

WASHINGTON MASTER ADDRESSING SERVICE (WAMAS)

TERMS OF SERVICE AGREEMENT

ORGANIZATION CONTACT INFORMATION		
Requestor	Service User Designation	Reciprocal Data Sharing w/ State
Name/Title: Organization:	<input type="checkbox"/> State Agency <input type="checkbox"/> State Agency Contractor	<input type="checkbox"/> Yes, requesting organizations is willing to share their non-proprietary geospatial data with the state.
Phone:	<input type="checkbox"/> County/City Government <input type="checkbox"/> County/City Contractor	<input type="checkbox"/> No, we are unable to enter into a sharing agreement at this time due to _____.
E-mail:	<input type="checkbox"/> Tribal <input type="checkbox"/> Other _____	Note: Contractors need to request access via their contracting organization
Address: City, State ZIP:		
WAMAS SERVICE DESCRIPTION AND GOVERNANCE		
Description	The WA Master Addressing Services (WAMAS) shared web services can be consumed from within a web page or from a mainframe, desktop or server application.	<input type="checkbox"/> Understood
List of Services	The AIP services consist of tools that: <ul style="list-style-type: none"> Correct an address to USPS standard format; Add coordinates to an address so it can be displayed and viewed on a map; and Locate an address within the correct border areas like voting, legislative, and taxing districts and many other important boundary jurisdictions. 	<input type="checkbox"/> Understood
Service Owner and Location of Service	The Geospatial Program Office is the service owner of WAMAS. The service is co-located with the Geospatial Portal and hosted at WaTech.	<input type="checkbox"/> Understood
Governance	The Geographic Information Technology (GIT) Committee's Sub Committee on Portal & Addressing oversees the operational governance of these cross-agency location based services.	<input type="checkbox"/> Understood
Funding and Support	WAMAS is funded by a limited on-going budget, and has no operational funding to hire staff to administer and support these services.	<input type="checkbox"/> Understood
WAMAS TERMS OF SERVICE		
User Support	All application, database, and user support is provided in-kind by participating agencies on an "as time allows basis". End users and requesting organizations must have the technical knowledge or resources to support their use of WAMAS services. See <i>Agreement</i> below for link to online documentation.	<input type="checkbox"/> Understood
Hours of Operation	Services are guaranteed to be up and running Monday through Friday from 7:00 AM to 6:00 PM.	<input type="checkbox"/> Understood
Infrastructure	WAMAS is a dedicated infrastructure consisting of 6 virtual servers, ArcGIS Server, SQL Server, Safe Software FME Server, Melissa Data (USPS) Data Quality	<input type="checkbox"/> Understood

	Components, Esri StreetMap (HERE); and a custom WAMAS QA/QC location improvement tool.	
Frequency of Data Updates	Any addresses found by WAMAS services for the first time are added to the Master Address File (MAF) on a nightly basis. The third party USPS data is updated monthly. All third party components are updated as needed.	<input type="checkbox"/> Understood
Improvement of Address Location Information	It is the responsibility of all participating organizations to correct an address location using the WAMAS QA/QC location improvement tool if errors are found. This ensures continual improvement of the Master Address File (MAF) and the location information returned to end users. The service link to the WAMAS QA/QC location improvement tool is available upon request. Send an email to wamas@watech.wa.gov	<input type="checkbox"/> Understood
Returned Results	Your data submittals must follow the specified data input format exactly. Data that does not conform to the required input format may return unlikely results. See <i>Agreement</i> below for link to online documentation.	<input type="checkbox"/> Understood
Documentation	The FAQ's provide extensive insight on the use of the API's and help resolve general issues with using the services. See <i>Agreement</i> below for link to Online Documentation.	<input type="checkbox"/> Understood
API Service Enhancements	There is no funding for enhancements, but suggestions are welcome. A user or organization may fund enhancements under a mutually negotiated contract or provide staff resources to develop and implement any approved enhancements. Submit inquiries and suggestions to wamas@watech.wa.gov .	<input type="checkbox"/> Understood
Access and Business Justification	All use cases must be documented in order to procure the funding for continuity of WAMAS services. To achieve this, submit a simple business use description when you request access to these services. The access request form is available at: https://ocio.wa.gov/initiatives/geospatial-program-office/washington-master-addressing-services-wamas	<input type="checkbox"/> Understood
Limitation of Data Usage	All WAMAS and third party data is licensed for use within existing state and local jurisdictions and cannot be shared or used for commercial purposes. Agency contractors are restricted from using this data outside their existing state contract(s).	<input type="checkbox"/> Understood

AGREEMENT

1. It is understood that the formatting of data is critical to the results and outcomes returned to the users.
2. There is no user support for these services but [Online Documentation](#) is available. The user is responsible for any and all results generated and the state cannot be held liable for the information.
3. It is understood and agreed that the online [QA/QC Location Improvement Tool](#) insures that data is improved once and used many time. The expectation is that agency GIS users will improve their data using this tool to ensure others have access to the improved data.
4. When requesting access to WAMAS, users are required to submit a completed simple, short Business Use Case along with the Terms of Service.
5. The State of Washington waives all liability for any damage, injury or loss caused by the location information returned by the WAMAS services or contained in the Master Address File (MAF).
6. By submitting this form, you acknowledge your responsibilities. Forward form to wamas@watech.wa.gov

SIGNATURES

Requestor's Signature		Service Owner's Signature	
Name and Title		Name and Title	
Date		Date	