please provide an executive summary of the proposed project.

There is a 3,000-character limit for the executive summary.

Blaine County will be partnering with the Montana State Library and other stakeholders, in order to conduct a pilot project aimed at implementing a best practice and workflow for Geo-Enabled Elections at both the local and statewide levels.

Relevance

Relevance to the FY2021 Montana Land Information Plan:*

In this section, please:

1.) Describe how the proposal meets the purpose of the Montana Land Information Act: to develop a standardized, sustainable method to collect, maintain, and disseminate information; and

2.) Clearly demonstrate how the proposal meets the defined FY2021 Montana Land Information Plan Priority.

There is a 3,000-character limit for the relevance narrative.

Blaine County has been working on establishing an integrated and collaborative GIS program within the county for about five years now. We have been leveraging MLIA funding to help us achieve this goal. We would like to continue this by applying for funding this year in the Tier 1 Grant Priorities category of Integrating GIS into the Planning and Preparation for Geo-Enabled Elections.

We understand that this is a pilot project that will start a coordinated effort between the Montana State Library and additional counties. The projects focus will be implementing the National States Geographic Information Council's Geo-Enabled Elections best practices the best way in Montana rural jurisdictions. We will be working with Erin Fashway, State GIS Coordinator, to create a well documented process utilizing state best practices.

Public Benefit

Public Benefit:*

In this section, please describe why and demonstrate how the grant project will:

1.) Benefit a specific MSDI theme;

2.) Enhance the land information needs of multiple agencies or jurisdictions; and

3.) Benefit the citizens of Montana.

There is a 3,000-character limit for the public benefit narrative.

Blaine County's proposed project will have numerous benefits to local, regional and state government offices, as well as associated benefits to the public at large.

By completing this project, Blaine County will benefit from our proven processes and become an example, and a resource, for other counties in the State of Montana of how to prepare and improve GIS data.

Continued development of geographic information systems that support ongoing government workflows and build GIS capacity as a whole county.

The data and workflows created in this project will be contributed to the Montana Spatial Data Infrastructure administrative boundaries and structures and addresses frameworks along with the Secretary of State's Election Software. The GIS layers created will benefit the elections, 911 and other county and state departments.

Primary Project Manager Contact Information

Salutation:* Ms.
Name:* Savannah Wendeln
Title:* Deputy Clerk and Recorder/Elections Clerk
Email Address:* swendeln@blainecounty-mt.gov
Phone Number:* 406-357-3240

Secondary Project Manager Contact Information

Salutation:* Ms.
Name:* Haley Velk
Title:* Emergency Manager/911-Rural Addressing Coordinator
Email Address:* hvelk@blainecounty-mt.gov
Phone Number:* 406-357-3310

Organizational Capability

Organizational Capability:*

There is a 4,000-character limit for the organizational capability narrative.

At the present time we do not have a stand-alone GIS department. Blaine County uses a joint effort of their, Emergency Manager/911-Rural Addressing Planner, Deputy Clerk and Recorder/Elections Clerk, IT, Mosquito and Weed Department and the Road Department Personnel. They have worked on the development of base geographic data layers that support local information needs and support activities including, but not limited to, land use planning, infrastructure, and asset management along with Support Geographic Information Systems for Public Safety, Emergency Management, Disaster & Emergency Services Operations, and Community Resilience Planning.

A Long Term GIS department staff goal has been to build a county GIS program and plan for future use of GIS on a county wide level. We have been accomplishing these goals with the assistance of the successful FY 2015 and FY 2018 MLIA grants. Through the FY2015 grant, our department completed 50 weeks of training and capability building. In FY2018 and FY2019, we worked with a consultant to improve and maintain our road centerline and Site/Structure Address Point Layer, Public Safety Answering Point (PSAP) boundary, and Authoritative Boundary layers in preparation for the Next Generation 9-1-1(NG9-1-1) implementation.

Blaine County currently proposes the use of their on call local consultant, Foxtail Solutions, to ensure timely and accurately assistance of this pilot project's goals.

Project Management

Project Management:*

There is a 10,000-character limit for the project management narrative.

