



117 S Main, Monticello, UT 84535

PO Deliver To:

Purchase Order Number: prowest

PO Date:

Vendor Name: ProWest

Department: Recorder

Purchase Order

Purchase Order

Sub Total: 219,245.46 USD **Tax:** Freight: **Total Due:** 219,245.46 USD

Purchase Validation

County GIS data converted into parcel fabric. This is a bid award to benefit all departments and citizens by real time visual of all parcels and attributes.

Initiator Name: Cindi Holyoak

Approved by /s/Glenis Pearson

Ran k	Bidder	Techni cal (30)	Experience (25)	Staff (20)	Cost (20)	Referen ces (5)	Total (100)	Proposed Cost	Schedule	AI Review	Proposal Pros / Cons / Concerns	External Reputation / BBB / Reviews	References Provided	Home Office / Headquarters	Company Size / Years in Business
1	Sidwell	29.00	25.00	18.50	20.00	5.00	97.50	\$115,640.00	26 weeks	Exceptional direct parcel/land-record specialization; strongest value.	Pros: The strongest combination of direct land-record/Parcel Fabric experience, price, and implementation maturity. Sidwell reports more than 9 million parcels mapped across 250+ counties and 40+ ArcGIS Pro Parcel Fabric conversions. Its record-driven approach, COGO/true-curve treatment, pilot gate, topology/QA, training, SOPs, and county references are unusually well aligned with the RFP. The \$115,640 base price is dramatically below the field. Concerns / omissions: The 26-week schedule is aggressive for a full countywide rebuild and deserves validation of staffing and production assumptions. Sidwell says the actual project team will be assigned after award, so the County has less certainty about exactly who will perform the work. The \$12,950 Enterprise upgrade is optional and outside the \$115,640 evaluated price, and integration is limited to an agreed scope. Historical reconstruction before implementation is excluded. I would ask for confirmation that the quoted price truly covers difficult metes-and-bounds parcels, record conflicts, and all 9,000 parcels without later change orders.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Public employee-review data are limited and mixed by platform: Indeed shows 4.3/5 from 3 reviews, while Glassdoor results are less favorable in some categories. These are employees—not client—reviews, so I would give them little procurement weight. More relevant is Sidwell's long operating history and direct county references. No material public complaint pattern surfaced in this review.	Yolo County, CA — George Galang, Chief Deputy Assessor Napa County, CA — John Tuteur, Assessor Merced County, CA — Gene Barrera, GIS Manager White Pine County, NV — Burton Hilton, County Assessor	2570 Foxfield Road, Suite 300, St. Charles, IL 60174	Founded 1927 — about 99 years in business. LinkedIn lists 11–50 employees (27 profiles visible in current search). Specialized GIS/land-records company.
2	Pro-West	29.00	24.50	19.00	10.55	5.00	88.05	\$219,238.47	14 months	Very strong Parcel Fabric specialization, training, and proven production process.	Pros: One of the most specialized Parcel Fabric proposals. Pro-West describes a mature, repeatable legal-description-first construction process, emphasizes spatial integrity rather than imagery, has extensive local-government experience, and has trained roughly 100 local-government teams on Parcel Fabric. Its four-day recorded training, publishing automation, discrepancy tracking, tax-roll completeness checks, and 14-month schedule are practical and well thought out. Cost is moderate at \$219,238.47. Concerns / omissions: The cost proposal includes 20 hours of post-training support for one year, while the County's Q&A requested about 35 hours annually, so that should be reconciled. The proposal is very detailed but relies on its established workflows and proprietary publishing script; the County should confirm ownership, portability, and maintenance obligations for any scripts/configuration delivered. I would also ask how unresolved boundary/legal conflicts are escalated and whether a Utah PLS participates in difficult cadastral decisions. Compared with Sunrise, the proposal provides less Utah-specific county context, though its national Parcel Fabric experience is stronger.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor results are generally positive and describe a small, specialized GIS firm with strong values and compensation, though the sample is small. Again, these are employee reviews rather than client performance reviews. No material public complaint pattern surfaced in the sources reviewed. Pro-West's long GIS history and Esri partnership are consistent with the proposal's claims.	Morgan County, UT — Shaun Rose, Recorder; Charles Phillips, GIS Specialist Wasatch County, UT — Don Wood, IT Executive Sevier County, UT — Jason Monroe, Recorder	8239 State Hwy 371 NW, Walker, MN 56484	Founded 1987 — about 39 years in business. LinkedIn lists 11–50 employees. Employee-owned GIS specialist focused heavily on local government.
3	Sunrise Engineering	28.50	24.50	19.00	7.16	5.00	84.16	\$323,057.00	18 months	Excellent Utah county experience and local/regional cadastral expertise.	Pros: The strongest Utah-specific proposal. Sunrise shows direct work with Juab, Iron, Duchesne, Rich, Wayne, and other Intermountain West counties, with staff who have personally implemented Parcel Fabric, PLSS alignment, enterprise GIS, QA/QC, and training. Recorder/assessor references are highly relevant. Its approach is record-driven, uses a representative pilot, organizes the county into production areas, includes enterprise deployment and long-term support, and demonstrates unusually good understanding of Utah county workflows. The Utah-based team is also an advantage for accessibility. Concerns / omissions: At \$323,057, Sunrise is substantially more expensive than Sidwell, Pro-West, and NorthSouthGIS, and its 18-month schedule is the longest among the strongest three proposals. Those are not technical faults, but the County should determine whether local familiarity justifies the premium. I would request a clearer breakdown of labor/production assumptions by parcel complexity and clarify how much contingency is embedded in the price. Sunrise calls the effort GIS cadastral redevelopment rather than a boundary survey; the County should confirm how difficult legal ambiguities are handled and what level of licensed-surveyor review is included.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. BBB lists a long operating history and multiple locations. Indeed shows an overall 4.3/5 based on 13 employee reviews, generally favorable toward coworkers and management. Employee reviews are not a substitute for client references, but nothing in the reviewed public reputation data raised a significant red flag. The Utah county references supplied in the proposal are more useful for award diligence.	Juab County, UT — Debra Zirbes, Recorder Iron County, UT — Carri Jeffries, Recorder Duchesne County, UT — Shelley Brennan, Recorder Rich County, UT — Kaia Bowden, Recorder Grand County Special Service Water District — Ben Musselman, Agency Manager	25 E 500 N, Fillmore, UT 84631 (headquarters listed by BBB; company originated in Fillmore)	Founded 1978 — about 48 years in business. Official company history says nearly 500 employees in 23 offices; a 2024 company release reported 500+ employees across 26 offices.
4	NorthSouth GIS	27.00	17.00	17.00	9.99	4.00	74.99	\$231,573.72	Approx. 15 months*	Strong technical/survey/GIS team; less directly comparable county Parcel Fabric history.	Pros: Technically strong and thoughtful. NSGIS brings enterprise GIS depth, CAD/GIS conversion expertise, survey experience, a sensible County-control-first PLSS hierarchy, true-curve reconstruction, continuous QA/QC, issue tracking, and 35 hours of annual support. The team includes a senior technician with more than 30 years of land-surveying experience, which is useful for interpreting control and source records. At \$231,573.72, the price is competitive. Concerns / omissions: The biggest weakness is directly comparable experience. The cited projects are ports and enterprise GIS/cadastral environments rather than county assessor/recorder Parcel Fabric rebuilds of thousands of tax parcels. That does not mean they cannot do the work, but it increases delivery risk relative to Sidwell, Pro-West, and Sunrise. Their cost assumptions explicitly make the County responsible for reconciling conflicting data and confirming conflicting monumentation, which could shift a meaningful burden back to County staff. The schedule narrative says approximately 15 months, while the phase table appears to close out around month 8; that inconsistency should be clarified before award.	I did not locate a clearly matching BBB business profile for NorthSouthGIS in the searches reviewed. Glassdoor shows about 4.0/5 from 12 ratings with roughly 80% recommending the company; Indeed also shows a 4.0/5 company rating. These are employee reviews and should be treated cautiously. Esri lists NSGIS as a partner and Tepas/NSGIS public materials show an established geospatial consulting operation. No material public complaint pattern surfaced, but the absence of a clear BBB record means the County should rely more heavily on reference calls.	Alabama State Port Authority — Gretchen Barrera Port of Stockton, CA — Davin Garcia, IT Manager Port of Long Beach, CA — Devon Dods, GIS Administrator / Systems Analyst III	Los Angeles-based operating company; current official site lists contact address: 9777 Pyramid Ct, Suite 265, Englewood, CO 80112	Founded 2005 — about 21 years in business. NSGIS is a small specialist firm; proposal says parent Tepas has 500+ employees and nearly 50 dedicated GIS professionals. Third-party estimate places NSGIS itself around 11 employees / 11–50 range.

	5	MGT		27.50		19.00	18.00	4.28	4.00	72.78	\$540,000.00	See proposal	Strong methodology and team; comparatively high price and fewer directly comparable examples.	Pros: A polished, disciplined source-to-fabric methodology with clear cost validation, PLSS-aware COGO construction, topology QA/QC, traceability, enterprise deployment, documentation, and training. MGT has substantial public-sector consulting resources and identifies Madison County as its strongest directly comparable Parcel Fabric example. The time-and-materials structure with a not-to-exceed cap gives some budget transparency and requires written authorization for increases. Concerns / omissions: Price is the central issue: \$540,000 is more than four times Sidwell's price and more than twice Pro-West's, without proposal evidence showing a proportional technical advantage. The strongest directly comparable Parcel Fabric reference appears narrower than the experience shown by Sidwell, Pro-West, or Sunrise. Because this is time-and-materials, the County should examine hours, blended rates, staffing mix, and the possibility that pilot findings trigger scope/budget changes. MGT also states that materially incomplete records, substantial PLSS reconstruction, legal ambiguity, or unanticipated fieldwork can lead to recommended adjustments. I would require a precise list of what conditions are included versus change-order territory.	BBB: MGT of America Consulting, LLC is not BBB accredited and is currently Not Rated because BBB says it lacks sufficient information; Its BBB complaint page currently shows 0 complaints. Glassdoor is a concern from a workforce perspective: current search results show about 2.2/5 from roughly 110 reviews and a low recommendation rate. That does not establish poor client performance, but it can signal turnover, staffing, or organizational-culture risk on a long project. I would ask who is contractually committed to the project and how staff continuity will be protected.	Madison County, IL — Reese Facendini, GIS Administrator (direct Parcel Fabric references) Ogden School District, UT — Zane K. Woolstenhulme, Business Administrator City of Dinuba, CA — Daniel James, Assistant City Manager Metro Nashville Public Schools — Casey Megow, Director of Facility Planning & Construction	4320 West Kennedy Blvd., Tampa, FL 33609	Founded 1974/1975 — roughly 51–62 years in business. Current MGT materials report 1,100+ employee-owners; 2026 enterprise brochure reports about 1,200 team members. Very large national SLED consulting/technology firm.
	6	Espinoza Consulting Services		25.00		10.00	14.00	7.09	2.00	58.09	\$326,256.50	Not clearly stated	Innovative AI-heavy approach; limited demonstrated direct county Parcel Fabric experience.	Pros: The most innovative proposal technologically, ECS proposes AI-assisted OCR, legal-description parsing, anomaly detection, document search, least-squares adjustment, COGO entry, rolling QA/QC, and human verification of AI outputs. The approach is detailed, phased, and includes an 18-month schedule, enterprise deployment, training, and delivery of some automation tools. The \$326,256.50 cost is mid-to-high but not extreme. Concerns / omissions: ECS demonstrates strong GIS, environmental-data, database, and AI capability, but the proposal provides comparatively little evidence of completed countywide ArcGIS Parcel Fabric redevelopment for assessor/recorder offices. I could not locate a clear references section in the submitted technical document, which is significant because references are an explicit 5% RFP criterion. The AI stack may also create recurring Azure/API costs, security/governance questions, and maintenance dependencies that the County did not necessarily ask to own. The production assumption of roughly 16 minutes per parcel for countywide construction should be stress-tested on difficult metes-and-bounds parcels. I would ask for direct Parcel Fabric client references and a live demonstration of the proposed AI workflow.	I did not locate a clearly matching BBB profile for ECS in the sources reviewed. Public review coverage is sparse. Glassdoor has only a handful of employee reviews and shows mixed sentiment, including favorable comments about field staff and criticism of office culture/politics. Facebook/YellowPages search results show little or no meaningful customer-review volume. This limited footprint is not itself negative, but it provides less independent reputation evidence than the larger bidders. Direct reference checks are especially important here.	No dedicated client-reference list or reference contacts were located in the submitted technical proposal. The proposal describes capabilities and past work, but this appears to be an omission relative to the RFP's 5% References criterion.	403 East Main Street, PO Box 571, La Jara, CO 81140	Founded 2010 — about 16 years in business. Proposal states 45+ professionals; LinkedIn lists 11–50 employees. Small disadvantaged, woman- and minority-owned firm.
Scoring uses the RFP weights. Technical/experience/staff/reference scores are an AI-assisted preliminary evaluation and should be																		

