



Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Section Corner Project Bid Awarding & Contract Approval and Signing

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Randy Quale, County Surveyor	Department: Land/County Surveyor
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Presenter (Name and Title): Randy Quale, County Surveyor	Estimated Time Needed: 0-5 minutes
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Summary of Issue:

I am requesting that you award the bid for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering, the lowest responsible bidder, at the cost of \$52,958.00, a cost which is significantly lower than the previously approved and budgeted amount of \$60,000.00.

I am also requesting that you approve and sign the Professional Contract for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, allowing JPJ Engineering to move forward with the Project.

See attached documents for more information.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to award Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering and approve and sign the Professional Contract for the same.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 52,958.00

Is this budgeted? Yes No *Please Explain:*



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

Honorable Board of Commissioners:

Last summer, Rich Courtemanche, former Land Commissioner, and I were reminiscing about the success of our first contracted remonumentation project that took place in 2020-21 in the portion of the Con-Con Area just to the north of Mille Lacs Lake. We were so happy with the results, we decided to undertake a second project.

It was proposed to again use the same source of funding as the first project and a proposed project area (see attached map) and preliminary budget of \$60,000 was set. A request for proposal (RFP) was written (see attached) and was sent to the 19 private surveying companies listed on our Surveying Service Providers sheet. Six responses were received.....2 "thanks, but no thanks" and 4 proposals (see attached). Given the fact that most private surveyors currently have a full work schedule, I was happy to have as much interest in our project as we did. The companies that responded with proposals are as follows, listed in order of lowest cost to highest:

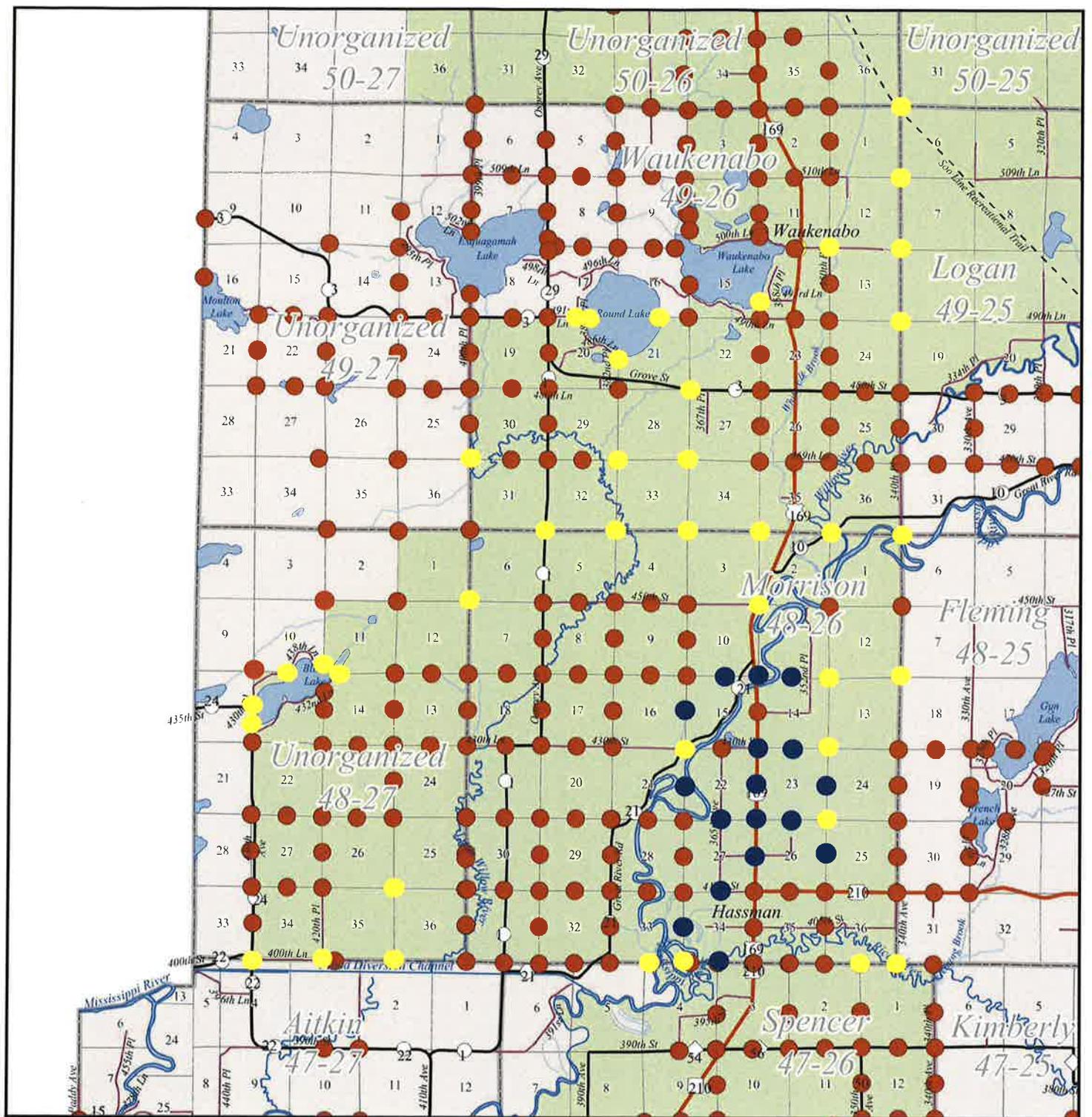
- | | |
|---|--------------|
| 1. Northwestern Surveying and Engineering | \$50,000.00 |
| 2. JPJ Engineering | \$52,958.00 |
| 3. Kramer Leas DeLeo | \$83,300.00 |
| 4. Northern Lights Surveying Services | \$128,160.00 |

As with our previous project, we decided to not just accept the lowest bid and scored all proposals received in order to make our decision of who to use based on their overall merit, not just price. The attached Scoring Sheet outlines the criteria we used to establish our ranking.

The results of our scoring indicated that one candidate stood out above the rest as the lowest responsible bidder, JPJ Engineering. That being said, I would at this time like to request that you, the Aitkin County Board of Commissioners, award the bid for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering for the cost of \$52,958.00 and authorize the signing of the attached Professional Contract for services allowing JPJ Engineering to move forward with the project.

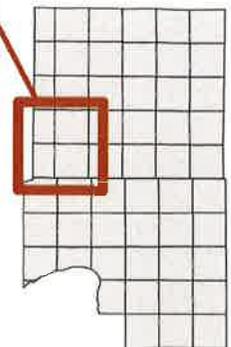
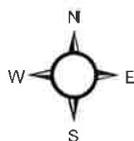
Respectfully,

Randy A. Quale
Aitkin County Surveyor



Legend

- Section Corner
- Con-Con Area
- Corner to be certified by DOT
- Corner to be certified by this proposed project



Map prepared by Aitkin County's GIS for graphic display purposes only.
 Aitkin County assumes no liability for any errors, omissions or inaccuracies herein contained.

Date: 9/14/2011



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

INTRODUCTION

The Aitkin County Board of Commissioners is requesting proposals to contract a Professional Land Surveying Service Provider for public land survey corner certification for a number of section corners located in portions of 3 townships in Aitkin County.

Bidders are required to submit a written proposal that presents the Bidder's qualifications and understanding of the work to be performed.

The project is slated to begin upon successful execution of contract documents by both parties (approximately November 15, 2021) with an anticipated completion date of December 31, 2022.

The proposal must be submitted no later than 2:00 P.M. on Wednesday, October 13, 2021, directly to the following address:

Randy Quale, LS

Aitkin County Surveyor

307 2nd Street NW, Room 221

Aitkin, MN 56431

Proposals received after 2:00 P.M. on Wednesday, October 13, 2021 will be rejected and returned unopened.

BACKGROUND

Aitkin County was established in 1857 and consists of 1,215,669 acres of land. The county contains 365 lakes, 103 miles of the Mississippi River and more than 8,000 corners set by the General Land Office. The original Public Land Survey (PLS) of Aitkin County began in 1849 and continued through 1874. The Aitkin County Surveyor's office is responsible for the perpetuation and maintenance of the monuments of the original public land survey system. Corner cards, section breakdowns, field book, corner certificates and other survey information can be located at the Aitkin County Surveyor's office, Recorder's office and Highway Department.

Aitkin County has been working on remonumentation of original corners for a number of years and will be contracting for this service in an effort to expedite the remonumentation process.

In order to protect this investment, corners must be maintained. Part of this maintenance will include the acquisition of accurate global positioning system (GPS) coordinates in the appropriate Minnesota county coordinate system.

Additional information may also be available at the county's interactive web site. A link to the county site can be found at: <https://gisweb.co.aitkin.mn.us/link/wab/>.

CORNER LIST

<u>Index</u>	<u>Township Name</u>	<u>Sec</u>	<u>Twp</u>	<u>Rge</u>	<u>Corner Identifier</u>
A 5	MORRISON	6	48	26	NORTHEAST CORNER
A 9	MORRISON	5	48	26	NORTHEAST CORNER
A 13	MORRISON	4	48	26	NORTHEAST CORNER
A 17	MORRISON	3	48	26	NORTHEAST CORNER
A 21	MORRISON	2	48	26	NORTHEAST CORNER
A 25	MORRISON	1	48	26	NORTHEAST CORNER
E 17	MORRISON	10	48	26	NORTHEAST CORNER
J 21	MORRISON	14	48	26	NORTHEAST CORNER
J 25	MORRISON	13	48	26	NORTHEAST CORNER
N 13	MORRISON	21	48	26	NORTHEAST CORNER
N 21	MORRISON	23	48	26	NORTHEAST CORNER
R 21	MORRISON	26	48	26	NORTHEAST CORNER
Z 11	MORRISON	33	48	26	SOUTH QUARTER CORNER
Z 13	MORRISON	33	48	26	SOUTHEAST CORNER
Z 23	MORRISON	36	48	26	SOUTH QUARTER CORNER
Z 25	MORRISON	36	48	26	SOUTHEAST CORNER
E 25	UNORGANIZED	12	48	27	NORTHEAST CORNER
H-J 17	UNORGANIZED	10	48	27	MC# 5
J 15	UNORGANIZED	15	48	27	NORTH QUARTER CORNER
J 17-18	UNORGANIZED	14	48	27	MC# 4
L 13	UNORGANIZED	16	48	27	EAST QUARTER CORNER
L-M 13	UNORGANIZED	16	48	27	MC# 8
V 21	UNORGANIZED	35	48	27	NORTHEAST CORNER
Z 13	UNORGANIZED	33	48	27	SOUTHEAST CORNER
Z 17	UNORGANIZED	34	48	27	SOUTHEAST CORNER

Z 21	UNORGANIZED	35	48	27	SOUTHEAST CORNER
A 25	WAUKENABO	1	49	26	NORTHEAST CORNER
E 25	WAUKENABO	12	49	26	NORTHEAST CORNER
J 21	WAUKENABO	14	49	26	NORTHEAST CORNER
J 25	WAUKENABO	13	49	26	NORTHEAST CORNER
M-N 17	WAUKENABO	15	49	26	MC# 1
N 7	WAUKENABO	20	49	26	NORTH QUARTER CORNER
N 7-8	WAUKENABO	20	49	26	MC# 16
N 11-12	WAUKENABO	21	49	26	MC# 14
N 25	WAUKENABO	24	49	26	NORTHEAST CORNER
P-Q 9	WAUKENABO	20	49	26	MC# 15
R 13	WAUKENABO	28	49	26	NORTHEAST CORNER
V 1	WAUKENABO	31	49	26	NORTHWEST CORNER
V 9	WAUKENABO	32	49	26	NORTHEAST CORNER
V 13	WAUKENABO	33	49	26	NORTHEAST CORNER

GENERAL INSTRUCTIONS

The proposal shall include all of the following information. Failure to include the required information could result in disqualification of a Bidder.

- Proposal Form & Signature Page – the proposal form and signature page must be completed and signed by an individual authorized to bind the bidder. All proposals submitted without such proposal form and signature page may be deemed non-responsive.
- Human Rights Certificate – Minnesota Statutes, Chapter 363, “Department of Human Rights”, shall be complied with completing the Human Rights Certificate
- Workers Compensation Form – Complete and sign
- Independent Contractor Statement – Complete and sign
- References – Bidders shall include a list of three (3) professional references. The County reserves the right to contact references other than, and/or in addition to, those furnished by bidder.
- Resume – Bidder shall include a detailed resume for all personnel who will supervise or be performing the work on the project.
- Description of the Project – Bidder shall provide a detailed project approach to be used to complete the project.
- Description of the equipment – Bidder shall provide a detailed list and description of the equipment to be used on the project.
- Conflict of Interest – Bidder shall list and disclose any known possible conflicts of interest in entering into a contract with Aitkin County.

Bidder's Insurance Requirements – A copy of Aitkin County's Insurance Requirements are attached to the Request for Proposal.

Proposal Period – Proposal prices are to be firm for ninety (90) days. No proposal may be withdrawn for a period of thirty (30) days from the date of the proposal opening.

Interpretations - Request for interpretation on the specifications or digital survey record data can be directed to: Randy Quale, County Surveyor, (218) 927-7326 or e-mail: randy.quale@co.aitkin.mn.us

Company Contact – Provide a description of your firm/company including; name, year established, address, phone number, and e-mail address.

Contract Documents – Contract documents in order of priority; the County's Contract, the County's Request for Proposal, and the Contractor's response.

Term and Renewal – The term of the Contract shall commence upon successful execution of the contract by both parties and terminate on December 31, 2022 unless earlier terminated. The Contract may be terminated by either party with a ninety (90) day written notice. The Contract may be terminated by either party with or without cause in less than ninety (90) days by mutual agreement or in the event of substantial failure to perform in accordance with the terms set forth in the Contract.

Performance Bond– the Contractor awarded the contract will be required to post a performance bond or irrevocable letter of credit in an amount equal to the contract amount. The contract will be released from the bond or letter of credit at the time all deliverables have been submitted to the County and meet the County's standards.

SPECIFICATIONS

Contractor Qualifications:

- Contractor must perform maintenance on or establish the designated PLS corners within the requested townships in accordance with MN State Statute 381.12.
- Contractor must provide Northing and Easting coordinates out to the third decimal place (0.xxx) for each PLS corner monument reset or visited within the project area on the appropriate Aitkin County coordinate system.
- Contractor requests for qualifications will be evaluated by a selection committee. Finalists may be invited to an interview. The selection committee's final recommendation will be based upon an analysis of the offering, not just the lowest price. Preference will be given to those contractors providing demonstrated capability and experience in related services.
- The Aitkin County Board of Commissioners reserves the right to increase or decrease the scope of services, revise the anticipated working agreement or otherwise modify the working arrangement during the course of the services. Fees for services beyond the scope of services herein defined will not be allowed without written approval of Aitkin County.
- The Contractor shall keep fully informed of all federal and state laws; all regulation pertaining to the occupational and safety hazards act (OSHA); all local laws, ordinances and regulations; and all orders and decrees of bodies and tribunals having any jurisdiction or authority, which in any manner affect the conduct of work. The Contractor shall at all times observe and comply with all applicable laws, ordinances, regulations, orders and decrees,

and shall protect and indemnify Aitkin County and its representatives against all claims and liabilities arising from or based on contractor or employee violations.

Responsibilities of the Contractor

Delivery Terms: The successful Contractor will perform the following services and will present the following delivery details to the County Surveyor with the final delivery of items no later than December 31, 2022.

The project will commence upon successful execution of the contract (anticipated by November 15, 2021) and to ensure the project continues to progress in a timely manner and the contracted corners completed to the County's standards the following schedule must be met:

50% - Completed on or before **August 31, 2022**

100% - Completed by **December 31, 2022**

Scope of Service: The successful Contractor will provide the following scope of service:

- Research and review existing Certificate of Location of Government Corner (COLOGC) forms and other archived information located at the various Aitkin County offices relating to the designated corners.
- Inform landowner of need to access property once a specific schedule is determined.
- Contractor will be responsible for contacting the appropriate road authority for permission in the event that excavation needs to take place within the road right-of-way. The contractor is responsible for any equipment needed and all materials necessary to return the road to its original condition.
- Maintenance of existing corners:
 - o Document the type, size, a distance above or below the ground surface, stamp, and the condition of an existing monument.
 - o If the monument exists as indicated on the existing COLOGC form, measurements to all previously existing accessories shall be measured and indicated in the field notes both in the form of a drawing sketch and informational text. Accessories shall be semi-permanent in nature and may include such items as trees, power poles, buildings or other identifiable natural or artificial features from which a reliable distance could be measured to locate or relocate the corner. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist. It is preferable to have four (4) accessories per corner in four (4) separate quadrants.
 - o If the monument is missing or damaged, re-establish it using measurements from accessories shown on the existing COLOGC form or other historical survey documentation if possible. Document a description of the monument set for the corner. Measurements to accessories shall be measured and indicated both in the sketch and in the field book documentation. Complete and thorough documentation regarding the methodology used to reset the monument will be included in the field book.
 - o All monuments will be occupied. Plugs in blacktopped roads will be removed and the monument below will be occupied. Plugs will be replaced in the

- correct location above the monument. The contractor is responsible for any equipment needed and all materials necessary to return the road to its original condition. A minimum depth of six (6) inches of packed bituminous will be required to secure placement of the plugs.
 - o Excavation for monuments in roads or ditch grades that have not been certified will go to the depth of natural ground. Width and length of the excavation will be determined by the contractor. Photographs of all excavations will be required.
 - Remonumentation of original corners:
 - o If a corner has never been remonumented, monuments will be set in accordance with the Bureau of Land Management manual of surveying instructions accessible at https://www.blm.gov/sites/blm.gov/files/Manual_Of_Surveying_Instructions_2009.pdf. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist. It is preferable to have four (4) accessories per corner in four (4) separate quadrants.
 - o Any work performed beyond that which is provided for in this contract without a prior written amendment signed by the County, will be deemed voluntary and Contractor will not be entitled to compensation for the extra work.
 - Positioning of the Monuments:
 - o All monuments within the project area, found, re-established from the accessories as described in the maintenance of existing corners section above, or initially set shall have Northing and Easting coordinate values out to the third decimal place (0.xxx) based on the appropriate Aitkin County coordinate system established on them. The datum to be used shall be NAD83 (2011 adjustment).
 - o The horizontal accuracy standard for these positions shall be similar to those defined in the 2016 version of the Accuracy Standards for ALTA/ACSM Land Title Surveys. County standards will require 0.05 feet for positional accuracy.
 - o Static GPS, RTK GPS and terrestrial survey equipment are acceptable methods of position as well as a combination of these methods on the judgment of the surveyor supervising the project. Positions shall be taken at two (2) separate times.
 - o All terrestrial survey methods shall be accomplished by closed and least squares adjusted traverses in those instances where more than one (1) leg is needed to tie into a monument.
 - Delivery Details:
 - o Copies of any least square adjustments performed during the course of the survey.
 - o One (1) paper copy of the printout listing of the point number, northing, easting and descriptor for each designated monument within the project area.
 - o A comma delimited ASCII file containing point number, northing, easting and descriptor of each designated monument and control point located in the project area. All coordinate values will be carried out to the third decimal place (0.xxx)
 - o Original and separate field books for each township survey.
 - o An original, wet-signed Certificate of Location of Government Corner document meeting County requirements suitable for recording.

Responsibilities of the County

Aitkin County will provide access to the following information and material supplies to the successful contractor:

- Access to archived hard copy records for the purpose of researching additional roll files, ditch records, right-of-way plans or other documents not yet imaged.
- Cast iron monuments and aluminum plugs with rebar will be supplied for use in monumenting the section corners. The contractor will be responsible for providing the necessary cold mix required to set the plugs and repair the road to its previous condition. Minimum length of monuments to be set by the contracting firm shall be 30 inches with longer monuments as needed in areas for stability.
- Notification letters will be sent to property owners whose land is adjacent to section lines involved in the remonumentation process of contracted townships informing them of the remonumentation project.
- A meeting will be held with all of the contractor's field personnel and county staff to review the contract requirements and county standards before any field work will be allowed to begin.

Payment Schedule

Under no circumstance will any payment under this contract be made until 50% of the contracted corners are completed at which time a detailed invoice for 50% of the contracted price may be submitted. If the County deems that all deliverables for these specific corners have been received and that the work has been completed to the standard specifications set within the contract, the request will be approved and submitted for payment following an internal review process not to exceed more than 30 days from the date the invoice is received. An additional invoice can be submitted once 50% of the corners have been completed and deliverables received. The remaining 50% of the contract will be payable in 2020 and an additional invoice can be submitted once 75% of the contracted corners have been completed. Final payment will be made within 60 days of a completed submittal of all the final delivery items deemed acceptable by the County and as listed herein.

Contract Award

The contract will be awarded to the selected firm deemed advantageous as determined by the evaluation criteria of a lump-sum, per corner by township award. The Aitkin County Board of Commissioners reserves the following rights (in addition to those accorded Aitkin County by policy and statutory laws):

- The right to negotiate with one or more Contractors to arrive at a final selection.
- The right to negotiate all submitted elements to ensure the best possible consideration be afforded to all parties concerned (this includes the right to approve or disapprove subcontractor's proposal after award).
- The right to reject any and all proposals, to consider alternatives, to waive any minor irregularities and technicalities, and to re-solicit a request for proposal.
- The right to award the contract to a contractor who is not the lowest cost contractor.

AITKIN COUNTY CONTRACTOR INSURANCE REQUIREMENTS

Contractor's Insurance requirements are as follows:

The Contractor shall not commence work under the Contract until it has obtained at its own cost and expense all insurance required herein. All insurance coverage is subject to approval of the County and shall be maintained by Contractor until final completion of the work. The Contractor further agrees that it shall at all times during the term of the Contract have and keep in force the following insurance policies.

