

2026 Three Year On-Call for Statewide Aerial Imagery and Airborne LiDAR Services

Request For Proposal

Iowa Department of Transportation

Introduction

The Iowa Department of Transportation's (Iowa DOT) Design Bureau is interested in entering a professional services contract with a consultant to provide on-call aerial imagery acquisition and airborne LiDAR collection and processing for work on various projects. If your firm is interested in providing the described services, please submit a proposal stating your ability and availability to complete this work.

Project Background

This request is for firms who wish to be considered for providing digital aerial imagery and LiDAR services at project specific sites statewide, as required, for a three year on-call contract.

Project Scope

Services under the contract include, but may not be limited to:

1. Acquire 2026, 2027, and 2028 spring vertical aerial imagery at 6 cm and 9 cm GSD with a photogrammetric large format digital aerial camera. Projects consist of highway corridors, wetland sites, airports, and other state facilities statewide. Each year, the project list and flight plan data, in MissionPro or other acceptable format, will be provided by the state.
2. Collection and processing of Airborne GPS and IMU data
3. Collection and processing of Airborne Light Detection and Ranging (LiDAR) data.
4. Collection of Uncrewed Aerial Systems (UAS) imagery & LiDAR data.

Firms may be responsible for preparation of flight plans, coordination with DOT staff and survey target consultants and developing specifications for projects. In general, the DOT will work with the selected firm on a project-by-project basis to determine the services required.

The spring flight window begins in February when the ground is free of snow and ends April 15th. Requested imagery is expected to be flown within this window. The notice to proceed for the initial year's work is anticipated to be the end of January.

Contract Information

Costs will be negotiated each year of this three year on-call contract for an annual spring flight program. Other work orders that may arise throughout the year will be negotiated independently. The anticipated payment method will be on a specified rate or cost-plus fixed fee as appropriate.

General Requirements

The consultant and their subconsultants are required to meet the requirements of specified work categories as defined in the Iowa DOT's Policy and Procedure Manual, Policy No. 300.04, at the time of contract execution, and for the duration of the contract. Work under this contract will require the consultant team to meet the requirements of work category 314 – Aerial Photography. Failure to meet the requirements during the contract will result in cancellation of any remaining portion of the contract.

It is the policy of the Iowa DOT that Disadvantaged Business Enterprises (DBEs) and Targeted Small Businesses (TSBs) shall have the maximum practicable opportunity to participate in the performance of Iowa DOT contracts. Funding of the work under this contract is not expected to involve federal-aid highway funds. In the event DBE participation is required on a particular contract, the goal will be established as part of the negotiation. A list of certified DBE firms may be found at <https://iowadot.gov/civilrights/disadvantaged-business-enterprise-program-dbe/dbe-program>. A list of TSB firms may be found at <https://www.iowa.gov/tsb>.

Selection Information

Emphasis should be placed upon providing information concerning your proposed project approach, similar projects your firm has recently performed and the availability and qualifications of your key staff. The proposal may include additional information, as deemed appropriate, subject to the overall length restriction established in Proposal Requirements.

The selection committee will review and evaluate the proposals submitted based on the following criteria and the weighted value assigned to each. Include a detailed statement for each evaluation criteria.

1. 40% -Experience/Qualifications
 - Experience working within the requested services arena
 - Experience working with local government
 - Ability to successfully work with client staff
 - Proven success in recent projects
2. 40% - Technical Approach and Scope of Services
 - Understanding of the goals and objectives of requested service
 - Understanding of the quality and timeline expectations
 - Merit of proposed technical approach, including equipment, software and staff dedicated to this project
3. 10% - Project Deliverables
 - Ability to provide project deliverables in the required formats and specified timelines.

4. 10% Responsiveness / Completeness of Proposal
Required sections completed and everything included that was required by the RFP

The selection committee does not anticipate the need for oral interviews.

Contacting any selection team member other than the RFP contact person is inappropriate. Marketing meetings with the Iowa DOT while this RFP is active is also considered inappropriate.

Proposal Requirements

Please provide the following information in the order listed:

1. All responders must provide adequate information on the response's cover page to clearly identify the submittal is for the **2026 Three Year On-Call for Statewide Aerial Imagery and Airborne LiDAR Services** along with the replying firm and an email for the point of contact for the firm.
2. Include your firm's approach to addressing the identified tasks, your eligibility to meet the requirements of the "Required Work Categories" for the work you intend to perform, your understanding of the project's scope, key issues and relevancy to Iowa's transportation system. Briefly discuss similar projects the members on your team have completed in the past five years. This listing should be limited to the three most applicable projects.
3. Include the name, qualifications, experience, office address and availability of the contract manager as well as the manager in charge of each major work task. This information should include the identification of similar projects managed or participated in by these individuals. The selection of a contract manager and work task managers by a firm will constitute a commitment by that firm and NO substitute managers will be allowed without prior written approval by the Iowa DOT.
4. Include experience and qualifications as related to the "Required Work Categories" for any sub-consultants to be used and work they will perform.
5. Include a detailed resume, summary of current workload and a time commitment for each professional or technical person to be assigned to the project. Identify the principal or manager who will serve as the project manager.
6. A project schedule outlining the relative timeline and estimated completion date of each major task identified in your scope of work. This should include a schedule with a description of all deliverable products throughout the period. A graphical representation of the proposed schedule should be included.
7. The location of the office from which the majority of work will be performed.
8. A disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest.
9. Inclusion of promotional literature of a general nature will not be considered in the selection process.
10. If applicable, include a statement that the consultant will meet the DBE goal. If the consultant cannot meet the minimum goal, include a commitment statement for the percentage of participation that they can meet.

The proposal may include additional information, as deemed appropriate, subject to the overall length restriction established in Proposal Requirements.

Cost information should not be submitted as part of the proposal, and if submitted, will not be considered. Inclusion of promotional literature of a general nature will also not be considered in the selection process.

The proposal must be submitted as a single electronic PDF and be formatted to print on 8.5” x 11” pages. The proposal must be limited to fifteen single-sided pages. All pages will be counted including: proposal covers, cover letter, dividers, appendices, etc. The maximum size limit of a **proposal is 7.5 megabytes.**

The electronic proposal must be submitted via email to DOT.ConsultantProposals@iowadot.us. An email will be sent confirming receipt of the proposal within 30 minutes or by 3:00 p.m. on the submittal deadline date, whichever is later.

Proposals are due by 3:00 pm on November 18, 2025.

Any technical questions or questions regarding this RFP shall be submitted via email to DOT.ConsultantProposals@iowadot.us. Any questions about this RFP must be received by noon on November 4, 2025. Questions and answers regarding this RFP will be posted with the RFP on the Consultant Utilization website, <https://apps.iowadot.gov/rfp>.

Any proposal not complying with all requirements stated in the RFP may not be accepted.

Public Records Law

The Iowa DOT will treat all information submitted by a consultant as open records following the conclusion of the selection process. Open records are public records that are open for public examination and copying. The Iowa DOT's release of records is governed by Iowa Code Chapter 22 and 761 IAC Chapter 4. Consultants are encouraged to familiarize themselves with these laws before submitting a proposal.

Statement of Non-Discrimination

Federal and state laws prohibit employment and/or public accommodation. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa DOT's affirmative action officer at 800-262-0003. If you need accommodations because of a disability to access the Iowa DOT's services, contact the agency's civil rights/ADA coordinator at 515-239-1427. TTY/TDD: 515-239-1514

References

PPM 300.04 – Prequalification of Architectural, Engineering and Related Professional and Technical Firms (<https://iowadot.gov/projectdev/300.04.PDF>)

PPM 300.12 – Negotiated Contracts for Architectural, Engineering, and Related Professional and Technical Services (<https://iowadot.gov/projectdev/300.12.pdf>)