1. The structure of the Blaine County GIS department is such that we utilize employees from multiple county departments to create a unique group with a wide range of knowledge and ideas. This project will be a collaborative management effort between the Emergency Manager/911-Rural Addressing Planner & the Deputy Clerk & Recorder/Election Clerk. Haley Velk, Emergency Manager/911-Rural Addressing Planner, has been with Blaine County for 17 years. She started and completed the initial Enhanced 911 project. Her current title is the Emergency Manager which includes Disaster and Emergency Services Coordinator, Rural Address and 911 Coordinator. Haley also served as the project manager for the successful Blaine County FY 2015 and FY 2018 MLIA grant. Haley has no formal GIS trainings, however, does have seventeen years on-the-job knowledge and experience of GIS. Her on the job knowledge and experience includes: three years of basic ArcGIS classes through the cabin fever program at MSU-Northern, 50 weeks of training and capability building funded by our successful FY 2015 MLIA grant, and a basic ArcMap course taught by Geodata Service State Transportation Framework project in 2002, Rural Addressing/Enhanced 911 in 2003-2005, upkeep of Rural Addressing/Enhanced 911 data with our Consultant, State Right of Way Project and Transportation Asset Data Collection with the County Transportation Director. She has working knowledge of Trimble Juno SB's, ArcGIS Desktop, ArcGIS Online, Collector App and ArcPad. Savannah Wendeln, Deputy Clerk & Recorder/Election Clerk, has been an employee of Blaine County of six years. During her time at Blaine County she has worked with the GIS department beginning with the initial MLIA FY 2015 grant and completed the 50-week training and capability building. She has four years of experience working in the Commissioner's office & Road Department where she learned to coordinate and organize multiple offices and projects through both offices. Savannah has been an Election Clerk for six years and has vast knowledge of the current Secretary of State's election system, MT Votes, and has had some exposure to the building and capabilities of the new election system, BPro, set to launch in 2021. She has already created an online application for voter's within Blaine County that is available through ArcGIS online.
2. Blaine County has a current working relationship with the Montana State Library. This relationship has been successful throughout our previous successful MLIA grants, as well as, collaborative work with the 2010 redistricting process. A long-term GIS department staff goal has been to build a county GIS program and plan for future use of GIS on a county wide level. We have been accomplishing these goals with the assistance of the successful FY 2015 and FY 2018 MLIA grants. Through the FY2015 grant, our department completed 50 weeks of training and capability building. In FY2018, we worked with a consultant to improve and maintain our road centerline, Public Safety Answering Point (PSAP) boundary, and Authoritative Boundary layers in preparation for the Next Generation 9-1-1(NG9-1-1) implementation.
3. Blaine County has a current professional service contact for GIS with Foxtail Solutions, LLC. Shane Fox has over 20 years of professional experience in GIS, project management & data analysis. We currently have a not to exceed agreement with Foxtail Solutions for professional services for \$5000.00. This is currently budgeted in our GIS budget and the County will agree to furnish \$2500.00 towards the MLIA FY 2021 grant. The remaining \$2500.00 will be utilized for other county projects and trainings that will be decided later. We propose that the grant match our \$2500.00 for the use of Foxtail Solutions during the Integrating GIS into the Planning and Preparation for Geo-Enabled Elections.

Contractual Services

Does the applicant intend to hire a consultant to perform Yes

work on the proposed project?*

Name of consultant company/organization: Foxtail Solutions LLC

Primary contact at company/organization: Shane Fox

Invoicing Methodology

Please Attach Sample Invoicing Documents:* Blaine County Service Agreement 2.14.2020.pdf

Scope of Work

Scope of Work:*

Please observe the following requirements and guidelines for completing the scope of work narrative:

Formatting, Writing, and Mandatory Form Requirements for this Section:

1. Refer to all hired or potential consultants/contractors as "consultant." Do not use individual or company names, e.g., Raster & Vector GIS Firm.
2. The following format is required for labeling goals, objectives, and tasks:
 - a. All goals must be numbered, e.g.: Goal 1: Improve GIS for County XYZ.
 - b. All objectives must be numbered in order and include their overarching goal, e.g., Objective 1.1: Complete an MLIA Grant Application.
 - c. All tasks must be numbered in order and include their overarching goal and objective, e.g., Task 1.1.1: Create a Web Grants User Profile.
3. Collecting Survey Control – Applicant must submit the "MLIA Proposed Survey Control Point Collection" form, provided in the MLIA Grant Application Packet, to identify the proposed collection.
4. The applicant is required to submit the "MLIA Grant Project Timeline." Please use the template provided below to complete the timeline.

