

## **Request for Proposal: Land Survey of the Property at 620 Section Street, Norway, MI**

**Project Name:** Solomonson Branch Land Survey

**Date Issued:** April 7, 2026

**Proposal Due Date:** May 11, 2026; 5:00 PM CST for first review

### **1. Introduction/Background**

The Dickinson County Library (“Owner”) is requesting proposals from qualified professional land surveyors (“Consultant”) licensed in Michigan to perform a Boundary and Topographic Survey for the property located at 620 Section Street, Norway, MI.

### **2. Scope of Services**

The Consultant shall provide all personnel, equipment, and material to complete the following:

- **Boundary Survey:** Locate, mark, and map property lines, corners, and monuments.
- **Topographic Survey:** Map existing features, including buildings, existing exterior structures, trees, and utilities.
- **Easements/Rights-of-way:** Identify and plot all easements.
- **Deliverables:**
  - Two hard copies and an electronic PDF map.
  - Survey Report.

### **3. Technical Requirements**

- **Accuracy:** Horizontal and vertical accuracy must comply with ALTA/NSPS standards.
- **Compliance:** All work must comply with local, state, and federal regulations.

### **4. Proposal Submission Requirements**

Proposals must include the following:

- **Firm Information:** Name, address, experience with similar projects
- **Project Team:** Resumes of licensed surveyor(s) and assistant(s) assigned to the project.
- **Methodology:** Details of approach to the work.
- **Timeline:** Start and completion dates.
- **Cost Proposal:** A detailed, itemized cost proposal, including hourly rates as applicable.

## **5. Evaluation Criteria**

Proposals will be evaluated based on:

- Experience and qualifications
- Project understanding and methodology
- Timeline/availability
- Cost

## **6. Submission Instructions**

Please submit to:

**Land Survey Proposal  
Dickinson County Library  
401 Iron Mountain Street  
Iron Mountain, MI 49801**

Questions can be directed to Megan Rose, Director ([meg@dcl-lib.org](mailto:meg@dcl-lib.org) / (906)774-3862) or Andy Hill, Maintenance ([ahill@dcl-lib.org](mailto:ahill@dcl-lib.org) / (906) 774-1218).

Submissions received by May 11, 2026, 5 PM CST will be included in the first review of proposals. The Dickinson County Library Board reserves the right to accept or reject any and all proposals.