



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** June 10, 2025

**DATE:** Friday, June 06, 2025

**TO:** Board of County Commissioners

**FROM:** Regional Basemap Committee Vice-Chair, Gary Zaepfel  
Technology Coordinator, Technology Services  
775-328-2349, [gzaepfel@washoecounty.gov](mailto:gzaepfel@washoecounty.gov)

**THROUGH:** Quinn Korbolic, IT Manager, Regional Services, Technology Services

**SUBJECT:** Recommendation to award, on behalf of the Washoe County Regional Basemap Committee member agencies (Washoe County, City of Reno, City of Sparks and NV Energy), Washoe County Bid No. 3263-24 for orthoimagery and elevation contour products over a three-flight acquisition schedule in the years 2025, 2027, and 2029 to The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920; and to approve and execute an agreement for such services in the amount not to exceed [\$306,835.32]. (All Commission Districts)  
**FOR POSSIBLE ACTION**

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### **SUMMARY**

Recommendation to award, on behalf of the Washoe County Regional Basemap member agencies, Washoe County Bid No. 3263-24 for orthoimagery and 2-foot elevation contour products to The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920, in the amount not to exceed [\$306,835.32].

The multi-year award covers the acquisition and purchase of orthoimagery and elevation contour products in 2025, and orthoimagery in 2027 and 2029. Primary funding for the award will be provided with financial support from the Regional Basemap Committee member agencies, in addition to funding sources from imagery and contour data sales. The voting members of the Regional Basemap Committee include the three local government agencies and a private entity (NV Energy) whose yearly membership dues help fund the acquisition of regionally significant spatial data, including aerial imagery and elevation contours, on a consistent update schedule.

The Regional Basemap Committee is responsible for administering the aerial imagery and elevation contour products vendor selection process through the use of a Request for Proposal (RFP) for services and a vendor selection committee. The selection committee reviews and scores the vendor responses to the RFP based on technical, cost, and presentation criteria, and then submits a vendor procurement recommendation to the Regional Basemap Committee for approval. If the vote to accept the selection

**AGENDA ITEM # \_\_\_\_\_**

committee's recommendation passes a simple majority, the Regional Basemap Committee submits the recommendation to the Board of County Commissioners for final approval.

**Washoe County Strategic Objective supported by this item:** Fiscal Sustainability

### **PREVIOUS ACTION**

On May 21, 2019, the Board contracted with Pictometry International Corporation on behalf of Washoe County and the member agencies (City of Sparks, City of Reno and NV Energy), as well as the Washoe County Assessor's Office, to update orthoimagery, oblique imagery, and 2-foot contour products in Washoe County areas (Bid No. 3068-19). The company fulfilled the contract and delivered high quality products on schedule.

On January 26, 2016, the Board contracted with Geophex, Ltd. on behalf of Washoe County and the member agencies (City of Sparks, City of Reno and NV Energy) to update orthophotography and 2-foot contour products in Washoe County areas (Bid No. 2943-16). The company fulfilled the contract and delivered high quality products on schedule.

On February 14, 2006, the Board contracted with Mapcon Mapping Company, Inc. on behalf of Washoe County and the member agencies (City of Sparks, City of Reno, Sierra Pacific Power Company, Carson City and Douglas County) to update orthophotography, 2-foot contour, and building footprint products in Washoe County, Carson City, and Douglas County areas (Bid No. 2507-06). The company fulfilled the contract and delivered high quality products on schedule.

On July 13, 2004, the Board contracted with Sanborn Map Company, Inc. on behalf of the Regional Basemap Committee and Douglas County to update the orthophotography and create a 2-foot contour product of the Truckee Meadows and Douglas County areas (Bid No. 2428-04). The company delivered the end products on a delayed schedule.

On December 11, 2001, with approval from the Washoe County Purchasing Department and the Regional Basemap Committee, Triathlon Mapping Group, Inc. was awarded a single source/original bid per NRS 332.115 to update the orthophotography and 2-foot contour products for Washoe County. The company fulfilled the contract and delivered high quality products on schedule.

On February 22, 2000, the Board contracted with Nies Mapping Group, Inc. (later renamed as Triathlon Mapping Group) on behalf of the Regional Basemap Committee to update the orthophotography and create a 2-foot contour product of the Truckee Meadow areas (Bid No. 2213-2000). The company fulfilled the contract and delivered high quality products on schedule.

On October 21, 1997, the Board contracted with Great Basin Aerial Surveys, Inc. on behalf of the Community Development Department to acquire digital orthophotography for Bid Item #1, Southern Washoe County (Bid No. 2015-98). Bid Item #2, northern Washoe County, was rejected due to costs exceeding the budgeted amount. The company fulfilled the contract and delivered high quality products on schedule.