Criterion	Sidwell	Pro-West	Sunrise Engineering	NorthSouthGIS	MGT	Espinoza Consulting Services
Proposed Cost Schedule	\$115,640 26 weeks	\$219,238.47 14 months	\$323,057 18 months	\$231,573.72 Approx. 15-month target stated; phase table ends Month 8 — clarify	\$540,000 NTE Phased pilot-first; confirm final duration	\$326,256.50 Not clearly stated in retrieved proposal text
Direct Parcel Fabric Experience	40+ ArcGIS Pro Parcel Fabric conversions; 9M+ parcels mapped across 250+ counties	Parcel Fabric since inception; extensive local-government implementations	Multiple Utah county projects: Juab, Iron, Duchesne, Rich, Wayne and others	Cadastral fabric/land records and enterprise GIS; examples are ports/public agencies rather than county tax parcel programs	Parcel Fabric modernization; Madison County identified as strongest comparable example	Strong GIS/data/AI background but limited directly comparable county Parcel Fabric evidence
Utah / Western County Experience	Strong western land-record experience; White Pine County, NV	Strong local-government parcel specialization	Outstanding Utah county recorder/assessor and cadastral experience	Western survey/CAD/GIS experience	Utah-headquartered/national public-sector team	Colorado-based; Southwest/Mountain West GIS experience
PLSS / Cadastral Method	Record-driven; County-approved PLSS; COGO; true curves; confidence/exception handling	Legal-description-first; PLSS development; spatial integrity; not imagery-driven	County/UGRC control, source records, pilot, PLSS rebuild, production areas	County Surveyor control primary; UGRC fallback; documented hierarchy; ambiguous geometry escalated	Source-record-driven, PLSS-aware COGO construction, documented discrepancies	CadNSDI/GCDB reconciliation, least-squares adjustment, AI-assisted extraction with analyst verification
QA/QC	Continuous QA/QC, topology, COGO, traceability, formal pilot gate	Mature QA/QV/QC, discrepancy tracker, tax-roll completeness check	Continuous QA/QC and production-area acceptance	Self-checks, automated validation, independent review, County checkpoints	Measurable QA/QC, topology validation, interim County reviews	Automated topology + ML anomaly screening + manual source verification
Training / Handoff	4 days County-specific training; SOPs; Year-1 support	4 days online recorded custom training + publishing-script training	Training/SOPs and long-term support; Utah-based team	Hands-on virtual training for ~2 staff; 35 hrs/year support	Training/documentation and County-ready handoff emphasized	Fabric editing plus delivered AI/automation tools
Key Risk / Concern	Aggressive 26-week schedule; Enterprise upgrade optional/separate	Confirm assumptions and treatment of unresolved record conflicts	Higher cost and 18-month duration	Thinner directly comparable county Parcel Fabric history; County bears conflict reconciliation; schedule inconsistency	Highest cost by a large margin; fewer directly comparable examples than top firms	AI stack adds complexity/recurring cloud costs; direct Parcel Fabric track record less demonstrated
Overall Assessment	Top technical fit and strongest price/value	Top-tier specialist and implementation/training choice	Top-tier Utah-specific choice	Capable technical team and mid-range cost; somewhat more delivery risk	Technically sound, but cost premium is difficult to justify from proposal evidence	Innovative, but weakest fit on demonstrated direct experience

Item	Notes
RFP scoring weights	Technical Approach 30%; Relevant Experience 25%; Qualifications of Staff 20%; Cost 20%; References 5%.
Cost formula	$20 \times (\text{lowest proposed price} \div \text{bidder proposed price})$. Lowest price is Sidwell at \$115,640.
Sidwell	9M+ parcels across 250+ counties; 40+ ArcGIS Pro Parcel Fabric conversions; 26-week schedule; four county references.
Pro-West	Parcel Fabric/local-government specialization; detailed construction methodology; custom training to ~100 local-government teams; 14-month schedule.
Sunrise Engineering	Multiple directly relevant Utah county projects/references; 18-month schedule; strong Utah Recorder/Assessor and PLSS context.
NorthSouthGIS	Strong enterprise GIS, CAD/GIS, surveying and source-record methodology; 30+ years surveying represented on team; examples emphasize ports/enterprise GIS more than county assessor Parcel Fabric.
MGT	Strong source-to-fabric methodology; Madison County identified as strongest directly comparable Parcel Fabric experience; \$540,000 NTE.
ECS	Detailed AI-assisted workflow with human verification, COGO, least-squares adjustment and anomaly detection; direct completed countywide Parcel Fabric evidence is comparatively limited.
Important	Qualitative scores are an AI-assisted evaluation, not facts stated by bidders. Committee members can edit C:G on Evaluation Summary; cost and totals recalculate automatically.

Bidder	Proposal Pros / Cons / Concerns	External Reputation / BBB / Reviews	Public Sources	Due-Diligence Questions	References Provided	Home Office / Headquarters	Company Size / Years in Business
Sidwell	Pros: The strongest combination of direct land-record/Parcel Fabric experience, price, and implementation maturity. Sidwell reports more than 5 million parcels mapped across 250+ counties and 40+ ArcGIS Pro Parcel Fabric conversions. Its record-driven approach, COGO/true-curve treatment, pilot gate, topology/QA, training, SOPs, and county references are unusually well aligned with the RFP. The \$115,640 base price is dramatically below the field. Concerns / omissions: The 26-week schedule is aggressive for a full countywide rebuild and deserves validation of staffing and production assumptions. Sidwell says the actual project team will be assigned after award, so the County has less certainty about exactly who will perform the work. The \$12,950 Enterprise upgrade is optional and outside the \$115,640 evaluated price, and integration is limited to an agreed scope. Historical reconstruction before implementation is excluded. I would ask for confirmation that the quoted price truly covers difficult metes-and-bounds parcels, record conflicts, and all 9,000 parcels without later change orders.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor employee-review data are limited and mixed by platform: Indeed shows 4.3/5 from 3 reviews, while Glassdoor results are less favorable in some categories. These are employee—not client—reviews, so I would give them little procurement weight. More relevant is Sidwell's long operating history and direct county references. No material public complaint pattern surfaced in this review.	https://www.bbb.org/us/il/saint-charles/profile/locationers/sidwell-co-0654-88232350 https://www.indeed.com/cmp/The-Sidwell-Company/reviews https://www.glassdoor.com/Overview/Working-at-Sidwell-EI_3E357097.11,18.htm	Confirm named production staff and availability; validate 26-week production rate; confirm all difficult parcels are included in fixed price; confirm Enterprise upgrade/integration scope.	Yolo County, CA — George Galang, Chief Deputy Assessor Napa County, CA — John Tubak, Assessor Merced County, CA — Gene Barrera, GIS Manager White Pine County, NV — Burton Hilton, County Assessor	2570 Foxfield Road, Suite 300, St. Charles, IL 60174	Founded 1927 — about 99 years in business. LinkedIn lists 11–50 employees (27 profiles visible in current search). Specialized GIS/land-records company.
Pro-West	Pros: One of the most specialized Parcel Fabric proposals. Pro-West describes a mature, repeatable legal-description-first construction process, emphasizes spatial integrity rather than imagery, has extensive local-government experience, and has trained roughly 100 local-government teams on Parcel Fabric. Its four-day recorded training, publishing automation, discrepancy tracking, tax-roll completeness checks, and 14-month schedule are practical and well thought out. Cost is moderate at \$219,238.47. Concerns / omissions: The cost proposal includes 20 hours of post-training support for one year, while the County's Q&A requested about 35 hours annually, so that should be reconciled. The proposal is very detailed but relies on its established workflows and proprietary publishing script; the County should confirm ownership, portability, and maintenance obligations for any script/configuration delivered. I would also ask how unresolved boundary/legal conflicts are escalated and whether a Utah PLS participant in difficult cadastral decisions. Compared with Sunrise, the proposal provides less Utah-specific county context, though its national Parcel Fabric experience is stronger.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor results are generally positive and describe a small, specialized GIS firm with strong values and compensation, though the sample is small. Again, these are employee reviews rather than client performance reviews. No material public complaint pattern surfaced in the sources reviewed. Pro-West's long GIS history and Esri partnership are consistent with the proposal's claims.	https://www.bbb.org/us/mn/walker/profile/computer-software-developers/pro-west-associates-inc-0704-96033504 https://www.glassdoor.com/Reviews/ProWest-and-Associates-Reviews-E1274847.htm https://www.esri.com/partners/pro-west-associates-a2770000000TbNwEAG	Reconcile 20 included support hours vs County's requested ~35; confirm ownership/maintenance of publishing scripts; explain licensed-surveyor/cadastral escalation for unresolved conflicts.	Morgan County, UT — Shaun Rose, Recorder; Charles Phillips, GIS Specialist Wasatch County, UT — Don Wood, IT Executive Sevier County, UT — Jason Monroe, Recorder	8239 State Hwy 371 NW, Walker, MN 56484	Founded 1967 — about 39 years in business. LinkedIn lists 11–50 employees. Employee-owned GIS specialist focused heavily on local government.
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Espinosa Consulting Services	Pros: The most innovative proposal technologically. ECS proposes AI-assisted OCR, legal-description parsing, anomaly detection, document search, least-squares adjustment, COGO entry, rolling QA/QC, and human verification of AI outputs. The approach is detailed, phased, and includes an 18-month schedule, enterprise deployment, training, and delivery of some automation tools. The \$326,256.50 cost is mid-to-high but not extreme. Concerns / omissions: ECS demonstrates strong GIS, environmental-data, database, and AI capability, but the proposal provides comparatively little evidence of completed countywide ArcGIS Parcel Fabric redevelopment for assessor/recorder offices. I could not locate a clear references section in the submitted technical document, which is significant because references are an explicit 5% RFP criterion. The AI stack may also create recurring Azure/API costs, security/governance questions, and maintenance dependencies that the County did not necessarily ask to own. The production assumption of roughly 16 minutes per parcel for countywide construction should be stress-tested on difficult metes-and-bounds parcels. I would ask for direct Parcel Fabric client references and a live demonstration of the proposed AI workflow.	I did not locate a clearly matching BBB profile for ECS in the sources reviewed. Public review coverage is sparse. Glassdoor has only a handful of employee reviews and shows mixed sentiment, including favorable comments about field staff and criticism of office culture/politics. Facebook/YellowPages search results show little or no meaningful customer-review volume. This limited footprint is not itself negative, but it provides less independent reputation evidence than the larger bidders. Direct reference checks are especially important here.	https://www.glassdoor.com/Reviews/Espinosa-Consulting-Services-Reviews-E1892279.htm https://www.espinosa-consulting.com/ https://www.yellowpages.com/la-jara-com/espinoza-consulting-services-521053572	Provide direct Parcel Fabric references; demonstrate AI/legal-description workflow; identify recurring Azure/API costs; validate per-parcel production assumption on complex parcels; clarify cybersecurity/data governance.	No dedicated client-reference list or reference contacts were located in the submitted technical proposal. The proposal describes capabilities and past work, but this appears to be an omission relative to the RFP's 5% References criterion.	403 East Main Street, PO Box 571, La Jara, CO 81140	Founded 2010 — about 16 years in business. Proposal states 45+ professionals. LinkedIn lists 11–50 employees. Small disadvantaged, woman- and minority-owned firm.