Goals and Objectives – List the project goal or goals and objectives. Goals are separate and distinct from objectives. Project goals should be broad and provide a general statement of the project purpose. Each goal should have at least one measurable objective. Each objective should describe a specific outcome of the project and when this outcome will be achieved.

Tasks – Tasks must be described in chronological order necessary to accomplish the work under each objective. This description must provide sufficient detail to show that the tasks are achievable and will accomplish the objectives stated in the application. The description also should provide detail concerning the specific results of each task.

1. All equipment purchases must be listed as separate tasks. Each equipment purchase must be clearly described and include specific justification how the purchase will help achieve the applicant's goals and objectives.
 - a. Equipment purchases must comply with section 90-1-411 (1), MCA: "Money in the account may be used only for the purposes of this part, including purchasing technology to assist in collecting, maintaining, or disseminating land information and funding the budget required under 90-1-410."
2. Please refer to the MLIA Grant Compliance Section of the MLIA Grant Application Packet for GIS Project Planning Grants eligible expenditures and activities.
3. Please refer to Appendix B of the Montana Land Information Act Grant Packet for requirements for collecting survey control.

There is a 15,000-character limit for the scope of work narrative.

The list below comes from the NSGIC's document: "Raising Election Accuracy and Efficiency with GIS Best Practices in Brief"

Goal 1: Conduct a Pilot Project, partnering with the Montana State Library and other stakeholders, in order to implement NSGIC's Geo-Enabled Elections Best Practices.

Objective 1.1: Convene a Team of Specialists

Task 1.1.1: Collaborate with the Montana State Library and other stakeholders to implement Geo-Enabled Elections for the county.

Task 1.1.2: Attend a kick-off Meeting beginning of the fiscal year in Helena (July 2020).

Task 1.1.3: Present at MAGIP – in Bozeman (April 2021).

Task 1.1.4: Final Pilot Meeting – in Helena (May or June 2021).

Objective 1.2: Collect & Sustain a Countywide Voting Unit GIS Layer

Task 1.2.1: Create and test workflow to contribute data to the Montana Spatial Data Infrastructure and Secretary of State's Election System.

Objective 1.3: Implement a Geocoding Strategy

Task 1.3.1: Develop one GIS address layer to meet the needs of elections, 9-1-1, and other county business.

Task 1.3.2: Create and test workflow for contributing address data to the Montana Spatial Data Infrastructure and the Secretary of State's Election System.

Objective 1.4: Assemble Best Available Contextual GIS Layers

Task 1.4.1: Identify key data layers needed to support Geo-Enabled Elections.

Task 1.4.2: Gather the available identified key data layers.

Task 1.4.3: Create a plan for developing unavailable key data layers.

Objective 1.5: Define & Implement Data Validation Processes

Task 1.5.1: Develop a methodology to validate elections data with GIS layers.

Project Schedule and Timeline

Project Timeline:* Blaine County Project Timeline .xlsx

Proposed PLSS Collection

Is the proposed project for the sole purpose of collecting new survey control data? No

Project Deliverables

Deliverable:	Deliverable Type:	Explanation:	Related Project Task:	Completion Date:
Voting precincts layer that meets MSDI Standards	Databases	Blaine County Voting precincts layer that meets MSDI Standards	1.2.1	06/30/2021
Validate Address layer to meet MSDI Standards	Databases	Validate current Address layer used for 911 to make sure it meets the need of Elections and meets MSDI Standards.	1.3.1, 1.3.2	06/30/2021
Report outlining findings of Pilot Project	Documentation (Workflow, Training Materials, Etc.)	Report outlining the findings of our project that will include best practices and workflows to be implemented for Geo-Enabled Elections.	1.5.1, 1.1.4	06/30/2021

Budget Narrative

Budget Justification Narrative:*

Budget Narrative -- Applicant must clearly state the assumptions used to develop the proposed budget, including all sources of contracted and subcontracted cost estimates. If the applicant's share is to be considered in-kind funds, the source of those in-kind funds must be documented. Matching in-kind funds must be specific to the project and be fully justified. They may be monetary or in other forms such as staffing, infrastructure, or technology support. All funding sources listed in the subsequent budget forms must be fully explained. If grant funds are to be distributed to multiple funding recipients through contractual agreements or other means, those must be explained in the narrative.

