



Winnebago County, Illinois - Purchasing Department

404 Elm Street Room 202

Rockford, Illinois 61101

Phone: (815) 319-4380

General Email: Purchasing@WinCol.us

<http://www.WinCol.us/>

REQUEST FOR PROPOSAL	17P-2121	ISSUE DATE	11/28/17
RFP DESCRIPTION	DIGITAL ORTHOPHOTOGRAPHY		
PROPOSAL DUE DATE	12/28/17	DUE TIME (CST)	11:00 A.M.
SUBMIT ONE (1) ORIGINAL, PLUS EIGHT (8) COPIES AND THUMB DRIVE COPY	BOND REQUIRED	NONE	

TO ALL PROSPECTIVE BIDDERS:

You are hereby invited to submit your proposal for DIGITAL ORTHOPHOTOGRAPHY to the address specified herein. The original Request for Proposal (RFP), and requested copies and thumb drive, must be received in a sealed envelope that has your name and address in the UPPER left corner and the attached Return label filled in and attached on the LOWER left corner.

All proposals are subject to staff analysis. Winnebago County reserves the right to accept or reject any and all proposal received and waive any and all technicalities. Proposals must be delivered to:

WINNEBAGO COUNTY PURCHASING DEPARTMENT, 404 ELM STREET, ROOM 202, ROCKFORD, IL 61101

RFP RESPONSES MUST BE RECEIVED AND TIME STAMPED NO LATER THAN THE DUE DATE AND TIME SPECIFIED ABOVE. LATE PROPOSALS WILL NOT BE CONSIDERED.

Any communication regarding this RFP between the date of issue and date of award is required to go through the Director of Purchasing. FACSIMILE AND/OR E-MAIL TRANSMITTED RFP WILL NOT BE ACCEPTED.

Sincerely,

Ann Johns
Director of Purchasing

NAME OF VENDOR	
CONTACT PERSON	
TELEPHONE	
EMAIL	

COUNTY OF WINNEBAGO, ILLINOIS

CALL FOR PROPOSALS

PROJECT NAME	DIGITAL ORTHOPHOTOGRAPHY
USER DEPARTMENT	WINGIS

EVENT	LOCATION	DATE	TIME (CST)
LEGAL ADVERTISEMENT	ROCKFORD REGISTER STAR WEBSITE: HTTP://WINCOIL.US/	11/28/17	
PRE-PROPOSAL CONFERENCE	THERE IS NO PRE-PROPOSAL CONFERENCE	N/A	
DEADLINE FOR INQUIRIES, EXCEPTIONS AND QUESTIONS	MUST BE SUBMITTED IN WRITING TO: AJOHNS@WINCOIL.US	12/8/2017	11:00 A.M.
RESPONSE TO QUESTIONS OR INQUIRIES AND ISSUE OF ANY ADDENDUM	VIA E-MAIL	12/13/17	2:00 P.M.
PROPOSAL DUE DATE	PURCHASING DEPARTMENT ROOM 202	12/28/17	11:00 A.M.

ALL PROPOSALS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

“DIGITAL ORTHOPHOTOGRAPHY”

Information is available from the Purchasing Department, Winnebago County Administration Building, 404 Elm Street, Room 202, Rockford, Illinois 61101. Telephone: (815) 319-4380, Email: AJohns@WinCoil.us.

The documents constituting component parts of the Proposal Form are the following:

- I CALL FOR PROPOSALS**
- II REQUIREMENTS FOR BIDDING AND INSTRUCTIONS TO BIDDERS**
- III GENERAL CONDITIONS**
- IV SPECIAL CONDITIONS**
- V PROPOSAL SPECIFICATIONS**
- VI PROPOSAL FORM**
- VII BUSINESS REFERENCES**
- VIII BIDDER’S SUBCONTRACTORS**
- IX RETURN PROPOSAL LABEL**

REQUIREMENTS FOR BIDDING AND INSTRUCTIONS TO BIDDERS

SUBMISSION OF PROPOSALS

The Bidder, by its officers, agents or representatives (hereafter referred to as the Bidder) shall be responsible for delivery of proposals to the Purchasing Department before the due date and time. *Late proposals will not be considered and will be returned unopened.*

All proposals must be received in a sealed envelope that has your name and address in the UPPER left corner and the attached Return label filled in and attached on the LOWER left corner.

