

Regional Basemap Committee

NOTICE OF SPECIAL MEETING AND AGENDA

Thursday, April 3, 2025 - 3:00 p.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Technology Services Large Conference Room
Building C, Second Floor, Suite C220**

MEMBERS

Jon Walker, Chair, City of Sparks
Gary Zaepfel, Vice-Chair, Washoe County
Eric Friedlander, City of Reno
Kevin Gorges, NV Energy

Alternates

Jacob Fausett, City of Reno
Paulo Vandenberg, Washoe County
Sean Chambers, City of Sparks
Vacant, NV Energy

This meeting will be held at the physical location listed above and via teleconference, as provided below.

This is an in-person meeting. However, Committee members and members of the public may attend this meeting by teleconference via this [Teams Meeting link \(Meeting ID: 270 876 443 69, Passcode: SU29hL6E\)](#), or by telephone by dialing 775-325-0620 and entering Conference ID: 714 728 360#. Please note: The Teams Meeting link option will require a computer or phone with internet access or the Microsoft Office product "Teams" application and with audio capabilities.

Committee Website: http://www.washoecounty.gov/gis/board_committees/regional_basemap/index.php

Agenda

- 1. CALL TO ORDER AND ROLL CALL** [Non-Action Item]
- 2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE** [Non-Action Item]. DDA Trent Ross
- 3. PUBLIC COMMENT** [Non-Action Item] – Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Regional Basemap Committee agenda.
- 4. ELECTION OF OFFICERS** [For Possible Action] - A discussion and possible action to nominate and elect the Regional Basemap Committee Chair and Vice-Chair from among the Basemap Committee members to serve until the first meeting of 2026
- 5. APPROVAL OF DECEMBER 12, 2024, MEETING MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
- 6. BASEMAP COMMITTEE FUND UPDATE** [Non-Action Item] – An informational update on the status of the Basemap Committee fund. Quinn Korbolic – Washoe County Technology Services.



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7. AERIAL IMAGERY ACQUISITION SERVICES REQUEST FOR PROPOSAL UPDATE

[Non-Action Item] - An informational update and presentation on the status and results from Request for Proposal (RFP) 3263-24, which sought a vendor to provide updated digital orthophotography imagery and digital elevation data products.

RFP 3263-24 resulted in proposals from three vendors which were ranked based on technical and cost criteria by a three-member vendor selection committee. Two vendors, Sanborn Map Company, Inc., and EagleView were asked to present follow-up presentations regarding their RFP responses. Six options were then considered by the vendor selection committee, as follows:

1. Sanborn (entire contract) for \$526,766.36
2. EagleView (entire contract) for \$1,071,900.00
3. Sanborn (nadir imagery, contours, digital elevation model) for \$306,835.32
4. EagleView (nadir imagery, contours, digital elevation model) for \$767,700.00
5. Sanborn (oblique imagery, viewer licensing) for \$224,131.04
6. EagleView (oblique imagery, licensing) for \$325,200.00

The vendor selection committee recommends that the Regional Basemap Committee select options 3 and 6. Gary Zaepfel – Washoe County Technology Services.

8. SELECTION OF VENDOR(S) AND USE OF BASEMAP FUNDING FOR IMAGERY ACQUISITION SERVICES – BASED ON REQUEST FOR PROPOSAL (RFP) 3263-24

[For Possible Action] – A review, discussion and possible action to select a vendor(s) and approve the use of Basemap Committee funds to obtain updated digital orthophotography imagery and digital elevation data products from among the six options listed above in agenda item #7. The Regional Basemap Committee may select a single vendor or a combination of vendors, which selection shall be forwarded to the Washoe County Board of County Commissioners (“BCC”) with a recommendation for the BCC to enter into a contract(s) with the selected vendor(s). The vendor selection committee recommends that the Regional Basemap Committee recommend a contract with EagleView, 25 Methodist Hill Dr., Rochester, NY 14623, in an amount not to exceed [\$325,200.00] for oblique imagery and licensing; and a contract with The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920, in the amount not to exceed [\$306,835.32] for nadir imagery, contours, and digital elevation models.

