

**Delaware Spatial Data I-Team**  
**Room 112 Tatnall Building**  
**Dover, DE**  
**1:00 p.m.**  
**January 4, 2002**

**Meeting Minutes**

**I-Team Members Present:**

Connie Holland, Office of State Planning Coordination  
Tim Westbrook, New Castle County  
Nathan Hayward, DelDOT  
N.V. Raman, DNREC (for Nicholas DiPasquale)  
John Callahan, UD/RDMS (for Dick Sacher)  
Sandy Schenck, DGS

**I-Team Members Absent:**

Thomas Jarrett, State CIO  
Reed Macmillan, Kent County Planning  
Dennis Norwood, Sussex County

**Others Present:**

Mike Mahaffie, Office of State Planning Coordination

**Welcome and Introductions**

Connie Holland began the meeting with introductions.

**Approval of Minutes**

A motion was made by Nathan Hayward, seconded by Sandy Schenck, and unanimously carried by all members present, to accept and approve the minutes of November 8, 2001

**Orthophotography Project - Action Item**

Mike Mahaffie gave an update on the progress of the orthophotography project. He explained that the Request for Proposals went out in October and there was a pre-bid conference in November. Five bids were received.

The technical review group met on December 5, 2001 to narrow the projects to three based on quality of bids and the capacity to perform the project. Mike stated that there was a follow up meeting on December 20, 2001 to allow members of the technical review group to ask specific questions of several of the vendors. Mike stated that based on their discussion, the technical group has recommended EarthData based on quality, capacity and expertise. He stated that the technical group also suggests changing the scale of the project to from 1:1,200 to 1:2,400 with the possibility of using a dual-scale approach in some areas.

Mike identified confirmed and possible funding partners for the project. Connie stated that she

and Mike met with Lee Ann and they were assured that this project was a priority of the Governor's office. She further stated that they had discussed not asking the counties for money to help fund the project, however, no offers would be turned down.

Nathan Hayward asked what this project would accomplish. Tim Westbrook stated that this project would give GIS users the best base for geographic coverages. Mike Mahaffie stated that it was a common base map for all GIS applications in the state. Sandy Schenck stated that this is one of the framework layers that has been identified and but the current scale is 1:24,000. He further stated that this new orthophotography would be much better and it would act as a base layer upon which all other layers are built.

Nathan asked what else it would show – roads, property, etc. Mike stated that it would give accurate measurements of impervious surfaces. Connie stated that it would also show the build-out of subdivisions, help with comprehensive plans, show loss of forested lands, etc.

Tim Westbrook stated that this detailed scale is needed to work with the parcels. He stated that all agencies using GIS needed a base map so that once all layers were in place, everything would fit together. Tim further stated that this scale is the same or close to those used in every state.

Vince stated that specifically to transportation, the scale of the existing photography (1997) is unable to pick up sidewalks, etc. This new scale would show sidewalks as well as wetland mitigation sites.

Mike Mahaffie stated that there was a pilot program built in.

Nathan asked Mike to repeat his confirmed fiscal partners. Mike stated that OSPC had \$100,000, DNREC has 150,000, the coastal program had offered \$80,000 and New Castle County had offered \$50,000.

Sandy stated that the information would be available on-line and that RDMS would likely host the site.

Nathan Hayward asked if the new aerials would compare to those already in use. John Callahan stated that if both sets were at the same scale they would match up. Mike stated that they are hoping to set the standard for data so that all data could be matched. Mike further stated that many offices use many different types of software and the DGDC and I-Team are working to connect those bridges.

Nathan asked if the DGDC mandate allows them to set the standard. Tim stated that the I-Team should set the standards recommended by the DGDC.

Sandy stated that the first phase of setting standards was to set the framework and that has been done. He noted that by making data available to those that use it to alleviate everyone having different data sources that don't fit together. He stated that the I-Team should set the standard for the entire GIS community to follow. Tim noted that the other eight layers need this layer.

Sandy stated that continuous maintenance of all layers was needed. He stated that he would like to see the I-Team set a line item in the budget for maintenance of the layers.

Tim Westbrook stated that he is willing to dedicate \$50,000 in his budget each year for this project.

Nathan stated that contributions should come from all agencies that use the data.

Mike Mahaffie stated that if the State can provide this information to those who do GIS, the State will get back better data from those users.

Nathan Hayward asked if EarthData would be willing to do a contract that would set up this fly over and another fly over in five years for a set price. Nathan also asked if this would fit into the RFP that was already done. Tim stated that he did not think another bid would be necessary.

Nathan stated that if a standard is adopted, we might be able to lower the unit price by guaranteeing the company the next round and spreading the payment out. Nathan noted that we would have to see if the RFP gives us the flexibility to do this.

Nathan stated that if a two-part contract can be negotiated DeIDOT, would be willing to pay ½ the contract cost up front or the State could take what is already encumbered for the project to pay upfront and they will make sure the half the cost is covered. Nathan stated that if this could not be done, Mike should get what money he can and DeIDOT would make up the difference. Nathan stated that he would like to see the State negotiate with Earthdata to pursue a contract whereby the State agrees to use their services for two rounds, one now and another in five years with ½ of the money now and the balance spread out in payments

A motion was made by Nathan Hayward, seconded by Tim Westbrook and unanimously carried by all members present to have Connie Holland or her designee, with the assistance of the technical committee, negotiate with Earthdata.

#### **Draft Problem Statement**

Mike Mahaffie presented a draft problem statement (attached) for the I-Team to review for approval. A motion was made by Sandy Schenck; seconded by John Callahan and unanimously carried by all members present to accept the problem statement as written.

There being no further business, the meeting was adjourned.