Workers' Compensation. Insurance covering all employees meeting statutory limits in compliance with the applicable state and federal laws.

Comprehensive General Liability. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than \$500,000.00 per claim and \$1,500,000.00 for any number of claims arising out of a single occurrence. If the claim arises out of the release or threatened release of a hazardous substance, the insurance must be for an amount of not less than \$1,000,000.00 per claim and \$3,000,000.00 for any number of claims arising out of a single occurrence.

Business Auto Liability. A single limit or combined limit or excess umbrella automobile liability insurance policy for all vehicle used regularly in the provision of services under this contract for an amount of not less than \$500,000.00 per accident for property damage, \$500,000.00 for bodily injury and/or damage to any one person, and \$1,500,000.00 for total bodily injuries and/or damage arising out of a single occurrence.

Special Requirements:

Aitkin County is to be included as an **Additional Insured** on both the Comprehensive General Liability and Business Auto Liability Policies.

Current, valid insurance policies meeting the requirements herein identified shall be filed with the County before the contractor commences a project and maintained during the named project's duration. Renewal Certificates shall be sent to the County within thirty (30) days prior to any expiration date. There shall also be a thirty (30) days notification to the County in the event of cancellation or modification of any stipulated insurance coverage.

It shall be the responsibility of the Contractor to insure that all subcontracts comply with the same insurance requirements that he/she is required to meet.

The County shall not accept any insurance coverage provisions under which Contractor or its insurer attempt or purport to avail themselves or any governmental right of immunity available to the County as a municipal corporation pursuant to any common law doctrine, Minnesota Statute 466 or other statutory authority.

Limit as set forth herein will automatically increase with amendments to Minnesota Statute §466.04 and Contractor will be required to maintain, as a minimum, policies with limits matching the municipal liability limits as provided for in that statute as amended.

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ _____

STANDARD HOURLY RATE: \$ _____

(For work above and beyond scope of project, if necessary)

BIDDERS CONTACT INFORMATION

Company Name: _____

Company Address: _____

By: Name: _____

Title: _____

Signature: _____

Phone: _____

E-Mail Address: _____

HUMAN RIGHTS CERTIFICATE

I hereby certify that _____ is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of _____ to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: _____

OFFICIAL ADDRESS: _____

SIGNATURE IN INK BY: _____

TITLE and/or POSITION: _____

DATE: _____

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: _____

OFFICIAL ADDRESS: _____

SIGNATURE IN INK BY: _____

TITLE AND/OR POSITION: _____

DATE: _____

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

COMPANY NAME

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

POLICY NUMBER (EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

Date

Signature

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 50,000

STANDARD HOURLY RATE: \$ RATE SHEET ATTACHED
(For work above and beyond scope of project, if necessary)

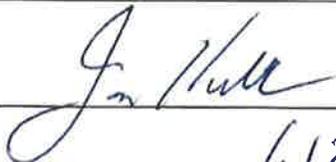
BIDDERS CONTACT INFORMATION

Company Name: NORTHWESTERN SURVEYING & ENG., INC

Company Address: 8962 Hwy 37
IRON, MN 55751

By: Name: JASON KADELBACH

Title: VICE PRESIDENT EASTERN DIVISION

Signature: 

Phone: 612-501-0651

E-Mail Address: JASON.KADELBACH@NWSMN.COM

**NORTHWESTERN SURVEYING & ENGINEERING, INC.
SCHEDULE OF RATES 2021**

	<i>Hourly</i>
Principal	\$116.50
Registered Land Surveyor	\$133.50
Senior Design Specialist	\$129.00
Registered Civil Engineer	\$146.50
Survey Tech/Right of Way Specialist III	\$96.00
Survey Tech/Right of Way Specialist II	\$80.00
Survey Tech/Right of Way Specialist I	\$61.00
Sr. Project Manager	\$125.00
AutoCad Tech	\$100.00
Data Technician	\$100.00
Clerical/Secretarial	\$59.00
Inspector	\$87.50
1 Man Survey Crew	\$139.25
2 Man Survey Crew	\$181.00
3 Man Survey Crew	\$212.00
Standby 1 Man Survey Crew	\$100.00
Standby 2 Man Survey Crew	\$139.00
HDS Laser Scanning/with Operator	\$300.00
HDS Technician	\$150.00
UTV with tracks	\$245.00/day
4-Gas Monitor	\$50.00/day
Service Charge per Steel Post	\$10.00/each
Reimbursable Expenses	actual cost
Per Diem	IRS allowed
Vehicles-Mileage	IRS allowed
Subconsultants/Subcontractors	cost plus 15%

The above schedule of hourly rates and chargeable expenses are for the year the contract is in effect. If the contract extends over a several year period, the hourly rates and chargeable expenses shall be adjusted as agreed by the Owner and NWSE.

Variety of Surveying & Engineering Services

Lot Surveys	Construction Staking
Boundary Survey	Certificates of Corner Location
Topographic Mapping	Wetland Surveys
Subdivision Design/Platting	Condominium Plats
ALTA Surveys	Site Plans
Grading Plans	Storm Sewer Design
Construction Inspection	Right of way mapping
Street & Utility Plans	3 D Laser Scanning
FEMA Certificate	Pipeline Surveys

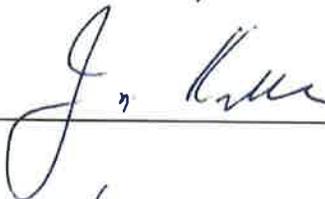
INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: NORTHWESTERN SURVEYING & ENG., INC

OFFICIAL ADDRESS: 8962 Hwy 37, IRON, MN 55751

SIGNATURE IN INK BY: 

TITLE AND/OR POSITION: VICE PRESIDENT EASTERN DIVISION

DATE: 10/12/21

HUMAN RIGHTS CERTIFICATE

NORTHWESTERN SURVEYING
& ENGINEERING, INC

I hereby certify that _____ is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

NORTHWESTERN SURVEYING
& ENGINEERING, INC

Therefore, I certify that it is the policy and intent of _____ to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: JASON KADELBACH

OFFICIAL ADDRESS: 8962 HWY 37, IRON, MN 55751

SIGNATURE IN INK BY: 

TITLE and/or POSITION: VICE PRESIDENT EASTERN DIVISION

DATE: 10/12/21

NORTHWESTERN SURVEYING AND ENGINEERING, INC.

COMPANY PROFILE AND EXPERIENCE



OVERVIEW

Northwestern Surveying and Engineering, Inc. has been successfully providing services for hundreds of clients throughout Minnesota for projects similar to your proposed project. We are a locally owned and operated civil engineering and land surveying firm located in Bemidji, MN and Cloquet, MN. Our company was established in 1997 and since opening, has been involved with many corner re-monumentation projects.

Description of Corner Re-monumentation Services

- Research and review existing section corner information and other archived information located at the various Aitkin County offices relating to subject corners.
- Notify land owners about the work we are conducting in the area and how we may need to access their property to perform our work.
- Notify proper road authority when necessary.
- Conduct proper field work and other procedures for section corners that are required by the Aitkin County Land Surveyor's Office.
- Complete Certificate of Locations of each section corner as well as recording the information.

Firm Experience and Proposed Team Members

• Experience

Sandpiper Pipeline Monumentation Project (Enbridge, 7 Counties)

- This was a large-scale cadastral surveying project that took place in 2015. It required every section that the pipeline was going through to be properly broken down and monumented. It also required all corners to be properly tied out and certified with the county surveyor.

TransCanada Pipeline Monumentation Project (Bad River Reservation, Wisconsin)

- This was also a large-scale cadastral surveying project that took place in 2017. It had many of the same requirements and standards that took place during the Sandpiper Project. Some of the requirements varied as the project took place in Wisconsin but the procedures remained the same.

Line 3 Pipeline Monumentation Project (Enbridge, Aitkin and St. Louis County)

- This was a multi-county cadastral surveying project. The field work began early in 2018 and completed in Fall 2019. Overall, on this project we subdivided and monumented 56 sections across two counties. This project supplied the counties with Certificates of Location for each section corner.

- Team Members

1. Principal – Michael Stang, PLS, President.
2. Project Manager- Jason Kadelbach, Vice President Eastern Division
3. Lead Surveyor – Kaleb Kadelbach, PLS
4. Survey Crew Chief – Travis Bare, Survey Technician II
5. Survey Crew Chief – Adam Hanson, Survey Technician
6. Survey Crew Chief – Joe Deppa

Description of Equipment

- Multiple Trimble R10/R12 GPS Rover Units with TSC3 Data Collectors.
- Trimble Robotic Total Stations (S6-SPS)
- 2022 Version of AUTOCAD Civil 3D

References

1. Marvin Kohout, Kohout Surveying, Aitkin MN, 218-927-5452 (Professional Land Surveyor)
2. Larry Huhn, Northwoods Surveying, Darwin MN, 320-583-3830 (Professional Land Surveyor)
3. Mike Enfield, Enbridge Senior Project Manager, 989-854-3797

OUR PROPOSED SERVICES

Northwestern Surveying and Engineering has a reputation for quality, large-scale surveying projects and value-engineering in the Bemidji, Cloquet and surrounding areas. We pride ourselves on thorough investigation in the office as well as in the field. We develop work plans which ensure efficiency, accuracy, and cost effectiveness for our clients to ensure that upfront costs and long-term maintenance are minimized. We take that type of approach with every job we complete, so that you can rest assured that you are getting the best product for your money.

CONCLUSION

We look forward to working with you and making this a successful project. We believe we can assist you in completing this project on time, on budget, and with an end-product you will be happy with.

If you have questions about our company or our background experience, feel free to contact Jason Kadelbach at your convenience by email at Jason.Kadelbach@nwsmn.com or by phone at 612-501-0651.

Thank you for your consideration,

Jason Kadelbach,
Vice-President, Eastern Division

MICHAEL A. STANG

NORTHWESTERN SURVEYING AND ENGINEERING, INC.

CURRENT POSITION (SUMMARY)

President/CEO – Northwestern Surveying and Engineering, Inc.: Jun 2015 – Present
Vice President – Northwestern Surveying and Engineering, Inc.: Jan 2014 – Jun 2015
Project Manager – Northwestern Surveying and Engineering, Inc.: Jun 2013 – Jan 2014

- Principal in charge of civil design and land surveying groups
- Lead designer for civil projects
- Licensed Land Surveyor in Washington, Wisconsin, North Dakota, South Dakota, Kentucky, and Minnesota

EXPERIENCE (SUMMARY)

Superintendent/Project Engineer-Flatiron Graham Joint Venture
Sep 2012 – Jun 2013 – ILM (Interior Lower Mainland) Transmission Line Project, Coquitlam, B.C., B.C. Hydro

- Manage excavation, form work, rebar, and concrete placement for helicopter access only foundation sites
- Create work methods for efficient use of helicopter time while using 60 percent submittal drawings or partial designs
- Quality Control for Concrete and Grouting operations working along side owner-rep QC to ensure proper placement of concrete footings and transmission line tower elements
- Hiring/Firing crew members
- Maintain a safe work environment for all staff and craft personnel

Survey Manager/Geometry Control Engineer-Kiewit Flatiron General Partnership. Nov 2008 – Jan 2011 – Port Mann Bridge Project, Vancouver, B.C., B.C. Ministry of Transportation

- Manage all Surveyors working in the precast yard
- Develop schedules to correlate with casting cycle issued by the superintendent
- Quality Control
- Coordinate publishing for erecting superstructure

Geometry Control Engineer/Field Engineer/QA QC –Flatiron Manson Partnership. Dec 2007-
Nov 2008 – I35W St. Anthony Falls Bridge Project, Minneapolis, MN, MNDOT

- Control shape and orientation of all formwork, soffits, and control for use in constructing the precast segments in the Casting Yard.
- Conduct as-built surveys of all poured concrete segments in order to build a trilateration network to be used to correctly construct the cantilevered portion of the structure.
- Maintain database of all tracking information to be used in span erection over river using spreadsheets and 3D drawings (AutoCAD 2009).
- Use database to adjust starter segments by calculating azimuths from centerline bolt coordinates and applying to as-built data of pier tables.
- As-built surveys, which track segments as they are erected over the river, and surveys of backspan and cast-in-place approaches to ensure correct concrete deflection and camber is attained.

EDUCATION

- | | | |
|-----------|---|----------------------|
| 2002-2007 | University of Minnesota | Minneapolis, MN. |
| | ▪ B.S., Civil Engineering | |
| | ▪ Emphasis in Traffic Engineering | |
| 1997-1999 | Technical Trades Institute | Colorado Springs, CO |
| | ▪ A.S., Applied Science-Architectural and Mechanical Drafting | |
| 1993-1995 | Defense Language Institute | Monterey, CA |
| | ▪ Diploma, Polish Language and Culture | |

CERTIFICATIONS

Professional Land Surveyor, State of Washington; Professional Land Surveyor, State of Minnesota; Professional Land Surveyor, State of Wisconsin; Professional Land Surveyor, State of North Dakota; Professional Land Surveyor, State of South Dakota; Professional Land Survey, State of Kentucky

Michael A. Stang, 614 Railroad St SE, Bemidji, MN 56601

(218)-444-9394 office, (218) 766-3896 cell

JASON R. KADELBACH

CURRENT POSITION (SUMMARY)

Vice President of Eastern Division of Northwestern Surveying and Engineering, Inc. Cloquet, MN

Crew Chief/Survey Technician July 2017 to Current

- Conduct private and commercial surveys using robotic total station and/or VRS GPS.
- Responsible for delivery of final product survey drawings to client with minimal correction and guidance from Office Surveyor.
- Conduct lot surveys, commercial surveys, ALTA surveys, and many other common types of surveys needed in the private sector for use by the local city in determining feasibility of additions or new construction.
- Write and deliver technical reports based on the findings.

EXPERIENCE (SUMMARY)

2000–2017 Northstar Surveying Litchfield, MN.

Crew Chief/Survey Technician/Draftsman

- Responsible for all drafting of completed surveys, proposed platting, ALTA/ACSM and other common surveying drawings.
- Assisted Senior Surveying Technician with land surveying and construction staking using both total station and RTK GPS.
- Conducted large project construction staking using RTK GPS unsupervised while cooperating with the construction crew during construction.

1991–2000 West Central Land Services Wilmar, MN.

Draftsman/Survey Technician

- Responsible for all drafting of completed surveys, proposed platting, ALTA/ACSM and other common surveying drawings.
- Assisted Senior Surveying Technician with land surveying and construction staking using both total station and RTK GPS.
- Conducted large project construction staking using RTK GPS unsupervised while cooperating with the construction crew during construction.

EDUCATION

1989-1991 St. Cloud Technical College St. Cloud, MN.
 ▪ AAS degree, Civil Engineering

Jason Kadelbach, 8962 Highway 37, Iron, MN 55751

(612) 501-0651 cell

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Northwestern Surveying and Engineering, Inc.

COMPANY NAME

Kathy Moravec, 700 Paul Bunyan Drive NW, Bemidji, MN 56601

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

EWC057867901

POLICY NUMBER

5/26/2021-05/26/2022

(EFFECTIVE DATE)

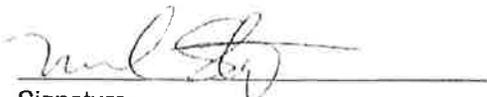
OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10/11/2021

Date


Signature



Engineering

Land Surveying

Site Development

October 12, 2021

Mr. Randy Quale, LS
Aitkin County Surveyor's Office
307 2nd Street NW, Room 221
Aitkin, MN 56431

Re: Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021

Dear Mr. Quale:

Thank you for sending us the Request for Proposal for the Aitkin County Corner Remonumentation Project. Our team of highly qualified surveyors is familiar with the process and technical requirements of certifying and setting section corners. We have completed several remonumentation and corner verification projects for St. Louis County and the United States Forest Service. We hope you will consider using JPJ Engineering for this corner remonumentation project.

JPJ Engineering provides:

- **Expertise** – Our Professional Land Surveyor, Randy Morton, PLS, has over 40 years of surveying experience, providing unmatched technical skills.
- **Experienced** – Our survey technicians have experience completing these types of projects and are familiar with the process of locating, setting, and documenting section corners.
- **Knowledgeable** – We follow the process for maintaining, remonumenting, and positioning monuments in accordance with the Bureau of Land Management manual of surveying instructions and MN State Statute 381.12.
- **Detailed** – We provide thorough field notes documenting field observations.
- **Accurate** – Our data and detailed records are used to produce Certificate of Location of Government Corner documents.

We are excited about the opportunity to work with Aitkin County to certify and remonument these section Corners. Please review our proposal and if you have any questions, please do not hesitate to contact me at 218-929-0750.

Sincerely,

John P. Jamnick, P.E.
Principal

Enclosures

425 Grant Street
5670 Miller Trunk Hwy

P.O. Box 656
Suite A

Hibbing, MN 55746
Duluth, MN 55811
www.jpjeng.com

218-262-5528
218-720-6219

218-262-5059 (Fax)
218-720-6267 (Fax)



**AITKIN COUNTY
PUBLIC LAND
SURVEY CORNER
REMONUMENTATION
PROJECT 01-2021**



Hibbing Office

425 Grant Street, P.O. Box 656
Hibbing, MN 55746
218-262-5528

Duluth Office

5670 Miller Trunk Hwy Suite A
Duluth, MN 55811
218-720-6219

Engineering

Land Surveying

Site Development

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The Company

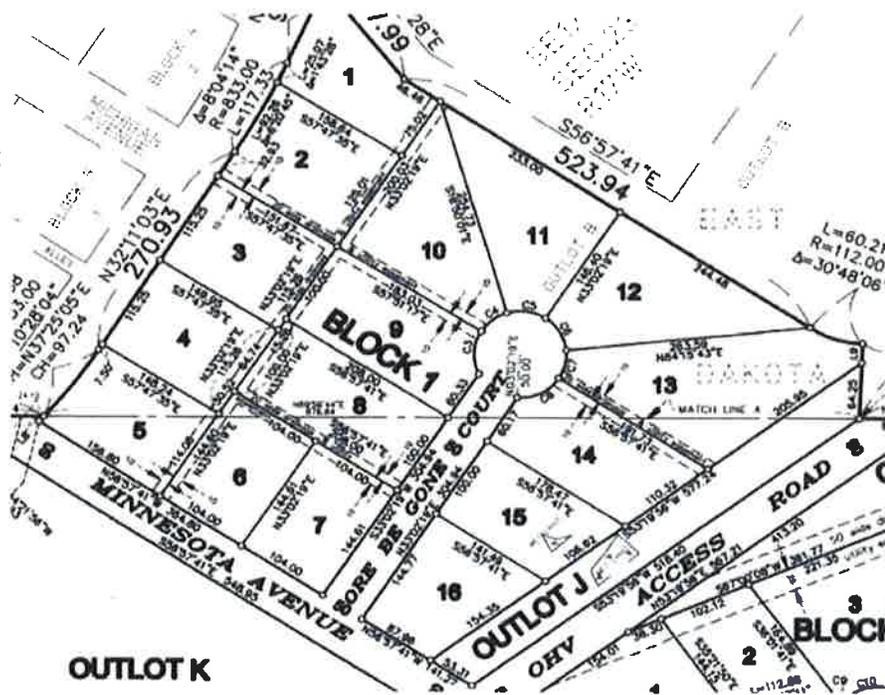
JPJ Engineering, Inc. is a professional consulting firm with offices in Hibbing and Duluth which provide civil engineering, site development, and land surveying services to public and private clients throughout the upper Midwest. Our professional engineers, land surveyors, and experienced technical support staff work together to provide our clients with engineering services for:

- Residential, Commercial, and Industrial Development
- Land Surveying, Construction Staking, and Construction Management
- Trails and Recreational Areas
- Roadways
- Stormwater Management
- Potable Water Supply, Storage, and Distribution
- Wastewater Collection and Treatment

Land Surveying Services

Working with an accurate and informative land survey is fundamental to any land acquisition, development project, or ownership interest. Whether you need a boundary survey, elevation certificate, topographic map, or ALTA/ASCM land title survey, JPJ has distinguished itself as a premier surveyor among clients, peers, and industry experts.

In addition to experienced staff, we use state-of-the-art survey instruments that include fully robotic total stations, 3D laser scanning, GNSS satellite receivers, electronic levels, and the most recent mapping and CAD software.



Our services include:

- Boundary Surveys
- Legal Descriptions
- Preliminary & Final Plats
- Registered Land Surveys
- Condominium Conversions & CIC Plats
- Land Title Surveys ALTA/ACSM
- Route & Site Surveys
- Control Surveys
- Easement Surveys
- FEMA-ELOMA Surveys
- Elevation Certificates
- Pipeline Surveys
- Right-of-Way Surveys
- Tree Inventory Surveys
- Wetland Locations
- Precise Building Layouts
- Aerial Photo Control
- Global Positioning System (GPS) Surveys
- Project Surveys
- Construction Staking
- Utility Staking
- Engineering Design Surveys



Description of Equipment

JPJ has state-of-the-art survey instrumentation including fully robotic total stations, GNSS satellite receivers, and data collectors. We utilize the following equipment to complete our land surveying services:

- Trimble S7 Total Station with a Trimble R10 GPS Receiver and a Trimble TSC7 Data Collector.
- Trimble VX Total Station with a Trimble R10 GPS Receiver and a Trimble TSC7 Data Collector.



Description of the Project

We understand the County is requesting public land survey certification/remonumentation for several section corners located in three townships in Aitkin County. We will begin by researching and reviewing existing Certificates of Location of Government Corner (COLOGC) documents and other available archived information at the various Aitkin County Offices related to the designated corners.

