IOWA COUNTY
OFFICE OF PLANNING & DEVELOPMENT

Courthouse - 222 N. Iowa St. - Dodgeville, WI 53533
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Request for Bid: 2017-18 Iowa County Public Land Survey Corner Coordinates Project 3

Iowa County is seeking competitive bids for a 2017-2018 project to obtain section corner coordinates, described in more detail in the project's Memorandum Agreement. A maximum of $75,000 is available for the project with a deliverable date of November 1, 2018. This is one of three projects to be bid out. Any qualified entity may submit a bid for any or all projects.

Sealed bids must be received on or before 4:30 pm on March 30, 2017 by the office listed below. The outside of the bid envelope shall state "Section Corner Coordinate Bid Proposal 3 – Time Dated Material".

Bids must be submitted to:

Scott A. Godfrey, Director/LIO
Iowa County Office of Planning & Development
222 N. Iowa Street
Dodgeville, WI 53533

In the interest of fair bidding, only the specifications mentioned in the Memorandum Agreement will be considered in awarding the contract for the project. Additional services added by a bidder will have no bearing on the selection. Iowa County reserves the right to accept or reject all bids received for this project.

Bids will be opened and the contract will be awarded by the Iowa County Land Information Council at a meeting to be held no later than the week of April 16, 2017.

Inquiries regarding bid specification should be directed to Scott A. Godfrey at the above address or by calling (608) 935-0333 or scott.godfrey@iowacounty.org

MEMORANDUM AGREEMENT

MEMORANDUM AGREEMENT is between Iowa County, acting through its Land Information Council (hereinafter "the County") and, **(insert name and address of winning bidder)** (hereinafter "the Surveyor"). The Surveyor agrees as follows:

1. The Surveyor shall provide all labor, equipment, and materials necessary to perform the services provided under this contract as specified in Exhibit A, Project Specifications.

2. That the Surveyor is at all times an independent contractor and is not an agent or employee of the County. The Surveyor hereby holds the County harmless for any and all liability of any nature whatsoever including, but not limited to, personal injury and property damages, which may arise from any action of the Surveyor in carrying out this contract. The Surveyor will at all times carry liability insurance covering all of its actions under this contract and the Surveyor will file with the Iowa County Office of Planning & Development a certificate of insurance showing that he/she has such liability insurance, before undertaking any work under this contract. The Surveyor will notify said Office twenty one (21) days prior to the lapse of said insurance. The Surveyor further understands that he/she is not entitled to any fringe benefits or employer contributions to Social Security in carrying out this contract; that the County will not withhold any taxes in making the payments to the Surveyor called for in this contract; that the Surveyor shall carry his/her own workers compensation insurance and the County shall not be liable for any workers compensation benefits under this contract. The minimum policy limits on the above required insurance shall be as follows: $1,000,000.00 for injuries to or death of any one person arising out of any one accident; $1,000,000.00 for damages to property arising out of any accident; $75,000.00 for professional errors and omissions coverage.

3. The Surveyor, without prior written consent of the County, shall subcontract none of the services specified by this Contract.

4. The Surveyor shall prepare and deliver an itemized statement of all final work completed under this contract when seeking any payment for services.

5. If, through any cause, the Surveyor shall fail to fulfill in a timely and professionally competent manner his/her obligations under this contract or if the Surveyor shall

violate any of the covenants, agreements, or stipulations of this contract, the County shall thereupon have the right to terminate this contract by giving written notice to the Surveyor of such termination and specifying the effective date thereof at least five (5) days before the effective date of such termination. In such event, all survey data and reports prepared by the Surveyor under this contract shall, at the option of the County, become its property; and the Surveyor shall be entitled to receive just and equitable compensation for any satisfactory work completed in such documents. Notwithstanding the above, the Surveyor shall not be relived of any liability to the County for damages sustained by the County by virtue of any breach of this contract by the Surveyor and the County may withhold any payments to the Surveyor until such time as the amount of such damages due the County form the Surveyor shall be determined.