Proposals mailed "EXPRESS MAIL" must have RFP number and due date on the outside of the EXPRESS MAIL envelope. You must allow sufficient time for processing through the County's internal mailroom system.

PREPARATION OF PROPOSAL

The Bidder must submit a proposal on the forms furnished by the Winnebago County Purchasing Department. All blank spaces on the proposal form must be filled in. Use "N/A" or "None" where applicable.

Where unit prices are to be provided, and/or where proposal are to be made on more than one item, the Bidder shall extend the unit price(s) in the places provided on the pricing pages for the approximate quantities, shall compute the total amount. The Bidder must propose in accordance with the unit(s) of measure called for unless deviation procedure is followed.

Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership, or signed in the name of a corporation by an officer whose title shall be stated. Proposals shall be sealed in an envelope and marked as required in the instructions. The proposal is contained in these documents and must remain attached hereto when submitted.

ENTIRE AGREEMENT

These Standard Terms and Conditions of the Proposal shall apply to any contract or order awarded as a result of this Request except where special requirements are stated elsewhere in the Request; in such cases the special requirements shall apply. Further, the written contract and/or order with referenced parts and attachments shall constitute the entire agreement and no other terms and conditions in any document, acceptance, or acknowledgement shall be effective or binding unless expressly agreed to in writing by the contracting authority.

DEVIATIONS, EXCEPTIONS OR ALTERNATES

Deviations, exceptions or alternates from terms, conditions, or specifications shall be described fully, on Bidder's letterhead, signed, and attached to the Request for Proposal. In the absence of such statement, the Proposal shall be accepted as in strict compliance with all terms, conditions, and specifications and the Bidder shall be held liable. Bidders are cautioned to avoid making deviations and exceptions to the specifications, which may result in rejection of their proposal. If deviations, exceptions or alternates are submitted, it is the Winnebago County Director of Purchasing's sole and final decision whether specifications have been met and will be considered for award.

ELECTRONIC TRANSMITTALS

Facsimile and/or e-mail transmitted proposals will not be accepted by Winnebago County. In addition, Winnebago County will not transmit facsimile specifications to the Bidder.

BEST AND FINAL OFFER

Winnebago County reserves the right to request a Best and Final Offer from the finalist Bidder, if it deems such an approach necessary. In general, the Best and Final Offer will consist of updated costs, as well as, answers to specific questions that were identified during the evaluation of Proposals.

If Winnebago County chooses to invoke this option, the finalist Proposal will be re-evaluated by incorporating the information requested in the Best and Final Offer document, including costs, and answers to specific questions presented in the document. The specific format for the Best and Final Offer would be determined during evaluation discussions.

END OF REQUIREMENTS FOR BIDDING AND INSTRUCTIONS TO BIDDERS

GENERAL CONDITIONS

ADDENDUM AND SUPPLEMENT TO THE RFP

If it becomes necessary or advisable to revise any part of this RFP, or if additional data is necessary to enable the exact interpretation of provisions of this RFP, revisions will be provided in the form of an Addendum. If revisions are made after any mandatory Pre-Proposal conference, the revisions will be provided only to those Contractors who will have attended the Pre-Proposal conference.

In the event that any addenda to this RFP are issued, a public posting a minimum of 7 days will be adhered to, and could result in a revised due date.

Addendum information is available at the County's website <http://WinColl.us/> we strongly suggest that you check for any addenda a minimum forty-eight hours (48) in advance of the RFP deadline.

APPLICABLE CODES AND ORDINANCES

Bidder hereby certifies that all services and/or materials used or performed conform to all articles and sections of all current applicable National Building Codes, IDOT, Federal, State and other relevant codes. Workmanship and materials shall conform to all local applicable codes and ordinances.

CANCELLATION

The County of Winnebago reserves the right to cancel any contract in whole or in part without penalty due to failure of the contractor to comply with terms, conditions and specifications of this contract.

CONTRACT AWARD INFORMATION

The successful Bidder will be asked to sign a contract agreement with the County for multi-year contracts. If the Bidder wishes to propose terms and conditions or alternative paperwork he must do so as an exception (see EXCEPTIONS).

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

The Bidder certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/proposal.

Additionally, for all new contractors and vendors to be paid, the Purchasing Department will review the Federal and State Excluded Parties List System prior to requesting the vendor be created in our accounting system.