Once information is gathered and a field schedule is prepared the landowner will be informed of the need to access the property. If the corner is within the road right-of-way we will contact the appropriate road authority for permission. Should excavation be required we will consult with the county surveyor before the excavation takes place for the rebuilding to be performed by Aitkin County.

Maintenance of Existing Corners

- We will document the type, size, and distance above or below the ground surface, stamp, and the condition of an existing monument.
- If the monument exists as indicated on the existing COLOGC form, we will measurement to all previously existing accessories and measure and indicate in the field notes both in the form of a drawing sketch and informational text. Accessories will be semi-permanent and may include items such as trees, power poles, buildings, or other identifiable natural or artificial features from with a reliable distance could be measured to locate or relocate the corner. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist, preferably to have four accessories per corner in four separate quadrants.
- If a monument is found to be missing or damaged, we will re-establish it using measurements from accessories shown on the existing COLOGC form or other historical survey documentation, if possible. We will document a description of the monument set for the corner. Measurements to accessories will be measured and indicated both in the sketch and in the field book documentation. Complete and thorough documentation regarding the methodology used to reset the monument will be included in our field book.
- All monuments will be occupied. Plugs in blacktop roads will be removed and the monument below will be occupied. We will replace the plugs in the correct location above the monument. We will consult with the county surveyor before the excavation takes place for the rebuilding to be performed by Aitkin County.

- Excavation for monuments in roads or ditch grades that have not been certified will go to the depth of the natural ground. We will determine the width and length of the excavation required. We will photograph all excavations.

Remonumentation of Original Corners

- If a corner has never been remonumented, we will set monuments following the Bureau of Land Management Manual of Surveying instructions. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be done when no natural accessories exist. Preferably having four accessories per corner in four separate quadrants.
- We understand that any work performed beyond that which is provided for in this contract without a prior written amendment signed by the County, will be deemed voluntary and we will not be entitled to compensation for the extra work.



Positioning of the Monuments

- All monuments within the project area found, re-established from the accessories as described in the maintenance of existing corners section above, or initially set shall have Northing and Easting coordinate values out to the third decimal place (0.xxx) based on the appropriate Aitkin County coordinate system established on them. The datum that will be used will be NAD83 (2011 adjustment).
- The horizontal accuracy standard for these positions shall be similar to those defined in the 2016 version of the Accuracy Standards for ALTA/ACSM Land Title Surveys. We understand the County standards will require 0.05 feet for positional accuracy.



- We understand that Static GPS, RTK GPS, and terrestrial survey equipment are the acceptable methods of position as well as a combination of these methods on the judgment of our PLS. All positions shall be taken at two separate times.
- When using terrestrial survey methods, we will accomplish this by closed and least-squares adjusted traverses in those instances where more than one leg is needed to tie into a monument.

Deliverables

We agree to provide the following project deliverables:

- Copies of any least-square adjustments that were performed during the survey.
- One paper copy of the printout listing of the point number, northing, easting, and descriptor of each designated monument within the project area.
- A comma-delimited ASCII file containing the point number, northing, easting, and descriptor of each designated monument and control point located in the project area. All coordinate values will be carried out to the third decimal place (0.xxx).
- Original and separate field books for each township survey.
- An original, wet-signed Certificate of Location of Government Corner document meeting County requirements suitable for recording.

Our Team

Our team will be led by Randy Morton, PLS who will serve as the Project Manager and provide technical research, project planning, coordination, and review of all deliverables for this project. Randy's 40 years of experience in surveying has made him an unmatched technical authority in Minnesota surveying. His depth of knowledge, proven track record, and passion for accuracy make him the best Project Manager for this project. To assist him, our land survey technicians will provide fieldwork, data collection, documentation, and deliverable preparation.

Resumes

Randy Morton, P.L.S.

SENIOR PROFESSIONAL LAND SURVEYOR



PROJECT ROLE: Project Manager, Project Research, Coordination of surveying activities, final review and approval of deliverables.

QUALIFICATIONS AND EXPERIENCE

Randy Morton has served as a Senior Professional Land Surveyor at JPJ since 2014 and has more than 40 years of experience in land surveying. Randy's lengthy experience and attention to detail have made Randy an unequalled technical expert in land surveying. Randy holds a Professional Land Surveyor licensed in Minnesota, Wisconsin, North Dakota, and South Dakota.

His responsibilities include a combination of technical and managerial-related tasks. He provides supervision and oversees the coordination of project tasks to ensure survey personnel completes each project on schedule and according to the project specifications. He is responsible for the completion of project research, data calculations, review, verification, and production of final project deliverables for topographic, boundary, and ALTA/ASCM surveys. Randy also performs the production of easement and legal descriptions, subdivision platting, ALTA/ASCM land title surveys.

EDUCATION

Diploma & Coursework, Civil Technology and Land Surveying, Dunwoody Industrial Institute & St. Paul Technical Vocational Institute

Austin Gotchnik

LAND SURVEY TECHNICIAN



PROJECT ROLE: Field surveying, data collection, documentation, and deliverable preparation

Austin has been a Land Survey Technician at JPJ since 2017. Before working at JPJ, Austin interned for the City of Duluth Engineering Division. His experience includes setting section corners, providing construction staking, and performing ALTA Land Title, existing conditions, boundary, and topographic surveying. Austin completed his Associate of Applied Science at Lake Superior College and is currently pursuing a Bachelor of Science in Land Surveying and Mapping from St. Cloud State University.

EDUCATION

A.A.S. Civil Engineering Technology – Lake Superior College

B.S. Land Surveying and Mapping – St. Cloud State University, expected graduation 2022

Steven Barnabo

LAND SURVEY TECHNICIAN

PROJECT ROLE: Field surveying, data collection, documentation, and deliverable preparation

Steven joined JPJ in May of 2021 as Land Survey Technician. Before working at JPJ, Steven worked as a Land Survey Technician for Widseth. Steven has Level 1 Certification from the National Society of Professional Surveyors. His experience includes performing existing conditions, boundary, and topographic surveying, and construction staking. Steven provides layout and construction staking for new construction projects, performing computations, marking bluetops, curbs and gutters, utilities, and building layouts.

EDUCATION

A.S. Engineering – Gogebic Community College

Coursework - University of Wisconsin, Superior



Project Experience & Deliverables

PLSS Recovery, Restoration and Perpetuation - Area B

St. Louis County

The project included land surveying services to recover, restore, and monument corners of the public land survey system in St. Louis County, Minnesota in Township 52N, Range 17W, that included 39 corners to be certified.

The project deliverable included a Certificate of Survey that showed the relationship of recovered, reestablished, and established corner positions used and included a data table listing the north Latitude and west Longitude in degrees, minutes, and seconds to 4 decimal places.

Project deliverables also included recordable corner certificates for each government survey corner that showed the complete history, method of restoration, type of monument set, the references established, coordinate values of the corners, and Latitude and Longitude of each position.

CERTIFICATE OF SURVEY



Engineering
Land Surveying
Geomatic Development

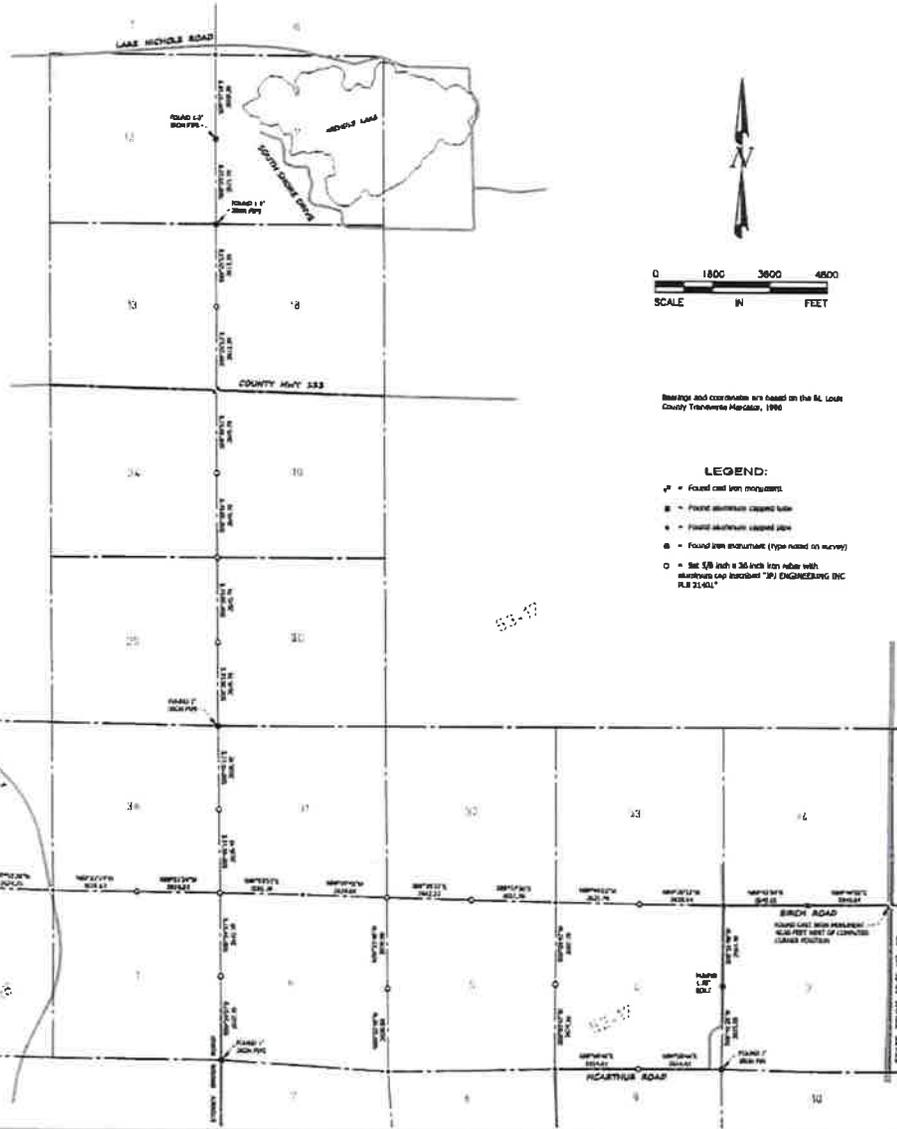
JPJ ENGINEERING, INC
802 Garfield Avenue
Suite 105
Duluth, MN 55802
Phone: (218) 262-5528
www.jpjeng.com

Hibbing, MN * Duluth, MN

Alpha Numeric #	Certified Corner	Northings	Eastings	North Latitude	West Longitude
A05	NW Sec 5	3430554.084	4764687.502	47°01'41.0471"	92°39'36.2847"
A07	NQ Sec 5	3430566.809	4761422.068	47°01'40.0145"	92°38'02.0787"
A08	NW Sec 4	3430134.540	4709084.707	47°01'38.9745"	92°38'21.7720"
A11	NQ Sec 4	3430260.047	4712628.624	47°01'38.9480"	92°37'43.4493"
A13	NW Sec 3	3430623.875	4723267.236	47°01'38.0015"	92°37'05.3784"
A15	NQ Sec 3	3430643.861	4737720.851	47°01'37.2840"	92°36'28.3408"
A17	NW Sec 2	3430487.815	4730473.135	47°01'36.5134"	92°35'50.2058"
A19	NQ Sec 2	3430418.501	4723089.023	47°01'36.1280"	92°35'13.3179"
A21	NW Sec 1	3430333.557	4725221.589	47°01'35.1344"	92°34'34.4725"
A23	NQ Sec 1	3430284.453	4728337.058	47°01'34.8648"	92°33'54.3263"

Alpha Numeric #	Certified Corner	Northings	Eastings	North Latitude	West Longitude
A01	NW Sec 6	3430265.180	4730982.525	47°01'34.7313"	92°37'18.8680"
A03	NQ Sec 6	3430335.290	4733564.425	47°01'34.2730"	92°37'41.5574"
A05	NW Sec 5	3430178.830	4736183.711	47°01'33.4507"	92°37'03.4790"
A07	NQ Sec 5	3430004.092	4738824.240	47°01'32.8357"	92°36'25.3480"
A08	NW Sec 4	3430000.533	4741475.252	47°01'32.3234"	92°36'42.8834"
A11	NQ Sec 4	3429988.211	4744126.477	47°01'31.7348"	92°36'08.1050"
A13	NW Sec 3	3429915.864	4746784.943	47°01'31.2284"	92°35'31.0245"
A15	NQ Sec 3	3429838.013	4749436.828	47°01'30.5437"	92°34'53.0260"
A16-17	WC NW Sec 2	3429846.074	4751984.878	47°01'31.6007"	92°34'15.3347"
A17	NW Sec 3	3429846.258	4754634.828	47°01'31.5801"	92°33'34.8180"
C01	WC Sec 5	3427625.105	4720276.261	47°01'28.3349"	92°32'18.5380"
C05	WC Sec 5	3427252.313	4718671.819	47°01'25.0385"	92°31'32.0237"
C06	WC Sec 4	3427392.843	4714657.841	47°01'26.4989"	92°30'47.1682"
C11	WC Sec 3	3427351.288	4717121.238	47°01'26.1188"	92°30'21.3469"
C02	NW Sec 7	3434681.089	4711002.340	47°01'42.5788"	92°27'18.0347"
E05	NW Sec 8	3434630.880	4718136.880	47°01'39.0825"	92°27'02.0087"
E08	NW Sec 9	3434718.290	4714160.230	47°01'40.0867"	92°30'47.2385"
E11	NQ Sec 9	3434711.235	4716074.840	47°01'40.1005"	92°30'09.5115"
E13	NQ Sec 10	3434716.420	4718086.428	47°01'40.1139"	92°29'33.7836"

Alpha Numeric #	Certified Corner	Northings	Eastings	North Latitude	West Longitude
N01	WC Sec 11	3433901.351	4730917.877	47°01'29.7418"	92°33'18.5308"
N01	NW Sec 11	3435537.573	4730883.228	47°01'26.7676"	92°32'30.0718"
T01	WC Sec 10	3436183.260	4730854.483	47°01'27.8794"	92°32'30.4663"
N02	NW Sec 10	3446038.546	4730825.728	47°01'18.3913"	92°32'30.8027"
P01	WC Sec 19	3443474.832	4730811.902	47°01'42.1021"	92°32'13.2558"
N01	NW Sec 19	3446320.122	4730788.246	47°01'11.3146"	92°32'31.8501"
L01	WC Sec 18	3448723.642	4730768.388	47°01'17.0068"	92°31'21.8857"
L01	NW Sec 18	3451346.061	4730748.802	47°01'13.7987"	92°31'22.3311"
G01	WC Sec 7	3454014.658	4730726.064	47°01'26.1072"	92°31'22.7019"
G01	NW Sec 7	3456607.779	4730687.315	47°01'54.4314"	92°31'33.1715"



Bearings and coordinates are based on the N. Line
County Traverse Meridian, 1990

LEGEND:

- = Found cast iron monument
- = Found aluminum capped tube
- = Found aluminum capped pipe
- = Found iron monument (type noted on survey)
- = Set 3/8 inch x 36 inch iron rod with aluminum cap (locust '99) ENGINEERING INC. PLB 2141L

CERTIFICATE OF SURVEY
T52N, R17W
T52N, R18W
T53N, R17W
ST. LOUIS COUNTY, MINNESOTA

PLSS RESTORATION
ST. LOUIS COUNTY
CONTRACT #5332 B

DESCRIPTOR	REMARKS

APPROVED BY: [Signature]
DATE: 4/2/2012

I hereby certify that the survey, plan or report was prepared by me or under my direct supervision and that I am a duly registered Land Surveyor within the State of Minnesota.

Boody M. Morlan, PLS
DATE: 4/2/2012 UC NO: 3168



PLSS Recovery, Restoration and Perpetuation - Area C

St. Louis County

The project included land surveying services to recover, restore, monument, and verify public land survey system corners in St. Louis County, Minnesota in Township 57N, Range 15W and Township 57N, Range 14W, that included 11 corners to be verified and 24 corners to be certified.

The project deliverable included a Certificate of Survey that showed the relationship of recovered, reestablished, and established corner positions used and included a data table listing the north Latitude and west Longitude in degrees, minutes, and seconds to 4 decimal places.

Project deliverables also included recordable corner certificates for each government survey corner that showed the complete history, method of restoration, type of monument set, the references established, coordinate values of the corners, and Latitude and Longitude of each position.



Shoreland Lease Survey, Tract A

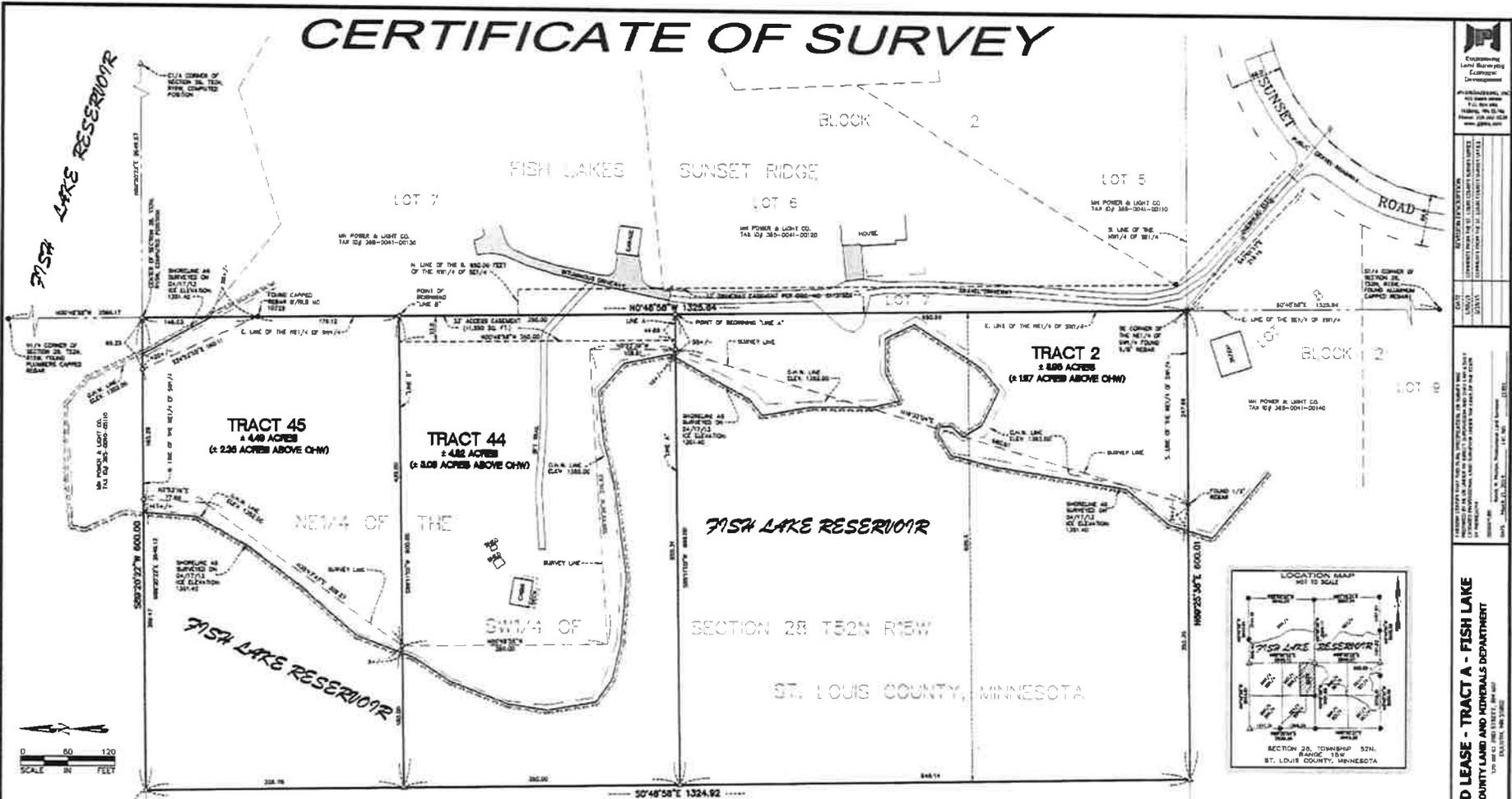
St. Louis County

The project included survey and wetland delineation services and reports for the purposes of parcel creation and platting of shoreland lease lots for eventual sale by the St. Louis County Land and Minerals Department.

Tract A project included historical research for section corners needed to subdivide sections, compute tract lots for field crews to search for existing monumentation, preliminary fieldwork; plats and metes/bounds surveys, prepare wetland delineation reports; which include coordinating with the LGU to discuss the scope of work and review the delineated wetland boundary for preliminary approval, GPS locate the wetland boundary and provide data to the client following delineation and generate a report including findings, maps, and all supporting information, complete government corner certificates for section corners for review, and prepare the final plats and Certificate of Survey.

The project area included 17 lease lots in the S $\frac{1}{2}$ in Section 18, Township 56N, Range 16W, on Floodwood Lake and creating a final plat, 3 lots in the NE $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 28, Township 52N, Range 15W, on Fish Lake Reservoir and creating a Certificate of Survey, 7 lots in the NW $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 29, Township 52N, Range 16W, and the SE $\frac{1}{4}$ of SE $\frac{1}{4}$, Section 30, Township 52N, Range 16W, on Third Lake and creating a Certificate of Survey.

