



BUFFALO COUNTY PLANNING & ZONING

Request for Proposal

Buffalo County, Nebraska: Section Corner Project

Purpose

Buffalo County, Nebraska is requesting proposals, by interested and qualified Professional Land Surveyors, licensed in the State of Nebraska, to locate, tie out, and provide GPS observation data and coordinates on section corners, located within Buffalo County. The project is intended to enhance GIS control, provide a more proficient mapping and data management program for county officials, as well as improve the overall accuracy of the land records within the county.

Background

The boundaries of Buffalo County were established in the Territorial Legislature in 1855. The county was officially organized in 1864, three years before Nebraska was admitted to the Union.

Situated on 968 square miles, Buffalo County seats 11 villages and cities: Amherst, Elm Creek, Gibbon, Kearney, Miller, Odessa, Pleasanton, Poole, Ravenna, Riverdale & Shelton.

Project Requirements

The vendor will be required to locate and acquire survey-grade coordinates on Public Land Survey System (PLSS) section corners within Buffalo County. Section Corners included in this project are limited to section and quarter corners only. All survey measurements must conform to the 2021 Minimum Standards for Surveys in Nebraska adopted on February 12, 2021, by the Professional Land Surveyors Association of Nebraska. All section corners with existing monumentation are to be located and tied out accordingly. Section corners that are deemed lost or obliterated or in need of perpetuation from ties that are missing a monument at the corner location will be reported to the Board Administrator, but are not to be measured or included in this project. The vendor will provide a list of the lost or obliterated section corner locations in need of perpetuation to Buffalo County for review at a later date.

Vendor shall provide to County:

- A digital coordinate file on all section corner points in latitude/longitude format (NATRF2022 datum) and Nebraska State Plane Zone 311022, zone name NE_GRIL. Coordinates will be in International Feet.
- A digital file of all raw data collected.
- A digital list of all lost or obliterated section corners encountered.
- A pdf copy of each signed and stamped section corner tie-out record on the form provided for each section corner.
- Each corner tie-out record shall be sent to the Nebraska Survey Record Repository for permanent recording by Surveyor.
- Each corner determined to be lost or insufficient data to replace the monument from existing information will be reported to the Board Administrator. The Board will determine whether these corners will be re-monumented by the County Surveyor as part of this project. Deliverables will be in NATRF2022 geodetic coordinates and Nebraska State Lane Zone 311022, NE_GRIL

Point Position Accuracy

All positions measured on sections corner monuments shall have a positional accuracy of 0.20'. Buffalo County may perform precision checks of data at any time during or within one year following the completion of the project. In the event of a discrepancy, the Contractor will be required to make any corrections or subsequent measurements to correct errors and satisfy the accuracy standards. GPS observations using a static or fast static method will require an occupation time of a minimum of 5 minutes each. GPS observations using RTK in a base/rover setup or RTN setup will require a point occupation time of 90 epochs. The RTK base/rover setup will require random checks into control monuments established and maintained in the NGS database for each beginning and ending of the base occupation time. The maximum allowable baseline from the base to the rover will be 4.25 miles. The base will be required to log data for post processing the control point position. All township corners shall have a minimum of two observations each being from a different day.

Section Corner Point Numbering

Every corner point shall be identified with the unique PID corner code format described in the instructions of the State Surveyor's Office for the Nebraska PLSS Corner project. The data is to be provided to County in a comma delimited text or spreadsheet format. Each record in the data file shall contain five fields: PID, Latitude, Longitude, HAE, and Description.

Questions Prior to Opening

All questions must be in writing and directed solely to the issuing office. Questions may be emailed or faxed to the contact person listed at the top of this RFP. Questions may be answered by directing the bidder to a specific section of the RFP. Questions may be answered by email. Other questions may be more complex and require a written amendment to the RFP. A summary of all pertinent questions and answers will be sent to participating vendors.

Preparation Costs

Buffalo County will not pay any cost(s) associated with the preparation, submittal, presentation, or evaluation of any proposal.

Award: All, Partial, or None

Bids will be analyzed and the award made to the most responsive, responsible bidder whose offer conforms to the solicitation, and is considered the most advantageous to Buffalo County. Buffalo County reserves the right to accept any proposal, which is deemed most favorable to its interest, and to reject any or all proposals which are not in the best interest of the county. Buffalo County may issue a purchase order, contract, or both as its notification of award to the successful bidder. Cost proposals shall include a per-section corner cost, a lump sum bid, and a timeline for completion. Buffalo County reserves the right to adjust the total quantity for this project for any reason including budget constraints and timeline.