9. REGIONALLY SIGNIFICANT DATA [For Possible Action] – A review, discussion, and possible action to designate specific geospatial data including, but not limited to, tax assessor parcels and E911 addresses as regionally significant. Discussion topics may include, but are not limited to, categorizing additional geospatial data that may be considered regionally significant, delineating data maintenance responsibilities, public access availability, and data distribution channels. Quinn Korbolic – Washoe County Technology Services.

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10. REGIONAL BASEMAP COMMITTEE MEMBER OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS [Non-Action Item] – No discussion among committee members will take place on this item. The next scheduled meeting is set for Thursday, June 12, 2025, at 10:00 a.m.

11. PUBLIC COMMENT [Non-Action Item] – Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Regional Basemap Committee agenda.

12. ADJOURNMENT [Non-Action Item]

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**Posting of Agenda.** Pursuant to NRS 241.020(4)(b), the Agenda for the Regional Basemap Committee has been posted at the Washoe County Administration Building, 1001 East Ninth Street, Reno, Nevada; and has been electronically posted at <https://notice.nv.gov> and Regional Basemap Committee ([https://www.washoecounty.gov/gis/board\\_committees/regional\\_basemap/index.php](https://www.washoecounty.gov/gis/board_committees/regional_basemap/index.php)).

**How to Get Copies of Agenda and Supporting Materials.** Copies of this agenda and the supporting materials for the items on the agenda, provided to the Regional Basemap Committee, are available to members of the public at the County's Technology Services office at 1001 E. Ninth Street, Building C, Suite C220, Reno, Nevada 89512 or by emailing Sharon Neville, [sneville@washoecounty.gov](mailto:sneville@washoecounty.gov) (230 Edison Way, Reno, Nevada 89502) or Sara DeLozier, [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov) (1001 E. Ninth Street, Building C, Suite C220, Reno, NV 89512); and are also posted on the County's website at: [http://www.washoecounty.gov/gis/board\\_committees/regional\\_basemap/index.php](http://www.washoecounty.gov/gis/board_committees/regional_basemap/index.php)

**Possible Changes to Agenda and Timing.** The Regional Basemap Committee may consider items on the agenda out of order, may combine two or more agenda items for consideration, may remove an item from the agenda, or may delay discussion of an item on the agenda at any time. The consent agenda is a single agenda item, is considered as a block unless otherwise requested by a Committee member and will not be read aloud.

**Public Comment.** Public comments are welcomed during the Public Comment periods at the beginning and end of the meeting for all matters, whether listed on the agenda or not. Additionally, public comment specific to the action item will be heard during individual action items on the agenda. Public comments are limited to three (3) minutes per person per comment period. Persons may not allocate unused time to other speakers.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Teams, log into the Teams Meeting at the link on the first page of this notice of meeting and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press \*5 to raise your hand to speak. Press \*6 to mute/unmute.

Additionally, persons are invited to submit public comments in writing by emailing Sharon Neville at [sneville@washoecounty.gov](mailto:sneville@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on April 2, 2025, to the Committee members prior to the meeting.

**Forum Restrictions and Orderly Conduct of Business.** The Regional Basemap Committee conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly,

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efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Responses to Public Comments.** The Regional Basemap Committee can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Regional Basemap Committee. However, responses from Committee members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure the public has notice of all matters the Regional Basemap Committee will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Washoe County staff action or to ask that a matter be listed on a future Regional Basemap Committee meeting agenda. The Regional Basemap Committee may do this either during the Public Comment item or during the following item: **“REGIONAL BASEMAP COMMITTEE MEMBER OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS** (Non-action item).”

**Special Accommodations.** Persons with disabilities who require special accommodations or assistance (e.g., sign language, interpreters or assisted listening devices) at the meeting should notify Washoe County Technology Services, Sharon Neville ([sneville@washoecounty.gov](mailto:sneville@washoecounty.gov), 775-858-5901) or Sara DeLozier ([sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov), 775-328-2350), 48 hours before the meeting.