CERTIFICATE OF SURVEY



PROPERTY DESCRIPTIONS

TRACT 45

That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:

Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

Subject to Easement Rights

TRACT 44

That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:

Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

Subject to Easement Rights

TRACT 43

That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:

Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

Subject to Easement Rights

SECTION 28

A 32.50 foot wide easement for access purposes over, under, and across that part of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, the east line of said easement is described as follows:

Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Northeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

Subject to Easement Rights

SURVEYOR'S NOTES

- 1) BEARING AND DISTANCE TO THE TOP OF BURNING CAPPED POLE ON THE SOUTH LINE OF SECTION 28 NEAR THE EAST SHORELINE OF FISH LAKE, WHICH IS A WITNESS CORNER TO THE SW CORNER OF SECTION 28, AS SHOWN ON RECORD PLAT OF FISH LAKE SUNSET RIDGE. ELEVATION = 206.40 (INDICATED DATUM); ST. LOUIS COUNTY T.M. 95 COORDINATES: NORTHING = 340330.27 EASTING = 480978.03
- 2) ALL BEARINGS ARE BASED ON ST. LOUIS COUNTY TRANSVERSE MERIDIAN 96 COORDINATES SYSTEM
- 3) ORDINARY HIGH WATER (O.H.W.) ELEVATION IS 1252.00 (INDICATED DATUM)
- 4) DUE TO THE LACK OF CERTAINTY IN THE LOCATION OF THAT PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 28, T52N, R13W, AS SHOWN ON RECORD PLAT OF FISH LAKE SUNSET RIDGE, ANY ATTEMPT THAT BEING MADE TO LOCATE AND MARK LOTS, INCLUDING ALIENS IN FISH LAKE, THAT MAY OR MAY NOT BE SUBJECT TO LEASE OR SALE OTHER THAN THOSE SHOWN ON THIS CERTIFICATE OF SURVEY, THE EXISTENCE AND LOCATION OF FLOWAGE RIGHTS AS THEY RELATE TO THE TRACTS DEPICTED IS UNDETERMINED AS OF THE DATE OF THIS SURVEY

© St. Louis County 11/13/2013. Fish Lake Study Area 2/20/2013, 11:45 PM

Shoreland Lease - Tract A - Fish Lake
ST. LOUIS COUNTY LAND AND MINERALS DEPARTMENT

FOR RECORD AND INDEXING

DATE OF SURVEY: 11/13/2013

DATE OF RECORDING: 11/13/2013

SHEET NO. 13 OF 14

1 OF 1



Shoreland Lease Survey, Tract G

St. Louis County

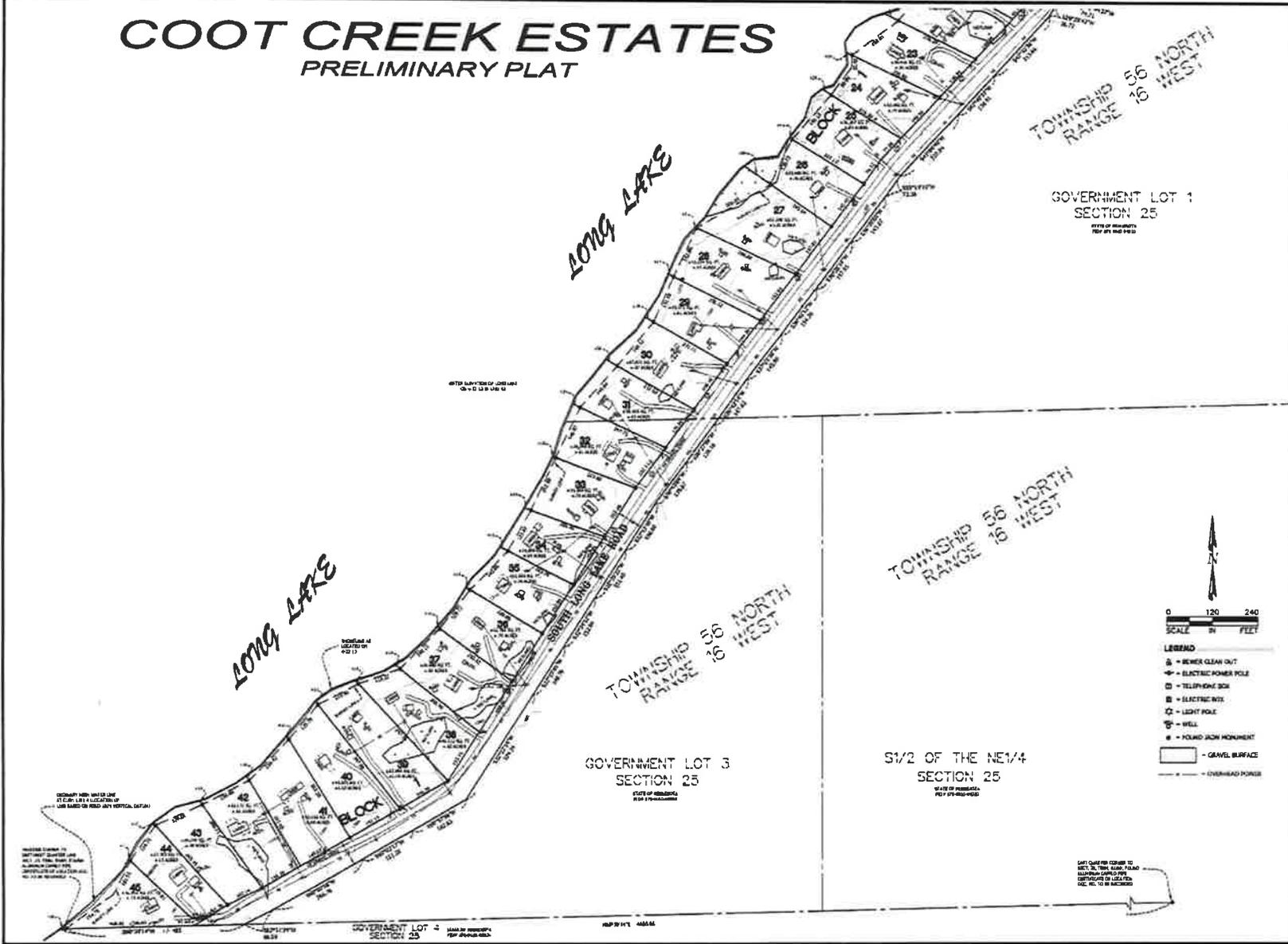
The project included survey and wetland delineation services and reports for the purposes of parcel creation and platting of shoreland lease lots for eventual sale by the St. Louis County Land and Minerals Department.

Tract G project included historical research for section corners needed to subdivide sections, compute tract lots for field crews to search for existing monumentation, preliminary fieldwork; plats and metes/bounds surveys, prepare wetland delineation reports; which include coordinating with the LGU to discuss the scope of work and review the delineated wetland boundary for preliminary approval, GPS locate the wetland boundary and provide data to the client following delineation and generate a report including findings, maps, and all supporting information, complete Government corner certificates for section corners for review, and prepare the final plats.

The project area included 45 lease lots on Long Lake in Section 24 and Section 25, Township 56N, Range 16W, and creating a final plat.

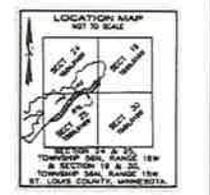
COOT CREEK ESTATES

PRELIMINARY PLAT



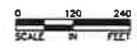
JPI
Engineering
Land Surveying
Economic Development

JPI ENGINEERING, INC.
303 East 19th Street
P.O. Box 656
Hibbing, MN 55746
Phone: (218) 262-5528
www.jpjeng.com
Hibbing, MN • Duluth, MN



COOT CREEK ESTATES
LONG LAKE

COUNTY OF ST. LOUIS
SHORELAND PROJECT
TRACT G



- LEGEND**
- ⊠ = BENCH CLEAR OUT
 - ⊕ = ELECTRIC POWER POLE
 - ⊞ = TELEPHONE BOX
 - ⊡ = ELECTRIC BOX
 - ⊙ = ELECTRIC MTL.
 - ⊚ = LIGHT POLE
 - ⊗ = WELL
 - ⊛ = POLYED. IRON MONUMENT
 - ▭ = GRAVEL SURFACE
 - — — = OVERHEAD POWER

REVISION DATE:	DESCRIPTION:

BOOK #
PAGE #
DRAWN BY: ZLZ
CHECKED BY: BHA

I hereby certify that this survey, map or report was prepared by me or under my direct supervision and that I am a duly registered Land Surveyor under the laws of the State of Minnesota.

PRELIMINARY
Benjamin H. Anderson
DATE: _____ LIC. NO. 65488



Chippewa National Forest, Bello Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Bello Lake boundary survey is located in Government Lot 1 and SE $\frac{1}{4}$ - NW $\frac{1}{4}$, Section 23, Township 60N, Range 27W, Itasca County, MN. Parcels 38-123-2100 and 38-123-2400. Work at this site primarily consisted of surveying, mapping, and posting the southerly and easterly lines.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.



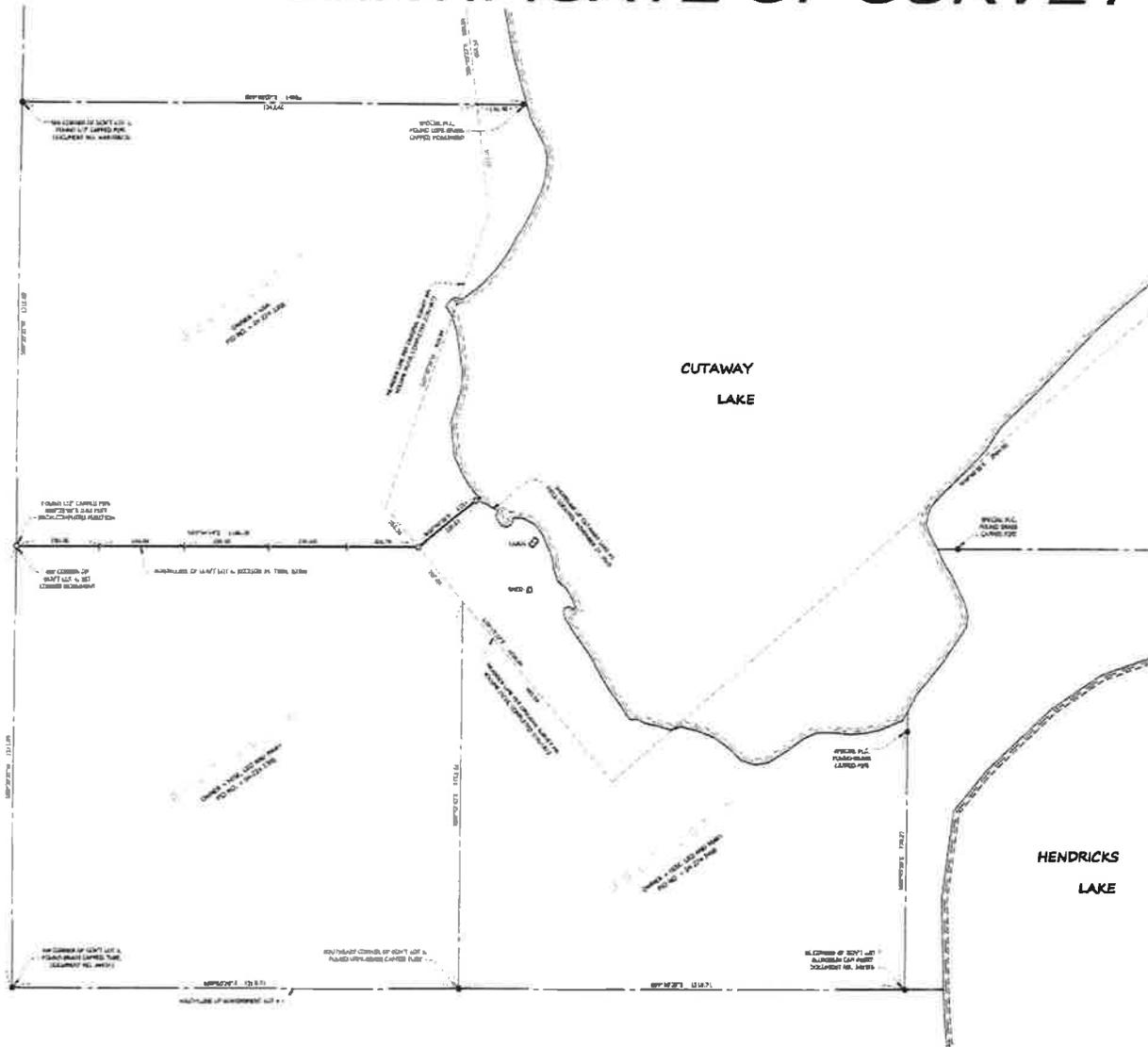
**Chippewa National Forest, Cutaway Lake
U.S. Forest Service**

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Cutaway Lake boundary survey is located in Government Lot 5, Section 24, Township 58N, Range 25W, Itasca County, MN. Parcel 04-224-3200. Work at this site primarily consisted of surveying, mapping, and posting the south line. The project also involved determining a proposed resolution to the dividing line of the omitted lands lying between federal and private tracts, an approximate length of 1,500 feet.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.

CERTIFICATE OF SURVEY



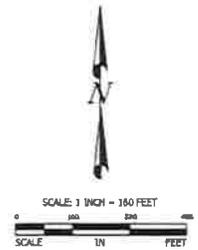
SURVEYOR NOTES:

Distances of the bearing system is based on the State Plane coordinate system, NAD 83 (1983). As a reference, the south line of the Government Lot A of Section 34, T34N, R25W shows S 89°52'01" E.

30' Engineering has made its investigation or independent audit of the accuracy of record, encumbrances, and title coverage, ownership data evidence, or any other facts that an accurate and current title search may disclose.

LEGEND:

- - Fixed survey monument as noted
- - Set 30' x 3/8" rebar with aluminum cap, installed by ENGINEERING PLS (2/19/11)
- ┆ - Fenced battery sign post set for this project



CERTIFICATION:

We hereby certify that this is a true and correct representation of a survey of the boundaries of the land above described and of the location of all buildings, if any, shown, and all other encumbrances, if any, shown on the said map.

Signed this 20th day of November, 2014 for PLS Engineering, LLC
[Signature]
 Brady M. Macklin, PLS License Number 21401



Engineering
 Land Surveying
 Consulting
 Construction

PLS ENGINEERING, LLC
 10100 Highway 100
 Suite 100
 Dallas, TX 75243
 Phone: 714.644.1111
 www.plsllc.com

DATE
 11/20/14

CERTIFICATE OF SURVEY
 FOR: US FOREST SERVICE
 2014 Am. Forest, One Lake, Minnesota, 56531
 Customers L&L, with the north line of Government Lot A, Section 34, Township 34 North, Range 21 West, Zone Central, Minnesota.

PROPERTY NO. 110
 SECTION NO. 34
 COUNTY NO. 100
 DATE 11/20/14
 JOB NO. 140114



Chippewa National Forest, Dixon Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Dixon Lake boundary survey is located in the NW $\frac{1}{4}$ of NE $\frac{1}{4}$, Section 24, Township 148N, Range 29W, Itasca County, MN. Parcel 39-024-1200. Work at this site primarily consisted of surveying, mapping, and posting the south line.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.



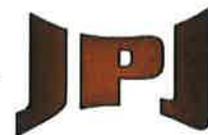
Chippewa National Forest, Island Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Island Lake boundary survey is located in the East 20 acres of Government Lot 1, Section 10, Township 150N, Range 28W, Itasca County, MN. Parcel 03-010-1202. Work at this site primarily consisted of surveying, mapping, and posting the west line.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.



Superior National Forest, Agency Bay

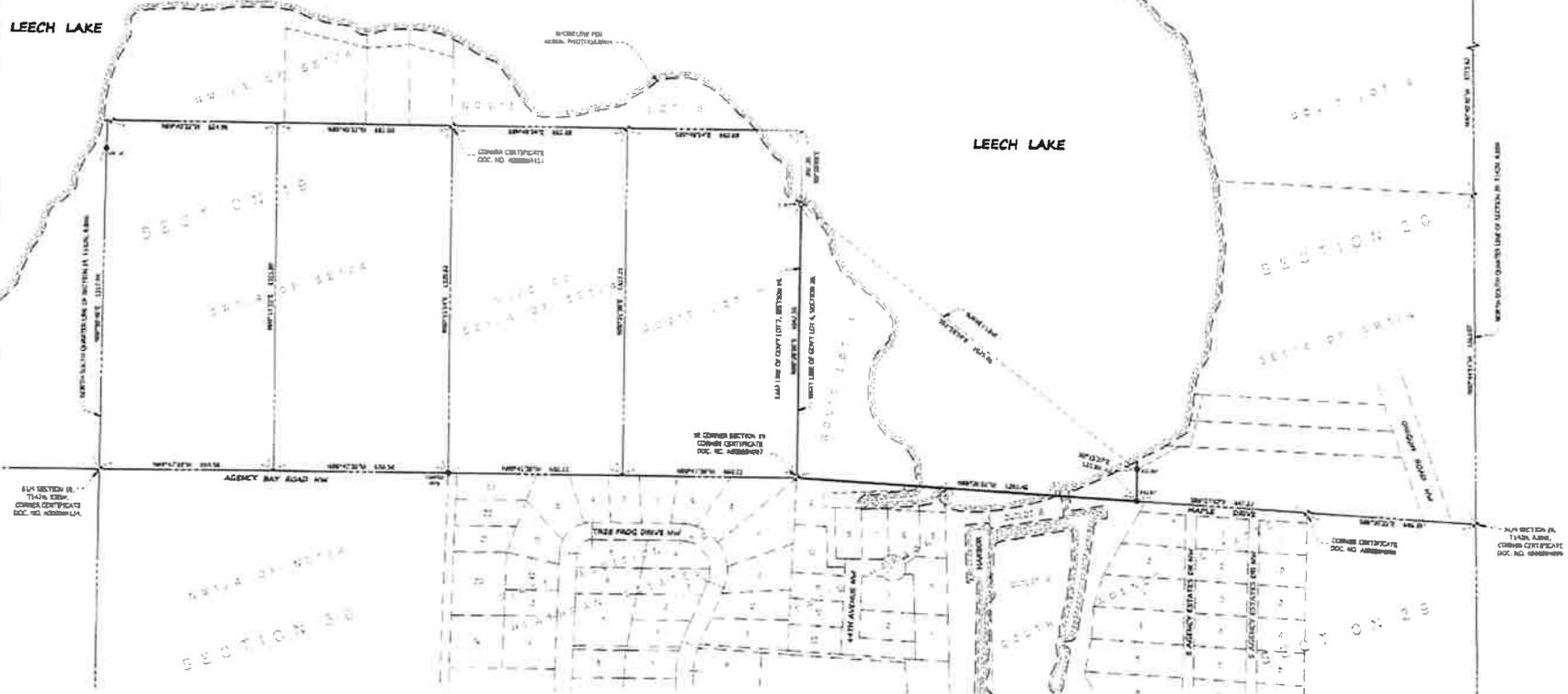
U.S. Forest Service

The project consisted of cadastral surveying of two full section subdivisions and one partial section subdivision to determine the common boundary lines between federal and non-federal land. It was intended that this work will be tied with the applicable County coordinate system as established by MnDOT using survey-grade GPS/GNSS equipment.

Agency Bay boundary survey is located in the Southwest Quarter of Section 20, Township 142 North, Range 30 West, Cass County, MN. Government-owned property in this quarter includes the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$.

We provided professional land surveying services to support Forest Service engineers and to mark boundary lines with metal signage provided by the Forest Service and project management. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references, and digital files.

CERTIFICATE OF SURVEY

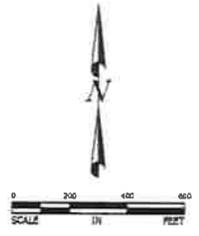


COORDINATES OF SECTION CORNERS:

Corner	Corner angle	NORTHING	EASTING
S/4 Section 19	R-3	208254.4441	423558.7417
RE Section 19	R-5	208032.5690	428498.2128
S/4 Section 20	R-7	208062.7477	428778.4288
N/4 Section 20	N-7	211889.0058	428708.2424
MC R line Sec 19	Q-R-5	307883.1004	438206.8257

SURVEYOR NOTES:

Orientation of the bearing system is based on the Cass County coordinate system, north zone, NAD83 (1680). As a reference, the west line of the Cornerstone L&L, Section 20 bears N 07°38' 00" E.
 (P) Engineering has made no investigation or independent search for encumbrances of record, encroachments, restrictive covenants, easements, title evidence, or any other facts that may affect and current title search may reflect.



LEGEND:

- Found brass capped monument
- Found iron monument (brass rod) on survey
- Set 1/2 inch x 3/8 inch iron pipe with plastic cap marked "BIS ENG 2140"

CERTIFICATION:

We hereby certify that this is a true and correct representation of a survey of the boundaries of the land shown described and of the location of all buildings, if any, thereon, and all visible encroachments, if any, thereon or on said land.

Signed this 26th day of September, 2017 for JFI Engineering, Inc.

