

REQUEST FOR PROPOSALS (RFP)

Boundary Survey of the Morgan County / Summit County Line

Section 20, Township 1 North, Range 4 East, Salt Lake Base & Meridian

1. Introduction and Background.

Morgan County is soliciting proposals from qualified Professional Land Surveyors (PLS) licensed in the State of Utah to perform a boundary survey of the Morgan County / Summit County line through a portion of Section 20, Township 1 North, Range 4 East, Salt Lake Base & Meridian (SLB&M).

Summit County has previously conducted its own survey of this boundary; however, neither county has agreed upon the final location of the county line. To ensure fairness to affected property owners living along this boundary, and to avoid errors that could impact existing land descriptions, Morgan County seeks to commission its own independent survey. The resulting survey will be presented to Summit County for joint review, with the objective of reaching consensus on whether the outcome requires recognition of the existing line, a boundary adjustment, or other action consistent with law.

This survey will be conducted in accordance with Utah Code §§ 17-50-104 and 17-50-105. Under these statutes, county boundaries may only be changed by legislative action, and disputes or uncertainties must be resolved through agreement between county surveyors or, failing that, by an independent surveyor appointed through the Utah Geospatial Resource Center. The completed survey, once accepted by both Morgan and Summit Counties, will be submitted to the Office of the Lieutenant Governor for official recordation.

2. Scope of Work

- A. Research all available records, including deeds, plats, prior surveys, GLO/PLSS records, County surveyor notes, and historical documents relevant to Section 20.
- B. Conduct a full boundary survey of the Morgan/Summit County line through Section 20, T1N, R4E, SLB&M, consistent with Utah law and professional surveying standards.
- C. Locate, monument, or re-monument boundary corners as required under Utah Code Title 17-23 and the BLM Manual of Surveying Instructions.
- D. Prepare and file a Record of Survey plat in both Morgan and Summit Counties.
- E. Provide legal descriptions of the surveyed boundary line.
- F. Deliver digital files (AutoCAD and GIS shapefiles) compatible with County systems.
- G. Provide a written report documenting research, methodology, findings, and rationale.
- H. Coordinate with both the Morgan County and Summit County Officials to explain survey results.

- I. Collaborate with Morgan County Recorder, Assessor, and County Attorney's Office prior to commencing survey fieldwork to ensure all known issues are addressed.
- J. Attend at least one Morgan County Commission meeting to present findings.
- K. Ensure that all survey work, mapping, and documentation is consistent with Utah Code §§ 17-50-104 and 17-50-105, including preparation of materials suitable for submission to the Lieutenant Governor's office under § 67-1a-6.5.

3. Deliverables

- A. Stamped and signed Record of Survey plat(s).
- B. Legal descriptions of the surveyed boundary.
- C. Monuments or witness markers set at key locations.
- D. Digital deliverables (AutoCAD .dwg and GIS shapefiles).
- E. Final written report of survey.
- F. File Record Tie Sheet for monuments used, found, etc.
- G. Documentation supporting compliance with Utah statutes for county boundary disputes and submissions.

4. Qualifications

- A. Be licensed as a Professional Land Surveyor in Utah.
- B. Demonstrate experience with boundary surveys involving PLSS section lines and jurisdictional boundaries.
- C. The selected Consultant shall maintain insurance coverage sufficient to protect the Consultant and Morgan County from claims arising out of the performance of services under this Agreement, including but not limited to claims for personal injury, death, property damage, and professional liability.
- D. Provide at least three references for similar projects in the past five years.
- E. Disclose any litigation or judgments involving the proposer within the past five years.

5. Proposal Requirements

- A. Cover letter and firm background.
- B. Detailed scope and methodology, including anticipated compliance with Utah statutes.
- C. Project timeline (include Gantt chart or similar project schedule).
- D. Fee proposal (lump sum or hourly not-to-exceed, with breakdown of rates and anticipated expenses).
- E. Resumes of key personnel, including Utah license numbers.
- F. References.
- G. Evidence of licensure, business license, and worker's compensation coverage.

6. Evaluation Criteria

- A. Relevant experience and qualifications, including Utah PLSS and statutory compliance (30%).
- B. Understanding of project scope and approach (25%).
- C. Cost competitiveness (20%).
- D. Capacity to perform services in a timely manner, including workload and availability (15%).
- E. References and past performance (10%).

7. Submission Instructions

- A. Deadline:
- B. Page Limit: Proposals should not exceed 20 single-sided pages, excluding covers and dividers.
- C. Submit one hard copy and one electronic PDF to:

Morgan County Recorder
Attn: Shaun Rose, Morgan County Recorder
48 W. Young St., Rm 21
P.O. Box 886
Morgan, UT 84050

Electronic submissions may also be accepted at: srose@morgancountyutah.gov

Late or incomplete proposals will not be considered.

8. Reservation of Rights

Morgan County reserves the right to reject any or all proposals, waive informalities, amend or withdraw this RFP, and select the proposal deemed most advantageous to the County. The County may issue a separate RFP or engage the independent surveyor under Utah Code § 17-50-105 if agreement with Summit County cannot be reached.

Morgan County may terminate any contract entered into as a result of this RFP at any time by giving thirty (30) days written notice to the selected firm. The selected firm shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily. Nothing in this RFP or in any resulting contract shall be construed as a commitment of any kind, for payment of costs incurred in the preparation of a proposal or for any costs incurred prior to execution of a formal contract.

The final contract award is subject to approval by the Morgan County Commission. The County acknowledges that the ultimate authority to fix county boundaries rests with the Utah Legislature, and that the Lieutenant Governor maintains the official boundary records. Nothing in this RFP or in any resulting contract shall be construed to supersede those statutory provisions.

ADDENDUM NO. 1

Subject: Clarification of Proposal Deadline

Morgan County hereby issues this addendum to clarify the submission deadline for this Request for Proposals (“RFP”). Proposals will be accepted until 5:00 p.m. Mountain Time on Friday, October 24, 2025, or until the County determines that sufficient qualified proposals have been received to meet the County’s needs, whichever occurs first. All other terms, conditions, and requirements of the RFP remain unchanged. Offerors who have already received or obtained the RFP are hereby notified of this clarification and are responsible for ensuring receipt of any future addenda.