6. The Surveyor shall not assign any interest in this contract and shall not transfer any interest in the same whether by assignment or notation without prior written consent of the County, provided, however, that claims for compensation due or to become due the Surveyor from the County under this contract may be assigned to a bank, trust company or financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the County.

7. There shall be no discrimination against any employee who is employed by the Surveyor in the performance of the services to be performed under this contract or against any applicant for such employment because of sex, race, religion, color, or national origin. This provision shall include, but not be limited to: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensations, and selection for training including apprenticeships.

8. The County shall pay the Surveyor, at the times, in the manner, and on the conditions set forth in the specifications, the amount of $75,000.00 (not to exceed $75,000.00, and based on the establishing of Iowa County coordinates for ____ number of corners at $_____.__ per corner) which shall constitute full and complete compensation for the Surveyor's services hereunder. It is expressly understood and agreed that in no event will the total compensation and reimbursement to be paid exceed the amount stipulated above for all services required. The specific corner coordinates to be provided by the Surveyor shall be identified in the bid submittal.

9. When the work provided for under this contract has been fully completed in accordance with the specifications, acceptance shall be issued by the County stating that the work has been fully completed to its satisfaction in substantial compliance with the contract

and authorizing final payment. The Surveyor shall furnish evidence acceptable to the County all claims for work and labor performed or materials furnished to such Surveyor in the prosecution of the work under this contract have been satisfied. From the final payment shall be retained all monies expended by the County according to the terms of this contract and thereunder chargeable to the Surveyor and all deductions provided by this contract, state or federal law. Payment of the final sum and acceptance thereof by the Surveyor shall release the County from all claims and liabilities to the Surveyor in connection with this contract.

10. The contract and annexed exhibits constitute the entire agreement between the parties. The Surveyor hereby asserts that he or she has read the technical specifications and that he/she is thoroughly informed and familiar as to their contents and requirements. All work done by the Surveyor in accordance with this contract shall be done in accordance with the specifications, which are set forth in annexed Exhibit A.

11. The County will do the necessary digging if any section corner is located in a highway and cannot be located by reference ties.

12. The Surveyor must certify and submit to the County all work done under this contract before recording it with the Iowa County Register of Deeds Office. The Surveyor shall at all times hold a license in good standing with the State of Wisconsin as a Professional Land Surveyor. The Surveyor shall immediately inform the County in the event that his/her license is revoke, suspended, or reduced to a status of less than good standing, during the term of this contract.

13. In no event will the total compensation and reimbursement to be paid by the County to the Surveyor under this contract exceed the amount stipulated above and for all services required herein. The Surveyor may submit invoices to the County during the progress of work for partial payment on account for work completed and accepted to date. Such invoices shall not be submitted more often than every 90 days. The amount shown on the invoice shall be estimated on the basis of contract prices and the quantity of work completed and accepted by the County.

FOR THE SURVEYOR:

_____ _____

Signature, Title Date

_____

Name Printed

FOR THE COUNTY:

_____ _____

Signature, Title Date

_____

Name Printed

Exhibit A: Projection Specifications

I. **GENERAL**

A. These specifications set forth the requirements of Iowa County for land surveying services for the 2017-18 Iowa County Public Land Survey Corner Coordinates Project 3. The Surveyor shall furnish all labor, materials, and equipment necessary to properly complete the work specified.

II. **LAND SURVEYING**

A. The survey work shall include the recovery and coordinate (X,Y) establishment thereon of the U.S. Public Land Survey corners, including section corners, one-quarter section corners, correction corners, and meander corners. If the original U.S. Land Survey corners are not recoverable, the Surveyor shall determine the status thereof and file a report to the County.

B. The recovery and coordinate establishment described in this contract shall be performed on a minimum number of corners, taken from the list attached as Exhibit B, and said minimum number of corners shall be listed in the submitted bid. If, in the course of his/her research, or is notified by an addendum to this contract, the Surveyor finds a record of an existing Iowa County coordinate previously established on a listed corner, he/she shall not be compensated for that corner but can submit a coordinate for another corner on the list in Exhibit B.