 Sarah M. Hering, PLS License Number 21401

I:\Customer National Forest\17-391 Health Dept Boundary Survey\dwg\17-391_Agency Bay COG.dwg 9/26/2017 2:04 PM



JFI Engineering
 Land Surveying
 Economic Development
 Environmental

17391 National Forest
 8400 North Street
 Suite 100
 North Pole, Alaska 99705
 Phone: 480.832.2828
 www.jfieng.com

DATE: _____

SCALE: _____

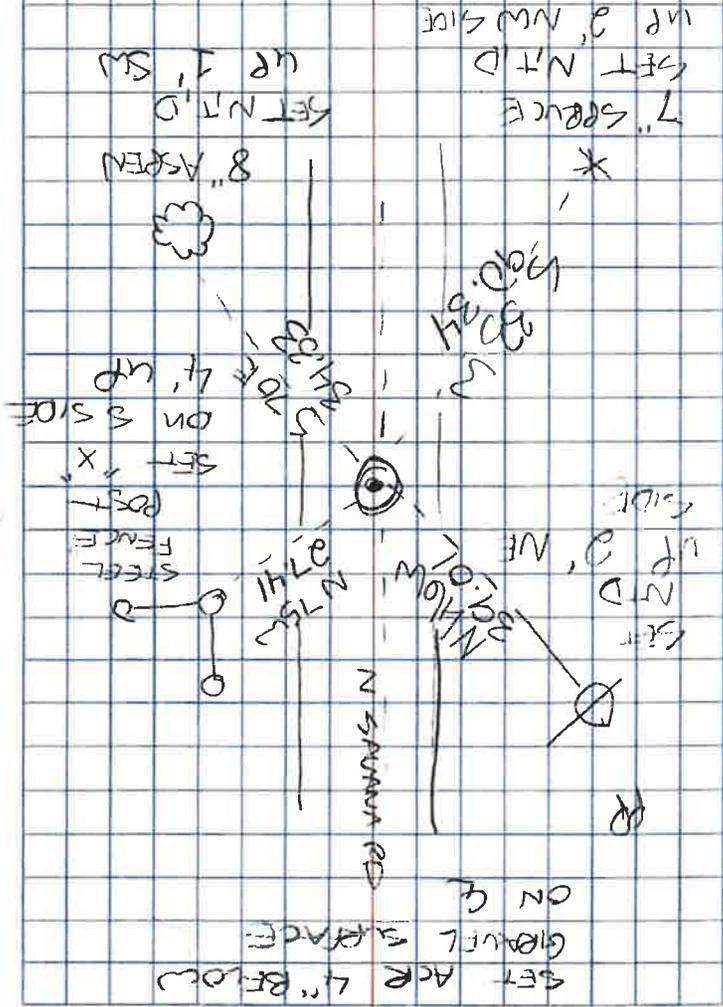
CERTIFICATE OF SURVEY
 US FOREST SERVICE

1680 Cass County Public Health, Wilderness, Game Land
 Part of Sections 19 and 20, Township 12 North, Range 20 West, Cass County, Alaska.

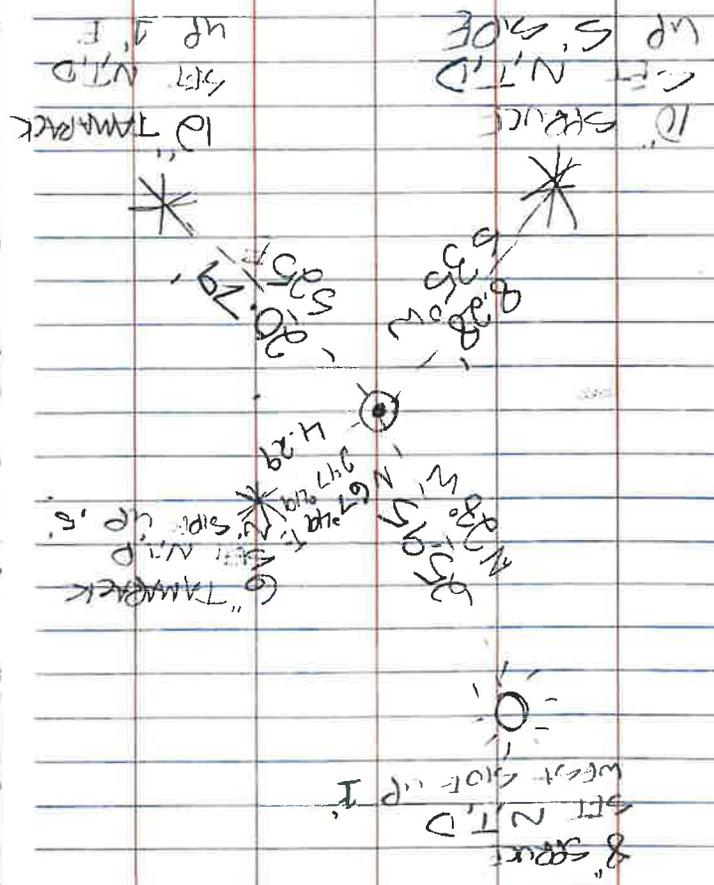
Sheet No.	261
Section No.	19 & 20
Subsection No.	19 & 20
Scale	AS SHOWN
Date	9/26/17
Scale	1" = 200'
Drawn by	JFI

1 OF 1

SE 11-53-21 6-16-21



6-16-21
NE 1-53-21
SET ACE UP 1 IN SWAMP
SRB





References

Itasca County

Guy Carlson – County Surveyor
(218) 327-7436 guy.carlson@co.itasca.mn.us

St. Louis County

Todd Hendershott – Deputy County Surveyor
(218) 625-3882 hendershottt@stlouiscountymn.gov

St. Louis County

Preston Dowell – Deputy County Surveyor
(218) 742-9824 dowellp@stlouiscountymn.gov

Conflicts of Interest

JPJ Engineering has no known possible conflicts of interest in entering into a contract with Aitkin County.

PROPOSAL FORM

REQUEST FOR PROPOSAL

**FOR AITKIN COUNTY PUBLIC LAND SURVEY
CORNER REMONUMENTATION PROJECT 01-2021**

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 52,958.00

STANDARD HOURLY RATE: \$ 115.00
(For work above and beyond scope of project, if necessary)

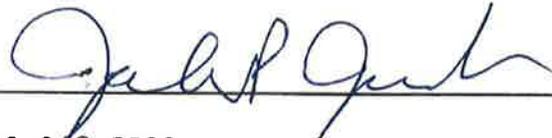
BIDDERS CONTACT INFORMATION

Company Name: JPJ Engineering, Inc.

Company Address: 425 Grant Street, PO Box 656
Hibbing, MN 55746

By: Name: John P. Jamnick, P.E.

Title: President

Signature: 

Phone: 218-262-5528

E-Mail Address: jjamnick@jpieng.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that JPJ Engineering, Inc. is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of JPJ Engineering, Inc. to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: JPJ Engineering, Inc.

OFFICIAL ADDRESS: 425 Grant Street, PO Box 656, Hibbing, MN 55746

SIGNATURE IN INK BY: 

TITLE and/or POSITION: John P. Jamnick, P.E., President

DATE: 10/8/2021

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: JPJ Engineering, Inc.

OFFICIAL ADDRESS: 425 Grant Street, PO Box 656, Hibbing, MN 55746

SIGNATURE IN INK BY: 

TITLE AND/OR POSITION: John P. Jamnick, P.E., President

DATE: 10/8/2021

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

JPJ Engineering, Inc.

COMPANY NAME

Otis Magie Insurance Agency, 332 W. Superior St. Duluth, MN 55802 218-262-6611

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

WBXH2884486

POLICY NUMBER

6/15/2021-6/15/2022

(EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10/8/2021

Date


Signature

**REQUEST FOR PROPOSAL
Professional Surveying Services for the
Recovery, Restoration and Perpetuation of
Corners of
the Public Land Survey System**



Aitkin County, Minnesota

Project 01-2021



KRAMER LEAS DELEO
SURVEYING • ENGINEERING • PLANNING

Submitted by:
James Kramer, PLS
President
Kramer Leas DeLeo
1120 Industrial Park Road
Brainerd, MN 56401
218-829-5333
Toll Free: 1-866-816-5333
Fax: 218-829-5377
kramer@kldland.com



Table of Contents

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- ✓ Key Staff
- ✓ Similar Work Experience
- ✓ Professional References

II Project Approach

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- ✓ Work Plan
- ✓ Computer Software and Survey Equipment
- ✓ Project Safety

III Appendix

- ✓ Proposal Form & Signature Page
- ✓ Human Rights Certificate
- ✓ Workers Compensation Form
- ✓ Independent Contractor Statement
- ✓ Key Staff Resumes
- ✓ Certificate of Location of Government Corner Examples
- ✓ Field Book Example Pages

The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.



Firm Background and Similar Work Experience

Introduction-

Kramer Leas DeLeo P.C. (KLD) is a professionally owner operated land surveying, engineering, planning and environmental firm. Our team of experienced, professionals provide superior service to both public and private sector clients throughout Minnesota, with offices in Brainerd and St. Cloud.

The firm of Kramer Leas DeLeo P.C (KLD) was formed in 2003 in Brainerd, the current location of its corporate office. In February 2004, KLD expanded by adding an office in St. Cloud. All of the owners of KLD play an important role in the day-to-day operations, as we prefer a hands-on approach to serving our clients. Each of the corporate owners of KLD is a licensed professional land surveyor. KLD's senior crew chiefs hold certifications from the National Institute for Certification for Engineering Technicians (NICET). The members of the technical staff at KLD have earned a great deal of experience both in field and office operations related to locating, documenting, and positioning public land survey corner monuments.

Key Staff Members-

KLD has three licensed land surveyors that will be assigned to this project, these professionals combine for over 50 years of experience in the public and private sectors. Our knowledge of the Public Land Survey System, together with our knowledge of the most current technologies in land surveying equipment and methods combine to allow us to meet our client's land surveying needs.

The key personnel are identified in the project team list as follows:

James Kramer, Project Manager and Professional Land Surveyor

Sam DeLeo, Professional Land Surveyor, CFED

Jordan Chouanard, Professional Land Surveyor

Mike Seelen, Senior Survey Crew Chief

Nick Jelacie, Survey Crew Chief

Riley Hirsch – Survey Crew Technician

The resumes for our key staff members are located in the Appendix of this proposal, along with relevant similar project experience.

Firm Background and Similar Work Experience

Similar Work Experience-

Nearly every non-platted property boundary is dependant on the location of Public Land Survey System (PLSS) corner monuments. The location and inventory of these PLSS corners is an almost daily task for us. During this time we have located, positioned, and documented thousands of PLSS corner monuments. Most recently, Kramer Leas DeLeo has provided services similar to those that are required for this proposal on the following projects:

- **Beltrami County PLSS Corner Remonumentation Project(s)- 2007-2021, 29 Townships, 3,600+ corners** All PLSS corners within these Townships in Beltrami County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project was very similar to the proposed project.
- **Clearwater County PLSS Corner Remonumentation Project(s)- 2014-2021, 20 Townships, 2,100+ corners** All PLSS corners within these Townships in Clearwater County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project was very similar to the proposed project.
- **St Louis County PLSS Corner Remonumentation Project(s)- 2018-2021, 2 Townships, 160 corners.** PLSS corners within a Township in St Louis County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. This project is presently being completed. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project is very similar to the proposed project.
- **Minnesota Department of Transportation(multiple projects)** PLSS corners within identified highway corridors were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project. Certificates of Location were filed on all land corners and a detailed survey report was delivered to the client. These projects are very similar to the proposed projects.
- **Crow Wing County Corner Remonumentation Project- 2017, 2020, 180 corners** Assorted PLSS corners within Crow Wing County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project.

Firm Background and Similar Work Experience

- **Morrison County Township Corner Remonumentation Project, Minnesota**
All township corners within Morrison County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Certificates of Location were filed on all township corners and a detailed survey report was delivered to the client.
- **Various property boundary and subdivision projects**
KLD completes approximately 250-300 boundary and subdivision projects each year that require Public Land Survey corner research, positioning, and monumentation. KLD maintains documents and positions for monuments marking the Public Land Survey corners within the counties that it provides services in. Many of these projects require that the accuracy standards similar to the 2016 version of the accuracy standards for ALTA/ASCM Land Title Surveys be met.

Professional References-

KLD takes pride in the relationships that it has built with its clients, members of various public agencies, and other professional firms that practice in the field of land surveying and civil engineering. Following are individuals who will attest to our professionalism and ability to perform this project for Grant County.

Robert Murray – County Surveyor (Beltrami, Clearwater, Koochiching)
304 3rd Street NW
Bemidji, MN 56601
(218)751-5898

Kevin Trappe – GIS Division Director
Beltrami County, Minnesota
County Administration Building
701 Minnesota Avenue NW Suite 219
Bemidji, MN 56601
(218)333-8457

John Hinzmann – Principal Land Surveyor
Minnesota Department of Transportation
1123 Mesaba Avenue
Duluth, MN 55811
(218)725-2700



Project Approach

Project Understanding-

It is our understanding that the primary objective of Request for Qualifications is to provide professional land surveying services related to the maintenance and positioning of the identified Public Land Survey System (PLSS) corner monuments(40) that currently exist in Aitkin County, Minnesota. It will be our duty to locate and verify the monument and accessories to the corner for each of these corners according to the provided scope of services. There are three common situations that could arise for any of the PLSS corner monuments. Each situation will require a different action by our staff. These situations are:

1. If a PLSS corner monument currently marks the corner we will verify any remaining accessory ties and add additional accessory ties and witness posts as needed. All fieldwork will be documented.
2. If the PLSS corner monument is obliterated but sufficient accessories to the monument remain, they will be used to perpetuate the location of the corner. We will set a new monument, add any needed accessory ties and witness posts, and document our work.
3. If the PLSS corner monument, and the accessories needed to perpetuate it cannot be located, the corner will be established in accordance with the Bureau of Land Management Manual of Surveying Instructions.

We will be required to establish horizontal coordinates in Aitkin County Coordinates, with the accuracy requirements similar to those defined in the 2016 version of the accuracy standards for ALTA/ASCM Land Title Surveys. It will be the responsibility of the Surveyor to gain permission to cross private property in order to access some of the PLSS Corner monuments.

Work Plan and Schedule-

This project will be managed from KLD's Brainerd office. James Kramer, a licensed Professional Land Surveyor and a Principal with the firm will be responsible for the contract administration, project management, and day-to-day supervision of this project. Jordan Chouanard, Professional Land Surveyor, will provide periodic professional support. Mike Seelen will be assigned the responsibility of being the lead survey crew chief for this project.

Our work plan for this project will be very similar to that of other PLSS corner maintenance projects we have performed in Beltrami County, Clearwater County, St Louis County, Morrison County and numerous locations in Minnesota. All work will be completed in conformance with SCOPE OF SERVICE of the Aitkin County PLSS Restoration Contract (01-2021). The following stages will be the primary phases of our work plan to complete this project:

Information Collection –

We will prepare mapping products identifying the locations that we anticipate searching for the PLSS corner monuments that are needed for this project. These locations are based on the original Public Land Survey, Certificate of Location of Government Corner forms that have been previously filed with the county, and various survey information files that may be gathered within

Project Approach

the County Survey database and private records. We will obtain copies of the most current Certificate of Location of Government Corner forms and update our map to reflect the target corner locations. As part of this work, a **preliminary Statements of Evidence** form will be completed for all required land corners prior to any field work. Feature calls from the original Public Land Survey will be inserted in our mapping products in review of the original running notes for each project area.

Survey Control Network Planning –

We will identify nearby available geodetic survey control stations. We will verify the availability of these geodetic survey control stations and create a map containing the National Geodetic Survey data sheets for each geodetic survey control station. The survey crews will use this map as a reference to determine the availability of geodetic survey control stations to use as calibration stations and control checks throughout the project.

Monument Recovery and Positioning –

Once all of the corner locations and geodetic survey control stations have been identified we will begin the fieldwork for this project by systematically searching for each PLSS corner across the township.

As each PLSS corner location is visited, the corner and any reference ties will be searched for. The Project Understanding section above describes the three possible outcomes for each PLSS corner. Due diligence will be practiced in searching for each target PLSS corner location as we recognize the importance of each PLSS corner monument. All occupation features that may help determine a corner location will be positioned at this time. Parole evidence will be sought by land owners, and documented.

It will be necessary to access some of the PLSS corner monuments through private property. KLD will be responsible to contact each of the effected property owners prior to entering their property. We will contact the property owners by telephone, by mail, or by simply meeting them in person to request permission to perform our work on their property.

We will excavate by hand using chisels, gas powered jackhammers, and shovels to depths within reason in order to locate PLSS corner monuments as needed. Any excavation areas on private property will be restored to the property owner's requirements. Digital photographs will be taken at all excavated PLSS corner locations.

At corner locations where surface plugs are recovered, the plug will be removed and the monument will be recovered beneath. The surface plug will be replaced in the correct location above the monument.

For instances where no monuments exist at the corner location and its position can be determined from the local accessories on an existing Certificate of Location of Government Corner form or survey evidence, a suitable durable iron monument will be set meeting specifications found in the contract scope of services.

Field book information will be gathered at each PLSS corner, a uniform data sheet will be used for each corner in an effort to gather all needed information for the preparation of the Certificate of

Project Approach

Location in a consistent manner. An example of this data sheet is included in the Appendix, this form may be altered upon review of Aitkin County prior to the beginning of work.

We will be using a combination of RTK-GPS, Static GPS and conventional traverses for the positioning of the PLSS corner monuments. Multiple shots with RTK-GPS will be our primary method of establishing coordinate values of the PLSS corner monuments. If RTK-GPS does not provide satisfactory coordinate value accuracies we will either perform a conventional looped traverse or run multiple static GPS sessions on the corner. The distance of traverse required and density of vegetation will dictate the need for static GPS. Our experienced survey crew chiefs will individually assess the terrain for each PLSS corner monument and select the method of data collection that they feel best fits the needs of the area. The data collection methods will be reviewed continually throughout the project. To insure that accuracy standards are met we continually perform survey control checks to known geodetic survey control stations throughout the day and at the end of each day.

Digital photographs will be taken at all PLSS corner locations, four directional photos and one directly overhead. An example of this product is included in the Appendix.

Corner Certificates / Survey Report -

Certificate of Location of Government Corner forms shall be prepared for every corner where a monument was found, perpetuated or established. These forms will be submitted to the County in Adobe pdf format, and in hard copy format. The surveyor shall also submit the coordinate data in the required electronic format along with hard copy of the data and the field notes for the project. Certificates of Location will be filed with the County as completed during the contract.

Final Report and Deliverables-

According to contract requirements, the following delivery items will be provided to St Louis County.

1. One paper copy of the printout listing the point number, northing, easting and descriptor for each designated monument within the project area.
2. Original copies of the field notes for each township survey.
3. Coma delimited ASCII file containing point number, northing, easting and descriptor of each designated monument and control point located in the project area.
4. If utilizing Trimble products, a copy of the DC file or equivalent data collection file from other products.
5. Certificates of Location for all required corners, paper copies of recorded Document.
6. Survey Report for the project

Schedule-

We will begin this project immediately upon verification of a signed contract or written notice to proceed. In the event of conditions beyond KLD's control, KLD reserves the right to extend the completion date by a reasonable amount of time, this would include delays in MnDot completing corner monumentation of corners as shown in Request for Proposal.

Project Approach

Computer Software and Survey Equipment-

The employees of KLD are experienced users of both MicroStation and AutoCAD computer aided drafting platforms. Bentley GEOPAK is our selected surveying and engineering software platform. KLD uses Trimble survey equipment, which includes robotic total stations, RTK units and static receivers.

Project Safety-

KLD recognizes the importance of job safety. We will observe all Federal and State laws pertaining to the Occupational and Safety Hazards Act (OSHA) throughout the project. We will also observe all local laws, ordinances, and regulation related to project safety.

Throughout the duration of the contract Grant County may find it in the best interest of the County to hire KLD for other surveying services related to this project. We will provide these services at our standard hourly rates as depicted below, or at contract corner prices for the respective Township. We will provide cost estimates for such services as requested.

Standard Hourly Rates

Professional Land Surveyor-	\$130.00 per hour
Senior Technician-	\$90.00 per hour
Technician-	\$70.00 per hour
Two Person Survey Crew-	\$180.00 per hour
Clerical Staff-	\$50.00 per hour

Conflicts of Interest-

KLD is not currently engaged in any contracts with, or providing services for any employee of Aitkin County to our knowledge. We have no conflicts of interest related to this project.



III Appendix

- Proposal Form & Signature Page
- Human Rights Certificate
- Workers Compensation Form
- Independent Contractor Statement
- Key Staff Resumes
- Certificate of Location of Government Corner Examples
- Field Book Example Pages

The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.



PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 83,300

STANDARD HOURLY RATE: \$ 2082.50/corner OR at standard hourly rates
(For work above and beyond scope of project, if necessary)
See standard hourly rates in proposal

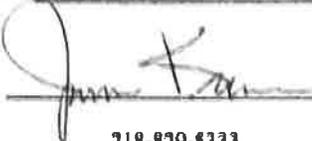
BIDDERS CONTACT INFORMATION

Company Name: Kramer Leas Deleo PC

Company Address 1120 Industrial Park Road
Brainerd, MN 56401

By: Name James Kramer

Title: President

Signature: 

Phone 218-829-5333

E-Mail Address: kramer@KLDland.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that Kramer Leas Deleo PC is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the
Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of Kramer Leas Deleo PC to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination
because of race, color, religion, national origin, place of residence, political affiliation, disability, marital
status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its
personnel policies, programs, practices, and operations.