Contract Changes

Changes or deviations from the contract documents; including those for extra or additional work must be submitted in writing for review of the Owner. No verbal Change Orders will be recognized.

Qualifications

The contractor responsible for work under this proposal shall have completed a job of similar work utilizing the same type of equipment and practices within the last 3 years. The contractor shall employ an experienced, competent and adequate work force licensed in their specific trade and properly supervised at all times. Unlicensed workers and general laborers shall be adequately supervised to insure competent and quality work and workmanship required by this contract and all other regulations, codes and practices. At all times the contractors shall comply with all applicable local, state and federal guidelines, practices and regulations. Failure to be able to comply with these requirements is suitable reason for rejection of a bid or termination of the contract.

Performance

Final acceptance of work shall be subject to the condition(s) that all data, records, systems, equipment, and apparatus operate satisfactorily.

The contractor warrants to the owner the quality of material, equipment, and workmanship under the specification division for a period of one year from and after completion of this project and acceptance by Buffalo County.

Permits, Codes, and Regulations

Contractor shall provide work in accordance with applicable codes, rules, and regulations of Local, State, and Federal Government and other authorities having lawful jurisdiction. The Contractor shall give all notices and comply with all laws, codes, ordinances, rules, and regulations bearing on the conduct of the work specified. If the Contractor observes that the contract documents are at variance with any rules and regulations, they shall promptly notify the Owner in writing, and any necessary changes shall be adjusted as provided in the contract for changes in the work. If the Contractor performs any work knowing it to be contrary to such laws, ordinances and regulations, and without such notice to the Owner, they shall bear all costs arising from violation.

Safety

Precautions shall be exercised at all times for the protection of all persons (including employees and visitors to job site) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment, and hazards shall be safe guarded.

Vendor Indemnity and Insurance Requirements

Contractor agrees at all times during the term of this agreement to indemnify, save harmless and defend the County, its Boards, Officers, Employees and Representatives against any and all liability, losses, damages, costs or expenses which the County, its Boards, Officers, Employees and Representatives may sustain, incur or be required to pay by reason of bodily injury, personal injury or property damage or other cause of action of whatsoever nature or kind arising out of or as a result of any negligent failure to act in connection with the provider occupying, furnishing services or goods required to be provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs or expenses caused by or resulting from the acts or omissions of the County, its Agencies, Boards, Officers, Employees or Representatives.

Contract Surveyor agrees to obtain statutory workers compensation insurance and professional liability insurance in the amount of \$1,000,000 and auto liability of \$500,000 combined single limit and will provide Buffalo County with certificates of insurance indicating the required amounts of coverage are in effect with Buffalo County as an Additional Insured. The County shall be given thirty (30) days advance notice of cancellation, modification or non-renewal of any such policy during the term of this agreement.

Project Completion Date

The project completion date is to be determined.

Preparation of Proposals

Each offer must be legible and signed. All proposals must be submitted with the following information:

1. Name of Firm
2. Address
3. Phone numbers, office and mobile
4. Contact person
5. Nebraska Registered Land Surveyor responsible for the work
6. Proposed project start date and anticipated project completion date, if different than project completion date please specify reason for requested extension.
7. Lump sum bid for 500 section corner locations
8. Lump sum bid for 1000 section corner locations
9. Lump sum bid for 1500 section corner locations
10. Lump sum bid for 2000 section corner locations
11. Lump sum bid for 3000 section corner locations
12. Itemization of a per section corner cost (for quantity addition or reduction)

Submission of Proposal

All bids shall be provided and in a separate, sealed envelope, marked “**Buffalo County Section Corner Project**” on the outside, and addressed to:

Office of the County Clerk
Buffalo County, Nebraska
Buffalo County Courthouse
1512 Central Ave
PO Box 1270
Kearney, NE 68848
Attn: Heather Christensen, County Clerk

All bids must be received by the Buffalo County Clerk’s Office ***no later than 9:30 a.m. on November 10, 2026.***

All requests for further information should be directed to:

Dennise Daniels, GIS Technician/Coordinator
Phone: (308) 236-1998
Email: ddaniels@buffalocounty.ne.gov

The Buffalo County Board of Commissioners reserves the right to reject any and all bids and to waive any informality in the bidding.