117 S Main, Monticello, UT 84535

PO Deliver To: Commander Jay R Begay

297 S Main St

Monticello, UT. 84535

Purchase Order Number: 27F08-01

PO Date: 08/10/2026

Vendor Name: LETS - A Law Enforcement Technologies Corporation

Department: SAN JUAN COUNTY SHERIFF'S OFFICE

Purchase Order

Purchase Order

Sub Total: 5,530.50 USD **Tax:** 0 USD **Freight:** 0 USD **Total Due:** 5,530.5 USD

Purchase Validation

Replacement for San Juan County Task Force smartphone covert surveillance and live-streaming device for investigations. Cost is for equipment, unlimited usage, unlimited evidence storage, training, and technical support for two years. Will be paid for by Task Force grant funds.

Initiator Name: Jay Begay

Approved by /s/Glenis Pearson



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
August 18, 2026, at 11:00 AM

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: <https://www.utah.gov/pmn/files/1476949.mp3>

VIDEO: <https://www.youtube.com/watch?v=gEgELJbS6LM>

CALL TO ORDER

Time Stamp 0:00:01 (audio) & 0:00:49 (video)

Commission Chair Lori Maughan called the meeting to order at 11:00 am.

ROLL CALL

Time Stamp 0:00:11 (audio) & 0:00:59 (video)

Commission Chair, Lori Maughan, called for attendance for today's meeting.

PRESENT

Lori Maughan, Chair

Jamie Harvey, Vice-Chair

Silvia Stubbs, Commissioner

STAFF

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

Mitch Maughan, County Attorney

Nate Pitts, Deputy Assessor

Sam Long, Facilities Director

Tranner Sharpe, Human Resources

PUBLIC

Jake Palma, BLM Monticello Field Manager

Jacob Legler, Blanding resident

Brian Stubbs, Blanding resident

Marlana Pitts, Monticello resident

Michael Miller, virtual participant

INVOCATION

Time Stamp 0:00:21 (audio) & 0:01:09 (video)

Jacob Legler, resident of Blanding, offered the opening invocation.

PLEDGE OF ALLEGIANCE

Time Stamp 0:01:19 (audio) & 0:02:07 (video)

Lyman W. Duncan, resident of Monticello, led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:01:46 (audio) & 0:03:34 (video)

Commission Chair Maughan asked each commissioner if they had any conflicts of interest with today's agenda. Each of the three commissioners affirmed they did not have any conflicts of interest.

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meet link
<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile
+13462487799,,88279631170# US (Houston)

There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

As indicated in our Commission Policies and Procedures, the following applies:

The purpose of the San Juan County Commission meeting is to conduct county business in a public setting, as provided by law. We truly value and welcome public comment, as it gives citizens an important opportunity to share ideas, concerns, and suggestions that help strengthen our county.

To ensure everyone has a fair opportunity to speak, comments are limited to three minutes and should focus on county programs and operations. Objective criticism is welcome; however, complaints about specific county personnel or private individuals will not be permitted.

Please understand that public comment is not a debate or question-and-answer session, and an immediate response from the Commission should not be expected.

If you would like more information or further discussion, a member of our staff will be happy to assist you in setting up a follow-up meeting. We appreciate your participation and your willingness to be involved in your county government.

Time Stamp 0:02:02 (audio) & 0:02:50 (video)

Commission Chair Maughan, read the attached statement to the public before opening the public Comment portion of the Commission Meeting. She asked if anyone wanted to participate:

Jake Palma, BLM Monticello Field Manager, spoke about the recent executive action taken by President Donald H. Trump in reducing the size of Bears Ears National monument. He said the new management plan will be developed over the next year.

CONSENT AGENDA (Routine Matters) Lori Maughan, San Juan County Commission Chair

The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.

Time Stamp 0:04:54 (audio) & 0:05:42 (video)

Commission Chair Lori Maughan, presented the Consent Agenda to the Commission to approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Vice-Chair Harvey.

Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

1. Approval of \$26,179 in Small Purchases; \$21,150 on Marketing and Programs for Visitors Services, and \$5,029 on a Dishwasher for the Monticello Senior Center
2. Approval of July 21, 2026, Commission Meeting Minutes
3. Approval of the August 4, 2026, Commission Meeting Minutes
4. Approval of the Check Registers for August 8th through August 14th, 2026

BOARD OF EQUALIZATION

5. Consideration and Approval to Deny Three Late Applications from 2025 Board of Equalization Hearing. Lyman Duncan, Clerk/Auditor

Time Stamp 0:05:55 (audio) & 0:06:43 (video)

Motion to Enter Public Hearing:

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

Lyman W. Duncan, Clerk/Auditor, presented the three (3) 2026 Board of Equalization Late Applications for the Board to Deny Acceptance, initiating a 30-Day Appeal Process to the Utah State Tax Commission for the Board to review and approve.

To Deny all Three (3) Board of Equalization Late Applications: R Kubik, M Simmons, & d Chapman.

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

Motion to Exit Public Hearing:

Motion made by Commissioner Stubbs, Seconded by Commission Vice-Chair Harvey.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

PUBLIC HEARINGS

6. NOTICE OF PUBLIC HEARING Pursuant to UCA §17-63-402 and under UCA §63G-30-102, notice is hereby given by the Board of San Juan County Commissioners, Monticello, Utah, that a public hearing will be held on Tuesday, August 18, 2026, beginning at 11:00 am in the Commission Chambers (Room 200) of the San Juan County Administrative Building, 117 S Main Street, Monticello, Utah, to consider additional 2026 budget appropriation requests. Budget increases will be funded by new revenues and/or monies unspent in the prior year. All interested people are invited to attend.

Time Stamp 0:08:12 (audio) & 0:09:00 (video)

Motion to Enter Public Hearing:

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

Lyman W. Duncan, Clerk/Auditor, presented the 2026 Mid-Year Budget Adjustments for the Commission to review and approve. Several questions were asked about different departments and their expenses.

To Exit Public Hearing:

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

BUSINESS/ACTION

7. Consideration and Approval of the 2026 Mid-Year Budget & Adjustments. Lyman Duncan, Clerk/Auditor

Time Stamp 0:26:10 (audio) & 0:26:58 (video)

To Approve the 2026 Mid-Year Budget with adjustments:

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

8. Consideration and Approval of the 2026 Quarterly Financial Statements Revenue Summary Balance Sheet. Lyman Duncan, Clerk/Auditor

Time Stamp 0:26:37 (audio) & 0:27:25 (video)

Lyman W. Duncan, Clerk/Auditor, presented the 2nd Quarter Financials for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Vice-Chair Harvey.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

9. Consideration and Approval of a Right of Way Easement between Rocky Mountain Power and San Juan County. Sam Long, Facilities Director

Time Stamp 0:34:07 (audio) & 0:34:55 (video)

Sam Long, Facilities Director, presented the Right of Way Easement between Rocky Mountain Power and San Juan County for the Commission to review and approve. The project will commence in 82 weeks or 18 months.

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

10. Consideration and Approval of a Letter of Support for the Sagebrush Flats Apartments, Blanding, Utah. Lori Maughan, Commission Chair

Time Stamp 0:42:10 (audio) & 0:42:58 (video)

Commission Chair Maughan presented the Letter of Support for the Sagebrush Flats Apartment Complex in Blanding. The contractor/developer is seeking a 90% grant, 10% loan with the State of Utah. The City of Blanding has given their support for the project.

Motion made by Commissioner Stubbs, Seconded by Commissioner Vice-Chair Harvey.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

11. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY COMMISSION APPROVING THE FILING OF CROSS-APPEALS TO 2026 APPEALS FILED BY TAXPAYERS SUBJECT TO CENTRAL ASSESSMENT. San Juan County Legal

Time Stamp 0:44:48 (audio) & 0:45:36 (video)

Mitch Maughan, County Attorney, presented the Resolution approving the Filing of the Cross- Appeals to 2026 Appeals Filed by Taxpayers Subject to Central Assessment for the Commission to review and approve. Mid-America Pipeline LLC and Dohaveit LLC are appealing to the value of the State Tax Commission's Central Assessment. San Juan County will have the ability to cross-appeal as needed.

Motion made by Commissioner Stubbs, Seconded by Commissioner Vice-Chair Harvey.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

12. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY COMMISSION INITIATING THE ANNEXATION OF CERTAIN UNINCORPORATED TERRITORY IN SAN JUAN COUNTY, UTAH, INTO THE MOAB VALLEY FIRE PROTECTION DISTRICT PURSUANT TO UTAH CODE § 17B-1-403(3)(a). San Juan County Legal

Time Stamp 0:48:16 (audio) & 0:49:04 (video)

Mitch Maughan, County Attorney, presented the Consideration and Approval of a Resolution of the San Juan County Commission Initiating the Annexation of Certain Unincorporated Territory in San Juan County, Utah, into the Moab Valley Fire Protection District Pursuant to Utah CODE § 17B-1-403(3)(a).

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

13. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS APPOINTING AN INTERIM SAN JUAN COUNTY ASSESSOR PURSUANT TO UTAH CODE § 20A-1-508. San Juan County Legal

Time Stamp 0:58:53 (audio) & 0:59:41 (video)

Mitch Maughan, County Attorney, presented the Resolution appointing an Interim San Juan County Assessor Pursuant to Utah Code 20A-1-508 for the Commission to review and approve. The Republican Party nominated Nate Pitts to fill the remaining portion of this year as the Interim County Assessor. All registered parties were contacted by the Clerk/Auditor and have until Friday at 5:00 pm on August 28 to present names for the November 3, 2026, General Election. Commission Chair Maughan stated that Nate has been nominated to represent the Republican Party as their candidate for the General Election.

Motion made by Commissioner Vice-Chair Harvey, Seconded by Commissioner Stubbs.
Voting Yea: Commission Chair Maughan, Commissioner Vice-Chair Harvey, Commissioner Stubbs

COMMISSION REPORTS

Time Stamp 1:09:25 (audio) & 1:10:13 (video)

Commission Vice-Chair Harvey spoke of the upcoming Judicial District Court. The Aneth Court is going to exchange data and cases with the District Court. The goal is to reduce recidivism and develop the candidate into a better resident and citizen. He has also been visiting local chapters and introducing Robert Neiman, Children's Justice Center Director, and the resources available to the area residents. The Children's Justice Center's fundraiser for the Monticello residents is to be held on September 2, 2026, at 6:30 pm. at the ballpark. The State of Utah is applying to the DOE for a \$44,000,000 grant, with \$4,000,000 earmarked for the eight (8) Utah tribes.

Commissioner Stubbs announced a United Way program called "Soles for Souls," this coming Saturday at Clarke's Market in Blanding. She participated in a tour with the Utah Department of Mining and several legislators to Energy Fuels. She watched the employees process uranium and felt that it was very helpful for the tour participants to understand Energy Fuels and what they do inside their plant. The plant employs many native Americans and has been a good employer and public citizen for them. The Larry H. Miller grant (administered by the county) provided local artists with an opportunity to produce artwork (murals) on the outside of several Blanding buildings. She felt the project was very successful and well received by the community.

Commission Chair Maughan also attended the legislator tour with Commissioner Stubbs to Energy Fuels and felt it was well covered in today's meeting. She expressed disappointment with the State of Utah regarding the Class Action Opioid settlement, the funds were intended for the county, but the state wants to keep the principal and pay the interest to the counties. The La Sal water project meeting is tomorrow in La Sal.