NAME James Kramer

OFFICIAL ADDRESS: 1120 Industrial Park Road, Brainerd, MN 56401

SIGNATURE IN INK BY: 

TITLE and/or POSITION: President

DATE: 10-11-2021

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Secura Insurance Companies

COMPANY NAME

Baxter Insurance Group, 8374 Brandon Road, Baxter, MN 56425 218-454-2965

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

20-WC-003303538-11

04/16/2021

POLICY NUMBER

(EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin

10-11-2021

Date



Signature

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County, and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA

COMPANY NAME Kramer Leaa Deleo PC

OFFICIAL ADDRESS: 1120 Industrial Park Road, Brainerd, MN 56401

SIGNATURE IN INK BY  _____

TITLE AND/OR POSITION: President

DATE: 10-11-2021

James Kramer, PLS

Professional Land Surveyor and Project Manager

Education

Bachelor of Science
Major-Industrial Engineering
St. Cloud State University

Professional Registration

Professional Land Surveyor in
Minnesota

Professional Associations

Minnesota Society of
Professional Land Surveyors

General Background

Mr. Kramer has thirty years of experience working in the disciplines of civil engineering and land surveying. He began his career working in the areas of highway engineering and highway construction inspection for the Minnesota Department of Transportation (Mn/DOT). His latest position with the department was as a Principal Land Surveyor for Mn/DOT's District 3 in Brainerd. While at this position he supervised staff and projects, overseeing land surveying services for a yearly construction budget of 80 – 100 million dollars. He has provided management for various types of field and office services as a Registered Land Surveyor including such project types as: horizontal and vertical geodetic control networks, public land system re-establishment and section subdivisions, aerial mapping, topographic and digital terrain mapping, construction staking, legal description preparation, and right-of-way platting.

In July of 2003, Mr. Kramer resigned from the Minnesota Department of Transportation to form Kramer Leas DeLeo P.C., a land surveying services firm. Mr. Kramer is responsible for all business operations, and land survey operations in its Brainerd/Baxter offices.

Examples of Relevant Similar Experience – Project Manager

- Beltrami County 2007-2019 27 Townships- 3,300 corners
 - Clearwater County 2014-2019 15 Townships – 1,600 corners
 - St Louis County 2018-2019 1 Township - 88 corners
 - Crow Wing County 2017 2 Townships - 80 corners
 - MNDOT projects(s) 1992-2003
-

Sam DeLeo, PLS CFED

Professional Land Surveyor

Education

Bachelor of Science
Major-Land Surveying/
Mapping Sciences
Minor-Geographic Information
Systems
St. Cloud State University

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

Professional Registration

Professional Land Surveyor in
Minnesota

Professional Associations

Minnesota Society of
Professional Land Surveyors

-Education Committee

Minnesota Surveyors and
Engineers Society (Scholarship
Committee)

General Background

Mr. DeLeo has twenty- six years of experience working in the disciplines of civil engineering and land surveying. He began his career working for the Minnesota Department of Transportation. His latest position with the department was as a Senior Land Surveyor in Mn/DOT's St. Cloud resident office. While at this position he supervised the staff and managed the projects for the department's survey section. He has provided all types of field and office services as both a Survey Crew Chief and a Registered Land Surveyor including such project types as: horizontal and vertical geodetic control networks, public land system re-establishment and section subdivisions, legal description preparation, and right-of-way platting, aerial mapping, topographic and digital terrain mapping, and construction staking.

Mr. DeLeo joined the office of Short, Elliot, Hendrickson, SEH, in St. Cloud in July 2001 to manage land-surveying functions in the growing Minnesota market. Mr. DeLeo's primary duties were to manage the survey department for the Central Minnesota area offices. While at this position he was responsible for overseeing all of the Public Land Survey System monumentation and survey control projects.

On February 1, 2004, Mr. DeLeo became a Principal in Kramer Leas DeLeo, P.C., Mr. DeLeo is responsible for managing the professional services related to land surveying, civil engineering, planning, and environmental projects in KLD's St. Cloud office. Mr. DeLeo was the project manager responsible for all field and office operations for the Morrison County Horizontal Control Densification and Township PLSS Corner Inventory project.

Jordan Chouanard

Professional Land Surveyor

Education

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

Bachelor of Science
Land Surveying
St Cloud State University

Professional Registration

Professional Land Surveyor

General Background

Mr. Chouanard has six years of experience working in the discipline of land surveying. He began his career working with the Aitkin County in 2012 for the highway department completing design location surveys and property land surveys for highway construction.

Mr. Chouanard began his career as Land Surveyor-in-Training with Kramer Leas DeLeo in 2015, being licensed as a Professional Land Surveyor in 2019. He is proficient in operating Trimble RTK and static GPS systems, and Geodimeter/Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, TS Office, and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations.

Mr. Chouanard has 5 years of direct experience completing similar land corner restoration projects in Beltrami County, Clearwater County, and Crow Wing County and St Louis County.

Mike Seelen

Senior Survey Crew Chief

Education

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

General Background

Mr. Seelen has twenty-two years of experience working in the disciplines of civil engineering and land surveying. He began his career working with the Minnesota Department of Transportation in June of 1997 in construction inspection. In November of that year, he transferred to the Surveys Department where he worked as a Survey Technician. He was promoted to Survey Crew Chief in September of 1999.

While working in the Survey Department for Mn/DOT, Mr. Seelen was responsible for overseeing all aspects of location and construction staking, as well as photo control, right-of-way boundary staking, design mapping, and various control surveys. During this period Mr. Seelen performed various surveys to locate, establish, and maintain government Public Land Survey corner monuments for upcoming roadway projects.

Mr. Seelen began his current position as Senior Survey Crew Chief with Kramer Leas DeLeo in February of 2004. He is proficient in operating Trimble RTK and static GPS systems, and Geodimeter/Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, Trimble Business Center, and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations. Mr. Seelen acted as a primary Survey Crew Chief for the Morrison County Horizontal Control Densification and Township Public Land Survey Maintenance project.

Mr. Seelen has 13 years of direct experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County, Morrison County and Crow Wing County as a senior crew chief.

Nick Jelacie **Crew Chief**

Education

Bachelor of Arts,
Sports Management
Bemidji State University

General Background

Mr. Jelacie began as a Field Technician with Kramer Leas DeLeo in May of 2012. Mr. Jelacie was promoted to crew chief in 2016. He is proficient in operating Trimble RTK and static GPS systems, and Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, Trimble Business Center and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations.

Mr. Jelacie has 9 years of experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County, Morrison County and Crow Wing County.

Riley Hirsch **Field Technician**

Education

Bachelor of Arts,
Sports Management
Bemidji State University

General Background

Mr. Hirsch began his current position as Field Technician with Kramer Leas DeLeo in 2015. He is proficient in operating Trimble RTK and static GPS systems, and Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Trimble Business Center, and TDS cogo software packages. His responsibilities include precise measurement and location of lines, angles, points, areas, and elevations, while assisting the Survey Crew Chief in all aspects of field work.

Mr. Hirsh has 6 years of experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County and Crow Wing County.

I HEREBY CERTIFY THAT THIS DOCUMENT AND THE DATA CONTAINED HEREIN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION.

James Kramer
JAMES KRAMER

11/30/2017
DATE

LICENSE NO. 23668

- LAND SURVEYOR
- PROFESSIONAL ENGINEER
- COUNTY SURVEYOR
- COUNTY ENGINEER

NAD 1983 (1996 HBELT) BELTRAMI COUNTY SOUTH ZONE COORDINATES
N= 223752.161 E= 526703.323 US SURVEY FT
(COORDINATES ARE SHOWN AS INFORMATION ONLY, SUBJECT TO VERIFICATION)

OFFICE OF COUNTY RECORDER
 COUNTY OF BELTRAMI, MINNESOTA
 THIS IS TO CERTIFY
 THAT THIS INSTRUMENT
 WAS FILED IN THIS
 OFFICE ON 01/04/2018 AT
 10:58 AM BY DOCUMENT NUMBER
 A000569392
 By: PAULA R. COONS
 CHARLENE D. STURK
 COUNTY RECORDER
 PAGES: 2

CERTIFICATE OF LOCATION OF GOVERNMENT CORNER

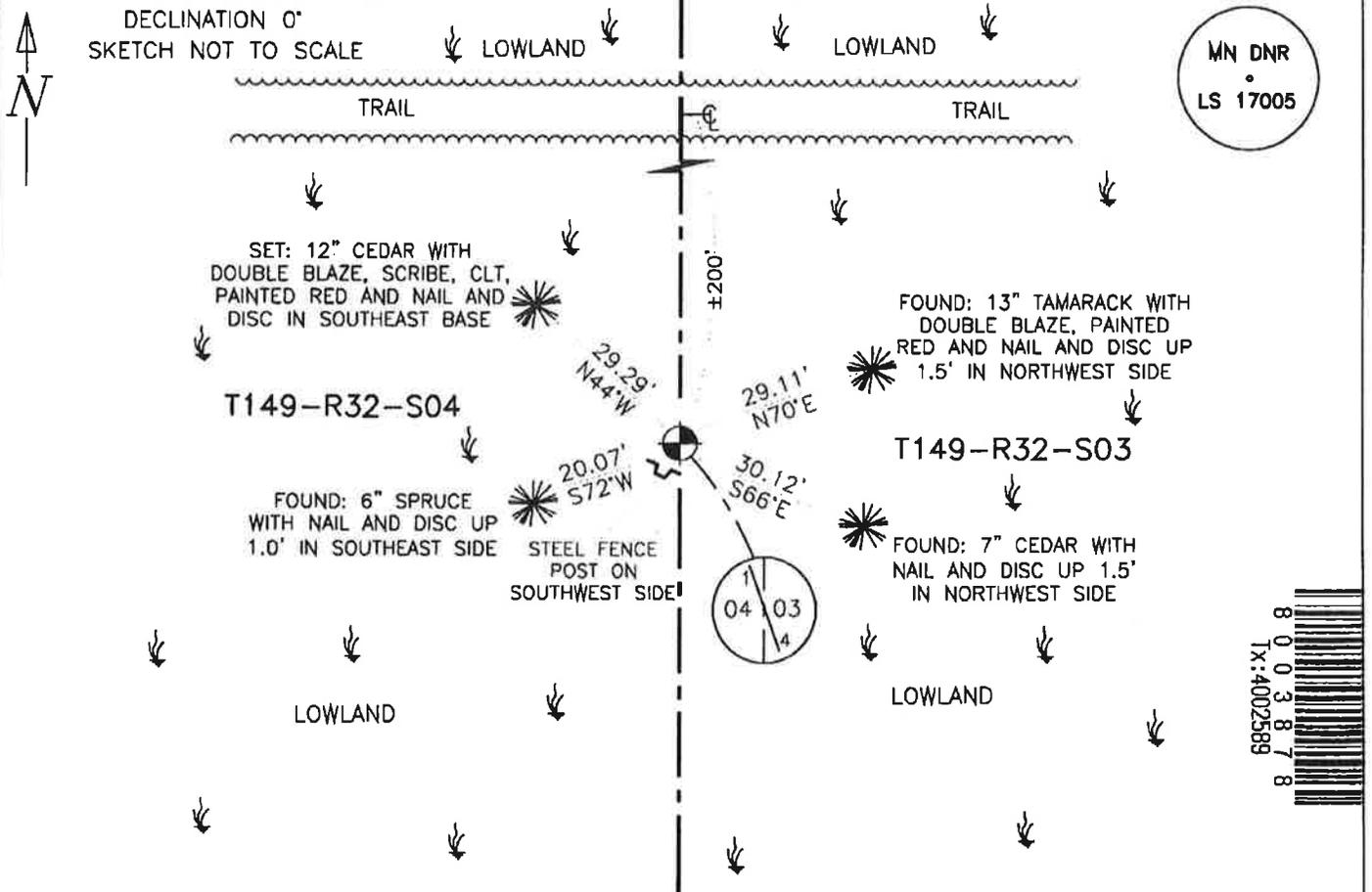
INDEX NO. C-13, WEST QUARTER CORNER OF SECTION 03, TOWNSHIP 149, RANGE 32, 5TH P.M.
STATE OF MINNESOTA, COUNTY OF BELTRAMI

AT THE CORNER LOCATION SHOWN ON THE SKETCH:

- ON 02/26/2017 FOUND A(N) 3/4 INCH IRON PIPE WITH PLASTIC CAP STAMPED "MN DNR LS 17005" UP 0.2 FEET ABOVE GROUND SURFACE
- LEFT MONUMENT AS FOUND, LOWERED MONUMENT, REMOVED MONUMENT (EXPLAIN)
- ON _____ DATE _____ PLACED A(N) _____

SKETCH OF REFERENCE TIES

MONUMENT MARKED:



STATEMENT OF EVIDENCE RELATIVE TO THIS CORNER LOCATION IS ON BACK OF PAGE

STATEMENT OF EVIDENCE: WEST QUARTER CORNER OF SECTION 03, TOWNSHIP 149 NORTH, RANGE 32
WEST OF THE 5TH PRINCIPAL MERIDIAN BELTRAMI COUNTY, MINNESOTA

In 1891, (Vol. 430 Pg. 80) the Original Public Land Survey for Township 149 North Range 32 West was run by Case. A scribed 3 inch squared by 5 foot post was set 24 inches in ground to mark the corner and two bearing trees were recorded as accessories:

8 inch Tamarac	North 89° East	9 links	With scribe
4 inch Tamarac	South 30° West	4 links	With scribe

In June 2005, the DNR Land Survey Unit conducted a search for this corner, but found no original evidence of the corner. They scanned the area with a Schonstedt Model GA-52Cx metal locator, but did not receive a signal to indicate a monument. When no evidence of the corner is found, the corner is considered lost. According to the Manual of Instructions for the Survey of the Public Lands of the United States 1973, prepared by the Bureau of Land Management, U.S. Dept of the Interior, in Chapter 5-38 which states "all lost quarter-section corners on the section boundaries within the township will be restored by single proportionate measurement between the adjoining section corners, after the section corners have been identified or relocated. "Computed the lost position to this corner by single proportionate measurement and found it to measure: 2684.17 feet North of the Southeast Corner of Section 4 and 2792.88 feet South of the Northeast Corner of Section 4. On June 8, 2005, they set a ¾ inch by 24 inch rebar with plastic RLS cap stamped "MN DNR LS 17005" up 0.2 feet above ground surface with a steel fence post placed on the Southwest side to mark the corner; in a Cedar/Spruce swamp and approximately 200.0 feet South of a trail running East-West. They also recorded three bearing trees:

12 inch Tamarac	Azimuth 70°	29.11 feet	With DNR N&D up 1.5 feet in Northwest side
5 inch Cedar	Azimuth 114°	30.12 feet	With DNR N&D up 1.5 feet in Northwest side
5 inch Cedar	Azimuth 252°	20.07 feet	With DNR N&D up 1.0 foot in Southeast side

On July 6, 2005, L. Pommerening, registered land surveyor, prepared a Certificate of Corner Location for this Public Land Survey corner with the following statement: "Analysis of the available information led the DNR Land Survey Unit to conclude that the lost position should be used for the location of the corner. Lack of government corner perpetuation bears out the need for the lost position."

On February 26, 2017, J. Kramer and N. Jelacie, of Kramer Leas Deleo (KLD), searched for Public Land Survey Corners in this area. They found a ¾ inch rebar with plastic RLS cap stamped "MN DNR LS 17005" up 0.2 feet above ground surface with a steel fence post on the Southwest side marking the corner; monument found agrees with Certificate of Corner Location filed by Pommerening in 2005. The corner location is approximately 200.0 feet South of a trail running East-West. They also found three bearing trees from 2005:

13 inch Tamarack	North 70° East	29.11 feet	With double blaze, painted red and N&D up 1.5 feet in Northwest side
7 inch Cedar	South 66° East	30.12 feet	With N&D up 1.5 feet in Northwest side
6 inch Spruce	South 72° West	20.07 feet	With N&D up 1.0 foot in Southeast side

They recorded one additional bearing tree:

12 inch Cedar	North 44° West	29.29 feet	With double blaze, scribe, CLT, painted red and N&D in Southeast base
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Analysis of the above information indicates the location of this Public Land Survey Corner has been perpetuated by the capped rebar monument, set in 2005 by the DNR, in the lost position. Therefore, the location of the capped rebar monument is accepted as the best available evidence to perpetuate the location of this Public Land Survey Corner.

For additional information contact the Beltrami County Surveyor's Office in Bemidji, Minnesota.

INDEX: C-13

Field Corner Certification

TWP/RGE: 149-32

Corner Description:

West Quarter Corner of Section 3

Crew:

JG Kramer NMJ Jelinec

Date:

2-26-17

Weather:

Clear

Temp:

26°

Corner Found:

Rebar with plastic cap stamped "MN DNR LS17005" Nothing

Size:

Up/Down:

0.2'

Comments:

Removed

Left as found X

Lowered

Monument matches Beltrami County document number A000461775
Steel fence post on SW corner of the monument

Ties Found:

None

Year

Size

Tree

Bearing

Distance

N/D

2005

13"

Tamarac

N70E

29.11'

Northwest up 1.5'

CLT

~~BLZD~~

SCR

~~PR~~

2005

7"

Cedar

S64E

30.12'

Northwest up 1.5'

CLT

BLZD

SCR

PR

2005

6"

Spruce

S72W

20.07'

Southeast up 12"

CLT

BLZD

SCR

PR

CLT

BLZD

SCR

PR

CLT

BLZD

SCR

PR

Corner Set:

Nothing

Size:

Length:

Up/Down:

Slimline Set:

N S E W

Comments:

Ties Set:

None Available

Size

Tree

Bearing

Distance

N/D

12"

Cedar

N44W

29.29'

Southeast Base

~~CLT~~

~~BLZD~~

~~SCR~~

~~PR~~

CLT

BLZD

SCR

PR

CLT

BLZD

SCR

PR

CLT

BLZD

SCR

PR

CLT

BLZD

SCR

PR

Legend: CLT= Corner Location Tag

BLZD= Double Blazed

SCR= "BT" in Trunk Blaze

PR= Blazes painted red

611 9th Street North
Virginia MN 55792
Phone: (218) 741-2575
northernlights@nlsurvey.com



Licensed Surveyor
Chris Mattila, PLS 51766

October 13, 2021

Re: Aitkin County
Corner Remonumentation Project No. 01-2021

Aitkin County
Attn: Randy Quale, Aitkin County Surveyor
307 2nd St. NW
Aitkin, MN 56431

Dear Sir/Madam:

This cover letter with the attached solicitation documents is our response to the request for proposals for Aitkin County Corner Remonumentation Project No. 01-2021.

We are Northern Lights Surveying Services Inc (NLSS), a northeastern Minnesota land-surveying firm located in the cities of Virginia and Grand Rapids. We have been providing surveying services throughout Aitkin County and the surrounding counties for 25 years. Our staff is highly experienced in the recovery, restoration, and perpetuation of PLS corners. Our reputation, experience and work history will show that we are more than capable of fulfilling the requirements and completing the work within the required timeline.

The attached documentation will highlight our firm's resources and experience, our staff's qualifications, and our projected schedule for the project.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris Mattila".

Chris Mattila PLS

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Executive Summary

We have carefully reviewed the Request for Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 and have prepared a solicitation package describing our qualifications and experience. We have worked on multiple projects of this type and the members of our staff comes highly experienced in this exact sort of work. Our range of service includes St. Louis, Itasca, Cass, Aiken, Koochiching, Lake and Cook Counties. In 2018, Chris Mattila, with 22 years of experience, and Travis Tollefson, with 17 years of experience, purchased the assets of Northern Lights Surveying Co., thus acquiring 30+ years of valuable records. In 2020 Chris and Travis purchased the assets of Northern Lights Surveying PSC in Grand Rapids thus acquiring additional staff, equipment and records.

The area of this project was originally surveyed by GLO Deputy Surveyor Oscar E Garrison with the exception of the west line of Township 48 North, Range 27 West which was surveyed by GLO Deputy Surveyor's Gatis A. Johnson and Alonzo L. Thornton in 1863. Mr. Garrison surveyed all other exterior and all of interior lines of the Townships included in this project between 1864 and 1867. The original feature calls noted by Mr. Garrison seem to match reasonably well with LIDAR analysis of the terrain. There has also been a large number of corners which have been perpetuated by subsequent public and private surveyors in these Townships. This project will require locating and verifying a number of these perpetuated corners. There are also several plats created near Blind, Round and Waukenabo Lakes which will be utilized to perpetuate the meander corners involved with the project. A major feature within the project area is the Mississippi River which was called out in the original survey and will likely be utilized to set several corners adjacent or near the river. Highway No. 169 also runs through the project area and the subsequently created MNDOT Right-of-Way maps will assist us perpetuating the corner positions in those areas. With the existing survey monumentation and strong feature calls throughout the project area we believe we will be able to retrace the footsteps of Mr. Garrison while completing the project.

Sufficiency of Resources

Financial

Northern Lights Surveying Services Inc (NLSS), purchased the assets of Northern Lights Surveying Company, a division of the former Northern Lights Surveying & Mapping, Inc, (NLSM, founded 1988), from Mike Smith in October of 2018. Chris Mattila and Travis Tollefson were long term employees at Benchmark Engineering in Mountain Iron Minnesota prior to purchasing Northern Lights. Northern Lights Surveying Services and its predecessors are corporations that has been operating on the Iron Range for 32 years. We continuously carry all the insurances required for this project. Our financial records will show we have the working capital in place to complete this project. Northern Lights Surveying Services also purchased the assets of Northern Lights Surveying PSC in Grand Rapids on November 1st, 2020 and added an additional 2 full time employees joining our staff at that time.

Personnel

Our staff at Northern Lights Surveying Services Inc. currently consists of 7 full time employees (listed as follows)

- Chris Mattila, Licensed Land Surveyor, President, (22 years experience)
- Travis Tollefson, Field Crew Leader, Vice-president, (17 years experience)
- Jesse Williams, Field Crew Leader, CAD Draftsman, (7 years experience)
- Shelle Kovanen, Office Management, Bookkeeping, (38 years experience)
- Alex Troumbly, EIT/Office Manager, Grand Rapids (6 years experience)
- Jamed Perala-Dewey, Field Crew Leader, CAD Draftsman (3 years experience)
- Josh Johnson, Field Crew Leader, CAD Draftsman (2 years experience)

Experience

Since the company was founded in 1988, it has conducted business in and maintained an office within St. Louis County. Chris Mattila, who has been surveying in the area since 1999, has worked on many large corner retracement surveys for both the government and the private sector. He has logged many hours both in the field and in the office. Within the past 8 years he and his staff have successfully researched, prepared proposals, negotiated, been awarded, and completed 9 projects very similar in scope to the anticipated project included in this proposal. All were large contracts having a cost of around 20 - 100k. The timelines on these projects ranged from 9 to 18 months. All were completed and submitted in full by their respective deadlines. Chris has also recorded no fewer than 150 corner certificates since becoming licensed in 2014.

