



AERIAL SUBSCRIPTION ITB

Kendall County GIS Department

SUMMARY

Kendall County GIS Department is seeking a qualified consultant to capture vertical aerial imagery at three-inch (3") ground sample distance, three times a year, with the spring capture covering the full county.

Meagan Briganti
GIS Coordinator

Invitation for Bid

Aerial Subscription

On behalf of Kendall County, I invite you to furnish a bid in accordance with the Scope of Work and Instruction to Bidders stated herein. Carefully read the instructions and follow procedures as outlined in order to be considered for award of contract for this project.

All questions should be directed to:
Kendall County GIS Department
Attention: GIS Coordinator
MBriganti@co.kendall.il.us
111 W Fox St, Rm 308
Yorkville, Illinois 60560

Any questions received shall be answered at the discretion of the County. All questions must include a valid email address for response. Replies will be issued to all Bidders of record via email and will become part of the ITB Documents. Questions will not be responded to by oral clarification. Any perceived oral clarifications or interpretations shall be without legal effect.

All questions must be submitted prior to the submittal deadline.

Prevailing Wage Notice

If this contract calls for the construction of a “public work” within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. (“the Act”). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. The Illinois Department of Labor (“Department”) publishes the prevailing wage rates on its website at <http://labor.illinois.gov/>. The Department revises the prevailing wage rates and the contractor/subcontract has an obligation to check the Department’s website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor’s website. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties.

SCOPE OF WORK

Requirements: All bids must comply with the Scope of Work and the Instructions to Bidders, including all attached and incorporated documents.

Scope of Work: Bidder shall detail the project schedule, procedures, specifications, justification, and costs in order to accomplish the desired products.

1. **Product Description:** The total area for Kendall County, Illinois, is approximately 324 square miles. Captured aerial imagery of Kendall County, Illinois, shall be three-inch (3”) ground sample distance (GSD) digitally orthorectified imagery, and include the following products:
 - a. Vertical aerial imagery of the urbanized county three times a year with a full county aerial taken in the spring on even years
 - b. Oblique aerial imagery of the urbanized county once per year
 - c. On premise copy of the full county spring aerial, with no watermark, to be kept by Kendall County in perpetuity
 - i. Be taken in Spring, specifically during leaf-off conditions, when the sky is sufficiently clear, and when the ground is not obscured by snow, haze, smoke dust, cloud shadows, or other ground cover
 - ii. Be projected in Illinois State Plane East coordinate system
 - iii. Be delivered in georeferenced tagged image file format (GeoTIFF) and in MrSID format
 - iv. Cover the entirety of Kendall County plus a 300’ buffer
 - v. Minimize radial displacement of vertical features
 - vi. Have an appropriate solar altitude that meets industry standards and minimizes shadows
 - vii. Meet or exceed a verified horizontal accuracy at the 95% confidence level

Delivery: Delivery of the final aerial imagery, and related products, shall take no more than 2 months. The Bidder shall deliver the product(s) electronically and ensure all digital information is installed and operating as a fully integrated entity in the enterprise GIS.

- Failure to comply with this deadline will result in reduction of payment as delineated in the following Penalty Clause

1-30 Days Past Due	5% of Contract Amount
31-60 Days Past Due	10% of Contract Amount
61-90 Days Past Due	25% of Contract Amount
91-120 Days Past Due	50% of Contract Amount
121+ Days Past Due	100% of Contract Amount

Experience: Bidder must provide at least one reference of past work, similar in scope and size, including the reference’s contact information for verification purposes.

Pricing: The bid must include a complete breakdown of all costs and cost options, including a two and four year pricing, to be paid annually.

INSTRUCTION TO BIDDERS

General Description: Bids are being accepted for the purchase of:
Aerial Subscription (see Scope of Work for details)

Requirements: The following will apply to all bids received:

1. All bids must be comprehensive and complete for the services requested. The accepted bid shall be contracted by Kendall County for the total of the submitted bid. Kendall County will not be responsible for any additional charges above the accepted bid unless additional services are negotiated and accepted by Kendall County by addendum to the original contract. The terms that will be included in the contract for the services are attached to this ITB as the "Agreement." By submitting a bid, bidders are agreeing to those terms found in the Agreement.
2. Kendall County will not be responsible for any expenses incurred by the bidder in preparing and submitting bids. All bids shall provide a straightforward, concise delineation of your capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.
3. The bidder must sign in the firm or corporate name and must bear the original longhand signature of a principal legally authorized to sign contracts. The name of each person signing should be typed or printed below the signature.
4. The individual signing the document for the bidding organization shall initial all erasures or corrections.
5. All variations to the stated specifications must be described in detail (free from ambiguity).
6. All bidders must be appropriately licensed and authorized to conduct business within the State of Illinois.
7. The failure of a bidder to promptly supply information requested in this ITB or other information subsequently requested may result in the bidder being eliminated from consideration.
8. The contents of the bid submitted by the successful bidder and this ITB (including the Scope of Service, Instructions to Bidders, and any and all attached, referenced, or incorporated documents) will become a part of the contract awarded as a result of these specifications.
9. Kendall County reserves the right to request clarifications or corrections to bids.
10. All bids submitted shall be considered firm offers and will be binding for ninety (90) calendar days following the Due Date, unless, upon Kendall County's request, the bidder agrees to an extension.

11. The bidder acknowledges that all bid materials become the property of Kendall County and, as such, may be available to the public. By submitting a bid, bidder acknowledges that Kendall County's decision is final, binding, and conclusive upon the bidder for all purposes.

12. The bidder is expected to comply with the true intent of this ITB taken as a whole and shall not avail itself of any errors or omission to the detriment of the services or Kendall County. Should the bidder suspect any error, omission, or discrepancy in the specifications or instructions, the bidder shall immediately notify Kendall County in writing, and Kendall County will issue written corrections or clarifications. The bidder is responsible for the contents of its bid and for satisfying the requirements set forth in the ITB. Bidder will not be allowed to benefit from errors in the document that could have been reasonably discovered by the bidder in the process of putting the bid together.

County's Rights: Kendall County reserves the following rights: (1) to waive or deviate from the procedures or timetable identified in the ITB; (2) to supplement, amend, or otherwise modify the ITB, without notice; (3) to request additional information from bidders; (4) to reject any or all bids; and (5) to waive minor defects and technicalities.

Questions and Interpretations: Submit questions about the documents to the GIS Coordinator via email MBriganti@co.kendall.il.us. Replies will be issued to all bidders of record as Addenda to the appropriate attachment and will become part of the Agreement. Questions will not be responded to by oral clarification.

Failure to request clarification will not waive responsibility of comprehension of the documents and performance of the work in accordance with the intent of the documents. Signing the Agreement will be considered as implicitly denoting thorough comprehension of intent of the documents.

Submittal: The title of the ITB must be written on the envelope or subject line of the email. No responsibility shall be attached to Kendall County for the premature opening of any bid not properly addressed and identified. No bid will be considered unless all stipulations of this document and the Agreement have been completed.

Completed bids can be sent via email to MBriganti@co.kendall.il.us or mailed to Kendall County GIS Department, 111 W Fox St, Room 308, Yorkville, Illinois 60560. Bids must be received before December 2, 2019 at 8:00 am, in order to be considered.

Submission of a bid confers no rights on the bidder to selection or to a subsequent contract. This ITB process is for the Kendall County's benefit only and is intended to provide Kendall County with competitive information to assist in selection of services. All decisions on compliance, evaluation, terms and conditions shall be made solely at Kendall County's discretion.

Opening: The bids shall be opened and publicly read on December 2, 2019 at 8:00 am in the County Office Building at 111 W Fox Street by the GIS Coordinator. Each bid shall be analyzed to ensure that all stipulations have been satisfied. The results shall be recorded and forwarded with all bidding documents to the Kendall County Board. Attendance is NOT required.

Award: It is the intent of Kendall County to award the bid to the lowest responsible bidder who has met all specifications, terms, and conditions of this ITB.

Rejection of Bids: The Kendall County Board, Kendall County Administrative/HR Committee, and Kendall County Technology Services Director reserve the right to reject any or all bids and to waive any or all irregularities. Kendall County may seek clarification from a bidder at any time and failure to respond promptly is cause for rejection.

Disqualification: Kendall County reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the bidder. The bidder's failure to agree to the terms and conditions of the attached Agreement or otherwise meet the mandatory requirements will result in the disqualification of the bidder's bid from further consideration as an unresponsive bid.

Execution of Contract: Notwithstanding any delay in the preparation and execution of the contract, each bidder shall be prepared, upon written notice of bid acceptance, to commence work within 10 days following receipt of official written order of Kendall County to proceed, or on date stipulated in such order.