

**VIRGIN ISLANDS  
WATER AND POWER AUTHORITY**



**GEOGRAPHIC INFORMATION SYSTEM  
Request for Proposal  
PR-07-22**

**NOTICE TO BIDDERS  
November 2, 2021**

**ADDENDUM NO. 3**

**Section 4.7 Clarifications**



## Section 4.7 clarifications

r. Review, **map**, and provide recommendations for current Job Processing to maintain GIS. During and after field collections are completed, contractor shall work with VIWAPA staff to ensure **mapping of job orders done during the duration of project**. An example of such work includes

- New meter installs
- Line Installs
- Pole Installs
- Transformer Install
- Device Installs

There are an average of 250 electrical jobs orders produced each month (100 STX, 100 STT, 50 STJ) that will need to be reviewed to ensure mapping is done in new GIS inventory. Most of these jobs should be completed during contractors field collection. Timestamp and location referencing is essential to track and ensure all areas and job orders are processed into the new GIS.

For items not captured during field collection. contractors will use data from VI WAPA job order completion packages. Items provided to assist with mapping includes Naviline Job Order instructions printout and Staking sheet from Partnersoft Field Designer. See sample attached ***“VIWAPA\_Sample staking sheet”*** the following pages. Also, any special project completed during duration of project and GIS/supporting data is provided, contractor is expected to help process into new GIS inventory.

During this process, contractor is expected to get familiar with our Job Order process, make recommendations to update, and provide training on approved updated processes.

l. ***“Contractor shall provide training on new GIS upgrade.”*** During the process of mapping job orders in new GIS while working with WAPA, the necessary training should be schedule to finalize GIS project. Documentation and training should be done on the following

- Setup of New GIS (database locations, schemas, table-joins, credentials, editing capabilities, links, pictures, etc.)- with GIS Admin
- Note automated scripts such as database updates and exports (Staker to Job Order system vice versa, export for Job Status WebMap, etc)- with GIS admin
- Staking process with updated GIS features and approved recommended process changes (with staking engineers)
- Overview of New GIS with general WAPA staff

u. ***“Develop and/or Configure Approved data in Accounting/Staking Interface”***

- a. Add crew/labor unit, material stock numbers, Avg price field to units/materials in Partner Field Designer
- b. Link Units/Material list with accounting/pricing database