ADJOURNMENT

Time Stamp 1:35:48 (audio) & 1:36:36 (video)

Motion to Adjourn:

The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session, if necessary, for reasons permitted under UCA 52-4-205

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

APPROVED: _____
San Juan County Board of County Commissioners

DATE: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____

**San Juan County
Check Register
All Bank Accounts - 08/15/2026 to 08/28/2026**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Abbott Laboratories	138153	622158594	08/19/2026	08/20/2026	751.89	Customer #51005973	104679610 - State Alt Miscellaneous	
					\$751.89			
Adair, Crystal	138220	FAIR26-36	08/27/2026	08/28/2026	437.50	Fair Staff	104620110 - Fair Salaries and Wages	
					\$437.50			
Adair, Kyleigh	138221	FAIR26-32	08/27/2026	08/28/2026	1,660.08	Fair Staff	104620110 - Fair Salaries and Wages	
					\$1,660.08			
Albert R Lyman Middle School	138154	ARLM08182026	08/20/2026	08/20/2026	15,000.00	Account #5064	255064615 - E-CIG Grants Contracts	
					\$15,000.00			
Amazon Capital Services	138155	113Y-NR1T-V4VN	08/20/2026	08/20/2026	18.99	Account #A2V7QM9FKNUPWE	214414240 - Office Expense	
Amazon Capital Services	138155	11FQ-DQYL-4W	08/20/2026	08/20/2026	32.99	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	138155	19C7-9PLR-NVV	08/20/2026	08/20/2026	252.20	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	138155	1JF6-19RT-4QYG	08/20/2026	08/20/2026	104.75	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	138155	1L46-XMJW-H3X	08/20/2026	08/20/2026	19.99	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
					\$428.92			
Amazon Capital Services	138222	14WM-PQHP-J1J	08/26/2026	08/28/2026	40.40	Account #A2V7QM9FKNUPWE	104620220 - Fair Public Notices	
Amazon Capital Services	138222	197H-DFJL-GN63	08/26/2026	08/28/2026	82.92	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	138222	19HP-PXF1-CFD	08/21/2026	08/28/2026	56.07	Account #A2V7QM9FKNUPWE	104620240 - Fair Office Expense	
Amazon Capital Services	138222	1GP4-J3LJ-V71R	08/26/2026	08/28/2026	105.38	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	138222	1P1C-4GW7-R91	07/31/2026	08/28/2026	100.89	Account #A2V7QM9FKNUPWE	104620240 - Fair Office Expense	
					\$385.66			
					\$814.58			
Amerigas Propane LP	138223	3192978639	08/27/2026	08/28/2026	94.99	Account: 200752247 - Utilities	156490270 - Utilites	
					\$94.99			
Asphalt Systems Inc - ASI	138156	39526	08/19/2026	08/20/2026	32,598.92	BOL/Tricket 26-043UT-02	214414410 - Road Supplies	
Asphalt Systems Inc - ASI	138156	39561	08/20/2026	08/20/2026	32,524.16	BOL/Ticket - 26-043UT-04	214414410 - Road Supplies	
					\$65,123.08			
Atlas Scale Co. Inc.	138157	4816	08/20/2026	08/20/2026	1,275.00	Service Contract labor & mieage	104620310 - Fair Professional and Te	
Atlas Scale Co. Inc.	138157	4818	08/18/2026	08/20/2026	1,190.00	Project: Truck Scale Landfill	574424310 - Professional and Techni	
					\$2,465.00			
					\$2,465.00			
Austin, Ann M	138224	AMA_081226	08/27/2026	08/28/2026	115.50	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$115.50			
Blackbridge Consulting Inc	138158	SJC-2026-003	08/20/2026	08/20/2026	2,500.00	Wildcat Microfund business Support Coordination	104192950 - Econ Dev Expense Rei	
					\$2,500.00			
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	137.02	Account: 653345422 - Utilities	156720270 - Utilites	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	197.96	Account: 653345422 - Utilities	156320270 - Utilities	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	203.17	Account: 653345422 - Utilities	156520270 - Utilities	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	691.97	Account: 653345422 - Utilities	156060270 - Utilities	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	756.01	Account: 653345422 - Utilities	156720270 - Utilities	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	792.93	Account: 653345422 - Utilities	156220270 - Utilities	
Blanding City	138225	653345422-0825	08/27/2026	08/28/2026	938.31	Account: 653345422 - Utilities	156120270 - Utilities	
					\$3,717.37			
					\$3,717.37			
Bleggi, Kelly	138226	492R26	08/26/2026	08/28/2026	165.46	Composite Boots	214414480 - Special Department Sup	
					\$165.46			

San Juan County
Check Register
All Bank Accounts - 08/15/2026 to 08/28/2026

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Blue Mountain Foods	138159	01-1130295	08/19/2026	08/20/2026	122.56	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
Blue Mountain Foods	138159	01-1138549	08/19/2026	08/20/2026	42.54	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
Blue Mountain Foods	138159	01-1138606	08/19/2026	08/20/2026	8.00	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	01-1152837	08/19/2026	08/20/2026	25.85	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	01-1160244	08/19/2026	08/20/2026	170.31	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
Blue Mountain Foods	138159	01-1168100	08/19/2026	08/20/2026	74.07	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
Blue Mountain Foods	138159	01-1175691	08/19/2026	08/20/2026	97.58	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	01-1184340	08/19/2026	08/20/2026	62.88	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	01-1191816	08/19/2026	08/20/2026	27.00	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	01-1202554	08/18/2026	08/20/2026	638.80	Account San Juan County	214414240 - Office Expense	
Blue Mountain Foods	138159	01-1202936	08/18/2026	08/20/2026	31.47	Account San Juan County	214414240 - Office Expense	
Blue Mountain Foods	138159	02-935128	08/18/2026	08/20/2026	22.27	Account Jail	104230480 - Jail Kitchen Food	
Blue Mountain Foods	138159	03-1002633	08/19/2026	08/20/2026	37.74	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
Blue Mountain Foods	138159	03-1029075	08/19/2026	08/20/2026	44.67	Account Seniors - Bluff	104678329 - Home Deliv Meals - Bluf	
Blue Mountain Foods	138159	03-1033124	08/14/2026	08/20/2026	35.89	Account Jail	104230480 - Jail Kitchen Food	
Blue Mountain Foods	138159	03-1036481	08/18/2026	08/20/2026	21.98	Account San Juan County	214414240 - Office Expense	
Blue Mountain Foods	138159	03-976730	08/19/2026	08/20/2026	57.34	Account Seniors - Bluff	104677329 - Congregate Meals - Bluf	
					\$1,520.95			
Blue Mountain Foods	138227	01-1200160	08/26/2026	08/28/2026	51.08	Account Seniors - Monticello	104678323 - Home Deliv Meals - Mon	
Blue Mountain Foods	138227	01-1201405	08/26/2026	08/28/2026	48.67	Account Seniors - Monticello	104677323 - Congregate Meals - Mo	
Blue Mountain Foods	138227	01-1207582	08/26/2026	08/28/2026	270.33	Account Seniors - Monticello	104678323 - Home Deliv Meals - Mon	
Blue Mountain Foods	138227	01-1210847	08/26/2026	08/28/2026	37.39	Account Jail	104230480 - Jail Kitchen Food	
Blue Mountain Foods	138227	03-1029161	08/26/2026	08/28/2026	25.26	Account Seniors - Monticello	104677323 - Congregate Meals - Mo	
Blue Mountain Foods	138227	03-1030309	08/26/2026	08/28/2026	5.97	Account Seniors - Monticello	104677323 - Congregate Meals - Mo	
Blue Mountain Foods	138227	03-1045761	08/26/2026	08/28/2026	42.79	Account: Jail - Jail Kitchen Food	104230480 - Jail Kitchen Food	
					\$481.49			
					\$2,002.44			
Bluff Dwellings Resort LLC	138228	2021514	08/26/2026	08/28/2026	198.30	Nicolo Procacci - #2021514	104193480 - Visitor Serv Special Dep	
					\$198.30			
Brantley Distributing LLC	138160	26307730	08/20/2026	08/20/2026	456.00	Customer #14561	214412251 - Gas, Oil and Grease	
Brantley Distributing LLC	138160	26307800	08/20/2026	08/20/2026	204.00	Customer #14561	214412251 - Gas, Oil and Grease	
					\$660.00			
Brantley Distributing LLC	138229	PI0011705	08/26/2026	08/28/2026	456.00	Customer #14561	214412251 - Gas, Oil and Grease	
					\$1,116.00			
Bruckner's Truck & Equipment	138161	XA108063629:01	08/20/2026	08/20/2026	104.27	Customer #177922	214412250 - Equipment Operation	
Bruckner's Truck & Equipment	138161	XA108063911:01	08/20/2026	08/20/2026	336.51	Customer #177922	214412250 - Equipment Operation	
Bruckner's Truck & Equipment	138161	XA108064344:01	08/20/2026	08/20/2026	658.63	Customer #177922	214412250 - Equipment Operation	
					\$1,099.41			
Bruckner's Truck & Equipment	138230	RA108008085:01	08/26/2026	08/28/2026	451.00	Customer #177922	214412250 - Equipment Operation	
Bruckner's Truck & Equipment	138230	XA108064286:01	08/26/2026	08/28/2026	1,181.03	Customer #177922	214412250 - Equipment Operation	
Bruckner's Truck & Equipment	138230	XA108064503:01	08/26/2026	08/28/2026	101.82	Customer #177922	214412250 - Equipment Operation	
					\$1,733.85			
					\$2,833.26			
Burke, Tommy	138162	6a62e38e-SIP-07	08/18/2026	08/20/2026	168.10	Food Services Establishment Permit Refund	253453000 - Food Service Fees	
					\$168.10			
Business Solutions Group LLC	138163	17238	08/20/2026	08/20/2026	876.58	Client #10362	104142240 - Clerk/Auditor Office Exp	
					\$876.58			
CalTopo LLC	138231	4MTGOPUN-000	08/27/2026	08/28/2026	1,000.00	SAR- Expense	104215620 - Search Rescue Miscella	
					\$1,000.00			

