City of Maryville
Purchasing Department
406 W Broadway Ave Maryville, TN 37801-4710

Addendum 1

Solicitation Number: 2027-04, Aerial Imagery and Photogrammetry Services for Maryville, TN

Addendum Date: October 15, 2026

Opening Date: October 27, 2026 @ 2:00 p.m. Eastern Time

Questions/Answers:

Q #1: May a prime vendor use a disclosed specialist subcontractor for aerial acquisition, photogrammetric processing, or imagery hosting? If so, what approval information is required with the proposal?

A #1: Yes. A prime vendor may use subcontractors for aerial acquisition, photogrammetric processing, or imagery hosting, provided each subcontractor is disclosed in the proposal. The prime vendor is the sole point of contact with Maryville and remains fully responsible for all work, deliverables, schedule, and accuracy, including work performed by subcontractors.

- Identification: Legal name, address, and years in business.
- Scope of work: The specific tasks the subcontractor will perform (acquisition, processing, hosting, QA/QC, or other) and the approximate percentage of the total contract value.
- Qualifications: A summary of the subcontractor's technical capabilities including relevant project experience, at least three public-agency references for the work the subcontractor will perform, and resumes of key personnel.
- Prime Accountability**:** A statement confirming that the Prime Vendor retains primary contractual responsibility and liability for all subcontracted work, quality assurance, and project timelines.

Q #2: Please provide the AOI shapefile and Blount County 100 Index Grid, including any required boundary buffer or overlap.

A #2: The shape file will be sent to those who request it as per Section 1.1 of the RFP.

Q #3: Is there a minimum required ASPRS horizontal accuracy class or maximum RMSEH, or will vendors' proposed classes be evaluated comparatively?

A #3: Proposals will be evaluated comparatively based on proposed accuracy, technical methodology, and overall value. Maryville does not identify a minimum ASPRS horizontal accuracy class or a maximum RMSEH value. Vendors should clearly state their anticipated maximum horizontal RMSE (RMSEx, RMSEy, or RMSEr) at the 95% confidence level for the final deliverables and their methodology for achieving these results.

Q #4: What dates are required for preliminary hosted imagery access and final acceptance-ready deliverables in each acquisition year? Is March 15 the capture deadline only?

A #4: The City would prefer that access to preliminary imagery be available within 2-4 weeks of the final capture, and that the final deliverables be delivered within 60-90 days of final imagery capture. March 15th is the deadline for imagery capture.

Q #5: Please confirm whether January–February is the target capture period and March 15 is the permissible final capture date. Are leaf-off, cloud, snow, shadow, or other acquisition conditions prescribed?

A #5: Yes, those dates are correct. Yes, leaf-off, cloud, snow, shadow, and/or other acquisition conditions are prescribed.

Q #6: How many users and organizational accounts require viewer/plugin access? Must hosting, support, and access to all acquired imagery continue throughout the full six-year term?

A #6: The vendor shall identify how its firm handles user accounts for its desktop plugin and web-based imagery access, i.e., unlimited users or concurrent use access for a specified number of users with a maximum number of named users. Yes, hosting, support, and access to all acquired imagery shall continue throughout the full six-year term.

Q #7: Which ArcGIS Pro versions must the plugin support, and must all stated measurement and comparison functions operate directly within the plugin? What authentication/security requirements apply?

A #7: Current ArcGIS Pro version is 3.5.x. and enterprise version is 11.5. Yes, the measurement/comparison functions identified in the RFP should be available within the plugin. It is assumed that the end user, whether they access the hosted imagery via an ArcGIS Pro plugin or a web-based SaaS product, will need to enter credentials to access the imagery.

Q #8: Does the 30-day City convenience termination provision supersede the 60-day either-party cancellation provision? If termination occurs after accepted acquisition delivery but before the second installment, how is the unpaid balance treated?

A #8: No. The 60-day termination provision will apply.

Q #9: Please confirm the email should contain one technical/administrative PDF and one separate cost PDF, including cost itemization. What attachment-size limit applies?

A #9: That is correct. There is a 50GB file size limit.

Q #10: Please provide the referenced insurance checklist or confirm that a vendor-prepared coverage matrix is acceptable. Please clarify acceptable evidence for the $1M third-party bond/employee dishonesty coverage.

A #10: Remove the Insurance Checklist requirement and replace with Certificate of Insurance. Proposers will be required to submit the COI naming the City of Maryville as additionally insured. The dishonesty coverage should be listed on the Certificate of Insurance with the required amount of coverage.

Q #11: Should optional costs be stated per acquisition, annually, or for the six-year term? What unit should be used for individual planimetric feature prices?

A #11: Per acquisition. The individual planimetric features should be priced based on the cost to acquire it per acquisition.

Q #12: Please confirm offline oblique delivery format, required imagery use/export rights, and access or data-transfer requirements at contract expiration.

A #12: The successful vendor shall provide access to oblique imagery in ArcGIS Pro via an add-in and in AGOL/ArcGIS Portal web applications via an API and/or widgets.

Q #13: How many references and written reference letters/forms are required, and are letters for a proposed approved subcontractor acceptable?

A #13: Proposers should provide 3 references detailing projects they have completed within the last 5 years.

Q #14: What Tennessee professional or business licenses must be demonstrated for the proposed aerial imagery and photogrammetry services?

A #14: If the vendor identifies that they will establish new ground control points for this project, the individual performing this work should be a registered land surveyor in the state of TN, or a registered land survey in a state that shares reciprocity with the state of TN.

Q #15: Please confirm whether schedule durations should use business or calendar days and whether explicit milestone dates are acceptable.

A #15: Calendar days and explicit milestone dates are acceptable.

End of Addendum

Jay Garrison
Purchasing/Contracts Manager
City of Maryville