CHANGES

Winnebago County reserves the right to make any desired change in the specifications after the same shall have been put under contract; but the change so made, with the price to be added or deducted from the contract price, therefore, shall be agreed upon in advance between County and the successful Bidder.

The Purchasing Department shall issue to the successful Bidder a written change order to the original contract; such change orders shall be binding upon both parties thereto and shall in no way invalidate or make void the terms of the original contract not modified by such change.

COMMENCEMENT OF WORK

The successful Contractor must not commence any billable work prior to the County's execution of the contract, issuance of a purchase order or until all required documents have been submitted. Work done prior to these circumstances shall be at the Contractor's risk.

COMPLIANCE WITH LAWS

All services, work and materials that in any manner affect the production, sale, or payment for the product or service contained herein must comply with all Federal, State, County and Municipal laws, statutes, regulations, codes, ordinances and executive orders in effect now or later and whether or not they appear in this document, including those specifically referenced herein. The successful bidder must be authorized to do business in the State of Illinois, and must be able to produce a Certificate of Good Standing with the State of Illinois upon request.

The Bidder/Contractor must obtain all licenses, certificates and other authorizations required in connection with the performance of its obligations hereunder, and Bidder/Contractor must require any and all subcontractors to do so. Failure to do so is an event of disqualification and/or default and may result in the denial of this proposal and/or termination of this Agreement.

In the event Federal or State funds are being used to fund this contract, additional certifications, attached as addenda, will be required. Lack of knowledge on the part of the vendor will in no way be cause for release of this obligation. If the County becomes aware of violation of any laws on the part of the vendor, it reserves the right to reject any proposal, cancel any contract and pursue any other legal remedies deemed necessary.

COST OF PROPOSAL

Expenses incurred in the preparation of proposals in response to this proposal is the bidder's sole responsibility.

DISPUTES

In case of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the Director of Purchasing, or authorized representative, shall be final and binding to all parties.

EXCEPTIONS

Exceptions will be considered up to the deadline listed in the Specifications. Exceptions must be fully described, on the Bidders letterhead and signed; exceptions must reference the proposal number and the specification, contract term or other portion of the Request for Proposal which is being accepted. If the Bidder wishes to propose terms and conditions, or alternative paperwork, it must do so as an exception. In the absence of such statement, the proposal shall be considered as if submitted in strict compliance with all terms, conditions, and specifications; by its submission, the Bidder agrees that if selected, it will be bound by same. No exceptions or changes to contract terms will be accepted with the proposal.

FREEDOM OF INFORMATION

Any responses and supporting documents submitted in response to a proposal will be subject to disclosure under the Illinois Freedom of Information Act. The County will assume that all information provided in a proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an un-redacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception.

INDEMNITY

The Bidder shall, at all times, fully indemnify, hold harmless, and defend Winnebago County and their officers, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way growing out of the performance of this contract by the Bidder and its employees, or because of any act or omission, neglect or misconduct of the Bidder, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise, and any claims that may be made by the employees themselves or by the Illinois Department of Labor for the Bidders violation of the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.). Such indemnity shall not be limited by reason of the enumeration of any insurance coverage or bond herein provided. Nothing contained herein shall be construed as prohibiting Winnebago County and their officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them. The Bidder shall likewise be liable for the cost, fees and expenses incurred in Winnebago County's or the Bidders defense of any such claims, actions, or suits. The Bidder shall be responsible for any damages incurred as a result of its errors, omissions or negligent acts and for any losses or costs to repair or remedy construction as a result of its errors, omissions or negligent acts.

NON-BARRED BIDDING

The Bidder certifies, by submission of this proposal, that it is not barred from bidding on this contract as a result of a conviction for the violation of state laws prohibiting bid rigging or bid rotating.

NON-COLLUSION

The Bidder, by its officers, agents or representatives present at the time of filing this proposal, say that neither they nor any of them, have in any way directly or indirectly, entered into any arrangement or agreement with any other bidders, or with any public officer of the County of Winnebago, Illinois, whereby, the Bidder has not paid or is to pay to such Bidder or public officer any sum of money, anything of value or has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders. Whereby, no inducement of any form or character other than that which appears upon the face of the proposal will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the said proposal or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds on the Contract sought by this proposal.