San Juan County
Check Register
All Bank Accounts - 08/15/2026 to 08/28/2026

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Canon USA Inc	138164	43697613	08/14/2026	08/20/2026	87.22	Customer/Contract #915671-1	104230310 - Jail Professional and Te	
Canon USA Inc	138164	43710645	08/19/2026	08/20/2026	150.15	Customer #915671-3	104145250 - Attorney Equipment Ope	
					\$237.37			
					\$237.37			
Caterpillar Financial Services Corpor	138165	38926054	08/20/2026	08/20/2026	4,828.31	Customer #5268833	574424740 - Equipment Purchases	
					\$4,828.31			
Child Support Services	138232	PR081626-1117	08/21/2026	08/28/2026	263.08	Case Number C001361546	102229500 - Other Deductions Payab	
Child Support Services	138232	PR081626-1117	08/21/2026	08/28/2026	279.06	Case Number C001392403	102229500 - Other Deductions Payab	
Child Support Services	138232	PR081626-1117	08/21/2026	08/28/2026	438.46	Case Number C001619928	102229500 - Other Deductions Payab	
					\$980.60			
					\$980.60			
Cintas Corporation	138166	4279265213	08/20/2026	08/20/2026	98.84		214414140 - Other Employee Benefit	
Cintas Corporation	138233	4279985147	08/26/2026	08/28/2026	98.84	Customer #13213559	214414140 - Other Employee Benefit	
					\$197.68			
Country Comfort Holdings LLC	138234	11230	08/26/2026	08/28/2026	1,290.00	2026 SJC Fair	104620240 - Fair Office Expense	
					\$1,290.00			
Dee, Elsie	138167	EDee08172026	08/20/2026	08/20/2026	645.00	Navajo Liaison Services 08/13 - 17/2026	104173320 - Elections Liasons	
Dee, Elsie	138235	EDee08262026	08/26/2026	08/28/2026	559.50	Navajo Liaison Services 8/23 - 24/2026	104173320 - Elections Liasons	
					\$1,204.50			
Dell Marketing L.P.	138236	10888300870	08/21/2026	08/28/2026	2,411.12	Customer #36278374	104151740 - IT Equipment Purchases	
					\$2,411.12			
Diamond Designs	138237	3897	08/27/2026	08/28/2026	440.00	Fair Sashes	104625240 - Queen Office Expense	
					\$440.00			
Drug Safe Utah Educational Inc	138168	DSUE08182026	08/20/2026	08/20/2026	15,000.00	Account #5064	255064615 - E-CIG Grants Contracts	
					\$15,000.00			
Duncan, Lyman	138238	LDuncan0827202	08/26/2026	08/28/2026	56.00	LG's Office Election Training Travel	104173240 - Elections Office Expens	
					\$56.00			
Earthgrains Baking Company	138169	86272290008196	08/19/2026	08/20/2026	75.20	Customer #232004-1	104230480 - Jail Kitchen Food	
Earthgrains Baking Company	138239	85272290008231	08/26/2026	08/28/2026	75.20	Customer #232004-1	104230480 - Jail Kitchen Food	
					\$150.40			
Eastland Special Service District	138240	Horse head Fire 8	08/26/2026	08/28/2026	850.00		104220615 - Wild Fire Contracts	
					\$850.00			
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	21.99	Account #3324200	104210280 - Sheriff Telephone	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	21.99	Account #3324200	104210280 - Sheriff Telephone	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	79.95	Account #3324200	104225280 - Fire/Rescue Telephone	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	79.95	Account #3324200	574424270 - Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	109.95	Account #3324200	104151280 - IT Telephone	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	109.95	Account #3324200	104163270 - Blannex Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	109.95	Account #3324200	104672270 - Acc Trans Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	109.95	Account #3324200	104672270 - Acc Trans Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	109.95	Account #3324200	214414270 - Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	119.95	Account #3324200	104255270 - EOC Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	169.95	Account #3324200	214414270 - Utilities	
Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	259.95	Account #3324200	104151280 - IT Telephone	

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Emery Telcom Inc	138241	3324200-202608	08/21/2026	08/28/2026	279.95	Account #3324200	104151280 - IT Telephone	
					\$1,583.43			
					\$1,583.43			
Empire Electric Assoc. Inc.	138170	25395_08132026	08/20/2026	08/20/2026	904.16	Account #25395	156710270 - Utilites	
Empire Electric Assoc. Inc.	138170	9579024_081320	08/20/2026	08/20/2026	4,576.70	Account #9579024	156020270 - Utilities	
					\$5,480.86			
					\$5,480.86			
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	7.16	Account: 2922180000 - Utilities	156000270 - Facilities Maintenance U	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	7.16	Account: 2922180000 - Utilities	156030270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	7.16	Account: 2922180000 - Utilities	156110270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	7.16	Account: 2922180000 - Utilities	156410270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	11.36	Account: 2922180000 - Utilities	156310270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	15.74	Account: 2922180000 - Utilities	156510270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	21.30	Account: 2922180000 - Utilities	156615270 - Utilites	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	21.86	Account: 2922180000 - Utilities	156610270 - Utilites	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	45.38	Account: 2922180000 - Utilities	156010270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	45.55	Account: 2922180000 - Utilities	156710270 - Utilities	
Enbridge Gas	138242	0009256	08/27/2026	08/28/2026	810.05	Account: 2922180000 - Utilities	156020270 - Utilities	
					\$999.88			
					\$999.88			
Fastenal Company	138171	COBAY86675	08/19/2026	08/20/2026	-38.78	Customer #COBAY0409	214412250 - Equipment Operation	
Fastenal Company	138171	COBAY87292	08/19/2026	08/20/2026	110.13	Customer #COBAY1477	214412250 - Equipment Operation	
Fastenal Company	138171	COBAY87293	08/19/2026	08/20/2026	211.55	Customer #COBAY0409	214412250 - Equipment Operation	
Fastenal Company	138171	COBAY87294	08/19/2026	08/20/2026	26.13	Customer #COBAY1477	214412250 - Equipment Operation	
Fastenal Company	138171	COBAY87295	08/19/2026	08/20/2026	491.94	Customer #COBAY0409	214412250 - Equipment Operation	
					\$800.97			
					\$800.97			
Felix, Annabelle	138243	FAIR26-34	08/27/2026	08/28/2026	1,524.00	Fair Staff	104620110 - Fair Salaries and Wages	
					\$1,524.00			
Felix, Triston	138244	FAIR26-35	08/27/2026	08/28/2026	2,006.25	Fair Staff	104620110 - Fair Salaries and Wages	
					\$2,006.25			
Frontier Communications	138172	435-727-3440-06	08/20/2026	08/20/2026	359.26	Account #435-727-3440-062308-8	104225280 - Fire/Rescue Telephone	
Frontier Communications	138245	5872197_82726	08/27/2026	08/28/2026	265.61	Account: 435-587-2797-030304-8 - Fire/Rescue P	104225280 - Fire/Rescue Telephone	
Frontier Communications	138245	6513351_82726	08/27/2026	08/28/2026	303.44	Account: 435-651-3351-082400-8 - Fire/Rescue P	104225280 - Fire/Rescue Telephone	
					\$569.05			
					\$928.31			
Gallegos, David	138173	DGallegosRMB08	08/20/2026	08/20/2026	108.00	EM Training Travel	104255230 - EOC Travel Expense	
					\$108.00			
Garcia, Joyce	138174	491R26	08/20/2026	08/20/2026	171.25	Oil removal	214412250 - Equipment Operation	
					\$171.25			
Garcia, Thomas	138246	TG_081226	08/27/2026	08/28/2026	115.50	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$115.50			
Guardian	138247	PR080226-7175	08/07/2026	08/28/2026	566.82	Guardian Hospital Indemnity	102238000 - Guardian Payable	
Guardian	138247	PR080226-7175	08/07/2026	08/28/2026	825.10	Guardian Accident	102238000 - Guardian Payable	
Guardian	138247	PR080226-7175	08/07/2026	08/28/2026	885.19	Guardian Critical Illness	102238000 - Guardian Payable	
Guardian	138247	PR080326-7175	08/07/2026	08/28/2026	68.47	Guardian Critical Illness	102238000 - Guardian Payable	
Guardian	138247	PR080326-7175	08/07/2026	08/28/2026	85.64	Guardian Accident	102238000 - Guardian Payable	

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Guardian	138247	PR080326-7175	08/07/2026	08/28/2026	87.94	Guardian Hospital Indemnity	102238000 - Guardian Payable	
Guardian	138247	PR081626-7175	08/21/2026	08/28/2026	566.96	Guardian Hospital Indemnity	102238000 - Guardian Payable	
Guardian	138247	PR081626-7175	08/21/2026	08/28/2026	807.00	Guardian Accident	102238000 - Guardian Payable	
Guardian	138247	PR081626-7175	08/21/2026	08/28/2026	885.30	Guardian Critical Illness	102238000 - Guardian Payable	
Guardian	138247	PR081726-7175	08/21/2026	08/28/2026	68.50	Guardian Critical Illness	102238000 - Guardian Payable	
Guardian	138247	PR081726-7175	08/21/2026	08/28/2026	85.66	Guardian Accident	102238000 - Guardian Payable	
Guardian	138247	PR081726-7175	08/21/2026	08/28/2026	87.96	Guardian Hospital Indemnity	102238000 - Guardian Payable	
					\$5,020.54			
					\$5,020.54			
Hatcher Veterinary Services	138248	6697	07/13/2026	08/28/2026	1,335.00	Veterinary Services - Rodeo Day	104850620 - Special Proj Miscellaneo	
					\$1,335.00			
Holyoak, Cindi	138249	PettyCash082020	08/21/2026	08/28/2026	5.00	Petty Cash Recorder Office	104144240 - Recorder Office Expens	
					\$5.00			
ImageNet Consulting LLC	138175	INV1577633	08/18/2026	08/20/2026	51.15	Customer #43083 Contract #CONT12323-01	255007240 - Indirect Admin Office Ex	
ImageNet Consulting LLC	138175	INV1608655	08/18/2026	08/20/2026	51.15	Customer #43083 Contract #CONT12323-01	255007240 - Indirect Admin Office Ex	
ImageNet Consulting LLC	138175	INV1637379	05/26/2026	08/20/2026	51.15	Customer #43083 Contract #CONT12323-01	255007240 - Indirect Admin Office Ex	
ImageNet Consulting LLC	138175	INV1664820	08/18/2026	08/20/2026	51.15	Customer #43083 Contract #CONT12323-01	255007240 - Indirect Admin Office Ex	
ImageNet Consulting LLC	138175	INV1690903	08/18/2026	08/20/2026	51.15	Customer #43083 Contract #CONT12323-01	255007240 - Indirect Admin Office Ex	
					\$255.75			
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	46.04	Customer #58478 Contract #CONT12283-01	104145240 - Attorney Office Expense	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	54.20	Customer #58478 Contract #CONT12283-01	104230310 - Jail Professional and Te	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	56.30	Customer #58478 Contract #CONT12283-01	104134240 - Personnel Office Expens	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	58.34	Customer #58478 Contract #CONT12283-01	104230310 - Jail Professional and Te	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	73.08	Customer #58478 Contract #CONT12283-01	724581250 - Computer Maintenance/	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	92.08	Customer #58478 Contract #CONT12283-01	104143240 - Treasurer Office Expens	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	110.20	Customer #58478 Contract #CONT12283-01	104142240 - Clerk/Auditor Office Exp	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	112.33	Customer #58478 Contract #CONT12283-01	104230310 - Jail Professional and Te	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	188.09	Customer #58478 Contract #CONT12283-01	724581250 - Computer Maintenance/	
ImageNet Consulting LLC	138250	INV1699931	08/21/2026	08/28/2026	456.74	Customer #58478 Contract #CONT12283-01	104150310 - Non-Dept Professional a	
					\$1,247.40			
ImageNet Consulting LLC	138251	INV1719716	08/27/2026	08/28/2026	53.24	Customer: 27912 - Copier contract	214414240 - Office Expense	
					\$1,556.39			
Imagenet Consulting, LLC - PA	138252	598405172	08/26/2026	08/28/2026	167.38	Account #1649279 Contract #500-50430911	104230310 - Jail Professional and Te	
					\$167.38			
Inn at the Canyons LLC (JH&H Enter	138253	INV--6274	08/26/2026	08/28/2026	4,460.56	2026 SJC Fair	104620240 - Fair Office Expense	
					\$4,460.56			
Interwest Safety Supply LLC	138176	105380	08/20/2026	08/20/2026	550.50	Sales Order #110188	214414410 - Road Supplies	
					\$550.50			
JCI Billing Services Inc	138177	405	08/19/2026	08/20/2026	2,000.00	Ambulance Claims Processing Fee 07/15 - 08/14/2	264350310 - Professional and Techni	
					\$2,000.00			
Jedd Morley LLC dba MorCor	138178	HP08122026	08/20/2026	08/20/2026	1,200.00	Client #560438 Rental Assistance	104665310 - SJC Homeless Professi	
					\$1,200.00			
KFR Graphics	138179	2102	08/19/2026	08/20/2026	473.84	2026 Fair Banner & Tickets	104620240 - Fair Office Expense	
					\$473.84			
Lacy, Lehi	138254	LLacy08202026	08/26/2026	08/28/2026	231.00	POST Graduation & Sheriff's Meeting Travel	104210230 - Sheriff Travel Expense	
					\$231.00			

