

**ADVERTISEMENT FOR
NCDEQ STEWARDSHIP PROGRAM
2025-2027 PROFESSIONAL LAND SURVEY SERVICES**

The NCDEQ Stewardship Program (Stewardship) is pre-qualifying Professional Land Survey (PLS) firms for the purpose of providing survey services on the State of North Carolina conservation properties.

Department/Agency	NCDEQ - Stewardship
DEQ Number	16-101037-000
Budget Estimate:	\$900,000.00 over the Contract Term
Source of Funds:	Conservation Grant Endowment
Contract Term:	Two (2) years with One (1) 1-year optional renewal
Advertisement Date:	September 30, 2025
Closing Date:	October 16, 2025 @ 2:00pm ET
Submit electronic copy of Letter of Interest (LOI) to:	stewardship@deq.nc.gov Subject line must say: 2025 Professional Land Survey Services LOI Note: Email attachment limit is 25 MB

Up to Three (3) firms may be pre-qualified to be utilized over a two-year period. The selected firms will not be guaranteed work in all areas within this scope of work, nor will the firms be guaranteed any specific amount of work. The firms performing the work must have good ethical and professional standing in the State of North Carolina.

SERVICES REQUIRED

While not comprehensive, the following is a list of services anticipated under this pre-qualification:

1. **Report of Survey.** The PLS may be contracted to produce a Report of Survey to document easement trespass and injury concerns. These reports of survey will be used as exhibits to aid attorneys in resolving trespass and injury concerns within a conservation area.
2. **Expert Witness.** The PLS may be contracted to provide expert witness testimony for Reports of Survey.
3. **Retracement Survey.** The PLS may be contracted to re-establish the boundaries of a conservation area based on historical records, previous surveys, or legal descriptions.

4. **Survey.** The PLS may be contracted to produce metes and bounds descriptions and survey plats for acquisitions or dispositions of land.
5. **Conservation Area Boundary Refresh.** The PLS may be contracted to refresh conservation area boundary marking per current DEQ marking standards.

LETTER OF INTEREST SUBMITTAL

Professional Land Survey (PLS) firms that are interested in being pre-qualified to provide these services shall submit a Letter of Interest (LOI) that addresses the following:

Section One. Cover Letter

1. Expression of firm's interest in the project and statement of ability to perform the services anticipated.
2. Identify firm principal and manager for the project.
3. Identify NC Board of Examiners for Engineers and Surveyors' licensure number.
4. Statement of DBE/MBE/HUB status of the firm.

Section Two. Evaluation Factors.

1. Qualified staff. Provide a list of team member(s) names, professional licenses and/or certifications.
2. Area of Operation. Describe areas and/or regions of the State of North Carolina where the firm has performed work and is willing to perform work.
3. Specialized or appropriate expertise in producing conservation easement deeds and survey plats for State of North Carolina compensatory mitigation projects. Provide a summary of conservation easement surveys performed and recorded for State of North Carolina compensatory mitigation projects. Limit summary to projects completed in the years 2023, 2024, and 2025. Provide the following project information:
 - a. Project name, date, and location.
 - b. Project team member(s) involvement.
 - c. Description of work performed.
 - d. Deed book and page of recorded deed and plat.
4. Specialized or appropriate expertise in conservation easement monumentation and boundary marking. Provide a summary of conservation easement monumentation and boundary marking projects completed for State of North Carolina compensatory mitigation projects. Limit summary to projects completed in the years 2023, 2024, and 2025. Provide the following project information:
 - a. Project name, date, and location.
 - b. Project team member(s) involvement.
 - c. Description of work performed.

Section Three. Supporting Information.

1. A photo log of one (1) of the above-listed conservation easement monumentation and boundary marking projects.
2. A list of professional references with contact information.
3. Evidence of business registration with the North Carolina Secretary of State.
4. Evidence of registration as a vendor in the State of North Carolina electronic vendor portal <https://evp.nc.gov/>.

SUBMITTAL FORMAT

Interested firms shall submit one (1) electronic copy (pdf) of the Letter of Interest (LOI) to stewardship@deq.nc.gov. The email subject line must say "2025 Professional Land Survey Services LOI".