Funding Partners and Required Statements of Support -- All funding partners, funding sources/recipients, must be identified. Statements of support are required for each identified funding partner. Any funds pledged to this proposal must be reflected in the statements of support. Statements of support must be provided in the Funding Partners form of the application.

Matching Funds -- Matching funds—either cash or in-kind—are not required by the MLIA Grant Program. However, matching funds from the applicant and any funding partners do demonstrate the applicant's commitment to the proposed project. Therefore, applicants proposing higher levels of matching funds will be scored more highly than applicants pledging little or no matching funds.

There is an 8,000-character limit for the budget narrative.

Consulting work with Foxtail Solutions has already been set up with Blaine County and will continue through the grant period. Blaine County staff will work with Foxtail Solutions for continued technical assistance, consulting and project work. The work he will be doing will focus on the outlined scope of work for our MLIA grant in addition to continued training, technical assistance and work on the county plat book and NG-911 data. These services will not exceed \$5000.00, with the county contributing the amount of \$2500.00 as county cash match for this project.

Blaine County will be contributing in-kind funds to the project through staffing cost for all the participants to accomplish this project at a cost of \$3865.27. In addition to \$1400.00 for travel and training expenses.

We are requesting grant funds of \$3900.00. To cover contract payment, training and travel.

Budget Tables

Is the proposed project for a No

GIS Project Planning Grant?*

MLIA Grant Budget Summary Table (Required for All Applicants)

Please attach the completed "MLIA Grant Budget Summary" table as a PDF document in the field below.

MLIA Grant Budget Summary Table:* Blaine County Budget Summary Table.xlsx

MLIA Grant Detailed Budget (Required for All Applicants Except GIS Project Planning Grant Applicants)

Please attach an "MLIA Grant Detailed Budget" table as a PDF document.

MLIA Grant Detailed Budget: Blaine County Detail Budget Table.xlsx

MLIA Funding Request Summary

Category	Requested MLIA Funds
Personnel (including fringe benefits)	\$0.00
Travel	\$1,000.00
Equipment	\$0.00
Supplies & Materials	\$0.00
Contractual	\$2,500.00
Other	\$400.00
Totals	\$3,900.00

Funding Partners

Name of Contact:	Name of Agency:	Street Address:	City:	County:	Zip Code:	Contact Email Address:	Contact Phone Number:	Funding Partner Pledged Cash Amount:	Funding Partner Pledged In-Kind Amount:	Statement of Support:
Dolores Plumage	Blaine County Commission	420 Ohio St	Chinook	Blaine	59523	dplumage@blainecounty-mt.gov	406-357-3250	\$3,900.00	\$3,865.27	Blaine County Statement of Support.pdf

Project Sustainability

Project Sustainability Narrative:*

There is a 3,000-character limit for the sustainability narrative.

The proposed project is a pilot project we will understand how to implement Geo-Enabled Election for the county when it is complete. We have tested workflows and methodology to assist us with keeping the project maintained. We will be collaborating with the Montana State Library on this project so they will be involved from start to finish. We will make sure that what we develop for workflows and methodology get submitted to the Montana Spatial Data Infrastructure and the Secretary of State's Election System.

A Long-Term goal of Blaine County is to continue to grow and build our county GIS program and plan for future use of GIS on a county wide level. We have been accomplishing these goals with the assistance of the successful FY 2015, FY 2018 and FY 2019 MLIA grants. We have also worked outside of these grants to make sure we sustain the capabilities we have gained. We have worked with our commissioners to set up and fund a GIS Department. We have been to multiple trainings and have brought in training to the county. We have encouraged all departments with any GIS needs to participate in these trainings. We also have worked with our local contractor to bring us training and be our on call technical assistance.

Renewable Grant Accountability

Fiscal Year 2020 MLIA Grant Cycle

Please indicate whether or not the applicant was awarded an MLIA grant for state fiscal year 2020. If the applicant did receive a grant for fiscal year 2020, please provide a written narrative of the grant project. After clicking "yes," you will see a text box appear in which you can enter the written narrative.

Did the applicant receive an MLIA grant in fiscal year 2020?* No

Fiscal Years 2016-2019 MLIA Grant Cycles

Please indicate whether or not the applicant was awarded any MLIA grants during state fiscal years 2016-2019. Please select "yes" for any of the following applicable years. After clicking "yes," you will see a text box appear in which you can enter a written narrative explaining the grant project. In the text box, please provide a written narrative for each grant awarded, outlining the successes and failures of the grant. Explain how tasks, timelines, and deliverables of the project were or were not met. Demonstrate how past project failures will ensure future successes.