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Lambdin, Joell	138180	JLambdinRMB08	08/14/2026	08/20/2026	110.00	Business Manager Affiliate Group Travel	255007260 - Indirect Admin Buildings	
					\$110.00			
Larry H Miller Super Ford Inc - SLC	138181	2382452W	08/20/2026	08/20/2026	951.66	Account #B15203	214412250 - Equipment Operation	
Larry H Miller Super Ford Inc - SLC	138181	2383547W	08/20/2026	08/20/2026	43.10	Account #B15203	214412250 - Equipment Operation	
					\$994.76			
					\$994.76			
Leber, John	138255	FAIR26-33	08/27/2026	08/28/2026	1,870.50	Fair Staff	104620110 - Fair Salaries and Wages	
					\$1,870.50			
LeGrand Johnson Construction	138256	Sch 1 #3	07/23/2026	08/28/2026	1,042,348.83	Cal Black Airport Taxiway Project: 3-49-0055-025-2	105430310 - Cal Black Professional a	
					\$1,042,348.83			
LETS - A Law Enforcement Technolo	138182	INV-003566	08/20/2026	08/20/2026	5,530.50	LETS - Transmitter + Device, setup, trng, etc.	104211610 - Task Force Miscellaneou	
					\$5,530.50			
Lincoln National Life Insurance Com	138257	PR080226-3938	08/07/2026	08/28/2026	1,003.00	Long Term Disability	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR080226-3938	08/07/2026	08/28/2026	2,797.81	Lincoln Group & Voluntary Life	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR080326-3938	08/07/2026	08/28/2026	115.29	Long Term Disability	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR080326-3938	08/07/2026	08/28/2026	191.00	Lincoln Group & Voluntary Life	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR081626-3938	08/21/2026	08/28/2026	1,007.47	Long Term Disability	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR081626-3938	08/21/2026	08/28/2026	2,785.96	Lincoln Group & Voluntary Life	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR081726-3938	08/21/2026	08/28/2026	119.77	Long Term Disability	102236000 - Lincoln Financial Payabl	
Lincoln National Life Insurance Com	138257	PR081726-3938	08/21/2026	08/28/2026	191.00	Lincoln Group & Voluntary Life	102236000 - Lincoln Financial Payabl	
					\$8,211.30			
					\$8,211.30			
Main Street Drug and Boutique	138183	62271	08/14/2026	08/20/2026	1.60	Account #1066	104230312 - Jail Inmate Medical Exp	
Main Street Drug and Boutique	138183	62366	08/18/2026	08/20/2026	45.06	Account #1066	104230312 - Jail Inmate Medical Exp	
Main Street Drug and Boutique	138183	62458	08/19/2026	08/20/2026	25.76	Account !066	104230312 - Jail Inmate Medical Exp	
					\$72.42			
Main Street Drug and Boutique	138258	62546	08/21/2026	08/28/2026	645.44	Account #1066	104230312 - Jail Inmate Medical Exp	
					\$717.86			
McClure Inspections LLC	138259	1825	08/26/2026	08/28/2026	871.00	Inspection for asbestos, lead, radon	104111620 - Commission Miscellaneo	
					\$871.00			
Medici Land Governance Inc	138260	10077	08/27/2026	08/28/2026	2,917.40	Document Upload to Medici - July 2026	104144330 - Recorder Employee Edu	
					\$2,917.40			
MetLife Group Benefits	138261	MLIC-090126	08/26/2026	08/28/2026	105.18	August shortage	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR080226-5230	08/07/2026	08/28/2026	570.71	Dental Employee Only	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR080226-5230	08/07/2026	08/28/2026	842.19	Dental Employee +1	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR080226-5230	08/07/2026	08/28/2026	3,473.12	Dental Family	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR080326-5230	08/07/2026	08/28/2026	36.82	Dental Employee Only	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR080326-5230	08/07/2026	08/28/2026	558.18	Dental Family	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR081626-5230	08/21/2026	08/28/2026	570.71	Dental Employee Only	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR081626-5230	08/21/2026	08/28/2026	842.19	Dental Employee +1	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR081626-5230	08/21/2026	08/28/2026	3,411.10	Dental Family	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR081726-5230	08/21/2026	08/28/2026	36.82	Dental Employee Only	102230000 - Metlife Dental Payable	
MetLife Group Benefits	138261	PR081726-5230	08/21/2026	08/28/2026	558.18	Dental Family	102230000 - Metlife Dental Payable	
					\$11,005.20			
					\$11,005.20			
Mexican Hat Special Serv Dist.	138184	826-24	08/10/2026	08/20/2026	66.93	Customer #221	156480270 - Utilites	
					\$66.93			

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Monticello City	138185	080526MFD	08/20/2026	08/20/2026	2,300.00	Vehicle Fire, Accident, & Wildland	104220615 - Wild Fire Contracts	
					\$2,300.00			
Monticello Mercantile	138186	8236	08/20/2026	08/20/2026	8.29	Customer #76992 Public Safety Bldg	156020260 - Buildings and Grounds	
Monticello Mercantile	138186	8237	08/20/2026	08/20/2026	7.99	Customer #76992 Maintenance	156020260 - Buildings and Grounds	
Monticello Mercantile	138186	8283	08/20/2026	08/20/2026	25.45	Customer #76992 Roads	214412250 - Equipment Operation	
Monticello Mercantile	138186	8293	08/19/2026	08/20/2026	18.49	Customer #76992 San Juan County	104210240 - Sheriff Office Expense	
Monticello Mercantile	138186	8305	08/20/2026	08/20/2026	31.99	Customer #76992 Maintenance	156000740 - Facilities Maintenance E	
Monticello Mercantile	138186	8306	08/20/2026	08/20/2026	23.48	Customer #76992 Maintenance	156020260 - Buildings and Grounds	
Monticello Mercantile	138186	8312	08/20/2026	08/20/2026	8.79	Customer #76992 Public Safety Bldg	156020260 - Buildings and Grounds	
Monticello Mercantile	138186	8313	08/20/2026	08/20/2026	18.98	Customer #76992 Public Safety Bldg	156020260 - Buildings and Grounds	
					\$143.46			
Monticello Mercantile	138262	7916	08/21/2026	08/28/2026	77.55	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	138262	7978	08/26/2026	08/28/2026	43.56	Customer #76992 Fair	104620220 - Fair Public Notices	
Monticello Mercantile	138262	7985	08/26/2026	08/28/2026	157.96	Customer #76992 Fair	104620220 - Fair Public Notices	
Monticello Mercantile	138262	7994	08/26/2026	08/28/2026	39.99	Customer #76992 Fair	104620220 - Fair Public Notices	
Monticello Mercantile	138262	7997	08/26/2026	08/28/2026	127.89	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	138262	8002	08/26/2026	08/28/2026	41.91	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	138262	8014	08/26/2026	08/28/2026	52.95	Customer #76992 Fair	104620220 - Fair Public Notices	
Monticello Mercantile	138262	8025	08/26/2026	08/28/2026	89.96	Customer #76992 Fair	104620220 - Fair Public Notices	
Monticello Mercantile	138262	8069	08/26/2026	08/28/2026	35.98	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	138262	8079	08/26/2026	08/28/2026	14.98	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	138262	8309	08/26/2026	08/28/2026	13.49	Customer #76992 Road Dept.	214412250 - Equipment Operation	
Monticello Mercantile	138262	8327	08/21/2026	08/28/2026	27.96	Customer #76992 Sheriff's Office	104230350 - Jail State Prisoner Expe	
Monticello Mercantile	138262	8355	08/26/2026	08/28/2026	21.99	Customer #76992 Public Safety Bldg	104230480 - Jail Kitchen Food	
Monticello Mercantile	138262	8362	08/26/2026	08/28/2026	5.49	Customer #76992 Public Safety Bldg	104230480 - Jail Kitchen Food	
Monticello Mercantile	138262	8372	08/27/2026	08/28/2026	3.98	Customer: 76992 - Maint Supplies	156020260 - Buildings and Grounds	
Monticello Mercantile	138262	8383	08/27/2026	08/28/2026	4.79	Customer: 76992 - Maint Supplies	156020260 - Buildings and Grounds	
					\$760.43			
					\$903.89			
Morgan Mechanical LLC	138263	0085	08/21/2026	08/28/2026	280.00	Recovered refrigeration on units	104230350 - Jail State Prisoner Expe	
					\$280.00			
Motor Parts Company	138187	599820	08/19/2026	08/20/2026	288.63	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599875	08/19/2026	08/20/2026	57.76	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599967	08/19/2026	08/20/2026	72.60	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599971	08/19/2026	08/20/2026	61.50	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599984	08/19/2026	08/20/2026	229.92	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599985	07/30/2026	08/20/2026	265.70	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599989	08/19/2026	08/20/2026	385.66	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	599991	08/19/2026	08/20/2026	-28.51	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600017	08/19/2026	08/20/2026	35.96	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600023	07/30/2026	08/20/2026	176.40	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600089	08/19/2026	08/20/2026	27.35	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600101	08/18/2026	08/20/2026	97.40	Account #7825	214412250 - Equipment Operation	
Motor Parts Company	138187	600178	08/18/2026	08/20/2026	33.18	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600199	08/18/2026	08/20/2026	11.25	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	600390	08/18/2026	08/20/2026	9.97	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	909247	08/20/2026	08/20/2026	571.16	Account #7826	214412250 - Equipment Operation	
Motor Parts Company	138187	909587	08/19/2026	08/20/2026	66.23	Account 7826	574424250 - Equipment Operation	
Motor Parts Company	138187	PS002145625	08/19/2026	08/20/2026	273.74	Customer #080103	214412250 - Equipment Operation	
					\$2,635.90			
Motor Parts Company	138264	592210	01/01/2026	08/28/2026	163.65	Account: 7826 - Dump Truck Battery	156000250 - Facilities Maintenance E	
Motor Parts Company	138264	599733	07/23/2026	08/28/2026	53.30	Account: 7826 - Maint Supplies	156020260 - Buildings and Grounds	
Motor Parts Company	138264	909954	08/26/2026	08/28/2026	256.88	Account #7826	574424250 - Equipment Operation	
					\$473.83			
					\$3,109.73			

