EDCFSC Project Information Request Form

Associate Council: _____

_____ Are you requesting general community outreach information? *(Residents of a community)*

Or
_____ Are you requesting information for a specific project for your council?

If specific project:
1. Name of Project:

2. Description of Project: *(Roadside Brushing, Shaded Fuel Break, Tree Mortality + Location)*

3. Map of project area if available:

Requested Date to Receive Information: _____

Information Requested:

_____ FSC Parcel Map (includes):
    FSC Boundary Line
    Parcel Information
- Boundary Lines
- Assessor's Parcel Number (APN)
- Situs Address (House Number)
- Street Names
- Owner Name
- Owner Mailing Address
- Parcels are color coded to show developed, vacant and unassigned parcels *(see legend)*

_____ Excel Sheet of Parcel Data including owner information.

_____ Mailing Labels (Available from Paul, Parcel Quest and ED County)
    County fees: Charge by the hour and for the media. Current rates are $60/hr. Most label requests can be done within an hour and include a map of the parcels selected, an excel spreadsheet, and labels formatted for Avery 5160 output. Label print charge is 10 cent per sheet. Individual can also go to gem.edcgov.us/ugotnetextracts and download county parcel base which contains the owner information needed to produce labels, this is free, but individual has to do the work.

_____ USPS Every Door Direct
    (Available at USPS website https://www.usps.com/business/every-door-direct-mail.htm)

EDCFSC Fee Schedule: *(Councils have annual $300.00 Project Support funds available).*

Labor: $51.00 per hour. Typical map creation will probably average about 2 hours per map for an estimate of about $102.00 dollars. This includes both the electronic version (PDF or JPG) and the print version. Sales tax on the print version is required.

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<u>Printing:</u> Large format color printing (plotting) is $4 per square foot. Example: 42" x 54" map is just under 16 square feet, so about $64. Price will be variable dependent on size.

<u>Spreadsheet:</u> Spreadsheet data is produced from the parcel maps. Estimated time to extract map data into spreadsheet format is approximately 90 minutes producing an estimated cost of $75.00. We have set a standard configuration (see spreadsheet sample). Different data configuration spreadsheets are possible, but cost may vary.

<u>Labels:</u> Mailing labels are produced using the spreadsheet list in Microsoft Word. Council is to review the spreadsheet and select which records they need for labels. Estimated charge is ½ hour labor plus the cost of the blank labels. Councils could produce labels themselves using the spreadsheet as the list and the Microsoft mail merge feature.

Notes:
LAN line phone numbers, mobile phone numbers and email addresses are not available from public resources.

The above services do not preclude Councils utilizing ArcGIS online. Paul's assistance would probably be required and fee's may be incurred. ArcGIS is a subscription service and may not be renewed.

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