C. All field work to the respect of location and recover of all the aforementioned corners shall be based upon the public survey records, and existing monumentation, and shall be supervised by a competent qualified Professional Land Surveyor.

D. The Surveyor shall keep all field notes and office computations in a neat and orderly manner, clearly indexed and available upon request of Iowa County.

E. Coordinates (X,Y) shall be established on all corners recovered under this contract. The coordinates shall be Wisconsin County Coordinate System (Iowa County), referenced to the Wisconsin Height Modernization Program as established by WiDOT (published by National Geodetic Survey) and obtained by global positioning and/or conventional survey traverse. The relative positional accuracy for these positions shall not be less than 1:50,000.

   a. The Surveyor shall provide for each section corner within the project area a listing of the corner's coordinates, the datum used, the reference monuments used for the location's basis, the type of monument found, and the condition of the ties associated with the corner.

   b. A certificate by the Surveyor setting forth the recovery and status of the existing corner and the accessories thereof found and that the information provided is correct and accurate to the best of his/her knowledge and belief.

F. The Surveyor shall repair or replace damaged or missing corner monuments in accordance with standards outlined in the most recent version of the WI Platting Manual.

III. ITEMS TO BE DELIVERED

A. An electronic ASCII file in the following format: Point #, Northing, Easting, Description and a hard copy of the coordinate data for all corners recovered under this project.

B. Electronic files shall be delivered to: Scott A. Godfrey at scott.godfrey@iowacounty.org

C. A tie sheet shall be submitted for each corner recovered under this project.

IV. DELIVERY DATES

A. The items to be delivered under Section III of this contract shall be delivered to the Iowa County Office of Planning & Development no later than November 1, 2018.

V. BASIS OF PAYMENT

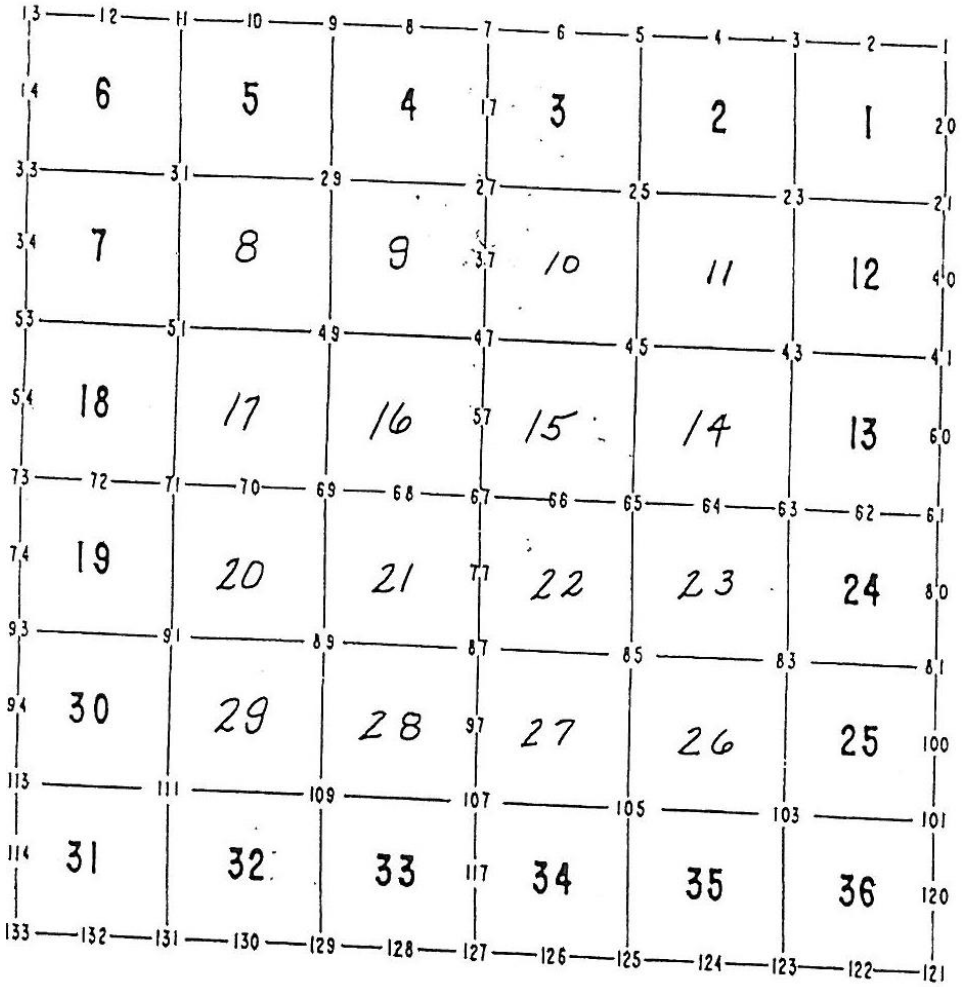
A. The contract price of the work shall include all surveying services necessary for the completion of the coordinate establishment, the delivery of the completed data, and all other material items specified therein.

Exhibit B: Eligible Section Corners

I. **Key**

The diagram below illustrates one Congressional Township, being 36 sections of 1 square mile each. The smaller numbers around the perimeter of each section designates specific corners. Each number in the list under section **III** below represents an eligible section corner under this project and is to be interpreted as follows:

4-1-005	would be Town 4N-Range 1E-corner 5
5-2-099A	would be Town 5N-Range 2E corner 99middle (“A” designates the middle section corner)



II. Tiers 1-2

The eligible section corners listed in section **III** below are categorized in 2 tiers based on priority to the county. Tier 1 is the highest priority. Although all corners in each tier is eligible under this contract, the number of higher priority corners included in a bid may be a basis for ranking one bid over another.

(**List of Eligible Corners** begins on next page under item III.)

III. List of Eligible Corners -RFP3

Tier 1:										
4-5-053	4-5-054	5-4-016	5-4-020	5-4-060	5-4-061	5-4-080	5-5-054	5-5-073	5-5-074	5-5-093
6-4-021	6-4-101	6-4-116	6-4-120	6-5-054	6-5-094	6-5-113	6-5-114	7-4-009	7-4-049	7-4-064
7-5-063	7-5-066	7-5-093	7-5-094	7-5-113	8-4-056	8-4-076	8-4-116	8-4-129		
Tier 2 :										
4-5-004	4-5-014A	4-5-015A	4-5-016A	4-5-017A	4-5-018A	4-5-019A	4-5-034A	4-5-035A	4-5-036A	4-5-037A
4-5-038A	4-5-054A	4-5-055A	4-5-056A	4-5-057A	5-4-006	5-4-007	5-4-009	5-4-016A	5-4-017	5-4-017A
5-4-018A	5-4-019A	5-4-026	5-4-027	5-4-036A	5-4-037A	5-4-038	5-4-038A	5-4-039	5-5-002	5-5-014A
5-5-016A	5-5-017A	5-5-018A	5-5-019A	5-5-034A	5-5-035A	5-5-036A	5-5-037A	5-5-038A	5-5-039A	5-5-054A
5-5-056A	5-5-057A	5-5-058A	5-5-059A	5-5-074A	5-5-075A	5-5-076A	5-5-077A	5-5-078A	5-5-079A	5-5-085
5-5-086	5-5-096A	5-5-097A	5-5-098A	5-5-099A	5-5-115A	5-5-116A	5-5-117A	5-5-118A	5-5-119A	5-5-127
6-4-016A	6-4-017A	6-4-018A	6-4-019A	6-4-037A	6-4-038A	6-4-039A	6-4-056A	6-4-058A	6-4-059A	6-4-076A
6-4-078A	6-4-079A	6-4-096A	6-4-097A	6-4-098A	6-4-099A	6-4-116A	6-4-117	6-4-117A	6-4-118	6-4-118A
6-4-119A	6-4-124	6-4-125	6-4-126	6-4-127	6-4-128	6-5-006	6-5-007	6-5-008	6-5-014A	6-5-015A
6-5-016A	6-5-017	6-5-017A	6-5-018A	6-5-019A	6-5-034A	6-5-035A	6-5-036A	6-5-037A	6-5-038A	6-5-039A
6-5-054A	6-5-055A	6-5-056	6-5-056A	6-5-058A	6-5-059A	6-5-067	6-5-074A	6-5-075A	6-5-076A	6-5-077A
6-5-078A	6-5-079A	6-5-091	6-5-094A	6-5-095	6-5-095A	6-5-096A	6-5-097A	6-5-098A	6-5-099A	6-5-112
6-5-114A	6-5-115A	6-5-116A	6-5-117A	6-5-118	6-5-118A	6-5-119A	6-5-129	6-5-132	7-4-001	7-4-002
7-4-004	7-4-008	7-4-016A	7-4-017A	7-4-018	7-4-018A	7-4-019	7-4-019A	7-4-020	7-4-021	7-4-022
7-4-023	7-4-024	7-4-028	7-4-036A	7-4-037A	7-4-038	7-4-038A	7-4-039A	7-4-044	7-4-047	7-4-048
7-4-056A	7-4-057	7-4-058A	7-4-077A	7-4-078A	7-4-079	7-4-079A	7-4-084	7-4-096A	7-4-097A	7-4-098A
7-4-103	7-4-104	7-4-116A	7-4-117A	7-4-118A	7-4-119A	7-5-002	7-5-004	7-5-006	7-5-007	7-5-013
7-5-014A	7-5-015A	7-5-016A	7-5-017A	7-5-018A	7-5-026	7-5-030	7-5-033	7-5-035A	7-5-036	7-5-036A
7-5-037	7-5-037A	7-5-038A	7-5-039A	7-5-043	7-5-054A	7-5-055A	7-5-057A	7-5-058	7-5-058A	7-5-059A
7-5-074A	7-5-075A	7-5-076	7-5-077A	7-5-078A	7-5-079	7-5-079A	7-5-083	7-5-084	7-5-085	7-5-088
7-5-089	7-5-090	7-5-094A	7-5-095A	7-5-096A	7-5-097A	7-5-098	7-5-098A	7-5-099	7-5-112	7-5-114A
7-5-115A	7-5-116A	7-5-117A	7-5-118	7-5-118A	7-5-119A	8-4-021	8-4-023	8-4-024	8-4-037	8-4-037A
8-4-038A	8-4-039	8-4-039A	8-4-040	8-4-048	8-4-056A	8-4-057A	8-4-058A	8-4-059A	8-4-060	8-4-076A
8-4-077A	8-4-078	8-4-078A	8-4-079A	8-4-096A	8-4-097A	8-4-098A	8-4-099	8-4-099A	8-4-100	8-4-101
8-4-102	8-4-103	8-4-116A	8-4-117A	8-4-118A	8-4-119A	8-4-120	8-4-121	8-4-122	8-4-124	8-4-127
8-4-128	8-5-022	8-5-033	8-5-034	8-5-034A	8-5-036	8-5-036A	8-5-037A	8-5-038A	8-5-039A	8-5-046
8-5-051	8-5-052	8-5-054	8-5-054A	8-5-055A	8-5-056A	8-5-057A	8-5-058A	8-5-059A	8-5-062	8-5-074A
8-5-075A	8-5-076A	8-5-077A	8-5-078A	8-5-079	8-5-079A	8-5-082	8-5-094	8-5-094A	8-5-095A	8-5-096A
8-5-097A	8-5-098A	8-5-099A	8-5-107	8-5-108	8-5-113	8-5-114A	8-5-115A	8-5-116A	8-5-117	8-5-117A
8-5-118	8-5-118A	8-5-119A	8-5-124	8-5-125	8-5-126	8-5-127	8-5-128			