Did the applicant receive an MLIA grant in fiscal year 2019? Yes

FY2019 MLIA Grant Summary:

There is a 2,500-character limit for the narrative.

Blaine County's project for FY2019 was to update and standardize its existing Site/Structure Address Point Layer in preparation for the Next Generation 9-1-1(NG9-1-1) implementation and will reflect the National Emergency Number Association (NENA) standards. The data will also be disseminated to the State Library to be integrated into the structure and address theme within the Montana Spatial Data Infrastructure (MSDI). This project falls within the FY2019 Land Information Plan Priority of Public Safety and Emergency Response, Next Generation 911, Addresses.

Blaine County recieved an extention on this grant. We found it difficult when coordinating with multiple jurisdictions on verification and validation of addresses. We also found that the site structure addresses used by others were often outdated or missing. We learned that coordination of projects will need to be done before hand. We will be completing this project within the timeframe for our extention.

Did the applicant receive an MLIA grant in fiscal year 2018? Yes

FY2018 MLIA Grant Summary:

There is a 2,500-character limit for the narrative.

Blaine County's FY2018 was to access, improve, and maintain our road centerline, Public Safety Answering Point (PSAP) boundary, and Authoritative Boundary layers in preparation for the Next Generation 9-1-1(NG9-1-1) implementation and will reflect the National Emergency Number Association (NENA) standards. In the process of reviewing and editing the current road centerline layer the County will be able to verify the accuracy and standardize the data, as well as add new attribute fields. Such fields might include access type, surface class, and ownership type. This will help the County resolve current road data issues regarding public access, road ownership, and road maintenance questions received from our stakeholders. By updating the current road centerline data layer the County will be able to offer information that is more accurate and reliable to the public as well as improve public safety as the process prepares us for Next Generation 911. We will also be establishing maintenance workflows for our Geographic Information Systems (GIS) map data to ensure updates are made in an effective manner. In turn, our project will improve the quality of data in the statewide MSDI transportation layer which will be shared with the Montana Department of Transportation.

Blaine County worked with Geo-Comm, Inc. (GeoComm) on this project to accomplish accurate GIS datasets for Next Generation 9-1-1 (NG9-1-1). We also were able to update our road layer to help assist our commissioners and county road department when assisting the public on what are county roads and then also surface type on those roads. The road layer is also used in the maps the county sells to the public. We completed this project on time with no issues. We have taken the road file we had created and have continued to refine it for county use also.

Did the applicant receive an MLIA grant in fiscal year 2017? No

Did the applicant receive an MLIA grant in fiscal year 2016? No

BLAINE COUNTY COMMISSIONERS

Dolores Plumage, Chair
Frank DePriest
Miles G. Hutton

P.O. Box 278
(406)357-3250

Chinook, Montana
59523-0278

February 18, 2020

Erin Fashoway
State GIS Coordinator
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Ms. Fashoway,

This letter serves as my authorization of the FY2021 MLIA grant application submitted by Haley Velk on behalf of Blaine County. I have read the application in its entirety, and I certify that the information and all statements in the application are true, complete, and accurate to the best of my knowledge. I further certify that Blaine County is committed to funding its share of the project, including both pledged applicant cash and pledged applicant in-kind, as stated in the proposed project budget. I further certify that the proposed project, should it be approved for MLIA funding, will comply with all applicable state, local, and federal laws, regulations, and standards. Blaine County authorizes the Montana State Library to publish the contents of this application and to use the contents of this application for training, promotional, or other purposes. Finally, I certify that I am (by my signature) authorized to enter into a binding agreement with the Montana State Library to obtain a grant if this application receives approval.

Blaine County Commissioners

Attest:

Absent
Dolores Plumage, Chair

Tammy Williams
Tammy Williams, Clerk & Recorder

Frank DePriest
Frank DePriest, Commissioner

Miles G. Hutton
Miles G. Hutton, Commissioner



PROFESSIONAL SERVICES AGREEMENT

This agreement made this 1st day of February 2020, by and between Blaine County, Montana hereinafter called the Buyer, and Foxtail Solutions, LLC, hereinafter called the Consultant.