## **BACKGROUND**

Orthoimagery, elevation contour data, and oblique imagery are used by Regional Basemap Committee member agencies, which currently includes the City of Sparks, City of Reno, Washoe County and NV Energy. Other local agencies (or departments) utilizing orthoimagery, elevation data, and oblique imagery include the Truckee Meadows Water Authority, and the Washoe Regional Transportation Commission, the Washoe County Assessor's Office, as well as planning, development, and technology firms and the public. Uses include remote property assessment, code enforcement, preliminary development design, planning, Geographic Information Systems analysis, change analysis, and general mapping.

On June 23, 1998, the Board adopted an inter-local agreement with the cities of Sparks and Reno, creating the Regional Basemap Committee to implement digital submission standards; provide on-going review and update of the standards; implement procedures to enhance the parcel base; densify ground control; and coordinate on-going acquisition of digital orthophotography throughout Sparks, Reno and southern Washoe County. Since then, orthoimagery projects were executed in the years 2000, 2001, 2004, 2006, 2016, and 2019.

On December 11, 2018, the Board adopted a revised Regional Basemap Committee inter-local agreement with the cities of Sparks and Reno and NV Energy. The interlocal agreement sets a goal for regional agencies to pool funds to obtain aerial imagery and contour data every two and three years, respectively.

On November 11, 2024, RFP # 3263-24 was issued by the Washoe County Purchasing Department on behalf of the Regional Basemap Committee to seek a vendor or vendors to update orthoimagery, oblique imagery, and elevation contour products in support of ongoing development of Washoe County's digital land base.

A three-person vendor selection committee commissioned by the Regional Basemap Committee reviewed and scored the RFP responses using technical and cost criteria, and a follow-up presentation and additional cost analysis. (*See Attachment A*). Please note that the final score used to determine the winning response was the score derived after the cost review. (*See Attachment A*). Due to the intended use of the products requested in the RFP, the vendor selection committee recommended that Pictometry International Corp. dba EagleView be awarded a contract to provide the oblique imagery in the years 2025, 2027, and 2029; and that The Sanborn Map Company, Inc., be awarded a contract to provide the orthoimagery and elevation contour products in year 2025, and orthoimagery products in the years 2027 and 2029. A vote to forward the two vendor recommendations to the Board of County Commissioners was passed unanimously by the Regional Basemap Committee.

## **FISCAL IMPACT**

Budget authority exists in FY25 for the initial FY25 professional services payment [\$47,890.53]. Payments in subsequent fiscal years will be incorporated into annual budgeting processes with a total agreement cost of not to exceed [\$306,835.32] from the Regional Basemap Committee (IN20012), Professional Services (710100). The outlays necessary to fulfill the Sanborn contract are outlined by fiscal year in table 1 below.

*Table 1*

	FY25	FY26	FY27	FY28	FY29	FY30	Total
First Project	\$47,890.53	\$71,835.79					\$119,726.32
Second Project			\$38,433.20	\$57,649.80			\$96,083.00
Third Project					\$36,410.40	\$54,615.60	\$91,026.00
Total	\$47,890.53	\$71,835.79	\$38,433.20	\$57,649.80	\$36,410.40	\$54,615.60	\$306,835.32

### **RECOMMENDATION**

It is recommended that the Board award Washoe County Bid No. 3263-24 for orthoimagery and elevation contour products over a three-flight acquisition schedule in the years 2025, 2027, and 2029 to The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920; and approve and execute an agreement for such services in the amount not to exceed [\$306,835.32]. (All Commission Districts.)

### **POSSIBLE MOTION**

Should the Board agree with Staff's recommendation, a possible motion would be: "Move to award, on behalf of the Washoe County Regional Basemap Committee member agencies (Washoe County, City of Reno, City of Sparks and NV Energy), Washoe County Bid No. 3263-24 for orthoimagery and elevation contour products over a three-flight acquisition schedule in the years 2025, 2027, and 2029 to The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920; and approve and execute an agreement for such services in the amount not to exceed [\$306,835.32]."

## Attachment A

Scoring of RFP # 3263-24 (Orthophoto Mapping Products) Responses	Digital Mapping Inc	EagleView	Sanborn Map Company
<b>Criteria</b>			
Technical	65.16	68.55	67.55
Cost	83.50	87.88	90.83
Total	148.66	156.43	158.38
Presentation		69.55	67.55
Cost Review (Final score used)		87.88	90.83