

**REQUEST FOR PROPOSALS
LAND SURVEY AND MAPPING SERVICES
RFP 24-18**

The Sussex County Council is hereby soliciting proposals from qualified Professional Firms to provide **Land Survey and Mapping Services** to support the Engineering Department on projects over a five-year period. Services will include but are not limited to topographical field survey and data collection, project base mapping, boundary survey, legal descriptions, and easement and right-of-way plats.

All services shall be assigned on an as-needed basis only, dependent solely on the necessity of County project quantity and scope. There is no guarantee of agreement value.

Sussex County shall determine that firms meet the minimum qualifications, based upon items addressed in the proposals that are received, consisting of the following criteria:

Experience and reputation

Expertise

Capacity to meet requirements (size, financial condition, etc.)

Location (geographical)

Demonstrated ability

Familiarity with public work and its requirements

In addition to the above, other criteria necessary for a quality, cost-effective project may be utilized.

Sussex County intends to select two (2) of the qualified firms for negotiation of base service agreements which the County determines fair and reasonable.

Interested parties may obtain an RFP Information Package by contacting Kaycee Widen at (302) 855-7718. Parties must submit information as specified in the RFP Information Package to Engineering Administration, Sussex County Engineering Department, 2 The Circle, P.O. Box 589, Georgetown, Delaware 19947, no later than **4:00 p.m. on Friday, April 5, 2024.**

Questions relative to this RFP must be submitted in writing to Ms. Kaycee Widen at kwiden@sussexcountyde.gov no later than 4:00 PM on March 18, 2024.

If the responding vendor deems any portion of its response to contain trade secrets, proprietary or other confidential information, it shall isolate and identify in writing the confidential portions, together with a statement in support of its designation as such. The submission shall be confidential until proposal evaluation is complete and agreement(s) are executed. Thereafter, all submissions shall be open to public inspection.

By: Mike Harmer, P.E.
County Engineer