NON-DISCRIMINATION

In connection with the performance of work under this contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment of compensation, and selection for training, including apprenticeship. Except with respect to sexual orientation, the Contractor further agrees to take affirmative action to ensure Equal Employment Opportunities. The Contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the Non-Discrimination Clause.

PROMPT PAYMENT ACT

The proposal should provide that all payments are subject to the Local Governmental Prompt Payment Act.

PROTEST

Firms wishing to protest proposals or awards shall notify the Director of Purchasing in writing within 30 days after the call for proposal opening. The notification should include the proposal number, the name of the firm protesting and the reason why the firm is protesting the proposal. The Director of Purchasing will respond to the protest within 30 calendar days.

RESERVATION OF RIGHTS

Winnebago County reserves the right to reject any or all proposals failing to meet the County specifications or requirements and to waive technicalities. If, in the County's opinion, the lowest proposal is not the most responsible proposal, considering value received for monies expended, the right is reserved to make awards as determined solely by the judgment of the County. In determining the lowest responsible Bidder, the County shall take into consideration the qualities of the articles supplied, their conformity with the specifications, and their suitability to the requirements of the County and the delivery terms. Intangible factors, such as the Bidder's reputation and past performance, will also be weighed.

The Bidder's failure to meet the mandatory requirements of the RFP will result in the disqualification of the proposal from further consideration.

The County reserves the right to award more than one vendor based on this RFP.

Winnebago County further reserves the right to reject all proposals and obtain goods or services through intergovernmental or cooperative agreements, or to issue a new and revised RFP.

Submission of a proposal confers no rights on the Bidder to a selection or to a subsequent contract. All decisions on compliance, evaluation, terms and conditions shall be made solely at Winnebago County's discretion and shall be made in the best interest of the County.

SUBSTANCE ABUSE PREVENTION

The Substance Abuse Prevention on Public Works Act, Public Act 95-0635, prohibits the use of drugs and alcohol, as defined in the Act, by employees of the contractor and by employees of all approved subcontractors while performing work on a public works project. The contractor/subcontractor hereby certifies that it has a superseding collective bargaining agreement or makes the public filing of its written substance abuse prevention program for the prevention of substance abuse among its employees who are not covered by a collective bargaining agreement dealing with the subject as mandated by the Act.

Bidders and their subcontractors (if applicable) certifies that the entity has signed collective bargaining agreements that are in effect for all of its employees, and that deal with the subject matter of Public Act 95-0635, or certifies that the contracting entity has in place for all of its employees not covered by a collective bargaining agreement a written substance abuse prevention program that deals with subject of the Act, and will attach the substance abuse prevention program that meets or exceeds the requirements of Public Act 95-0635.

TAXES NOT APPLICABLE

The County of Winnebago, as a Governmental Unit, pays neither Federal Excise Tax nor Illinois Retailers Occupational Tax, and therefore, those taxes should be excluded. Our Tax Exempt Number is: E9992-3963-07.

TERMINATION, CANCELLATION AND DAMAGES

The County may terminate based on the Contractor's breach or default. Unless the breach or default creates an emergency, as determined in the County's sole discretion, the Contractor shall be given notice and a five (5) day opportunity to cure before the termination becomes effective.

COUNTY OF WINNEBAGO, ILLINOIS

If the County terminates this Contract because of the Contractor's breach or default, the County shall have the right to purchase items or services elsewhere and to charge the Contractor with any additional cost incurred, including but not limited to the cost of cover, incidental and consequential damages and the cost of re-bidding. The County may offset these additional costs against any sums otherwise due to the Contractor under this proposal or any unrelated contract.

If the Winnebago County fails to appropriate funds to enable continued payment of multi-year contracts the County may cancel, without termination charges provided Contractor received at least thirty (30) days prior written notice of termination.

Winnebago County may terminate any contract or agreement resulting from this Bid or RFP at any time for any reason by giving at least thirty (30) days' notice in writing to awarded Contractor. If the contract is terminated by the County as provided herein, the contractor will be paid a fair payment as negotiated with the County for the work completed as of the date of termination.

WITHDRAWAL OF PROPOSALS

Any bidder may withdraw their proposal at any time prior to the time specified in the advertisement as the closing time for the receipt of proposals by signing a request therefore. However, no bidder shall withdraw or cancel his proposal for a period of sixty (60) days after said advertised closing time for the receipt of proposals; the successful bidder shall not withdraw or cancel their proposal after having been notified by the Director of Purchasing that said proposal has been accepted by the County Board.