Travis Tollefson has also worked on several retracement surveys since he started as a survey crew chief in 2005. He has logged countless hours searching for and restoring PLS corners. Not only is Travis an accomplished corner searcher, he's a talented researcher of historic survey records.

Jesse Williams started in 2014, he has also worked on our retracement projects. Jess's experience ranges from field crew leader to draftsman. He has also prepared corner certificates and assisted with research.

Shelle Kovanen has been in the survey profession since becoming a co-owner of Kovanen Surveying in 1984. Her responsibilities have included project management and scheduling of staff, both office and field. Shelle has also provided much of the historic survey records research for her former company's projects.

Alex Troumbly worked under Chris and Travis beginning in 2016 while employed by Benchmark Engineering. After graduating from the University of Minnesota Duluth with a degree in Civil Engineering Alex began working as a survey crew chief in addition to working towards his Professional Engineering certification. In October of 2020, Alex joined Northern Lights Surveying. He currently is the Office Manager of the Grand Rapids Office. Alex had experience in preparing corner certificates, research and drafting in addition to his field experience as a former survey crew chief.

James Perala-Dewey began working for Northern Lights Surveying Services in 2021. Willie was a survey crew chief and draftsman for Bear Island Surveying in Ely, Minnesota prior to joining Northern Lights Surveying Services. James is the head crew chief for the Grand Rapids Office and has experience in retracement surveys and has experience in preparing corner certificates, research and drafting.

Josh Johnson began working as a summer intern for Northern Lights Surveying Services in the summer of 2020. Josh continued working for Northern Lights while receiving his Civil Engineering Technician degree at Lake Superior College in Duluth, MN. Josh graduated in the spring of 2021 and began working full time in the Grand Rapids Office. Josh has experience as a survey crew member and has experience searching and setting GLO corners as well as researching and preparing corner certificates in the office.

Office

Our offices are centrally located within St. Louis and Itasca Counties. We have a 1000 sq. foot office in the City of Virginia equipped with four workstations and a 1500 sq. foot office in Grand Rapids equipped with three workstations. All of the stations contain licensed versions of Micro Survey 2021, a complete drafting software fully compatible with AutoCAD. Drawings can be provided to our clients in CAD format as well as Adobe PDF. We use a 48" HP Design Jet Plotter and Ricoh Laser printers to print our survey maps. The office includes a large garage space where we keep our field equipment, ATV's, snowmobiles, an Argo and boat. All of our records compiled over the last 25 years are also on the premises and are easily accessible.

Field Equipment

- **Vehicles**
 - Three pickup trucks fully equipped with survey gear
 - Three ATV's
 - Two snowmobiles

- One boat
- One Argo
- **GPS**
 - 2 Topcon HiPer RTK base-rover setup
 - 3 Javad Triumph LS RTK units with stand-alone VRS correction and Javad Triumph 1 base receiver. Both compatible as a rover with the Topcon HiPer system
 - Sokkia Stratus integrated L1 gps system (5 static receivers)
 - GPS post processing and StarNet Least Squares adjustment software
- **Total Stations**
 - Topcon GPT 1002 w/pulse laser distance meter and data collector
 - Topcon GPT 3005 w/pulse laser distance meter and data collector
 - Sokkia SET4B with data collector
 - Leica 1205 TCR with reflectorless capabilities

Individual Assignments of Key Personnel

Chris Mattila, Minnesota Professional Surveyor No. 51766 will be responsible for project management and direct supervision throughout the project. Chris will also be active in the fieldwork portion, assisting Travis & Jesse during both the corner searching and corner monumenting phases. Chris will work with Shelle, Travis, Jesse, Alex, James and Josh in the records research and corner certificate preparation. Fieldwork computations and Certificate of Survey drafting will be done by Chris. Chris has managed and supervised and completed 7 large scale USFS remonumentation projects and 2 St. Louis County remonumentation projects. He has also performed numerous private retracement surveys. Northern Lights Surveying Services also have current contracts with the USFS and St. Louis County to perform remonumentation projects.

Travis Tollefson's role in the proposed projects will be field crew leader and research assistant. He will also assist in the preparation and editing of the final documents. Travis has been the head crew chief on all of the USFS, St. Louis County and private retracement surveys that have been supervised by Chris. Travis has also been the head crew chief for other retracement survey's performed under Rod Flannigan. Travis has also assisted on the research and creation of corner certificates on these projects.

James Perala-Dewey's role in the proposed projects will consist of field crew leader. James will download the collected field data into draft maps and assist in the preparation of the corner certificates and the final certificate of survey. He will also assist in the editing process of the final documents. James has worked as a crew chief on several remonumentation projects under Chris and Bruce (Charlie) Chernak of Bear Island Surveying. James has also assisted with research and the creation of corner certificates.

Josh Johnson's role in the proposed project will consist of working on the field crews and assisting in the preparation of the corner certificates and the final certificate of survey. Josh has worked on several remonumentation project for the US Forest Service and has searched and monumented several dozen corners. Josh has also assisted in the creating of corner certificates.

Shelle Kovanen will help work on the research phase of the project. Shelle has worked on over 40 separate USFS remonumentation projects. She has also worked on numerous St. Louis County remonumentation projects.

Alex Troumbly and will help with research and the preparation of corner certificates along with scheduling and assisting the field crews. He will also assist in the preparation and editing of the final documents. Alex has worked both in the office and the field for other retracement survey's performed under Chris and Rod Flannigan.

Supplemental Narrative

Northern Lights Surveying Services and its staff are experienced in the type of Government surveys that are requested under this solicitation. Northern Lights has a broad and extensive knowledge of local survey records and we have performed numerous Government and private remonumentation projects. Northern Lights considers these projects to be dependent resurveys where we will retrace the footsteps of the original Government Surveyor and use his original corners and feature calls to re-establish the Section lines that were ran by the original surveyor. In addition, survey information from the private sector and other Government agencies will be analyzed and utilized to assist us in placing Section corners in their original locations as closely as possible.

When we approach these types of projects, our first step is to research all available survey records including but not limited to Government agencies (Federal, state and local), private surveyors and other private entities (mining companies, power companies, railroads etc.) which are known to have survey records. Once all available survey information has been collected we begin reviewing the data and look for any records which pertain to the specific corner or area that we are working in.

Our search process for both PLSS and section subdivision corners feature “boots on the ground” to try to locate the original corner or its accessories. If the original corner or its accessories cannot be located, we will attempt to utilize other surveying records that can be traced to the original corner. If there are no records going back to the original corner, we will map original feature calls and analyze that data and search again for the original corner or its accessories. Northern Lights understands that many original feature calls and Section corners have been obliterated by mining activities in this area. We anticipate leaning on previous survey records to place corners mathematically in areas that have been impacted by mining activities. Northern Lights will make every effort to place the corner at the best location that our recovered evidence and research supports.

Northern Lights has internal quality control standards which meet or exceed federal standards for the restoration of Government Corners. Each day prior to beginning any field work, our crews will tie into a known point and ensure that our equipment and calibrations are working correctly. In addition, our Javad GPS units have an internal quality control standard which ensures that all data lies within our determined tolerances with a 95% confidence level. If we are not able to collect GPS data which meets our quality control standards, we will traverse to the point with our total stations. Our total station traversing includes doubling of all angles and multiple shots to ensure that we are meeting our internal quality control standards.

Our crews run Javad GPS units that are capable of receiving corrections through the MNDOT VRS system via cellular phone or internet “hotspot” programs. We also have a base and rover system that can be used in areas without cellular phone service. In areas where GPS will not work due to tree cover or other factors, our crews will use a total station to traverse into the location. When traversing, all angles are doubled and traverses are begun and closed at known locations. We will also perform least squares

adjustments as required in this proposal when necessary. This ensures that our data collected via total station is as accurate or exceeds the accuracy of our GPS data.

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 128,160.00

STANDARD HOURLY RATE: \$135/HOUR CREW
\$100/HOUR PLUS
(For work above and beyond scope of project, if necessary)

BIDDERS CONTACT INFORMATION

Company Name: NORTHERN LIGHTS SURVEYING SERVICES, INC

Company Address: 611 9th St. North
VIRGINIA, MN 55792

By: Name: Chris Mattila

Title: PRESIDENT

Signature: 

Phone: (218) 741-2575

E-Mail Address: northernlights@nlsurvey.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that NORTHERN LIGHTS SURVEYING is in compliance with the standards of equal
(Name of Firm) SERVICES

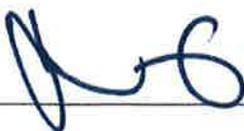
employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of NORTHERN LIGHTS SURVEYING to provide
(Name of Firm) SERVICES

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: Chris Mattila

OFFICIAL ADDRESS: 611 9th St. NORTH, VIRGINIA MN 55792

SIGNATURE IN INK BY: 

TITLE and/or POSITION: PRESIDENT

DATE: 10/12/21

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Westfield
COMPANY NAME
Boyd Carlblom PO Box 941 tele: 218-749-8340
Range Reliable Agency Virginia MN 55792
AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

WCP 056343 M 10-18-2020
POLICY NUMBER (EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10-12-21
Date


Signature

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: NORTHERN LIGHTS SURVEYING-SERVICES, INC

OFFICIAL ADDRESS: 611 9th St. NORTH, VIRGINIA MN 55792

SIGNATURE IN INK BY:  _____

TITLE AND/OR POSITION: PRESIDENT

DATE: 10/12/21

CHRISTOPHER MATTILA
Professional Land Surveyor
Virginia MN 55792
218.741.2575
Email: northernlights@nlsurvey.com

Summary of qualifications:

Professional Land Surveyor with 22 years of diversified surveying experience specializing in boundary, construction and cadastral surveying.

Former President of the Arrowhead Chapter of the Minnesota Society of Professional Surveyors.

Education:

2010- Bachelor of Science, St. Cloud State University, St. Cloud, Minnesota, Major in Land Surveying and Mapping Science

Leadership:

2020 – 2022, President – Arrowhead Chapter of Minnesota Society of Professional Surveyors
2018 – 2020, President Elect – Arrowhead Chapter of Minnesota Society of Professional Surveyors

Licenses:

Professional Land Surveyor, MN License #51766

Professional experience:

June 1999 – October 2018
Benchmark Engineering, Mountain Iron, Minnesota
Survey Project Manager

October 2018 – present:
Northern Lights Surveying Services, Virginia, Minnesota
President

Survey field work experience includes: Boundary surveys, Government remonumentation surveys, control surveys, ALTA surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails), topographical

surveys, railroad surveys, bathymetric surveys, inspection and mining survey work. Survey office experience includes: Plat and subdivision creation, boundary determinations, processing survey field notes and data, creating topographical surveys, property exhibits, writing legal descriptions, affidavits, research, quantity calculations and ALTA drawings.

Management experience includes: Managing, coordinating and scheduling survey field crews and office CAD technicians on a daily basis. Meetings and conventions with private sector and Government clients and entities. Performed project research and prepared bids for private and Government engineering and surveying projects. Prepared budgets and billing documents for engineering and surveying projects.

Currently responsible for owning, managing and operating a Professional Land Surveying business.

Recovery, Restoration and Perpetuation of Corners of the Public Land Survey System Experience-

2008-2014: Teck America- Various Sections in T60N R12W and T59N R12W

Worked underneath Licensed Surveyors Nick Stewart and Rodney Flannigan. Project consisted on recovery and restoration of PLSS corners along with determination and staking of private boundary lines. Field work performed included the searching of original GLO evidence, feature call mapping and the setting of corners. Office work performed included research, drafting, creation of corner certificates and certificate of survey.

2009-2011: USFS Kawishiwi River- Various Sections in T62N R11W

Worked underneath Licensed Surveyors Nick Stewart and Rodney Flannigan. Project consisted on recovery and restoration of PLSS corners along with determination and staking of private boundary lines. Field work performed included the searching of original GLO evidence, feature call mapping and the setting of corners. Office work performed included research, drafting, creation of corner certificates and certificate of survey.

2014: St. Louis County Remonumentation Project- Sections 1-12 in T62N R11W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 12 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2017 - 2018: USFS- Sections 8 and 19 in T59N R16W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 2 sections. My role included research, corner determination, drafting, creation of corner certificates and certificate of survey.

2018: USFS- Sections 2,3,6 and 10 in T59N R18W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 2 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2019-2020: St. Louis County Remonumentation Project- Sections 6-8, 17-20, 29 in T56N R15W

Project consisted of verification, recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of most PLSS corners in 8 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2019-2021: USFS- Sections 1,2,3,10,11,12,13 and 14 in T61N R17W
Sections 25 and 26 in T61N R18W
Section 24 in T60N R18W
Sections 18, 19 and 20 in T60N R17W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 14 sections. My role included research, corner determination, drafting, creation of corner certificates and certificate of survey.

In addition to these projects, I have recovered, restored and perpetuated dozens of additional Section corners for private and public entities.

Northern Lights Surveying Services is also currently under contract and performing work for the recovery, restoration and perpetuation of PLSS corners with St. Louis County and the USFS.

Travis Tollefson

Experience

Senior Survey Technician / Vice President

Northern Lights Surveying Services, Inc, Virginia, MN
10/2018 to Present

Property surveys, control surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails), topographical surveys, mining survey work, and USFS resurveys. AutoCAD experience (includes processing topographical surveys, property exhibits, writing legal descriptions, and plat drawings)

Survey Technician

Benchmark Engineering, Inc, Mt Iron, MN
10/2007 to 10/2018

Property surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails) topographical surveys, bathymetry surveys, mining survey work, and USFS resurveys. AutoCAD Civil 3D (includes processing topographical surveys, property exhibits, writing legal descriptions, and plat drawings)

Survey Technician

Northern Lights Surveying and Mapping, Virginia and Grand Rapids, MN
05/2006 to 10/2007

Property surveys and topographical surveys.

Survey Technician

Midwest Engineering and Land Surveying, Anoka MN
05/2005 to 08/2005 (Internship)

Construction, Property, and Topographical surveys

Education

Degree obtained

Lake Superior Community College, Duluth MN
2006- Civil Engineer Technician

Leadership	2015 – present - den leader for Cub Scouts, Troop #125 11/2017 to 2/2018 - 7 th grade Girls Basketball coach
Certifications	MNDOT CST Level III construction staking M.S.H.A Canadian National Railroad
References	Upon request

Alex Troumbly

1297 Autumn Lane
Bovey, MN 55709

alex@nlsurvey.com
218-259-6473

Education

University of Minnesota Duluth - Bachelors of Science and Engineering
Itasca Community College - AS Pre-Engineering
Greenway High school

Fall 2015 - Spring 2017
Fall 2013 - Spring 2015
Spring 2013

Work Experience

Northern Lights Surveying Services - Office Manager

October 2020 - Current

- Worked on various types of survey projects under a licensed surveyor
- Responsible for managing survey crews on a daily basis
- Perform project research and prepare bids for private and Government clients
- Responsible for preparing Certificate of Surveys, Elevation Surveys and Corner Certificates

Benchmark Engineering - Civil Engineer EIT / Survey Crew Chief

May 2017 - October 2020

- Worked on various design projects under a licensed PE
- Efficient in AutoCad and Microsoft programs
- Construction staking
- Boundary surveying

Benchmark Engineering - Survey Intern - Mountain Iron, MN

May 2015 - December 2016

- Read and analyzed construction plans to complete tasks in the field
- Set up and operated various surveying equipment and tools
- Communicated and worked effectively in a team and alone

United States Forestry Service - Laborer - Grand Rapids, MN

July 2013 - September 2014

- Gathered and recorded water samples weekly at multiple sites
- Measured and recorded soil temperatures weekly at multiple sites
- Built and dispersed board walk throughout the forest
- Engaged in various hands on projects

References and other information available on request

Jesse M. Williams
819 5th Street South Virginia, MN 55792
(218) 750-1223
jmwilliams06@outlook.com

EMPLOYMENT

Survey Technician

Northern Lights Surveying – Virginia, MN

2019 to Present

- Land Surveying
 - Property, boundary, as-built, and flood plane surveys
- MicroSurvey CAD 2014
 - Certificates of surveys
- Equipment
 - Javad GPS system and Topcon total station

Tree Trimmer

Wright Tree Service – Virginia, MN

9/17 to 5/18

- Operate and maintain chainsaws and other tree cutting tools
- Operate and maintain the bucket on the boom trucks
- Operate and maintain chipper
- Trim and remove trees for power line maintenance

Survey Technician

Benchmark Engineering and Land Surveying – Mt. Iron, MN

5/13 to 5/17

- Construction Staking
 - Blue topping for roads and parking lots
 - Building gridlines
 - Utilities, curb, and gutter staking
 - Land Surveying
 - Property, boundary, and flood plane surveys
 - Topography and bathymetry surveys
 - Auto CAD 2015
 - Certificates of surveys
 - Equipment
 - TSC2, TSC3, Level, Leica 1100 and 1200, iSite Scanner 4400, 8810, and 8820
-

EDUCATION

Associates in Applied Science – Civil Engineering Technology

8/13 to 5/15

Lake Superior College – Duluth, MN

- Major courses: Advanced Surveying, Highway Design, Land Survey Systems
- 2.75 CUM GPA

Natural Resources

8/12 to 5/13

Itasca Community College – Grand Rapids, MN

- Courses completed: Wildland Firefighting, Environmental Science, Introduction to Waters

Joshua Johnson
5796 Highway 7
Culver MN, 55779
Cell: 218-391-4095
Joh08086@gmail.com

EDUCATION

Lake Superior College, Civil Engineering Technology Diploma

- Introduction to Surveying
 - Surveyed points using levels and totals stations
 - Proper use of surveying field books out in the field
 - Reading surveying equipment accurately
- Introduction to Material Testing
 - Testing of grading and base, aggregate, and concrete
 - Filled out proper documentation for testing of materials
- Engineering Graphics
 - Knowledge of CAD functions and uses
 - Translating measurements to drawings
 - Plotted and labeled land plats
- Engineering Problem Solving
 - Civil math applications
 - Calculated problems using multiple formulas
- Civil Estimating
 - Reading civil engineering plans, plan and profile views
 - Estimating costs of projects based on materials and dimensions

University of Minnesota Duluth

- Teaching Social Studies Bachelor of Applied Arts; December 2014
 - Facilitated lesson plans for classroom as large as 30 students
 - Developed presentation and communication skills

WORK EXPERIENCE

Survey Crew Chief, Northern Lights Surveying Services, Virginia and Grand Rapids MN, May 2020 – Current

- Boundary Surveys
- Remonumentation surveys
- FEMA Elevation surveys
- Office work including Certificates of Survey and Corner Certificates

Store Manager, GNC, Duluth MN, August 2018-May 2020

- Interacted with customers, and helped them to meet their needs
- Trained in new staff to meet goals
- Adapted management styles to get the best out of my associates
- Managed schedules and hours

**Program Coordinator/Volunteer Coordinator, The Hills Youth and Family Services,
Duluth MN, February 2017-August 2018**

- Supervised a team of 5 staff and up to 10 volunteers at a time
- Communicated with staff, volunteers, and youth in multiple formats
- Listened to and resolved conflicts with staff, volunteers, and youth

James Perala-Dewey
Phone: 218-343-0699
Email: Jamesdewey.bwca@gmail.com

Work Experience

Northern Lights Surveying Services - Survey Crew Chief June 2021 - Current

- Worked on various types of survey projects under a licensed surveyor
- Perform surveying services using GPS and total station equipment

Bear Island Survey - Survey Technician July 2019 - June 2021

- Operate GPS and survey equipment exclusively in an outdoor setting
- Navigate to section corners using GPS and compass bearings
- Operate company vehicles, boats, and atvs

Independent Contractor - Construction Worker August 2017 - July 2019

- Provides assistance to craft workers such as carpenters, plumbers, and masons
- Perform physical labor for extended periods of time
- Reads and interprets plan sets and specifications to determine work activities

Education

Duluth East High school Spring 2010

References and other information available on request

Professional References

- **Nick Stewart**

Minnesota Professional Surveyor No. 43816
County Surveyor, St. Louis County, Minnesota
7823 Highway 135, Virginia, MN 55792
(218) 742-9823
stewartn@stlouiscountymn.gov

