

NOTICE TO BIDDERS

TRINITY COUNTY REQUEST FOR PROPOSAL (RFP)

Remeasurement of County Precinct Roads

Issue Date: June 26, 2025

RFP Number: 2025.06.26

Response Deadline: August 1, 2025, 12:00 Noon

Delivery Location: Trinity County Auditor's Office

1. Purpose

Trinity County Road & Bridge Precincts 1 -4 is soliciting proposals from qualified vendors to perform precise remeasurement of all County-maintained precinct roads. The goal is to obtain accurate length measurements (in linear feet or miles) for recordkeeping, maintenance planning, and funding purposes.

2. Scope of Work

- Measurement Type: Length only; no width measurements are required.
- Roads Included: All County-maintained roads within each Precinct.
- Approximate location of property boundaries can be found on Trinity County's website at <https://www.co.trinity.tx.us/page/trinity.911Addressing>. Any additions or deletions to existing County-maintained roads are available from the Trinity County GIS and 911 Addressing Office.
- Endpoint Determination:
 - When existing maps are unclear on the termination point of County responsibility, the Precinct Commissioner shall determine the end of the road.
 - The vendor must coordinate with each Precinct Commissioner as necessary to confirm endpoint decisions.
- - Final Deliverables:
 - Comprehensive list of measured roads by precinct.
 - Each road entry must include:
 - Road name
 - Precinct number
 - Start and end point description (including GPS coordinates)
 - Total measured length
 - Data must be delivered in Microsoft Excel (.xlsx) format.

3. Proposal Requirements

All proposals must include the following:

- Company background and relevant experience
- Methodology and tools to be used for measurement
- Timeline for completion of the project
- Itemized cost estimate
- Names and qualifications of key personnel
- References from similar projects (preferably for counties or municipalities)

4. Proposal Submission

One Original and four copies of the proposal, including all required forms and applicable supporting documentation, are required. The original must be clearly marked “ORIGINAL” and the copies must be clearly marked “COPY”. Submit completed proposals in a sealed envelope clearly marked: "RFP – Road Remeasurement Project” and deliver to:

Trinity County Auditor's Office
162 W. 1st Street, 3rd Floor
P.O. Box 1030
Groveton, Texas 75845

All proposals must be received by Friday **August 1, 2025, 12:00 noon**. Late submissions will not be considered.

The subject proposals will be reviewed by Committee and are scheduled to be awarded by the Commissioners’ Court on Tuesday, **August 12, 2025, at 9:00 a.m.**

5. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications (25%)
- Methodology and approach (25%)
- Cost (25%)
- Timeline and availability (15%)
- References and past performance (10%)

6. Questions and Clarifications

All questions regarding this RFP must be submitted in writing to:

Trinity County Auditor, Bonnie Kennedy

bonnie.kennedy@co.trinity.tx.us no later than July 25, 2025.

Answers will be distributed to all known prospective bidders.

7. Right to Reject

Trinity County reserves the right to reject any or all proposals, waive formalities, and to select the proposal that best meets the needs of the County.