The Bidder, by signing the Proposal Form, acknowledges, understands and abides by all of the above "Requirements for Bidding and Instructions to Bidders".

END OF GENERAL CONDITIONS

COUNTY OF WINNEBAGO, ILLINOIS

SPECIAL CONDITIONS

QUESTIONS & INQUIRES

Any questions and/or inquires may be directed, no later than the date provided for on page 2 to Ann Johns, Director of Purchasing, 404 Elm Street, Room 202, Rockford, Illinois 61101, by Telephone: (815) 319-4380 or Email: AJohns@WinColl.us.

BONDING

Not required for this project.

RFP AWARD CRITERIA

As outlined in the Specifications section of the RFP.

INSURANCE REQUIREMENTS

Upon notice of acceptance of proposal, the successful bidder shall, within fourteen (14) calendar days of said notice, furnish to the Director of Purchasing a Certificate of Insurance and provide policy endorsements evidencing specific coverage of the types of insurance in the amounts specified below. Such coverage shall be placed with a responsible company acceptable to the County licensed to do business in the State of Illinois. **All required insurance shall be maintained by the contractor in full force and effect during the life of the contract, and until such time as all work has been approved and accepted by the County.** The Contractor is responsible for all insurance deductibles and Self-Insured Retentions.

TYPE OF INSURANCE		MINIMUM ACCEPTABLE LIMITS OF LIABILITY
1	Workers Compensation	Statutory
2	Employers Liability A. Each Accident B. Each Employee-disease C. Policy Aggregate-disease	\$1,000,000 \$1,000,000 \$1,000,000
3	Commercial General Liability A. Per Occurrence B. General Aggregate 1. General Aggregate- Per project 2. General Aggregate - Products/ Completed Operations	\$1,000,000 \$1,000,000 \$1,000,000
4	Business Auto Liability	\$1,000,000
5	Professional Errors and Omissions	\$1,000,000

At all times during the term of the contract, the Contractor and its independent contractors shall maintain, at their sole expense, insurance coverage for the Contractor, its employees, officers and independent contractors, as follows:

- A) It is the responsibility of Contractor to provide copy of the PROPOSAL to their carrier.
- B) It may also be required that the Contractor's insurer and coverage be approved by County prior to execution of the Contract.
- C) No work shall be started until receipt of Certificate of Insurance.

COUNTY OF WINNEBAGO, ILLINOIS

The County of Winnebago shall be named as additionally insured on all certificates of insurance. Insurance certificates shall also reference project name and PROPOSAL NUMBER. Certificates should be sent to:

Winnebago County
Purchasing Department
404 Elm Street, Room 202
Rockford, IL 61101
AJohns@WinCoil.us

The insurance carrier of the insured is required to notify the Winnebago County of termination of any expiration or all of these coverages, prior to the completion of any contract, at least thirty (30) days prior to.

CHANGES IN INSURANCE COVERAGE:

The Contractor will immediately notify the county if any insurance has been cancelled, materially changed, or renewal has been refused and the Contractor shall immediately suspend all work in progress and take the necessary steps to purchase, maintain and provide the required insurance coverage(s) and limits. If suspension of work should occur due to insurance requirements, upon verification by the County of the required insurance, the County will notify Contractor when they can proceed with the work. Failure to provide and maintain the required insurance coverage(s) and limits could result in immediate cancellation of the contract and the Contractor shall accept and bear all costs that may result due to the Contractors failure to provide and maintain the required insurance.

PROPOSER'S RESPONSIBILITY FOR SERVICES PROPOSED

The Bidder must thoroughly examine and will be held to have thoroughly examined and read the entire RFP document. Failure of Bidders to fully acquaint themselves with existing conditions or the amount of work involved will not be a basis for requesting extra compensation after the award of a Contract.

PERMITS, FEES, AND NOTICES

The Awarded Contractor shall secure and pay for all Building Permits and Governmental Fees, licenses, and inspection necessary for the proper execution and completion of the work which are legally required, file all notices, comply with all laws, rules, regulations and lawful orders bearing on the performance of the work.

JOINT PURCHASING OR CONSORTIUM WITH OTHER AGENCIES

Would your firm be willing to extend your Proposal to other taxing bodies in Winnebago County (and others Counties) such as school districts, townships, cities and villages, etc.? The approximate quantity usage is unknown.

Yes No

State any other requirements that they would have to meet beyond that of the RFP and specification.

Provide details in your RFP response

NOTE: Winnebago County would not be involved in purchasing by any other taxing body other than to receive a copy of their purchase order that would reference the Winnebago County contract number. The invoicing and payments would be entirely between the other taxing bodies and the Vendor/Contractor. If the Winnebago County accepts your RFP, the procedure to handle joint purchases or services would be developed by Winnebago County with the Vendor/ Contractor and distributed to the other taxing bodies by the Winnebago County.

Each local government agency or taxing body will need to credit qualify on a standalone basis.

END OF SPECIAL CONDITIONS

PROPOSAL SPECIFICATIONS

The County of Winnebago is requesting proposals as the lead agency of a regional group of eight public agencies known as WinGIS.

The purpose of this proposal is to create a high quality digital color orthophotographic imagery for Winnebago County. The bidder shall furnish all materials, supervision, labor, equipment and transportation. The successful bidder shall execute and complete all work required conforming to these detailed specifications.

The successful bidder will meet or exceed all of the specifications outlined in the detailed specifications. Any deviations must be noted and it will be WinGIS' sole decision if any deviations meet or exceed the detailed specifications.

Bidders must provide one original, eight copies of the proposal, and a copy of the proposal on a thumb drive in a sealed package to this address:

Winnebago County Purchasing
404 Elm Street, Room 202
Rockford, IL 61101

Faxed proposals will not be considered.

The County would prefer onshore and local providers.

Bidders will need to provide the following information along with pricing:

1. Company background on the bidder and any subcontractors utilized for this project. Include years in business, firm's name, address, phone number, email location of the office or offices that would provide the project services and what services they will be performing.
2. Staff qualifications assigned to this project, including subcontractors.
3. Similar project experiences. Provide at least three references for similar projects to include name, address, telephone number, email and contact person.
4. An indication of the firm's licensing to do business in the State of Illinois.

DETAILED SPECIFICATIONS

PRODUCTS

- Digital Color Orthophotography imagery.
- The three areas should all be listed as separate line items.

GEOGRAPHIC AREA

- The project will include two separately priced areas:
 1. Winnebago County, IL; an area of approximately 514 square miles
 2. Along the entirety of the border of Winnebago County, IL, the western-most 1.5 miles of Boone County, IL and 1.5 miles of Ogle County, IL that borders the southern-most border of Winnebago County; an area of approximately 54 square miles (See included image on Exhibit A).

PROJECTION UNITS

- All digital products will be delivered in the NAD 1983 State Plane Illinois West FIPS 1202 in US Survey feet.

COLLECTION METHOD

- Direct digital capture.
- The contractor will employ airborne GPS.
- The County can provide a shapefile of the project area.

GROUND SAMPLE DISTANCE

- Pixel resolution imagery will be obtained at approximately one half (0.5) foot pixel resolution on the ground (GSD).

POSITIONAL ACCURACY

- The orthophotography images must meet National Map Accuracy Standards for positional accuracy of 1" = 100'
- WinGIS will supply Contours and DEM data created from our 2007 LIDAR.
- The existing ground control network in Winnebago County will also be used.
- The County has 127 ground control monuments.
- The County has contours from 2007 that were derived from a Lidar project in 2006.

SEPARATELY PRICED OPTIONS FOR:

- Planimetrics (City of Rockford only)
(Sheds, Pools, Decks/Patios, Sidewalks, Driveways, Parking Lots, Pavement Edge, Recreational Areas, Building footprints, Street Pavement, Islands in ROW)
- Pixel resolution imagery will be obtained at approximately one quarter (0.25) foot pixel resolution on the ground (GSD).

COLLECTION WINDOW

- Early spring 2018, prior to onset of spring vegetation. Sun Angle to be not less than 30 degrees.

FLYING CONDITIONS

- No haze, fog, dust, smoke, or floodwaters; Streams must be within normal banks; No objectionable shadows caused by relief.

IMAGE QUALITY

- Clear and sharp in detail;
- Less than 5% cloud cover on any single photograph/image;
- There should be no snow cover on an image unless nearing the end of the "data capture window" and snow still present. The vendor must then contact WinGIS immediately to determine if acceptable to proceed with data capture.
- No defects such as out-of-focus images;
- No "image smear" or "stretched" area on images;
- No "warped" bridges, viaducts or roads;
- No inconsistencies in tone and density between adjacent orthophotography images;

FILE FORMATS

- TIFF (Tagged Information File Format) with associated TIFF World Files. Must not be a compressed TIFF.
- All geo-referencing information shall be contained in the separate, but associated World Files.
- A seamless MrSID mosaic of the entire county will also be provided.
- All image files must be readable within the current versions of ESRI’s ArcGIS software.

METADATA

- The contractor shall provide metadata compiled to the current standard endorsed by the Federal Geographic Data Committee (FGDC) for each of the data deliverables.

IMAGE TILING

- Tiling grid schema will not exceed 2500’ x 2500’ per individual grid cell.
- The vendor shall include an ESRI shapefile or file geodatabase of the grid, which indexes the individual image tiles.

DELIVERY MEDIUM

- The digital images will be delivered on external hard drive(s).

VALUE ADDED (Optional)

- Please list and describe any additional value added features or services that are offered to Winnebago County at no cost. Are there any other value added features available at a negotiable cost that may benefit Winnebago County? Describe all value added services and features (and cost, if applicable).

PROPOSAL EVALUATION

Criteria	Weight
Ability of vendor to provide services according to specifications, based on proposal responses.	35
Reference projects of similar scope, scale and complexity.	20
Qualifications of personnel assigned to project, and their demonstrated ability to complete a project of this scope, scale, and complexity.	30
Cost-effectiveness of proposed pricing	15
Value added services (bonus)	15

Maximum total score is 100 points with an additional score of 15 optional points

END OF PROPOSAL SPECIFICATIONS

COUNTY OF WINNEBAGO, ILLINOIS

PROPOSAL FORM

PROPOSAL #17P-2121

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Vendor			
Contact Person			
Business Address			
City, State, Zip Code			
Telephone		FEIN No.	
Email			

Company Information

Woman Business Enterprise (WBE)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Small Business Enterprise (SBE)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Minority Business Enterprise (MBE)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Veteran Owned Business (VOB)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

IF YES, CHECK THE FOLLOWING BOXES THAT APPLY:

BLACK/AFRICAN AMERICAN	<input type="checkbox"/>	HISPANIC	<input type="checkbox"/>
NATIVE AMERICAN OR ALASKA NATIVE	<input type="checkbox"/>	ASIAN AMERICAN	<input type="checkbox"/>

TO: Winnebago County Purchasing Department

The undersigned, being duly sworn, certifies that he/she is:

<input type="checkbox"/> THE OWNER/SOLE PROPRIETOR	<input type="checkbox"/> A MEMBER OF THE PARTNERSHIP	<input type="checkbox"/> AN OFFICER OF THE CORPORATION	<input type="checkbox"/> MEMBER OF THE JOINT VENTURE
--	--	--	--

Further, as Contractor, declares that the only person or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Director of Purchasing, 404 Elm Street, Rockford, Illinois 61103 and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda

No(s): _____, _____ and _____ issued thereto;

Further, the Contractor proposes and agrees, if this proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

COUNTY OF WINNEBAGO, ILLINOIS

Further, the undersigned certifies and warrants that he/she is duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or By-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate. Further, the undersigned certifies that the Bidder is not barred from bidding on this contract because of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33E-4, bid rigging or bid-rotating.

The Affiant deposes and says that he/she has examined and carefully prepared this proposal and has checked the same in detail before submitting this proposal, and that the statements contained herein are true and correct.

Further, the Bidder certifies that he has provided equipment, supplies or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option. Finally, the Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the bidding schedule.

Signature of Bidder authorizes the County of Winnebago to verify business references.

PRICING:

WINNEBAGO COUNTY BOUNDRIES \$ _____

**WINNEBAGO COUNTY BOUNDRIES &
1.5 MILES OF BOONE COUNTY** \$ _____

MrSID \$ _____

PLANIMETRICS \$ _____

3" RESOLUTION \$ _____

OPTIONAL PRICING (add extra lines if needed to describe the optional pricing

\$ _____

SIGNATURE _____

Name and Title of Signer _____

Dated this _____ day of _____ 20 _____

END OF PROPOSAL FORM

WINNEBAGO COUNTY, ILLINOIS

BUSINESS REFERENCES

The Bidder must list references for the last three (3) completed projects, listing company name, address, contact person, telephone number, email and date of completion. If Bidder is a new business, provide references that will enable the County to determine if bidder is responsible.

COMPANY NAME	
CONTACT PERSON	
ADDRESS	
CITY, STATE, ZIPCODE	
TELEPHONE	
EMAIL	
DATE OF COMPLETION	

COMPANY NAME	
CONTACT PERSON	
ADDRESS	
CITY, STATE, ZIPCODE	
TELEPHONE	
EMAIL	
DATE OF COMPLETION	

COMPANY NAME	
CONTACT PERSON	
ADDRESS	
CITY, STATE, ZIPCODE	
TELEPHONE	
EMAIL	
DATE OF COMPLETION	

NUMBER OF YEARS IN BUSINESS	
CURRENT NUMBER OF PERSONNEL ON STAFF	

END OF BUSINESS REFERENCES

WINNEBAGO COUNTY, ILLINOIS

BIDDER'S SUBCONTRACTORS

FULL NAME OF VENDOR	
CONTACT PERSON	

SUBCONTRACTORS:

Will you employ subcontractors?

Yes

No

If "YES", identify with each firm's name, address, telephone number and work to be subcontracted (attach more sheets if necessary).

SUBCONTRACTOR NAME	
CONTACT PERSON	
ADDRESS	
CITY, STATE, ZIPCODE	
TELEPHONE	
EMAIL	
WORK TO BE PROVIDED	

The Contractor will not change or use subcontractors not identified in this bid/proposal without prior written approval from Winnebago County.

A request for a change in subcontractors shall be made in writing and will include a description of any savings that may be realized in the execution of this contract, and must be passed on to Winnebago County.

END OF BIDDER'S SUBCONTRACTORS

WINNEBAGO COUNTY, ILLINOIS

RETURN PROPOSAL LABEL

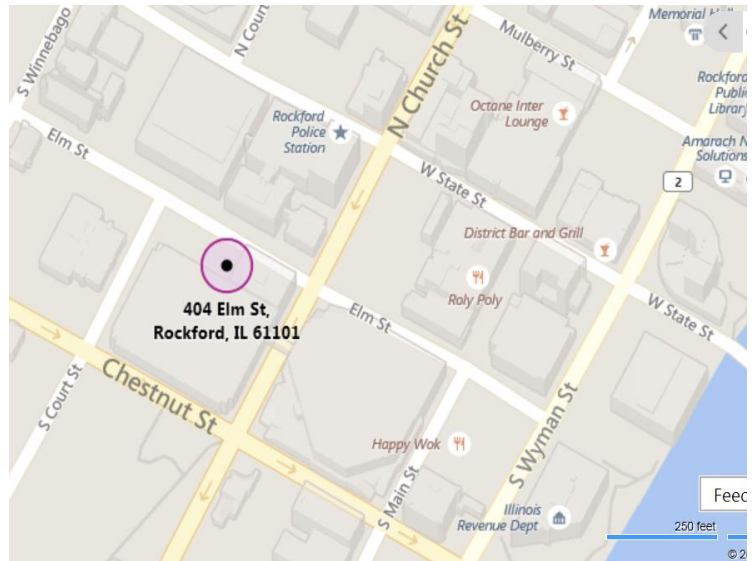


The County of Winnebago, Illinois will receive sealed Proposals at:

**WINNEBAGO COUNTY
PURCHASING DEPARTMENT
404 ELM STREET, ROOM 202
ROCKFORD, ILLINOIS 61101**

All Proposals must be enclosed in sealed envelopes marked:

**“DIGITAL ORTHOPHOTOGRAPHY”
DECEMBER 28, 2017, 11:00 A.M.**



ALL SUBMITTALS SHOULD BE LABELED ACCORDINGLY – PLEASE USE BELOW FOR YOUR CONVENIENCE



PROPOSAL # 17P - 2121	WINNEBAGO COUNTY PURCHASING DEPARTMENT 404 ELM STREET, ROOM 202 ROCKFORD, ILLINOIS 61101
PURCHASING DIRECTOR: ANN JOHNS	
PROPOSAL NAME: DIGITAL ORTHOPHOTOGRAPHY	
PROPOSAL DUE DATE/TIME: DECEMBER 28, 2017 AT 11:00 A.M.	

