



2017 QBS
Request for Statement of Interest (SOI)
On-Call Land Surveying Services

The Kane County Division of Transportation is in need of professional services from a qualified engineering/surveying firm to provide On-Call Land Surveying Services. The qualified firm should have ability and experience to design, consult and provide the staff and equipment necessary to conduct all field work and documentation required for the services requested.

The attached *Project Description* provides a summary of major items that will be encountered during the course of the On-Call Land Surveying Services contract.

At this time the County anticipates starting this work late-2017. The initial contract will be for 2 years with an option of an additional year extension and a contract value of \$300,000 to complete the work.

The Statement of Interest shall be **submitted electronically via KDOT QBS no later than 2:00 pm on November 3, 2017** and should be addressed to Ken Mielke, Project Manager.

If you plan to enter into a joint venture with another firm for this project please note this on your Statement of Interest, including the name of the firm you are entering into a joint venture with.

The Short-listed firms will be posted on our Consultant Selection Summary Table website at <http://www.co.kane.il.us/dot/SOISummary.aspx>.

Firms interested in providing services to Kane County are hereby notified of the Kane County's Ethics Ordinance No. 10-206, in particular, Section 10, page 15. Only the firm that is ultimately selected for these professional services will be required to provide the Ethic Ordinance information directly to the Kane County Division of Transportation as part of the consultant services agreement. The complete Ethics Ordinance No. 10-206 document is available online at the following link [Kane County Ethics Ordinance](#).

A Statement of Interest (SOI) received after the above noted deadline will not be used as part of our consultant selection process.

Please refer to the following Project Description for more information on this project.

I. PROJECT DESCRIPTION

Some contractual work is by nature, recurring and repetitive, frequently annual. Land Surveying services is an example and the Kane County Division of Transportation (KDOT) can greatly benefit by having the same professional services firm complete this work for several years in succession. Usually, significant efficiencies can be realized once the firm has an understanding of the KDOT specific infrastructure and needs. This continuity also results in a significant time and manpower savings for both KDOT and the firm.

For the proposed contract, The CONSULTANT will provide On-Call Land Surveying Services requested by the COUNTY's engineering staff. The consultant will provide assistance with various items relative to land and route surveying. This may include all or some of the various items listed:

- The Consultant will be required to perform miscellaneous surveys at various locations in Kane County as issued on a Work Order basis.
- Initial meeting or conference call with client for each Work Order.
- The Consultant shall commence work within 10 calendar days after date of *Authority to Proceed* on each Work Order.
- Monument recovery, traverse, calculations necessary to reconstruct roadway parameters.
- Provide area calculations and geometric data for the preparation of Plats of Dedication for roadway expansions, Grants of Utility Easements, or Temporary Easements adjacent thereto as instructed by client.
- Write legal descriptions for said Dedications and Easements.
- Prepare in accordance with Kane County "Plats of Dedication" checklist.
- Provide a preliminary survey plat within 4 weeks of each Work Order request for County review.
- Provide a final survey plat within 2 weeks of preliminary County review comments.
- Set ground monumentation for right of way expansions consisting of:
 - A. 5/8" x 30" rebar with KDOT aluminum cap bearing the surveyor's license number at all proposed right of way corners and permanent easement corners.
 - B. 5/8" x 30" rebar with KDOT aluminum cap bearing the surveyor's license number at the intersection of all property lines with the proposed right of way lines and permanent easement lines.
- Other miscellaneous surveying services as directed by the KDOT engineering staff.

Kane County will supply limited records research to supplement right of way alignment mapping. This may include (*when available*):

- Title Reports
- Existing Highway right of way information
- Subdivision plats
- Tax Maps
- Aerial Photography
- Monument records
- Horizontal control as required
- Property Owner survey plats

At the County's request the consultant will prepare a Plat of Dedication. The plat shall conform to the requirements noted here:

PLATS OF DEDICATION (PERMIT ACCESS) CHECKLIST

1. All lettering should be 1/12th inch or greater.
2. Complete the project box in the lower right-hand corner. Information should include: location (County route name), date, KDOT permit number, scale, and survey company name and address.
3. Show North Arrow, up or to the right.
4. If using northings & eastings, indicate basis of bearing.
5. Label the Section, Township, Range, 3rd P.M., and County at the top of the sheet.
6. Show necessary land lines and label lines as called out in the legal description (section lines, lot lines, property lines, etc.) – use the proper line type
7. Label all subdivisions (include the recording date and document number), blocks, and lots.
8. Indicate and label the following lines (use the proper line types):
 - EXISTING AND PROPOSED RIGHT-OF-WAY LINES
 - EXISTING AND PROPOSED ACCESS CONTROL LINES
 - EXISTING AND PROPOSED EASEMENT LINES
9. Show width of existing R.O.W. at least once per sheet
10. The documents, which established the existing right of way, should be reference on the plat.
11. Total holding should be identical to title report
12. Use land hooks to show common lines of ownership
13. The property line symbol should be shown on all sides of the total holding.
14. Indicate any land locked remainders
15. For Dedication Parcels do not include previously dedicated areas in the “area to be dedicated.” Note: the total holding area will remain the same.
16. Complete the Parcel Table:
 - Owner's Name
 - Permanent Index Number (affected parcel only)
 - Total holding area
 - Area Taken
 - Area previously dedicated or used (prescription or common law)
 - Remainder
 - Easement Area
 - Purpose of Easement Area
17. Dimension all takes and easements.
18. Show all distances, bearings, or angles as used in the legal descriptions. Also show the delta (**Δ**), radius (**R**), Length (**L**), Chord (**C**), and chord bearing (**CB**), for all curves.
19. Label the P.O.B. and P.O.C. for every parcel
20. Areas shall be shown to the nearest 0.001 Acre. Show all encroachments within the existing right of way. (This would include parking areas)
21. The existing centerline of pavement, proposed centerline of pavement, and centerline of right-of-way, when applicable.
22. Label the centerlines with the County Route No. followed by the route name designation.
23. The bearing and distance of all section and quarter section lines measured for the project shall be shown.
24. Show all set documentation
25. Show all found documentation with reference to true corner location.

26. Monument Record Documents should be prepared and recorded for section/quarter section corners utilized for which no Monument Record exists. Also, new monument records should be prepared and recorded for those documents which show ties within the proposed right-of-way.

CONTACT INFORMATION

Any questions regarding “On Call Land Survey Services”, QBS, or the consultant selection process should be directed to:

Ken Mielke, P.L.S.
Kane County Division of Transportation
41W011 Burlington Road
St. Charles, Illinois 60175
630-584-1170
630-584-5265 (fax)
Email: mielkeken@co.kane.il.us