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Moulton, Mike	138265	MMoultonRMB08	08/26/2026	08/28/2026	217.00	LHERC Qrtly Meeting & CASPER Preparedness Tr	255310230 - PHEP Preparedness Tra	
					\$217.00			
Navajo Tribal Utility Authority	138188	39001227894	08/20/2026	08/20/2026	250.16	Account #60378369	156090270 - Utilities	
Navajo Tribal Utility Authority	138266	32001734704	08/27/2026	08/28/2026	214.01	Account: 60271007 - Utilities	156490270 - Utilites	
					\$464.17			
Nexus IT LLC	138267	167612	08/26/2026	08/28/2026	37.50	Microsoft 365 Business Standard	104151210 - IT Subscriptions and Me	
					\$37.50			
NICE Enterprises, Inc	138189	8202619	08/14/2026	08/20/2026	19.62	Account #4531740	104193280 - Visitor ServTelephone	
					\$19.62			
Nicholas & Company	138190	1000170114	08/19/2026	08/20/2026	-28.23	Customer #616580	104678329 - Home Deliv Meals - Bluf	
Nicholas & Company	138190	1000171221	08/14/2026	08/20/2026	715.01	Customer #616590	104230480 - Jail Kitchen Food	
Nicholas & Company	138190	100017628	08/18/2026	08/20/2026	2,020.62	Customer #616590	104230480 - Jail Kitchen Food	
Nicholas & Company	138190	1000176736	08/19/2026	08/20/2026	983.95	Customer #616580	104677328 - Congregate Meals - La	
Nicholas & Company	138190	1000176737	08/19/2026	08/20/2026	676.05	Customer #616580	104677328 - Congregate Meals - La	
Nicholas & Company	138190	1000178750	08/19/2026	08/20/2026	-70.99	Customer #616580	104677323 - Congregate Meals - Mo	
					\$4,296.41			
Nicholas & Company	138268	1000184246	08/21/2026	08/28/2026	159.57	Account #616580	104677325 - Congregate Meals - Bla	
Nicholas & Company	138268	1000184246	08/21/2026	08/28/2026	159.57	Account #616580	104678325 - Home Deliv Meals - Bla	
Nicholas & Company	138268	1000184256	08/21/2026	08/28/2026	1,226.75	Customer #616590	104230480 - Jail Kitchen Food	
Nicholas & Company	138268	1000189876	08/26/2026	08/28/2026	535.67	Customer #616580	104678323 - Home Deliv Meals - Mon	
Nicholas & Company	138268	1000189876	08/26/2026	08/28/2026	535.68	Customer #616580	104677323 - Congregate Meals - Mo	
Nicholas & Company	138268	1000196902	08/27/2026	08/28/2026	189.61	Account: 616580 - Congregate - Blanding	104677325 - Congregate Meals - Bla	
Nicholas & Company	138268	1000196902	08/27/2026	08/28/2026	189.61	Account: 616580 - Congregate - La Sal	104677328 - Congregate Meals - La	
Nicholas & Company	138268	1000196911	08/27/2026	08/28/2026	428.87	Account: 616590 - Jail Kitchen Food	104230480 - Jail Kitchen Food	
					\$3,425.33			
					\$7,721.74			
Nielson, Cody	138269	CN_081226	08/27/2026	08/28/2026	79.48	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$79.48			
O'Reilly Auto Parts	138270	6848-149833	08/26/2026	08/28/2026	290.24	Customer #3601683	214412250 - Equipment Operation	
O'Reilly Auto Parts	138270	6848-149899	08/26/2026	08/28/2026	71.13	Customer #3601683	214412250 - Equipment Operation	
					\$361.37			
					\$361.37			
Office Equipment Co Inc/Office Etc	138191	521865	08/20/2026	08/20/2026	165.00	Customer: SJC	104150310 - Non-Dept Professional a	
					\$165.00			
Packard Wholesale Co.	138192	3065289	08/14/2026	08/20/2026	354.48	Customer ID 10325	104230350 - Jail State Prisoner Expe	
Packard Wholesale Co.	138192	3065290	08/14/2026	08/20/2026	225.20	Customer ID 10325	104230480 - Jail Kitchen Food	
Packard Wholesale Co.	138192	3065291	08/14/2026	08/20/2026	1,096.20	Customer ID 10301	104230350 - Jail State Prisoner Expe	
					\$1,675.88			
Packard Wholesale Co.	138271	3064204	08/21/2026	08/28/2026	211.62	Customer ID 10312	104230310 - Jail Professional and Te	
Packard Wholesale Co.	138271	3064207	08/21/2026	08/28/2026	3.17	Customer ID 10312	104620240 - Fair Office Expense	
Packard Wholesale Co.	138271	3065704	08/21/2026	08/28/2026	145.42	Customer ID 10328	104678323 - Home Deliv Meals - Mon	
Packard Wholesale Co.	138271	3065747	08/21/2026	08/28/2026	51.04	Customer ID 10325	104230350 - Jail State Prisoner Expe	
Packard Wholesale Co.	138271	3065748	08/21/2026	08/28/2026	39.42	Customer ID 10301	104230350 - Jail State Prisoner Expe	
Packard Wholesale Co.	138271	3065749	08/21/2026	08/28/2026	323.71	Customer ID 10301	104230350 - Jail State Prisoner Expe	
Packard Wholesale Co.	138271	3065750	08/21/2026	08/28/2026	263.70	Customer #10301	104230350 - Jail State Prisoner Expe	
Packard Wholesale Co.	138271	3066194	08/27/2026	08/28/2026	136.07	Customer: 10328 - Delivery - Blanding	104678325 - Home Deliv Meals - Bla	
Packard Wholesale Co.	138271	3066194	08/27/2026	08/28/2026	136.08	Customer: 10328 - Congregate - Blanding	104677325 - Congregate Meals - Bla	
Packard Wholesale Co.	138271	3066202	08/27/2026	08/28/2026	40.24	Customer: 10328 - Congregate - Monticello	104677323 - Congregate Meals - Mo	
					\$1,350.47			
					\$3,026.35			

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Page Party Professionals, LLC	138272	Pro forma	08/26/2026	08/28/2026	275.00	Booking #50	214412260 - Buildings and Grounds	
					\$275.00			
Palmer, Preston	138273	PrePalmer082020	08/26/2026	08/28/2026	47.00	Sherrif's Office Meeting Travel	104230230 - Jail Travel Expense	
					\$47.00			
Pelorus Methods Inc	138193	260901	08/18/2026	08/20/2026	2,500.00	Account #243	104230312 - Jail Inmate Medical Exp	
					\$2,500.00			
Pitney Bowes - Purchase Power	138274	PB08072026	08/21/2026	08/28/2026	683.19	Account #8000-9000-0182-4113	104230241 - Jail Postage	
					\$683.19			
Pitney Bowes Inc	138275	1028718629	01/26/2026	08/28/2026	84.03	Account #0010203954	104230241 - Jail Postage	
					\$84.03			
Quadient Finance USA Inc	138276	Q08192026	08/26/2026	08/28/2026	280.00	Account #7900 0440 8053 4286	104173240 - Elections Office Expens	
					\$280.00			
Quikrete Aggregates Inc	138277	34491329	08/27/2026	08/28/2026	2,665.00	21.32 ton Cold Mix	214414410 - Road Supplies	
					\$2,665.00			
Quill Corporation	138194	49876811	08/19/2026	08/20/2026	242.00	Account #3975560	104671240 - Area Plan Office Expens	
Quill Corporation	138278	49981417	08/27/2026	08/28/2026	90.95	Account: 864946 - Calculator	104143240 - Treasurer Office Expens	
Quill Corporation	138278	49986024	08/27/2026	08/28/2026	256.49	Account: 864946 - Office Chair	104143240 - Treasurer Office Expens	
					\$347.44			
					\$589.44			
Rahm Logistics, LLC	138279	1261	08/26/2026	08/28/2026	2,700.00	BOL #26=043-03	214414410 - Road Supplies	
					\$2,700.00			
Redds Ace Hardware LLC	138195	334989	08/18/2026	08/20/2026	22.79	Customer #10174	574424240 - Office Expense	
Redds Ace Hardware LLC	138195	335067	08/19/2026	08/20/2026	7.21	Customer #10174	104676260 - Senior Cit Buildings and	
					\$30.00			
Redds Ace Hardware LLC	138280	340516	08/26/2026	08/28/2026	20.89	Customer: 10174 - Tools	156000480 - Facilities Maintenance S	
Redds Ace Hardware LLC	138280	340718	08/26/2026	08/28/2026	31.90	Customer: 10174 - Maint Supplies	156020260 - Buildings and Grounds	
					\$52.79			
					\$82.79			
RelaDyne West, LLC	138196	1402714-IN	08/20/2026	08/20/2026	39.45	Account #31-0180326	104620610 - Fair Miscellaneous Supp	
RelaDyne West, LLC	138281	1398036-IN	08/26/2026	08/28/2026	13,049.97	Order #1398036	574424251 - Gas, Oil and Grease	
					\$13,089.42			
Reveal 4-N-1 LLC	138197	12824	08/20/2026	08/20/2026	605.12	Chisel Plow Point	104620610 - Fair Miscellaneous Supp	
					\$605.12			
Rigg, Mary Melissa	138282	MR_081226	08/27/2026	08/28/2026	115.50	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$115.50			
River Canyon Wireless	138283	186807	08/21/2026	08/28/2026	39.99	Customer #1599804	104620270 - Fair Utilities	
					\$39.99			
Robinson, David	138198	DRobinson08132	08/20/2026	08/20/2026	200.00	RV Stalls at Fairground	156030260 - Buildings and Grounds	
					\$200.00			
Rocky Mountain Info Network	138199	262040	08/18/2026	08/20/2026	50.00	Account #UTCO032	104210210 - Sheriff Subscriptions an	
					\$50.00			

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Rocky Mountain Power	138284	59271696-004 8	08/27/2026	08/28/2026	1.68	Account: 59271696-004 8 - Utilities	156730270 - Utilities	
Rocky Mountain Power	138284	59288636-003 7	08/27/2026	08/28/2026	105.67	Account: 59288636-003 7 - Utilities	156090270 - Utilities	
Rocky Mountain Power	138284	59288636-008 6	08/27/2026	08/28/2026	26.67	Account: 59288636-008 6 - Utilities	156480270 - Utilities	
Rocky Mountain Power	138284	73241784-002 0	08/27/2026	08/28/2026	12.08	Account: 73241784-002 0 - Utilities	156435270 - Utilities	
Rocky Mountain Power	138284	73241784-003 8	08/27/2026	08/28/2026	170.61	Account: 73241784-003 8 - Utilities	156440270 - Utilities	
					\$316.71			
					\$316.71			
Salt Lake Community College Food	138285	B2009648	08/21/2026	08/28/2026	373.00	Client ID #S01149183	104210230 - Sheriff Travel Expense	
					\$373.00			
Salt Lake Wholesale Sports	138286	109681	08/21/2026	08/28/2026	466.95	Item # P64550202	104210480 - Sheriff Special Departm	
Salt Lake Wholesale Sports	138286	110353	08/21/2026	08/28/2026	1,350.48	Item #AE9AP	104210480 - Sheriff Special Departm	
					\$1,817.43			
					\$1,817.43			
San Juan Building Supply Inc.	138200	2608-014079	08/19/2026	08/20/2026	2,538.00	Account #2370	574424610 - Miscellaneous Supplies	
San Juan Building Supply Inc.	138287	2608-014657	08/26/2026	08/28/2026	3,791.12	Account #2370	574424260 - Buildings and Grounds	
San Juan Building Supply Inc.	138287	2608-014693	08/26/2026	08/28/2026	2,120.00	Account #2370	574424580 - Landfill Closure	
					\$5,911.12			
					\$8,449.12			
San Juan Clinic	138201	12544925	08/18/2026	08/20/2026	40.61	Account #111620	104230310 - Jail Professional and Te	
					\$40.61			
San Juan Health Services District	138202	8192026	08/20/2026	08/20/2026	66.67	1/3 share of July 2026 Landscaping Services	156060310 - Professional and Techni	
					\$66.67			
San Juan Hospital	138203	12544573	08/18/2026	08/20/2026	6,549.77	Account #132429 Financial #682723	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	13784242	08/18/2026	08/20/2026	196.24	Account #111620 Financial #681344	104230310 - Jail Professional and Te	
San Juan Hospital	138203	14157244	08/18/2026	08/20/2026	168.68	Account #132032 Financial #684092	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	15388277	08/18/2026	08/20/2026	168.68	Account #128984 Financial #684094	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	15388285	08/18/2026	08/20/2026	523.27	Account #132492 Financial #684095	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	15546382	08/18/2026	08/20/2026	429.91	Account #132293 Financial #684315	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	15716317	08/18/2026	08/20/2026	1,009.30	Account #100741 Financial #684303	104230312 - Jail Inmate Medical Exp	
San Juan Hospital	138203	8102026	08/19/2026	08/20/2026	50.00	Medications for ambulance & paramedic kits	264350610 - Miscellaneous Supplies	
					\$9,095.85			
San Juan Hospital	138288	15766269	08/21/2026	08/28/2026	191.85	Account #132539 Financial #685051	104230312 - Jail Inmate Medical Exp	
					\$9,287.70			
San Juan Pharmacy Blanding	138204	10447223	08/14/2026	08/20/2026	215.18	Account #1606	255012310 - Local General Health Pr	
					\$215.18			
Schafer, Trent	138289	TS_081226	08/27/2026	08/28/2026	50.00	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$50.00			
SJR Media	138290	167319	08/27/2026	08/28/2026	162.40	RFP Notice to San Juan Record	104144310 - Recorder Professional a	
SJR Media	138290	FAIR0726	08/26/2026	08/28/2026	3,207.70	2026 SJC Fair ads	104620220 - Fair Public Notices	
SJR Media	138290	SJCFAIR	08/26/2026	08/28/2026	295.00	2026 SJC Fair Concert ads	104620220 - Fair Public Notices	
					\$3,665.10			
					\$3,665.10			
Southern Tire Mart LLC	138291	6280009542	08/26/2026	08/28/2026	885.76	Customer #0578825	214412250 - Equipment Operation	
					\$885.76			
Southwest Colorado TV Translator A	138292	8-272026	08/27/2026	08/28/2026	2,673.74	Contracts	104574615 - TV Comm Contracts	
					\$2,673.74			

