



# Proposal for Lexington-Fayette Urban County Government Information Technology Consulting and Technical Services

**RFP-5-2021**

March 30, 2021

**Submitted By:**

Swova

418 Highland Ave

Fort Mitchell, KY 41017

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March 30, 2021

Mr. Todd Slatin  
Director, Division of Central Purchasing  
Lexington-Fayette Urban County Government  
200 East Main Street, 3<sup>rd</sup> Floor  
Lexington, Kentucky 40507

RE: Transmittal Letter – Lexington-Fayette Urban County Government RFP-5-2021 Response

Dear Mr. Slatin:

Swova is pleased to submit this proposal to Lexington-Fayette Urban County Government (LFUCG) for Information Technology Consulting and Technical Services from a highly skilled team from Swova.

Swova, established in 2004, is an Esri Business Partner and maintains a small, 100% women-owned business status. We possess extensive experience with the design, development, implementation, operation, and support of systems built upon Esri's ArcGIS system. Our experience with ArcGIS since its beta release in 1999 has allowed Swova professionals to become experts in the design and implementation of ArcGIS solutions for our clients.

Swova is committed to the success of your GIS enterprise implementation and its success throughout the LFUCG organization. Our highly skilled team has the experience necessary for your project success and we will work with the LFUCG staff in a collaborative manner to plan, design, develop, and implement each component requested and required for the IT consulting and technical services contract.

We look forward to working with you. Should you have questions related to our experience and proposed services, please do not hesitate to give me a call at 859.250-3187 or to send me an email at [angie@swova.com](mailto:angie@swova.com).

Sincerely,

A handwritten signature in black ink that reads "Angie Jennings". The signature is written in a cursive, flowing style.

Angie Jennings  
President  
Swova

## Section 1: Introduction

This section provides a company introduction, point of contact, and office locations.

### 1.1 About Swova

Swova is a nationwide leading provider of GIS consulting services, development services, and solutions. Our extensive enterprise GIS experience provides the critical knowledge necessary to ensure your GIS implementation success. Our areas of expertise: web GIS, web services, ArcGIS Enterprise, mobile apps, custom application development, database development, and transfer of knowledge. We provide our clients top notch support services and custom applications that meet the exact needs and requirements of each client. We are proud of the relationships that we build with our clients and the specialized service that we provide to them. Our customers can leverage our expertise with enterprise GIS, relational database systems, Esri’s platform, and application development to help incorporate enterprise GIS into business processes seamlessly and successfully. With office locations in the St. Louis, Missouri area and Fort Mitchell, Kentucky, we are positioned to provide Lexington-Fayette Urban County Government (LFUCG) high quality professional services and solutions. Swova operates as an S Corporation and is 100% employee owned.

<b>Understand Your Requirements</b>	Corporate Name:	<i>Swova</i>
	Corporate Address:	<i>418 Highland Avenue, Ft Mitchell, KY 41017</i>
<b>Align Our Solution</b>	Corporate Phone Number:	<i>859.250.3187</i>
	Year Established	<i>2004</i>
	Years in Business:	<i>17</i>
	Geographic Reach:	<i>United States</i>
<b>Apply Qualified Professionals</b>	Minority/Women-Owned:	<i>Women-owned</i>
	Website:	<a href="http://www.swova.com"><u>www.swova.com</u></a>
	Partners:	<i>Esri</i>

Swova looks forward to assisting LFUCG with our GIS professional and development services. We have proven client successes. We do not develop or provide off-the-shelf products or solutions. This uniquely qualifies us to work with LFUCG on your specific needs and requirements to determine the optimum workflow, process, configuration, and development path to meet your immediate and long term GIS needs.

### 1.2 Swova Supplier Information

Company Name: SwovaTech, Inc. DBA Swova  
 Contact Name: Angie Jennings, President  
 Address: 418 Highland Ave, Fort Mitchell, KY 41017  
 Phone: 859.250.3187  
 Fax: 775.206.1196  
 Email: [angie@swova.com](mailto:angie@swova.com)

### **1.3 Swova Office Locations**

#### Kentucky Office:

Swova  
418 Highland Avenue  
Fort Mitchell, KY 41017

#### Illinois Office:

Swova  
696 Blvd de Cannes  
Edwardsville, IL 62025

### **1.4 Effective Period of Proposal**

Swova's proposal for LFUCG Information Technology Consulting and Technical Services in response to RFP-5-2021 dated March 5,2021 will remain in effect for 6 months after the proposal date or 180 days.

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## Section 2: Swova Qualifications and Relevant Experience

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This section provides Swova’s industry and project qualifications, relevant Swova experience to LFUCG’s requirements, and Swova project references with contact information.

### 2.1 Swova Qualifications

Swova has proven qualifications to meet LFUCG’s requirements as specified in the RFP. Swova has extensive experience in the implementation of the ArcGIS system, including database design in Oracle, SQL Server, and PostgreSQL, as well as programming and web development in many languages to support applications.

Swova will provide LFUCG with our abundant industry experience, our cutting edge understanding of Esri’s ArcGIS system and its implementation, and our extensive programming knowledge. Swova has supported LFUCG’s GIS needs in prior years, including ArcGIS system review, upgrades, and web development. Swova will count it a privilege to work with LFUCG again.

As an Authorized Esri Business Partner, we are Esri ArcGIS® implementation and design specialists.



We have the following GIS implementation and support experience:

### *Data Management*

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- data modeling/database design
- migrating and loading data into customer specific data models that adhere to their best practices
- data integration between other systems and GIS
- enterprise database administration

### *Mobile Applications*

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- tablet and smartphone application identification and specifications
- ArcGIS template applications configuration and deployment
- custom mobile applications and web-based mobile applications
- task-oriented focused applications
- field data collection workflows

### *Application Development*

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- configure and extend applications to meet departmental/functional requirements
- REST-based web services to support GIS web applications
- custom tool development to automate and integrate processes
- integrate reporting services and reports into web applications

### *Data Maintenance*

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- workflow development and end- user training for data maintenance and integrity
- geoprocessing for simplifying and automating GIS processes
- custom applications for simplified data maintenance procedures
- integration with existing business processes
- on-going on-site and remote technical support

### *Web-based Applications*

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- ArcGIS web applications identification and specifications
- ArcGIS template web applications configuration and deployment
- ArcGIS Enterprise services identification and development
- ArcGIS Enterprise administration
- ArcGIS Enterprise application development
- off-site server hosting for web-based applications
- technical support for organizations hosting their own site

## 2.2 Swova Professional References

Since Swova's inception in 2004, our clients have included:

- Advanced Agrilytics, Indianapolis, Indiana
- Ameren, St. Louis, Missouri
- American Electric Power (AEP), Columbus, Ohio
- Arkansas Valley Electric Cooperative (AVECC), Ozark, Arkansas
- Associated Electric Cooperative, Inc., Springfield, Missouri
- Carroll Electric Cooperative, Berryville, Arkansas
- Citizen's Energy, Indianapolis, Indiana
- City of Bloomington Utilities, Bloomington, Indiana
- City of Bowling Green, Kentucky
- City of Cape Girardeau, Missouri
- City of Higginsville, Missouri
- City of Kirkwood – Electric, Kirkwood, Missouri
- City of Ottawa – Electric, Ottawa, Kansas
- City of St. Peters, Missouri
- City Utilities of Springfield, Springfield, Missouri
- CoServ Electric Cooperative, Corinth, Texas
- County of Clark, Springfield, Ohio
- Duckett Creek Sanitation District, O'Fallon, Missouri
- Duke Energy – Generation Services, Cincinnati, Ohio & Charlotte, North Carolina
- Duke Energy – Market Analytics, Cincinnati, Ohio
- FirstEnergy – Network Transport Visualization, Akron, Ohio
- FirstEnergy – Distribution Engineering, Akron, Ohio
- FirstEnergy – Transmission Engineering, Akron, Ohio
- FirstEnergy – Transmission Line Maintenance, Akron, Ohio
- FirstEnergy – Vegetation Management, Akron, Ohio
- Georgetown-Scott County, Kentucky
- GM Lawrence & Company, Arkansas
- Hannibal Board of Public Works, Hannibal, Missouri
- Hope Water & Light, Hope, Arkansas
- Hopkins County, Kentucky
- Indianapolis Power & Light, Indianapolis, Indiana
- L & N Federal Credit Union, Louisville, Kentucky
- Laclede Gas, St. Louis, Missouri
- Lexington-Fayette Urban County Government (LFUCG), Lexington, KY
- Macy's Inc, Cincinnati, Ohio
- Mayfield Electric and Water, Mayfield, Kentucky
- Nashville Electric Service, Nashville, Tennessee
- Ozarks Electric, Fayetteville, Arkansas
- Southwestern Electric Cooperative, Greenville, Illinois
- Union Power Cooperative, Monroe, North Carolina
- Unite Private Networks, Kansas City, Missouri



### 2.3 Swova IT Project References

The following table contains the description of four IT project references from Swova that were supported over the past year.

Project	State	Project Description
<p><b>Hannibal Board of Public Works</b>                      Contact: Matthew Jones                      Address:                      #3 Industrial Loop Drive                      Hannibal, MO 63401                      Phone: 615.747.3687                      Email: mjones@hannibalbpw.org</p>	<p>Missouri</p>	<p><b>Environment:</b> ArcGIS 10.5.1, Enterprise Geodatabase – SQL Server  <b>Year Services Performed:</b> 2004 - Present  <b>Project Overview:</b> Swova continues to support HBPW’s implementation of ArcGIS Online and ArcGIS Enterprise. Swova provides ongoing administration and technical support for edit workflows, database maintenance, and ArcGIS Enterprise.</p>
<p><b>First Energy – Electric Transmission</b>                      Contact: Steve Mullinax                      Address:                      76 South Main Street                      Akron, OH 44308                      Phone: 330.384.5187                      Email: smullinax@firstenergycorp.com</p>	<p>Ohio</p>	<p><b>Environment:</b> ArcGIS Enterprise 10.7.1, Enterprise Geodatabase – Oracle  <b>Year Services Performed:</b> 2013 - Present  <b>Project Overview:</b> Swova provides database and application server configuration &amp; support services. System administration services w/ automated administration routines. Active Directory integration. Custom JavaScript web application with edit workflows for specific user groups (Active Directory roles).</p>
<p><b>Advanced Agrilytics</b>                      Contact: Libba Stanford                      Address:                      1023 E Market St                      Indianapolis, IN 46202                      Phone: 314.570.2957                      email:                      libba.stanford@advancedagrilytics.com</p>	<p>Indiana</p>	<p><b>Environment:</b> ArcGIS Enterprise 10.7.1, Enterprise Geodatabase – SQL Server, AWS Architecture, Custom Web Applications  <b>Year Services Performed:</b> 2016 - Present  <b>Project Overview:</b> Swova provides AWS and microservices architecture for precision ag artificial intelligence and processing. We develop and support custom web applications built on Esri’s JavaScript API, node.js, and React.js.</p>
<p><b>Mayfield Electric &amp; Water</b>                      Contact: Mike Shaw                      Address:                      301 East Broadway                      Mayfield, KY 42066                      Phone: 270.247.4661                      email: mshaw@mewsbb.com</p>	<p>Kentucky</p>	<p><b>Environment:</b> ArcGIS Online, ArcGIS Enterprise 10.7.1, Enterprise Geodatabase – SQL Server, AWS Architecture  <b>Year Services Performed:</b> 2012 - Present  <b>Project Overview:</b> Swova provides an AWS hosted environment for Mayfield’s enterprise ArcGIS system along with technical support. Swova provides development for Mayfield’s mobile and web app functionality extending Esri’s web appbuilder. Swova assisted the utility with the implementation of Milsoft and integration with GIS.</p>

### Section 3: Swova Project Team

This section includes an overview of the Swova Project Team that will support LFUCG’s Information Technology Consulting and Technical Service needs, and Swova team resumes. All staff listed are Swova employees.

#### 3.1 Swova Project Team

Our experienced team has proven successes with numerous organizations. We look forward to the opportunity to work with LFUCG and help ensure your continued GIS growth and success.

Swova has the required skills and availability to execute work as requested from LFUCG. Swova provides services both onsite and offsite for our customers. Swova will conduct work according to LFUCG’s preferences. Our staff can travel onsite at LFUCG’s request and direct travel expenses are billed as incurred.

- Angie Jennings, President –  
Role: Project Manager, Enterprise Architecture, Database Support | Rate: \$175/hour
- Keith Goentzel, Senior Software Engineer –  
Role: Developer, Enterprise Architecture, Database Support | Rate: \$175/hour
- Alex Wright, Senior Software Engineer –  
Role: Developer, Enterprise Architecture, Database Support | Rate: \$175/hour
- Megan Cochcroft, Senior GIS Analyst –  
Role: GIS Analyst, Enterprise Architecture, System Support | Rate: \$155/hour

### 3.2 Swova Team Resumes

## Angie Jennings

President



• Fort Mitchell, KY 41017  
 T: 859.250.3187 • F: 775.206.1196 • [angie@swova.com](mailto:angie@swova.com)

#### Profile

Angie Jennings, Swova President, began her GIS career in 1991. Angie’s primary technical expertise is in the design and the development of web/mobile applications, web server administration, design of enterprise geodatabases, and enterprise geodatabase implementation/administration. Angie has extensive experience in project management working with many types of GIS clients. Angie has managed many GIS projects and conducted GIS needs assessments, GIS conceptual system designs, geodatabase designs, cost/benefit analyses, and GIS implementation planning for a wide array of Swova customers, including utilities. Angie has extensive experience setting up and administering web servers as well as programming experience with XML, HTML, and JavaScript.

#### Professional Experience

<b>President</b> <i>Swova, Fort Mitchell, Kentucky</i>	2004 - Present
<b>Vice President</b> <i>Bluegrass GIS, Inc., Frankfort, Kentucky</i>	1999 - 2004
<b>GIS Systems Analyst/Database Administrator</b> <i>Northern Kentucky Area Planning Commission, Fort Mitchell, Kentucky</i>	1998 - 1999
<b>Design Analyst</b> <i>PlanGraphics, Inc., Frankfort, Kentucky</i>	1995 - 1998
<b>City Planner</b> <i>City of Chicago, Office of Budget and Management, Chicago, Illinois</i>	1993 - 1995
<b>Research Assistant</b> <i>PlanGraphics, Inc., Frankfort, Kentucky</i>	1991 - 1993

#### Technical Experience

**Hardware and Operating System Experience:** Windows and Windows Server, Linux, UNIX, Mac OS, VM Ware and Apple iOS.

**GIS Software/RDBMS/Network Experience:** ArcGIS Enterprise, Portal for ArcGIS, ArcGIS Desktop, ArcGIS Pro, ArcGIS Online, Web Services, Oracle, Oracle Spatial, Microsoft SQL Server, Microsoft Office (Word, Excel, PowerPoint, Access), TCP/IP Networking, and Network Security.

**Internet/Intranet & Programming Experience:** IIS Administration, HTML, JavaScript, network design, network security, SSL certificate implementation [TLS 1.2 compliance], XML

**Technical Training:** ArcSDE Administration for Oracle, Oracle Introduction to PLSQL/SQL, Oracle Relational Database Design, Hewlett-Packard HP-UX 10.20 Administration, Customizing ArcIMS Using HTML and JavaScript, Introduction to ArcSDE

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**Angie Jennings – President – Resume (continued)**

**Educational Accomplishments**

**Bachelor of Arts Geography** 1991  
**Bachelor of Arts Sociology**  
University of Kentucky, Lexington, Kentucky

**Professional Accomplishments**

Esri Business Partner of the Year, 2006  
Esri Electric & Gas GIS User Conference [GeoConX] Exhibit, 2005 - 2019  
Numerous Conference Presentations & Exhibits from 2001 to Present  
President, IKO Regional Chapter of Geospatial Information & Technology Association, 2002  
Board Member, IKO Regional Chapter of GITA, 1999 – 2002

**Custom Applications**

**JS/HTML**  
Electric Facilities JavaScript/HTML Configurable GIS Viewer Web AppBuilder Applications  
Vegetation Management Configurable Web AppBuilder Web Application

# Keith Goentzel

Senior Software Engineer



• Fort Mitchell, KY 41017  
 T: 859.813.5153 • F: 775.206.1196 • keith@swova.com

## Profile

Keith began his GIS career in 2002 and earned both a Bachelor's degree in Geography and a Masters of Business Administration. Keith has a wide range of GIS expertise from geodatabase design, geoprocessing, enterprise geodatabase implementation and support, to custom application development (web, mobile, desktop, and pro). The main area of expertise is with the design and development of custom GIS applications. Some of his application development successes include:

- Working with customers to develop software best practices; data update procedures and new technologies migration paths.

- Taking the lead role in design and developing the GIS database and application system that supports a large user community dispersed throughout the U.S.

- Integrating with other systems and accessing/serving information to users and applications via web technologies.

- Developing scalable application solutions and evaluating new technologies to streamline and enhance customer's current applications and workflows in an effort to increase productivity and lower the total cost of solutions.

- Integrating GIS with SAP business systems by collaborating with the SAP team to develop the technology (XML & JavaScript) to integrate the two platforms.

- Developing and implementing custom web services.

## Professional Experience

<b>Senior Software Engineer</b> <i>Swova, Fort Mitchell, Kentucky</i>	2010 – Present
<b>GIS Developer</b> <i>SAIC, Kansas City, Missouri</i>	2010 - 2011
<b>GIS Developer</b> <i>TEK Systems, Kansas City, Missouri</i>	2009 – 2010
<b>Implementation Analyst</b> <i>GeoEye, Mission, Kansas</i>	2004 - 2009
<b>GIS Technician</b> <i>Technisource, Overland Park, Kansas</i>	2004 - 2004
<b>Mapping Technician</b> <i>Technisource, Overland Park, Kansas</i>	2002 - 2002

## Technical Experience

**Hardware and Operating System Experience:** Android, Windows and Windows Server, UNIX, Linux, Macintosh, VM Ware, AWS

**GIS Software/RDBMS/Network Experience:** ArcGIS Pro 2.x, ArcGIS Desktop 10.x (all extensions including PLTS), ArcGIS Enterprise, Microsoft SQL Server, Oracle, Schneider ArcFM, Intergraph Geomedia, Bentley

## Keith Goentzel – Senior Software Engineer – Resume (continued)

Microstation, Smallworld, AutoCAD, Corridor Management Software, experience with virtualized environments and networking.

**Development Experience:** .NET; C#, ASP.NET; Java; SQL; XML; HTML; React; REST Services; Esri ArcGIS Pro SDK, Esri's Web AppBuilder Widget Framework, JavaScript API, Python & ArcPy, Kafka, Docker, Elastic Search, and Elastic Cache

### Educational Accomplishments

**Master of Business Administration** 2008  
Baker University, Baldwin City, Kansas

**Bachelor of Science Geography/GIS** 2003  
(Information Technology Track)  
Fort Hays State University, Hays, Kansas

### Custom Applications

#### JS/HTML

- Custom search and display tools
- Weather data integration tools with GIS
  - Display of real-time weather data on client with time enabled looping
- Workflow pages with reporting for construction applications

#### iOS Objective C

- Custom app to integrate construction information for display and editing offline

#### Desktop and Pro

- Custom image processing and data capture tools from raster
- HCA generation and reporting algorithms
- Custom client workflow tools for maintaining and reporting repair information
- Custom tools to convert, message and enrich client data with GIS data

#### Weather

Keith has integrated clients existing, home grown, systems with the Esri platform. Including developing a system that takes weather data, data provided by the client, and serving it to several web applications. This required the development of REST and WebSocket services utilizing Java backed by a Tomcat server to format and load data off of an existing system through flat files that reside on disk. The service watches the directory of file once an update has been detected the server grabs the file formats the data, enriches it with GIS data, finally formats it into ESRI's FeatureSet JSON format for deliver real-time delivery over Web Socket or consumption through traditional REST GET protocols. On the client side he developed a JavaScript widget, shared by several web applications, that manage the connection to the web service as well provide time enabled visualization for radar, lightning, and ground station data for the eastern half of the US.

# Alex Wright

Senior Software Engineer



• Fort Mitchell, KY 41017  
 T: 859.813.5153 • F: 775.206.1196 • alex@swova.com

## Profile

Alex began his development career in 2007 and has worked to build and support software systems from a full-stack perspective. He has expertise in the design and development of GIS applications, APIs, and tools for agriculture and utility clients.

## Professional Experience

<b>Senior Software Engineer</b>	2018 – Present
<i>Swova, Fort Mitchell, Kentucky</i>	
<b>Software Developer</b>	2016 – 2018
<i>HLK, St. Louis, MO</i>	
<b>Software Developer</b>	2014 – 2016
<i>Stifel, St. Louis, MO</i>	

## Technical Experience

**Hardware / Ops:** Windows and Windows Server, Linux, macOS, VMware, VirtualBox, Docker, AWS, Azure, and DigitalOcean.  
**GIS Software / Databases:** ArcGIS Pro, ArcGIS Desktop, ArcGIS Enterprise, ArcGIS Online, WebAppBuilder, ArcPy, Microsoft SQL Server, and Oracle.  
**Development Technologies:** Node, .NET, React, Electron, Python, Java, HTML, CSS, JavaScript, SOAP, REST, Docker, Kafka, Elastic Search, Elastic Beanstalk

## Educational Accomplishments

<b>Bachelor of Science, Computer Science and Information Systems</b>	2009
<i>Vatterott College, St. Louis, MO</i>	

## Custom Applications

### Web

- Search, display, and editing tools
- Workflow processing tools
- Reporting, charts, and visualizations
- Custom APIs

### Desktop and Pro

- Search, display, editing, and reporting tools
- Custom feature authoring workflows and tools

### Other

- Custom data processing tools

# Megan Cochcroft

Senior GIS Analyst



• Fort Mitchell, KY 41017  
T: 859.813.5153 • F: 775.206.1196 • megan@swova.com

## Profile

Megan began her GIS career in 2009. She earned both Bachelor's and Master's degrees in Geospatial Sciences. Megan has a wide range of experience with ArcGIS Desktop, ArcGIS Pro, and ArcGIS Online including feature editing, geoprocessing, spatial analysis, cartographic design, and map layouts. Some of her previous experience includes:

- Administration of ArcGIS Online organizations and creation of Web Appbuilder applications.
- Migration from ArcGIS Online to ArcGIS Enterprise including Portal for ArcGIS.
- Administration of a large-scale image processing project including imagery collection and creation of vegetation index products.
- Contributions to data conversion projects and post-conversion data alignment and corrections.
- Maintenance and conflict resolution of versioned geodatabases.
- Synchronization and reconciliation of asset management and geospatial databases.
- Instruction and mentoring of advanced GIS students during practical labs and field research.
- Creation of custom maps and layouts based on client specifications to support web print output.

## Professional Experience

<b>Senior GIS Analyst/GIS Analyst</b> <i>Swova, Fort Mitchell, Kentucky</i>	2014 - Present
<b>GIS Analyst</b> <i>The Laclede Group, Saint Louis, Missouri</i>	2012 - 2014
<b>GIS Teaching Assistant</b> <i>Missouri State University, Springfield, Missouri</i>	2010 - 2012
<b>Assistant GIS Specialist</b> <i>City of Springfield, Springfield, Missouri</i>	2009 - 2010

## Technical Experience

**GIS Software Experience:** ArcGIS Desktop, ArcGIS Pro, ArcGIS Enterprise, ArcGIS Online, Portal for ArcGIS, Web AppBuilder for ArcGIS, Operations Dashboard for ArcGIS, ArcGIS Mobile Applications,

## Educational Accomplishments

<b>Master of Science Geospatial Sciences</b> <i>(emphasis in Physical Geography)</i> Missouri State University, Springfield, Missouri	2012
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**Megan Cochcroft – Senior GIS Analyst – Resume (continued)**

**Bachelor of Science Geospatial Sciences** 2009  
Missouri State University, Springfield, Missouri

**Esri Training**

- Best Practices for Your ArcGIS Online Organization
- Creating a Web Editing Application Using ArcGIS Enterprise
- Creating Hosted Map Services with ArcGIS Online
- Extending Access to GIS Maps and Apps with Portal for ArcGIS
- Get Started with Web AppBuilder for ArcGIS
- Increase the Value of ArcGIS Services with ArcGIS Online
- Creating and Sharing GIS Content Using ArcGIS Online
- Creating Web Applications Using Templates and Web AppBuilder for ArcGIS
- Performing ArcGIS Online Administrator Tasks
- Configuring and Administering an ArcGIS Online Organization

## Section 4: Service Categories

Swova will work with LFUCG to develop detailed requirements, specifications, tasks, and deliverables as projects are awarded. We aim to support solutions that will produce return on investment, meet designated goals, and continue to enhance the GIS program at LFUCG. Our services include GIS Consulting and Technical Services as outlined below. Please see Attachments A and B for additional details as requested.

### 4.1 Consulting Services

Our professional consulting services offer industry expertise to help organizations plan for and implement successful GIS solutions. A few of our standard consulting services offerings are outlined below:

- **Requirements Analysis and Implementation Planning**
  - Planning for a new GIS or re-assessing your existing system is a valuable and important step in architecting and implementing a GIS that will meet your current requirements. Swova can assist in requirements analysis and implementation planning for current and future needs.
- **System Architecture and Database Design**
  - Swova's staff are experts in database and system architecture design following industry best practices. This is the foundation of your GIS. We will ensure you have a database design and system architecture that will support your operations and workflows to meet the demands of your organization with optimal performance.
- **Enterprise Security Design and Consultation**
  - Ensuring your system meets security standards is critical in every GIS deployment. Swova offers security consultation and implementation services to limit the vulnerability of access by unauthorized parties to your GIS enterprise system.

### 4.2 Technical Services

We are Esri ArcGIS implementation experts with desktop, enterprise, web, and cloud environments. Swova conducts all development projects with an agile approach and uses version control for source code management. Swova will provide LFUCG with source code for all custom tools, components, and applications developed. Our geodatabase experts design, implement and administer both Oracle and SQL Server relational database management systems. Our technical service offerings include:

- **Web GIS Portal Configuration and Implementation**
  - Swova offers GIS & IT support to make you successful with Web GIS, making your authoritative data and discoverable and accessible to those who need it in an easily consumable format. We can support these implementations in the cloud or on-premises.
- **System Integration**
  - Swova can support your integration needs, allowing you to have a single access point across multiple platforms. Non-spatial data from other business systems can also be integrated and made even more powerful through the use of location.
- **Web Server/Database Server Configuration, Implementation, and Support**

- We can offer IT support for your web and database server needs. Our staff is knowledgeable about these technologies to get your entire system up and running.
- **ArcGIS System Implementation**
  - We value our Esri partnership, offering services and solutions to support and complement the ArcGIS system. Our team members are ArcGIS implementation specialists and have expertise in the latest desktop, mobile, web, server, and database technologies.
- **Configure and Extend Esri’s Mapping Application Solutions**
  - Esri has designed hundreds of out-of-the-box applications that leverage the ArcGIS System. Swova can help with the configuration of these applications and even extend them with additional capabilities as needed.
- **Web and Mobile Application Development**
  - Our development staff is experienced in the latest web and mobile technologies to offer support for solutions that extend beyond what is offered out-of-the-box. We have expertise in JavaScript, HTML 5, .NET, React.js, and Node.js.
- **Data Maintenance and Analysis Workflow Modeling**
  - Swova staff can create data maintenance and analysis models to streamline your workflows. We can provide these models and geoprocessing tasks to be implemented through ArcGIS for Desktop, ArcGIS Pro, and ArcGIS Enterprise technologies.
- **ArcGIS Pro and ArcGIS Desktop Add-ins**
  - Swova’s staff can help with the development of ArcGIS Pro/Desktop automated processes, add-ins, and UI customization to support your workflows.

#### **4.3 Testing, Training, and Documentation**

Swova will provide testing, training, and documentation on all custom applications, tools, workflow processes, template configurations, app deployments, administration routines, and/or other custom components as requested.

The Swova provided documentation will include, but not be limited to data dictionaries, metadata, user manuals, and commenting of source code.

## Section 5: Cost of Services

### 5.1 Swova Project Team Rates

Swova presents the following hourly rates for each proposed position for LFUCG; these prices are based on our current pricing structure in 2021 and are subject to change.

**Figure 5.1**

<b>Position</b>	<b>Hourly Rate</b>
Project Manager/Executive Consultant	\$175
Senior Software Engineer	\$175
Senior GIS Analyst	\$155

### 5.2 Reimbursement of Direct Expenses

LFUCG will reimburse Swova all reasonable, real, and necessary travel and business expenses incurred in performing the services for this project and approved by LFUCG. Swova invoices direct expenses with no mark-up.

## Section 6: Additional Information

### 6.1 Certificate of Insurance

Swova maintains corporate insurance coverage that meets or exceeds all of the LFUCG insurance requirements in the RFP for insurance policies. Please see the enclosed insurance certificates.

### 6.2 MWBDE Participation

Swova is a small, women-owned business. We meet the qualifications for LFUCG's contractor diversity program including the following:

- Independently owned and operated
- Average annual sales has not exceeded \$6,000,000 in the past three years
- 100% women-owned since inception

We are registered in LFUCG's vendor system. If any additional steps or certifications are required for this program, Swova will perform the required tasks or acquire the necessary items upon contract award.

### Attachment A

Attachment A contains a list of the technologies used by the Lexington-Fayette Urban County Government. Please enter the average experience (years) of qualified employees who may provide IT services in the Experience column. You may enter the number of employees the average applies to, e.g. “5 years, 3 employees”. The Comments column should be used to provide LFUCG with information that should be considered during the vendor selection process.

Technology	Experience	Comments
Microsoft Windows Server (2012, 2016) and the latest generally available release (currently Windows Server Version 2019)	(18 years, 5 employees)	
Microsoft Windows 8, 10 Desktop	(11 years, 5 employees)	
Microsoft 365, Architecture and Design		
Microsoft PowerShell		
Microsoft Active Directory		
Microsoft Exchange 2016, 2019		
AIX versions 5.x, 6.x, 7.x, 8.x, 9.x		
Linux – Various Distributions		
IBM i Operating System		
IBM i5/OS2 Operating System		
Internet Information Server (IIS)	(19 years, 4 employees)	
F5 BigIP		
VMware VirtualCenter		
VMware ESXi	(9 years, 4 employees)	
Microsoft Access		
Microsoft SQL Server (2012 – 2019)	(13 years, 4 employees)	
IBM DB/2 Database		
SharePoint Services (on premise and cloud)		
Microsoft .NET Framework 3+	(17 years, 2 employees)	
ESRI ArcGIS Enterprise (10.8.1 +)	(since inception, 4 employees)	
ESRI ArcGIS Desktop – ArcMap (10.8.1 +)	(since inception, 4 employees)	
ESRI ArcGIS Desktop – ArcGis Pro (2.6 +)	(since inception, 1 employee)	
ESRI ArcGIS Online	(since inception, 4 employees)	
ESRI ArcGIS API for Javascript	(since inception, 2 employees)	
ESRI ArcGIS API for Python	(since inception, 4 employees)	
Visual Studio		
VBA		
Python	(15 years, 2 employee)	
JavaScript	(15 years, 2 employees)	
HTML5	(8 years, 2 employees)	
C#	(17 years, 2 employees)	
C++		
Ruby		
Ruby on Rails		
Visual Basic 6.0	(7 years, 2 employees)	
ASP.NET	(19 years, 2 employees)	
VB.NET	(9 years, 2 employees)	
jQuery	(13 years, 2 employees)	

Technology	Experience	Comments
Web Services	(15 years, 4 employees)	
PHP Development		
Apache HTTP Web Server		
RPG Freeform		
BCD Presto		
ADO	(19 years, 1 employee)	
Moodle		
AJAX	(13 years, 2 employees)	
Node.js	(6 year, 2 employees)	
Chef, Puppet, Troposphere		
Amazon Web Services (AWS) Architecture	(6 years, 3 employees)	
Amazon Web Services (AWS) DevOps		
Microsoft Azure Architecture	(6 years, 1 employee)	
Microsoft Azure DevOps		
Palo Alto Firewalls		
Splunk		
Extreme Networks – wired and wireless		
Switching & Routing (SPBm)	(7 years, 1 employee)	
Vulnerability Scanning (Nessus)		
Patch Management		
IBM BigFix/HCL		
PeopleSoft HCM 9.2, PUM 36 and higher		
PeopleSoft FSCM 9.2, PUM 37 and higher		
PeopleTools 8.57.11		

**Attachment B**

Attachment B contains a list of services the Lexington-Fayette Urban County Government may need provided. Please use the notes column to identify any information that should be considered during the vendor selection process. Exceptions to billing should be included in the notes, e.g. weekend rate adjustments.

Service		Rate	Notes
Software Development	ASP.NET C# JavaScript Ruby Ruby on Rails C++ HTML5 VB.NET Python Visual Basic 6.0 ESRI ArcGIS ADO 2.X + Web Services Microsoft Access RPG Freeform BCD Presto jQuery	\$175 per hour	
Database Design	SQL Server SQL Server Express MySQL ESRI Enterprise Geodatabase Oracle	\$175 per hour	
Consulting	Disaster Recovery/Bus Continuity Technical Requirements Gathering IT Strategic Planning IT Governance IT Project Management Certified Project Management (PMP) Network Technologies Software Development PeopleSoft HCM (9.2) PeopleSoft FSCM (9.2) ESRI ArcGIS Enterprise Portal Requirements and Design	\$175 per hour	
Server Application Implementation	Microsoft SharePoint Microsoft Project Server Microsoft SQL Server Microsoft Exchange Microsoft Windows VMware Virtual Center VMware ESX ESRI ArcGIS Enterprise Apache HTTP Web Server	\$175 per hour	

Service		Rate	Notes
Training	Microsoft SharePoint Microsoft Project Server Microsoft SQL Server Visual Studio Team Suite Visual Studio 2008 VMware ESRI ArcGIS (Online, Portal & Pro)	\$155 per hour	
Network Support	F5 BigIP Microsoft Active Directory Microsoft Windows VMware	\$175 per hour	
Information Security	Policy Development and Review Planning and Analysis Penetration Testing Vulnerability Testing Risk Management Assessment Info Security Audit and Compliance Info Security Remediation Info Security End-User Training		
Enterprise DevOps & “Cloud”	Cloud Architecture and Design Code Deployment and Maintenance Enterprise System Administration Version Control Infrastructure as Code (IaC) Platform as a Service (Paas) Software as a Service (SaaS) Infrastructure as a Service (IaaS)	\$175 per hour	



**Attachment C – Affidavit****AFFIDAVIT**

Comes the Affiant, Angie Jennings,  
and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Angie Jennings and he/she is the individual submitting the proposal or is the authorized representative of SwovaTech, Inc. DBA Swova, the entity submitting the proposal (hereinafter referred to as "Proposer").
2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.
6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

**Continued on next page**

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

Angie Jones

STATE OF Kentucky

COUNTY OF Kenton

The foregoing instrument was subscribed, sworn to and acknowledged before me by Angela Jennings on this the 30th day of March, 2021.

My Commission expires: 01/22/2022

Samantha Freeman  
NOTARY PUBLIC, STATE AT LARGE



**Attachment D**

**EQUAL OPPORTUNITY AGREEMENT**

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

*The Contractor will not discriminate against any employee or applicant for employment because of physical or mental disability.*

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

*The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.*

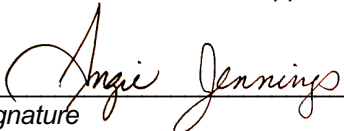
\*\*\*\*\*

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

*I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.*

  
\_\_\_\_\_  
Signature

SwovaTech, Inc. DBA Swova  
\_\_\_\_\_  
Name of Business

**Attachment E**

**WORKFORCE ANALYSIS FORM**

Name of Organization: SwovaTech, Inc. DBA Swova

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators																	
Professionals		2	3														2 3
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical																	
Skilled Craft																	
Service/Maintenance																	
<b>Total:</b>		2	3														2 3

Prepared by: Angie Jennings, President Date: 03 / 29 / 2021

*(Name and Title)*

*Revised 2015-Dec-15*

**Attachment F****GENERAL PROVISIONS**

1. Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, 29 U.S.C. 650 *et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.

2. Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.
3. Addenda: All addenda, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.
4. Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.
6. Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.
8. Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or attempted to bribe an officer or employee of the LFUCG.
9. Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which

is required by this RFP to be submitted with the proposal,

10. Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to Bid Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

#### A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.
- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
  - (a) Failure to perform the contract according to its terms, conditions and specifications;
  - (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
  - (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
  - (d) Failure to diligently advance the work under a contract for construction services;
  - (e) The filing of a bankruptcy petition by or against the contractor; or

- (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.


## B. At Will Termination

Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent, Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. **Authority to do Business:** The Respondent must be a duly organized and authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.
16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its

obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.

- 18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
- 19. Contractor [or Vendor or Vendor’s Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.
- 20. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.

  
\_\_\_\_\_  
Signature

March 29, 2021  
\_\_\_\_\_  
Date



Attachment G – Insurance Certificates



SWOVA-1

OP ID: SH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Placement Services, Inc. 204 Cedar Street Cambridge, MD 21613 G. Philip Feldman	410-228-6464		CONTACT NAME: Shelaya Broadwater PHONE (A/C, No, Ext): 410-228-6464 FAX (A/C, No): 410-228-7645 E-MAIL ADDRESS: shelaya_broadwater@rpsins.com	
	INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A : Massachusetts Bay Ins Co.			22306	
INSURER B : Hiscox, Inc			10200	
INSURER C :				
INSURER D :				
INSURER E :				
INSURER F :				

INSURED  
 SwovaTech, Inc. DBA Swova  
 481 Highland Ave.  
 Fort Mitchell, KY 41017

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		HX5785901	02/16/2021	02/16/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			HX5785901	02/16/2021	02/16/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000			HX5785901	02/16/2021	02/16/2022	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Errors & Omissions Claims Made			MPL1691442.21	02/16/2021	02/16/2022	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Lexington-Fayette Urban County Government is an Additional Insured as respects to the General Liability policy, pursuant to and subject to the policy's terms, conditions, definitions and exclusions.

CERTIFICATE HOLDER

CANCELLATION

LEXING2  Lexington-Fayette Urban County Government 200 E Main Street, 3rd Floor Lexington, KY 40507	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
03/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Automatic Data Processing Insurance Agency, Inc.  1 Adp Boulevard Roseland NJ 07068	<b>CONTACT NAME:</b> Automatic Data Processing Insurance Agency, Inc.	
	<b>PHONE (A/C, No, Ext):</b> 1-800-524-7024	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Travelers Casualty Insurance Company of America		19046
<b>INSURER B:</b>		
<b>INSURER C:</b>		
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>INSURED</b> Swovatech Inc.  DBA: SVOVA 418 Highland Ave Ft Mitchell KY 41017		

**COVERAGES**      **CERTIFICATE NUMBER:** 1904511      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A N	UB-8M979583-21-42	02/01/2021	02/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

<b>CERTIFICATE HOLDER</b>  Lexington-Fayette Urban County Government 200 E Main Street 3rd Floor Lexington KY 40507	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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