Purpose: The purpose of this agreement is to provide GIS assistance to the Buyer on a cost and materials basis for task orders submitted by the Buyer to Foxtail Solutions, LLC.

The parties to this Agreement in consideration of the mutual covenants and stipulations set out herein agree as follows:

Section 1. Term: The term of this Agreement shall be from 02-01-2020 to 6-30-2021, unless otherwise terminated or formally extended in writing. Either party may terminate the agreement with thirty days written notice. The Consultant will be paid for documented work accomplished prior to termination. The effective date of this Agreement is the last day of signing by all parties.

Section 2. Liaison: The liaison representatives for the respective parties to whom all communication concerning the Agreement shall be directed are Haley Velk, Blaine County, 420 Ohio Street, Chinook, MT 59523, (406) 357-3310 and Shane Fox, Foxtail Solutions, LLC., P.O. Box 1372, Chinook, MT 59523, 406-207-0217. A change of the liaison representative(s) for either party will require notification of the change to the other party within 15 days of the effective date of change.

Section 3. Scope of Work: The scope of work for tasks to complete will be defined by the Buyer and relayed to the Consultant via e-mail. The Consultant will document the work completed on these tasks on invoices submitted for payment of services provided. For larger project task orders, the Buyer may request a task order on the scope of work description.

Section 4. Payment for Services: Buyer shall pay the Consultant for the performance of the work as described in the Scope of Work Section of the Agreement at a rate of \$65 per hour for labor. If travel is required, mileage will be reimbursed at the rate of \$0.575/mile, per diem will be reimbursed at the rate of \$25/day, and lodging will be reimbursed at the actual rate. Payment will be made within 30 days of receipt of an approved invoice. Total payment for all tasks completed under this professional services agreement will not exceed \$5,000.

Section 5. Insurance: The Consultant is required to maintain primary insurance coverage against claims for injuries to persons or damages to property, which may arise from work under this project.

Section 6. Independent Consultant: The Consultant will be considered an independent Consultant and not an employee of the Buyer. The Consultant must acquire Workers Compensation coverage or the appropriate exemption.

Section 7. Confidentiality Agreement: Unless otherwise authorized in writing by Buyer, Consultant shall keep all information relating to this Agreement and Work hereunder confidential. Consultant shall not disclose or release any information, news release, public announcement, advertisement or other such publicity concerning this Agreement, or the Work performed hereunder to any third party without the express approval of Buyer

Section 8. Law and Venue: Any action at law or suit in equity, or judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the courts of the State of Montana. This Agreement shall be governed by the laws of the State of Montana, both as to interpretation and performance. In the event of litigation concerning the terms of this Agreement, venue shall be in Blaine County, Montana.

This represents the entire agreement between the Buyer and the Consultant. Any changes hereto must be made in writing and executed by both parties.

By: Blaine County

Signature: Solrus Phunage

Title: Commissioner, Chairperson

Date: 2-14-2020

By: Shane Fox

Signature: Shane Fox

Title: Owner, Foxtail Solutions, LLC.

Date: 02-1-2020

BLAINE COUNTY COMMISSIONERS

Dolores Plumage, Chair
Frank DePriest
Miles Hutton

P.O. Box 278
(406)357-3250

Chinook, Montana
59523-0278

February 18, 2020

Grant Review Subcommittee
Montana Land Information Advisory Council
PO Box 201800
Helena, MT 59620-1800

To Whom It May Concern,

On behalf of Blaine County, we are writing this letter in support of the Blaine County GIS Department's application for your Fiscal Year 2021 Montana Land Information Act Grant.

These grant funds will be utilized by the Blaine County GIS Department to conduct a Pilot Project, partnering with the Montana State Library and other stakeholders, in order to implement NSGIC's Geo-Enabled Elections Best Practices. This collaboration will have numerous benefits to local, regional and state government offices, as well as associated benefits to the public at large. Blaine County continues to promote the development of geographic information systems that support ongoing government workflows and build GIS capacity as a whole county.

Thank you for your consideration of our support of the Blaine County GIS Department's application for a Montana Land Information Act Grant.

Blaine County Commissioners

Attest:

Absent
Dolores Plumage, Chair

Tammy Williams
Tammy Williams, Clerk & Recorder/Election
Administrator

Frank DePriest
Frank DePriest, Commissioner

Miles G. Hutton
Miles G. Hutton, Commissioner