- **Mike Smith**

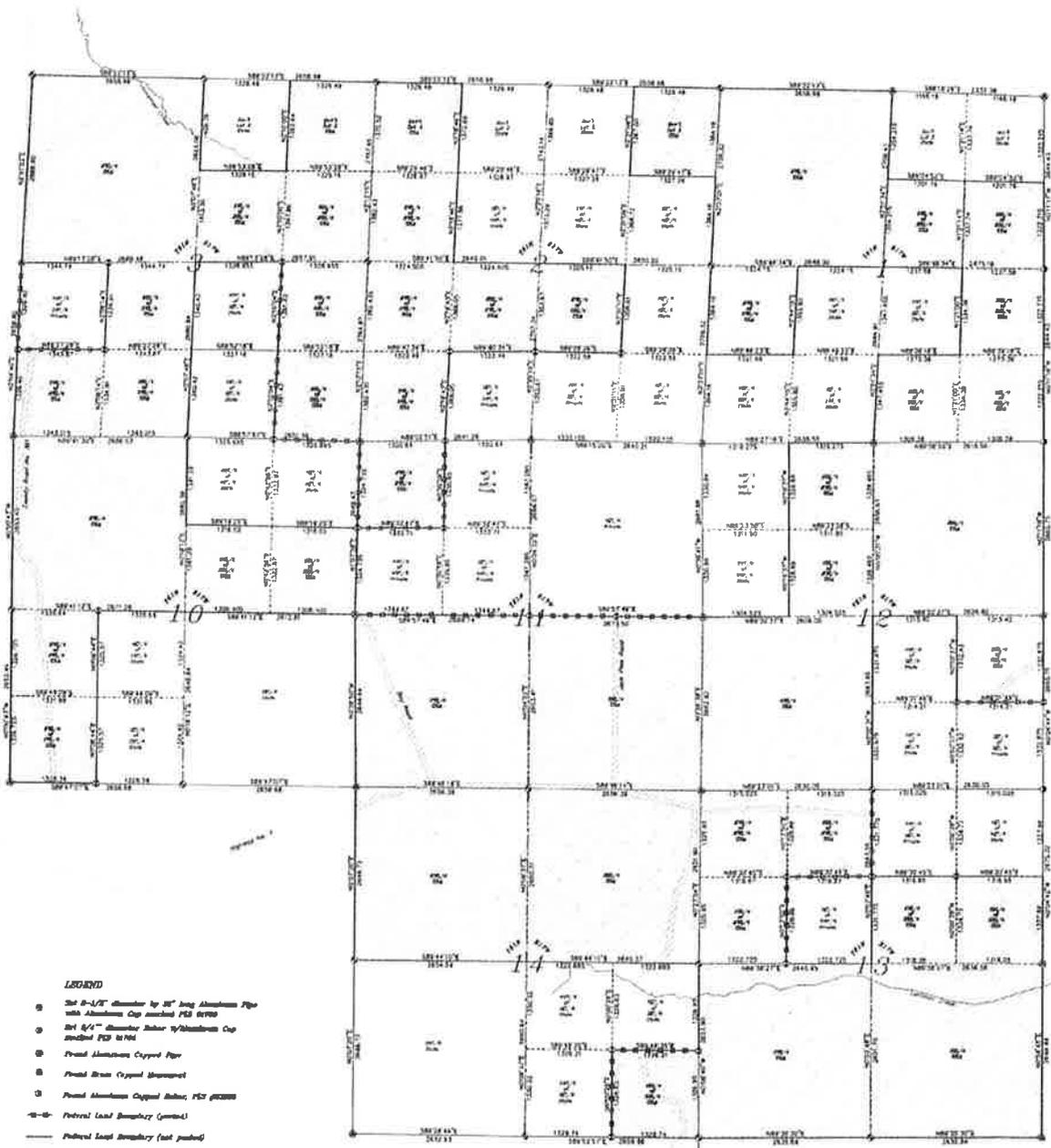
Minnesota Professional Surveyor No. 46557
Forest Land Surveyor, Superior National Forest
320 North Highway 53, Cook, MN 55723
(218) 666-0034
michael.smith2@usda.gov

- **Laverne Leuelling**

Minnesota Professional Surveyor No. 16089
9620 Heino Road, Angora, MN 55703
(218) 269-2705
lleuelling@gmail.com

CERTIFICATE OF SURVEY

A Dependent Resurvey within Sections 1, 2, 3
and Sections 10, 11, 12, 13, 14 and 23
Township 41 North, Range 17 West
Fourth Principal Meridian
St. Louis County, Minnesota
Contract No. 128-149190003



LEGEND

- 3/4" Iron Stake
- 3/4" Aluminum Cap marked PLS 8799
- 3/4" Aluminum Stake w/Aluminum Cap marked PLS 8798
- Found Aluminum Caped Pipe
- Found Brass Caped Monument
- Found Aluminum Caped Stake PLS 87200
- Federal Land Boundary (center)
- Federal Land Boundary (not pushed)
- ▨ Denotes Federal Land ownership

NORTHWESTERN SURVEYING
 10000 13th Avenue S.W.
 Golden, CO 80401
 Phone 303-440-1111
 Fax 303-440-1112
 www.nwsurvey.com

CONTRACT NO. 128-149190003
 PROJECT NO. 128-149190003
 SHEET NO. 1 OF 1
 DATE: 08/14/03
 DRAWN BY: J.M.
 CHECKED BY: J.M.



THE 24

I certify that the survey was made in accordance with the laws of the State of Minnesota and that I am a duly Licensed Professional Surveyor under the laws of the State of Minnesota.

Surveyor: _____
 Date: _____

CERTIFICATE OF LOCATION OF GOVERNMENT CORNER

South Quarter Corner Section 11,
Township 61 North, Range 17 West, 4th P.M.
STATE OF MINNESOTA, COUNTY OF ST. LOUIS.

On 1/21/2020, found a(n): No evidence of the corner or its accessories.

- left monument as found
- lowered monument
- removed monument (explain)
- raised monument

On 3/23/2020, set a(n): aluminum capped pipe at the midway point online between the SE corner Sec. 10 and the SE corner Sec. 11.

See "Statement of Evidence" for further details (on back)

Office of the County Recorder
St. Louis County, Minnesota

Recorded on: 07142021
at 01 46 P m

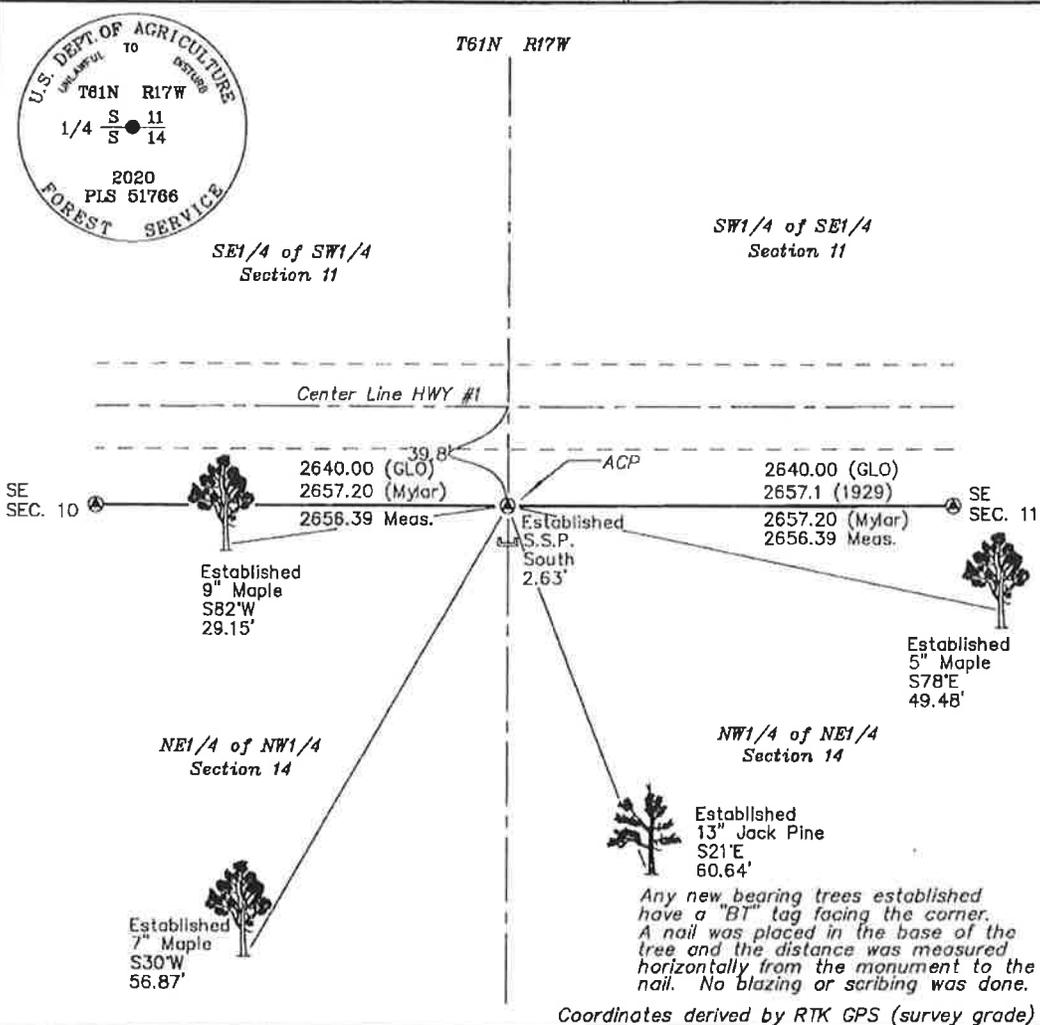
Document No. 1419092

Wendy Levitt
County Recorder

I hereby certify that the within instrument was filed in this office for record

B. Goodreau

by _____ Deputy
(reserved for recording data)



"SKETCH OF REFERENCE TIES"
(not to scale - bearings are magnetic)

Ties are measured to center of monument unless otherwise noted.

UNITS = Metric English

(NAD 83) Latitude (N):	47-48-21.65250
(NAD 83) Longitude (W):	92-28-16.05280
SICM 96 (NAD 83) Northing:	3,702,504.45
(NAD 83) Easting:	4,752,013.12
S. P. North (NAD 83, feet) Northing:	792,910.84
(NAD 83, feet) Easting:	2,779,294.58

I hereby certify that this document and the data contained herein was prepared by me or under my direct supervision and that I am a Licensed Land Surveyor under the laws of the State of Minnesota. I further certify that this Certificate of Location of Government Corner is correct and complete to the best of my knowledge

[Signature] 3-29-21 License No. 51766
date

Northern Lights Surveying Services Inc.

**Statement of Evidence for the South Quarter Corner Section 11,
Township 61 North, Range 17 West, of the Fourth Principal Meridian. 1419092**

1884 Day F Stacy U.S. Deputy Surveyor. While running interior subdivision lines of Township 61 North, Range 17 West a 6 foot long 4" square post was set for the corner. The following references were established:

6" Fir	12" Tamarack
S61°E	N48°W
12 Lks (7.92')	10 Lks (6.60')

1922, Tower Itasca Ely Road Notes: Shows station 287+38.7 to be on the north section line of section 14 with a distance of 1339.5' east to the NE Corner of section 14.

September 20, 1924 Jack Pine Road Survey: Found a stump of a 12" Tamarack original BT N48°W 6.6'. Notes show no evidence of scribing and the stump was badly burnt and decayed. A marker was placed on a Balsam tree for said corner in 1919 by John Maki when the corner was in place. A new post was set according to information and evidence the of original post. Notes show a distance of 2657.1' between the North Quarter and NE corner of Section 14 and set a 1/16 at 1328.55'. The following references were established:

4" Poplar	4" Poplar
North	West
8.12'	13.15'

December 1931, Tower Itasca R.O.W. Map. Shows a symbol for the corner with no other information given.

September 20, 1933 A.L. Aamot (Estimator) U.S. Forest Service Corner Card: Found a 1 1/2" Rusty Iron Pipe for the corner. The notes state the corner was probably reset by the County Surveyor. No references were found. The corner is 3/4 chain south of the center line road and about 5 chains west of the school. The following reference was established:

4" Aspen w/ tag
N15°E
0 12 Chain (7.92')

Mylar T61N R17W Map: The map shows an iron pipe in place for the corner. A distance of 2657.20' is shown to the southwest corner of Section 11 and a distance of 2657.20' is shown to the southeast corner of Section 11.

January 21, 2020 Northern Lights Surveying Services. Searched for the corner and it's accessories but found no evidence.

March 23, 2020 Northern Lights Surveying Services. NLSS recreated the traverse shown in the 1924 Jack Pine Road notes. NLSS took the traverse and rotated the traverse through the located SE corner and East 1/4 of Section 11. The 1924 traverse put the location of the South 1/4 of Section 11 within 1.6 feet of the split position between the located SE and SW corners of Section 11. This split position is also shown in the St. Louis County Mylar map. This location lands 40 feet south of the located center line of Highway No. 1. After consultation with the U.S. Forest Service the corner was placed at the midpoint online between the southeast and southwest corners of Section 11. This location closely matches the location of the original corner post as described in the 1924 Jack Pine Road survey.

Established References:

5" Maple	13" Jack Pine	S.S.P.	7" Maple	9" Maple
S78°E	S21°E	South	S30°W	S82°W
49.48'	60.64'	2.63'	56.87'	29.15'
		54-4 Sign		

Located with RTK VRS NAD83 (2011)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Range Reliable Agency Inc 131 8th Street S P.O. Box 941 Virginia MN 55792	CONTACT NAME: Boyd Carlbloom PHONE (A/C, No, Ext): (218) 749-8340 E-MAIL ADDRESS: deede@rangereliable.com	FAX (A/C, No): (218) 749-3207
	INSURER(S) AFFORDING COVERAGE	
INSURED Northern Lights Surveying Services Inc 611 9th St N Virginia MN 55792	INSURER A: Westfield Insurance Company	NAIC # 24112
	INSURER B: Arch specialty Insurance Company	NAIC # 21199
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2010902520

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y		CWP056302K	10/18/2020	10/18/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY			CWP056302K	10/18/2020	10/18/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP056343M	10/18/2020	10/18/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Professional Liability			AMP0001264-01	10/17/2020	10/17/2021	Each Claim \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Aitkin County is Additional Insured.

CERTIFICATE HOLDER**CANCELLATION**

AITKIN COUNTY
 307 2nd Street NW

Aitkin

MN 56431

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aitkin County Public Land Survey Corner Remonumentation Project 01-2021

(Candidate)

Date:
Time:

Question	Possible Points	Points
1. Proposer's Project Approach	10	
2. Proposer's Expertise and Strength of Team	10	
3. Completeness and Quality of the Proposer's Proposal	10	
4. Proposer's Proposed Cost Schedule	10	
5. Proposer's References	10	
Total Points	50	

Additional Comments:



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

PROFESSIONAL CONTRACT FOR AITKIN COUNTY PUBLIC LAND SURVEY CORNER REMONUMENTATION PROJECT 01-2021

The below contract is made and entered into this 8th day of February, 2022, by and between The County of Aitkin, State of Minnesota (County), through the Aitkin County Land Department (Department) and JPJ Engineering, Inc. (Contractor).

RECITALS

Whereas, in September of 2021 the County put out a Request for Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, and;
Whereas, Contractor responded to the Request for Proposal, and;
Whereas, Contractor was the successful bidder and was consequently awarded the contract for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, and;
Whereas, the County and Contractor are both desirous of entering into contractual relations for the above purpose, **NOW THEREFORE** the County, through the Department, and the Contractor agree as follows:

ARTICLE 1

THE CONTRACT DOCUMENTS

The contract Documents, consist of this contract, the County's Request for Proposal, and the Contractors response. These form the Contract, and all are as fully a part of the Contract as if attached to this Contract or repeated herein.

ARTICLE 2

THE WORK

The Contractor shall perform all the Work required in conformance with Contract Documents as listed in Article 1.

ARTICLE 3

TERM

The term of the Contract shall be from February 08, 2022, to March 31, 2023, unless earlier terminated, with 50% of the work completed on or before November 30, 2022, and 100% completed by March 31, 2023 (change from Request for Proposal). The Contract may be terminated in the event of substantial failure to perform in accordance with the terms set forth in the Contract.

ARTICLE 4

CONTRACT SUM

The County shall pay the Contractor in current funds for the performance of the work, subject to additions and deductions by Change Order as provided in the Contract Documents, not to exceed the Contract sum of \$52,958.00.

ARTICLE 5

PAYMENT

The contractor shall submit billing invoices to the County as directed by the contract documents. The County will pay the amount shown in the invoice within thirty-five days of receipt. Said payment is contingent upon Contractors work being performed in a manner which is acceptable to the County.

ARTICLE 6

COMPLIANCE WITH LAWS

Contractor shall abide by Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or here after adopted, pertaining to this Contract or the subject matter of this contract. This shall include obtaining all licenses, permits or other rights required for the provision of services contemplated by this Contract. This Contract shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Contract shall be venued in the County of Aitkin, State of Minnesota.

ARTICLE 7

INDEPENDENT CONTRACTOR STATUS

Contractor is an independent Contractor and nothing herein contained shall be construed to create the relationship of an employer and employee between County and Contractor or Contractors agents, servants or employees. Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. Contractor acknowledges and agrees that Contractor, Contractors agents, servants and employees, are not entitled to receive any of the benefits received by County employees and is not eligible for workers' or unemployment compensation benefits. Contractor also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Contractor and that it is Contractor's sole obligation to comply with applicable provisions of all Federal and State tax laws.

ARTICLE 8

INDEMNIFICATION

Any and all claims that arise, or may arise, on behalf of Contractor, its agents, servants or employees as a consequence of any negligent act or omission on the part of Contractor or its agents, servants, or employees while engaged in the performance of the Contract shall in no way be the obligation or responsibility of the County. Contractors shall indemnify, and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorneys' fees which the County, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or admission of Contractor, its agents, servants or employees in the execution, performance or failure to adequately perform Contractor's obligations pursuant to this Contract. This shall include any and all copyright, trademark, patent or other

intellectual real property claims, issues or matters arising out of Contractor's act or admission, whether the same be negligent, willful or otherwise.

ARTICLE 9

INSURANCE

In order to protect itself and to protect the County under the indemnity provisions set forth above Contractor shall, at Contractor's expense, procure and maintain policies of insurance covering the term of this Contract. Such policies of insurance shall apply to the extent of, but not as a limitation upon or in the satisfaction of, the indemnity provisions herein. All retentions and deductibles under such policies of insurance shall be paid by Contractor. Each such policy of insurance shall contain a clause providing that such policies shall not be canceled by the issuing insurance company without at least 10 days written notice to the County of the intent to cancel. The amount of insurance shall be that as laid out in the documents evidenced in Article I above.

ARTICLE 10

ASSIGNMENT OF INTEREST

The parties shall not enter into any subcontract for the performance of services contemplated under this Contract nor assign any interest in the Contract without prior written consent of all parties and subject to such conditions and provisions as are deemed necessary. Contractor shall be responsible for the performance of its subcontractors or assignees unless otherwise agreed.

ARTICLE 11

NON-DISCRIMINATION

During the performance of this contract, Contractor agrees that no person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights and, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

ARTICLE 12

CONFIDENTIALITY CLAUSE

The Contractor understands that in order to provide service to the County, the Contractor requires access to equipment and facilities that may contain databases maintained by the County both in physical and electronic form. These databases contain information that is confidential and/or private information on individuals. This information is protected both by State law, including the Minnesota Government Data Privacy Act and the Minnesota Health Records Act, and Federal law including the Health Insurance Portability and Accountability Act of 1996 (HIPPA). Any release of information in violation of these laws can result in both criminal and civil sanctions including fines, civil damages, and incarceration.

Contractor hereby agrees not to disclose, in any way, information obtained from its access to County's facilities and to fully indemnify and hold harmless the County from any and all claims that may be made because of release of protected information by the Contractor, its employees or agents whether such release is intentional or negligent.

ARTICLE 13

AUTHORIZED REPRESENTATIVE

Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this contract or in a modification of this Contract.

CONTRACTOR

John P. Jamnick, PE, President

COUNTY

Randy Quale, County Surveyor

ARTICLE 14

SEVERABILITY

The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

ARTICLE 15

MODIFICATIONS

The County and Contractor hereby acknowledge that they have read this Contract and affirmatively states and represents that they understand its contents. The contract Documents, consist of this contract, the County's Request for Proposal, and the Contractors response by and between the County and Contractor and is binding upon themselves, their heirs, assigns and successors in interest and any alterations, variations, modifications or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing and signed by the authorized representatives of the County and Contractor.

IN WITNESS WHEREOF: The parties hereto have executed this Contract on this 8th day of February, 2022.

COUNTY OF AITKIN

CONTRACTOR

By: _____
J. Mark Wedel, Chair

By: _____
John P. Jamnick, PE, President

By: _____
Jessica Seibert, County Administrator



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Otis Magie Insurance Agency, a Marsh & McLennan Agency LLC company 332 W Superior St Ste 700 Duluth MN 55802		CONTACT NAME: Kelly Kolden PHONE (A/C, No, Ext): 218-262-6611 FAX (A/C, No): 218-262-6472 E-MAIL ADDRESS: Kelly.Kolden@MarshMMA.com	
INSURED JPJ Engineering, Inc. PO Box 656 Hibbing MN 55746		JPJENGI-01	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: CITIZENS OF AMERICA (SUPERIOR)	
		INSURER B: CITIZENS OF AMERICA (SUPERIOR)	
		INSURER C: CITIZENS OF AMERICA (ULTRA PREFERRED)	
		INSURER D: Citizens Insurance Company of America	
		INSURER E:	
		INSURER F:	
		NAIC #	
		11000	
		25127	
		22357	
		31534	

COVERAGES

CERTIFICATE NUMBER: 925531163

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			OBXH284495	6/15/2021	6/15/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AWXH284479	6/15/2021	6/15/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			OBXH2884495	6/22/2021	6/22/2022	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WBXH2884486	6/15/2021	6/15/2022	<input checked="" type="checkbox"/> PER STATUTE	
			N/A				E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Professional Liability			LHXH2886840	6/22/2021	6/22/2022	Occurrence	2,000,000
							Aggregate	2,000,000
							Deductible	25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Aitkin County Corner Renonumentation Project 01-2021

Certificate Holder is included as Additional Insured as required by written contract or agreement limited to the General Liability & Auto coverage. A 30-Day Cancellation is also included.

CERTIFICATE HOLDER**CANCELLATION**

Aitkin County
 307 2nd St NW, RM 221
 Aitkin MN 56431

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE