

**UVALDE COUNTY APPRAISAL DISTRICT**

***Uvalde County, Uvalde, Texas***

**REQUEST FOR COMPETITIVE SEALED BIDS**

***FOR ACQUIRING***

***AERIAL ORTHOPHOTOGRAPHY AND OBLIQUE IMAGES***

***OF THE ENTIRE UVALDE COUNTY, TEXAS***

***FOR THE***

***UVALDE COUNTY APPRAISAL DISTRICT***

***209 NORTH HIGH STREET***

***UVALDE, TEXAS 78801***

***BID NUMBER 2023-03***

***August 04, 2023***

# CALENDAR OF EVENTS

<b>Target Date</b>	<b>Day</b>	<b>Event</b>
August 04,2023	Friday	RFP distributed to prospective bidders.
August 06,2023	Sunday	First advertisement of the RFP
August 13,2023	Sunday	Second advertisement of the RFP
September 13,2023	Wednesday	RFP response due date no later than 5:00 p.m.
September 14,2023	Thursday	Public opening and reading of RFPs
	Time:	10:00 a.m.
	Location:	Uvalde County Appraisal District 209 North High Street Uvalde, Texas 78801
September 19,2023	Tuesday	Board of Directors – award contract “Best Value” bidder
	Time:	5:45 p.m.
	Location:	Uvalde County Appraisal District 209 North High Street Uvalde, Texas 78801

## I. INVITATION

The Uvalde County Appraisal District is accepting sealed bids on a contract for Aerial Orthophotography and Oblique images for the entirety of Uvalde County, Texas as specified in this document.

## II. SUBMISSION OF BID AND FORMAT

- A. Seal bid documents may be mailed, or hand delivered and received **no later than 5:00 p.m on Wednesday, September 13, 2023**, in the Office of the Appraisal District located at 209 N. High St., Uvalde, TX 78801. Bidders shall enclose the original and a copy of the bid in separate sealed envelopes, duly marking the envelopes as **“Original” and “Copy”**. These envelopes shall then be enclosed in one single envelope. The inner and outer envelopes shall bear the name and address of the Bidder and bear the specific identification **“*BID #2023—03 ENCLOSED*”**.
- B. If a sealed bid is not adequately identified, it will be opened to establish identification and will not be processed as any other bid. This will result in an unsealed bid and will violate the integrity of purpose for the sealed bid procedure. Consequently, **bidders are urged to make certain the envelope is adequately identified.**
- C. Bids not received in the Appraisal District by the required date and time, as evidenced by the Appraisal District's date and time stamp, will be returned unopened provided the bidder's envelope is properly identified with the return address. If the bidder's envelope is not properly identified, it will be opened to identify the bidder's and/or obtain the address before it is returned.
- D. All bid documents timely received will be taken to the board room for a public opening and reading at 10:00 a.m. on Thursday, September 14, 2023. General questions pertaining to this bid should be directed to Roberto Valdez, Chief Appraiser at (830) 278-1106.
- E. All bids are subject to the General Conditions and Requirements as stated in this document. The Appraisal District reserves the right to reject any or all bids or accept the bid deemed most advantageous to the Appraisal District. A contract will be awarded **subject to the approval of the Appraisal District Board of Directors.**

**FAILURE TO COMPLY WITH THESE GENERAL CONDITIONS AND SPECIFICATIONS CONTAINED HEREIN MAY RESULT IN BID BEING DISQUALIFIED**

# GENERAL CONDITIONS OF BIDDING PROCESS

## I. BIDDING

- A. All bids must be submitted in computer printed and / or legible ink printed format. **Pencil printed bids and/or markings will not be considered.**
- B. Bids transmitted by facsimile, email or otherwise electronically, **are not acceptable.**
- C. All bids must show the full name and address of the Bidder with the name printed in ink.
- D. All bids must be manually signed in ink by an authorized individual, officer or employee of the proposer and acknowledged by a Notary Public.
- E. **Withdrawing a bid** is permissible if a written notice of withdrawal is received from the Bidder by the Chief Appraiser prior to the bid opening date and time. Such notice must be in ink and manually signed in ink by an authorized individual, officer or employee of the Bidder.
- F. Any erasure or alteration of figures may invalidate the bid on the item on which the erasure or alteration is made.
- G. Bidders are invited to be present at the opening of bids. Please request strata(zoom) link to [rvaldez@uvaldecad.org](mailto:rvaldez@uvaldecad.org).
- H. The Appraisal District retains the right to contact any or all bidders after submittal in order to obtain supplemental information and/or clarification in either oral or written form.
- I. To obtain the best final offer, revisions may be permitted after submissions and before the award of the proposal.

## II. EVALUATION CRITERIA

The Appraisal District will evaluate, rank the proposals and then award the contract to the bidder that provides the best value to the Appraisal District. In determining the best value for the Appraisal District, the Chief Appraiser or the Chief Appraiser's designee, whether one or more persons, shall consider the following criteria and attribute the below weighted percentages to each proposal:

- |  |     |
|--|-----|
| 1. Bidder's proposed price   | 40% |
| 2. Bidder's experience and reputation<br>see page 9, "N. Experience" | 20% |
| 3. Quality of bidder's services                                      | 10% |
| 4. Bidder's estimated duration of project                            | 10% |
| 5. Bidder's proposed personnel skill sets                            | 10% |
| 6. Bidder's past relationship with the Appraisal District            | 10% |

### III. AWARD

The contract will be awarded to the bidder who provides goods or services at the best value for the Appraisal District.

The contract will be awarded to the responsible bidder whose bid is determined to be the most advantageous to the Appraisal District considering the relative importance of price and the other evaluation factors listed above.

### IV. BID DEPOSIT

No bid deposit or bond is required.

### V. PRICING

All prices quoted in the proposal must be firm for the term of agreement.

### VI. TAXES

The Uvalde County Appraisal District is a political subdivision of the State of Texas and is exempt from the Federal Excise and Transportation Tax, and the limited Sales and Use Tax.

### VII. PAYMENT

- A. The Appraisal District is seeking payment options, possibly total project cost to be **payable in three annual payments**.
- B. The Appraisal District's obligations will be payable solely from funds appropriated in the Appraisal District's budget for the year in which such obligations may be due and payable. In the event that no funds or insufficient funds are appropriated for payment of obligations the contract shall be terminated without liability to the Appraisal District, Chief Appraiser, its officers, agents, or employees.
- C. Bidder is asked to identify payment plan options made available to the Appraisal District.
- D. First annual payment will be made upon completion and delivery of project.
- E. Payments (complete or partial) will be mailed no later than the fourth Friday of the following month.
- F. All packing lists, invoices, etc. must be referenced as **BID #2023-03**.
- G. All invoices should be submitted to the following address:

**Chief Appraiser  
Uvalde County Appraisal District  
209 High Street  
Uvalde, Texas 78801**

### VIII. PATENTS

The bidder agrees to indemnify and save harmless the Appraisal District, the Chief Appraiser, its officers and employees from all suits and actions of every nature and description brought against them or any of them, for on account of the use of patented appliances, products or processes and it shall pay royalties and charges which are legal and equitable.

## IX. INDEMNIFICATION

Bidder shall defend, indemnify, and hold harmless the Appraisal District, and its officers, and employees, against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, including without limitation attorneys' fees and court costs, arising out of, connected with, or resulting from any acts or omissions of bidder or any agent, employee, subcontractor, or supplier of bidder in the execution or performance of any contract with bidder resulting from this request for bid.

## X. CONFLICTS OF INTEREST

The bidder that is awarded the contract will be required to submit the following forms:

- A. In accordance with Chapter 176 of the Texas Local Government Code, bidders shall prepare and complete a Conflict of Interest Questionnaire.
- B. In accordance with Section 2252.908 of the Texas Government Code, the bidder shall submit a Certificate of Interested Parties (Form 1295, [www.ethics.state.tx.us](http://www.ethics.state.tx.us)<  
<http://www.ethics.state.tx.us>>)

## XI. SEVERABILITY

If any section, subsection, paragraph, sentence, phrase, or work in this request for proposal shall be held invalid, such holding shall not affect the remaining portions of this request for proposal and it is hereby declared that such remaining portions would have been included in this request for proposal as though the invalid portion had been omitted.

## XII. GENERAL CONDITIONS OF BID

The general conditions of the proposer's bid defined herein shall be made a part of the proposer's bid.

## XIII. ADDITIONAL SPECIFICATIONS OF BID

The Appraisal District requests the following additional specifications and information.

### A. In General

- a. The aerial photography shall be captured in the late winter, **not later than February 1, 2024**
- b. The imagery will be delivered in ecw, geotiff, tiff, etc. compressed file format
- c. The aerial imagery must be geo-referenced to the Texas State Plane Coordinate System NAD83 adjusted horizontal and NAVD88 vertical data
- d. List the resolution specifications of the orthophotography and oblique imagery that your firm provides

### B. Oblique Imagery

- a. Provide metric color oblique aerial photography of the entire area of Uvalde County, approximately 1,559 sq. mile of area
- b. Images must be captured from a north, south, east and west direction to provide a 360 degree view of every property

- c. Each pixel of an image must be geo-referenced
- d. Oblique images will meet the same horizontal and vertical accuracy that is in the source data used in processing them, i.e. Orthophoto, DEM (Digital Elevation Model)
- e. Provide oblique imagery from which measurements can be directly taken on a computer screen
- f. Images should be captured simultaneously with the orthogonal imagery
- g. The imagery must be compatible with ArcGIS for any derived datasets or application extensions enabling images to be viewed in ArcGIS
- h. The digital oblique photography must be delivered with software tools that allow for cataloguing, extracting, viewing, measuring and analyzing said photography
- i. The oblique aerial imagery must be geo-referenced to the i.e. Texas State Plane Coordinate System based on the NAD83 adjusted horizontal and NAVD88 vertical data
- j. Oblique imagery must be georeferenced in such a way that allows for the overlay of GIS data

### **C. Orthophotography Imagery**

- a. Imagery must be provided to the Appraisal District before April 1, 2024
- b. Provide color digital aerial orthophotography of the entire area of Uvalde County
- c. Images must provide a true top-down view that is rectified to align to a map grid and must be easily integrated into a GIS database and use
- d. Pixel resolution of **no greater than 6 inch**. The Bidder may resample from a smaller pixel resolution to achieve desired resolution, but Bidder may not resample from a larger pixel resolution to achieve desired resolution
- e. Rectification shall seek to minimize feature displacement and loss of features along mosaiclines

### **D. Image Viewing Software**

- a. Imagery must be viewable online for county and municipal planners and first responders
- b. Imagery must seamlessly integrate into the existing Appraisal District Computer Aided Mass Appraisal (CAMA) Software known as PACS Appraisal by Harris Govern
- c. Bidder should describe the software that it provides and the tools for viewing and measuring objects within oblique and orthogonal images
- d. Annual maintenance cost

## **E. Flight Conditions**

- a. Oblique Aerial Photography shall be completed during the late winter, **not later than February 1, 2024**, in 30% or less leaf cover conditions. Oblique and orthogonal photography shall be acquired when the ground is not obscured by snow, ice, clouds or fog, and the atmosphere is free of haze, smoke and dust.

## **F. Quality Assurance / Quality Control**

- a. Bidders are expected to identify all levels of their quality assurance and quality control procedures that will be employed in evaluating and processing the imagery

## **G. Web-based Portal**

- a. Bidder must provide a company hosted web-based portal application that stores Uvalde County's image library, provides its users the ability to access and view the imagery, and aids in dissemination of the images
- b. List any mobile options for viewing your imagery

## **H. Delivery**

- a. The distribution of products such as oblique imagery and supporting data shall be the responsibility of the contractor. The contractor will provide separate USB hard drives what will be used to transfer deliverables and will become a part of the final delivery

## **I. Disaster re-flight**

- a. Describe the type of disaster coverage your company provides, describing the applicable disaster types
- b. Provide the maximum coverage area that would fall under a disaster re-flight
- c. Provide the time period during and after that this service will be available to Uvalde County Appraisal District

## **J. Integrations**

- a. The imagery should be compatible with ESRI products including ArcGIS 10.x, ArcGIS for Desktop 10.x, and ArcIMS 10.x. Plug-ins for the provided data format and viewer software should also be included
- b. Provide a list of all software packages that the oblique image viewing software is compatible with. Examples include but are not limited to ESRI's ArcGIS, ArcServer, Assessor software and computer- aided dispatch systems and mobile applications
- c. Bidder's imagery and software must be compatible with Uvalde County Appraisal District's CAMA software systems (PACS by True Automation)

## **K. Other Technical Considerations**

- a. Describe any other technical detail critical to the successful acquisition and processing of oblique imagery

## **L. Technical Support**



- a. The Bidder shall provide technical support for the delivered products for the duration of the contract. Technical support shall be onsite, by phone or web-based

#### **M. Training**

- a. Please provide a complete explanation of training (on-site as well as on-line) provided in the costs of your bid
- b. Include the estimated amount of time required to train end users of your product(s) as well as technical training for IT and GIS Department employee
- c. This should include the approximate man-hours to train each group

#### **N. Experience**

Bidder should provide a response to each of the following questions/requests:

- a. Include a detailed project description for up to three relevant, successfully delivered projects that demonstrates the same technical experience with similar clients, and/or local project experience in the United States. Products should include the simultaneous capture of both orthophotography and oblique digital imagery and the delivery of navigation and measurement software. Note the following details: customer name, address, contact person, title, and phone number
- b. Describe the number of years your company has been in the aerial imagery business
- c. Describe your annual revenues
- d. Include a corporate profile

#### **O. Insurance**

- a. Bidder, at its own expense, shall maintain sufficient liability insurance against claims or lawsuits which result from the actions of Service Provider or its employees or agents

#### **P. Cost**

- a. Bidder should outline annual costs for the complete project over a three-year payout

#### **Q. HB 89 Verification Form**

- b. Bidder should complete above noted form as a requirement of the proposal