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Staats	138293	109033(2)	08/26/2026	08/28/2026	133.16	20276 SJC Fair	104620240 - Fair Office Expense	
					\$133.16			
Summit Food Service LLC	138205	200ABS1000059	08/19/2026	08/20/2026	883.14	C8109000	104230480 - Jail Kitchen Food	
Summit Food Service LLC	138205	200ABS1000059	08/19/2026	08/20/2026	30.27	Customer #C8109001	104230480 - Jail Kitchen Food	
					\$913.41			
					\$913.41			
Sunrise Outfitting Inc	138206	274	08/18/2026	08/20/2026	304.00	1/2 Day Tourism Convention	104193480 - Visitor Serv Special Dep	
					\$304.00			
Sysco Intermountain Food Svc.	138207	785534425	08/14/2026	08/20/2026	473.76	Customer #936070	104230480 - Jail Kitchen Food	
Sysco Intermountain Food Svc.	138207	785543813	08/19/2026	08/20/2026	797.14	Customer #936070	104230480 - Jail Kitchen Food	
					\$1,270.90			
Sysco Intermountain Food Svc.	138294	785550732	08/26/2026	08/28/2026	569.29	Customer #936070	104230480 - Jail Kitchen Food	
Sysco Intermountain Food Svc.	138294	785560415	08/26/2026	08/28/2026	514.92	Customer #936070	104230480 - Jail Kitchen Food	
					\$1,084.21			
					\$2,355.11			
Thatzza Pizza LLC	138295	FAIR26-30	08/27/2026	08/28/2026	1,432.53	Catered meals	104574615 - TV Comm Contracts	
					\$1,432.53			
Thayn, Zachary	138296	FAIR26-31	08/27/2026	08/28/2026	1,719.43	Fair Staff	104620110 - Fair Salaries and Wages	
					\$1,719.43			
Three-B Repair LLC	138297	SJCC08212026	08/21/2026	08/28/2026	4,299.80	Abajo Peak	104574615 - TV Comm Contracts	
					\$4,299.80			
Tillahash, William	138208	102	08/20/2026	08/20/2026	2,500.00	USDA Classes 08/26-28/2026 wood & supplies	104192950 - Econ Dev Expense Rei	
					\$2,500.00			
UNHS - Hozho'go lina 365	138209	UNHS-Hi365_081	08/20/2026	08/20/2026	15,000.00	SB-37 Pass Thru Funds (Tobacco) Prevent Grant	255064615 - E-CIG Grants Contracts	
					\$15,000.00			
UNHS - lina Bihoo'aah Program	138210	UNHS-IBP_0818	08/20/2026	08/20/2026	8,000.00	SB-37 Pass Thru Funds (Tobacco)	255064615 - E-CIG Grants Contracts	
					\$8,000.00			
Utah Department of Health and Hum	138211	27H5001163	08/20/2026	08/20/2026	1,068.30	Targeted Case Management - SFY 2027 Q2 Seed	255012615 - Local General Health Co	
					\$1,068.30			
Utah Department of Public Safety	138212	27H0001008	08/03/2026	08/20/2026	392.00	UHP 24/7 Teswtng Fees - July 2026	104230355 - Jail 24/7 Expenses	
Utah Department of Public Safety	138298	27C0000072	08/27/2026	08/28/2026	86,536.00	Dispatch Services 7/01/2026- 6/30/2026	104232310 - Dispatch Professional a	
					\$86,928.00			
Utah Government Finance Officers A	138213	UGFOA08192026	08/20/2026	08/20/2026	250.00	2026 Fall Conference registration	104142310 - Clerk/Auditor Profession	
					\$250.00			
Utah State University	138214	A35629-26-07	08/20/2026	08/20/2026	109.23	Account #A35629-584500	104610610 - Ag Ext Miscellaneous S	
Utah State University	138214	A35629-26-07	08/20/2026	08/20/2026	203.57	Account #A35629-584500	104610230 - Ag Ext Travel Expense	
Utah State University	138214	A35629-26-07	08/20/2026	08/20/2026	390.75	Account #A35629-584500	104610480 - Ag Ext Special Departm	
Utah State University	138214	A35629-26-07	08/20/2026	08/20/2026	3,721.62	Account #A35629-584500	104610620 - Ag Ext Miscellaneous S	
					\$4,425.17			
					\$4,425.17			
Utah Valley Radiology Associates	138215	05253	08/18/2026	08/20/2026	33.00	Account #UVRA199748	104230312 - Jail Inmate Medical Exp	

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Utah Valley Radiology Associates	138215	UVRA199747	08/18/2026	08/20/2026	20.50	Account #UVRA199747	104230312 - Jail Inmate Medical Exp	
					\$53.50			
					\$53.50			
Vazquez, Jason Daniel	138299	JDV_082626	08/27/2026	08/28/2026	125.00	Case: 245101210 - Bail Refund	103511000 - Justice Court Fines	
					\$125.00			
Verizon Wireless	138216	6148541769	08/19/2026	08/20/2026	7.10	Account #565508016-00001	104256280 - Noxious Weed Telephon	
Verizon Wireless	138216	6148541769	08/19/2026	08/20/2026	7.11	Account #565508016-00001	105430280 - Cal Black Telephone	
Verizon Wireless	138216	6149958606	08/20/2026	08/20/2026	397.17	Account #242733870-0001	104192280 - Econ Dev Telephone	
Verizon Wireless	138216	6149993849	08/19/2026	08/20/2026	42.48	Account #442717688-00001	264350280 - Telephone	
Verizon Wireless	138216	6150039619	08/18/2026	08/20/2026	4.17	Account #742063425-00001	255310280 - PHEP Preparedness Tel	
Verizon Wireless	138216	6150478837	08/19/2026	08/20/2026	21.47	Account #365552000-00001	104682280 - State Waiver Telephone	
Verizon Wireless	138216	6150478837	08/19/2026	08/20/2026	21.47	Account #365552000-00001	104684280 - Respite Telephone	
Verizon Wireless	138216	6150478837	08/19/2026	08/20/2026	21.48	Account #365552000-00001	104679280 - State Alt Telephone	
Verizon Wireless	138216	6150478837	08/19/2026	08/20/2026	166.03	Account #365552000-00001	104672280 - Acc Trans Telephone	
					\$688.48			
Verizon Wireless	138300	6149960022	08/21/2026	08/28/2026	46.63	Account #242817059-00001	104151280 - IT Telephone	
Verizon Wireless	138300	6150974866	08/13/2026	08/28/2026	39.68	Account #265507612-00002	104665310 - SJC Homeless Professi	
Verizon Wireless	138300	6150974866	08/13/2026	08/28/2026	51.78	Account #265507612-00002	104113280 - Admin Telephone	
Verizon Wireless	138300	6150974872	08/21/2026	08/28/2026	79.36	Account #265508079-00002	104255280 - EOC Telephone	
Verizon Wireless	138300	6150984981	08/21/2026	08/28/2026	104.20	Account #365506834-00001	104225280 - Fire/Rescue Telephone	
Verizon Wireless	138300	6151015200	08/21/2026	08/28/2026	896.94	Account #665507629-00001	104210280 - Sheriff Telephone	
Verizon Wireless	138300	6151025040	08/26/2026	08/28/2026	119.04	Account #765508819-00001	104672280 - Acc Trans Telephone	
					\$1,337.63			
Verizon Wireless	138301	6150974867	08/27/2026	08/28/2026	0.16	Account: 265507612-00003 - Cal Black Phone	105430280 - Cal Black Telephone	
Verizon Wireless	138301	6151015202	08/26/2026	08/28/2026	402.75	Account #665507629-00004	104210280 - Sheriff Telephone	
Verizon Wireless	138301	6151025027	08/27/2026	08/28/2026	55.09	Account: 765507047-00001 - Jerry McNeely Phon	214414280 - Telephone	
Verizon Wireless	138301	6151025027	08/27/2026	08/28/2026	92.41	Account: 765507047-00001 - Commission Phones	104111280 - Commission Telephone	
					\$550.41			
					\$2,576.52			
Washington National Insurance	138302	PR080226-3382	08/07/2026	08/28/2026	1,046.86	Washington National	102229000 - Washington National Pa	
Washington National Insurance	138302	PR081626-3382	08/21/2026	08/28/2026	1,046.86	Washington National	102229000 - Washington National Pa	
Washington National Insurance	138302	WNIS-080126	08/26/2026	08/28/2026	45.13	August shortage	102230000 - Metlife Dental Payable	
					\$2,138.85			
					\$2,138.85			
WF Communications LLC	138217	172	08/19/2026	08/20/2026	550.00	Road Reparis Special Assessment	104574615 - TV Comm Contracts	
					\$550.00			
Wheeler Machinery Company	138218	PS002143994	08/19/2026	08/20/2026	133.75	Customer #080103	214412250 - Equipment Operation	
Wheeler Machinery Company	138218	PS002146491	08/19/2026	08/20/2026	631.81	Customer #080103	214412250 - Equipment Operation	
Wheeler Machinery Company	138218	PSC002143993	08/19/2026	08/20/2026	69.75	Customer #080103	214412250 - Equipment Operation	
Wheeler Machinery Company	138218	RS0000372904	08/19/2026	08/20/2026	646.00	Customer #080103	214414255 - Equipment Rental	
Wheeler Machinery Company	138218	SS000635564	08/19/2026	08/20/2026	1,058.39	Customer #080103	214412250 - Equipment Operation	
Wheeler Machinery Company	138218	SS000635565	08/19/2026	08/20/2026	1,082.07	Customer #080103	214412250 - Equipment Operation	
					\$3,621.77			
Wheeler Machinery Company	138303	PS002151458	08/26/2026	08/28/2026	245.01	Customer #080103	214412250 - Equipment Operation	
Wheeler Machinery Company	138303	WH002145625	08/26/2026	08/28/2026	273.74	Customer #080103	214412250 - Equipment Operation	
					\$518.75			
					\$4,140.52			
Wilson, Lloyd L	138304	LW_0810226	08/27/2026	08/28/2026	115.50	August Planning Commission	104114490 - Plan/Zone Board Stipen	
					\$115.50			

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Wirkebau Consulting LLC	138305	SJCommission-0	08/27/2026	08/28/2026	200.00	Sponsorship	104111610 - Commission Miscellaneo	
					\$200.00			
Woody, Mary Ann	138219	MAWoody081220	08/20/2026	08/20/2026	158.35	Navajo Liaison Services 8/12/2026	104173320 - Elections Liasons	
					\$158.35			
Woolpert	138306	PTIN0057527	08/28/2026	08/28/2026	25,239.74	Customer: ARCA0000452 - Project: 10016976.03 -	104111110 - Commission Salaries an	
Woolpert	138306	PTIN0058900	08/26/2026	08/28/2026	93,924.13	Customer: ARCA0000452 - Project: 10016976.03 -	105430310 - Cal Black Professional a	
					\$119,163.87			
					\$119,163.87			
Zoro Tools, Inc.	138307	INV19838378	08/27/2026	08/28/2026	51.03	Customer: CUST21606308 - Custodial Supplies	156010265 - Custodial Supplies	
					\$51.03			
					\$1,563,184.45			



Local Authority Consent for a Single Event Permit

The local business licensing authority gives written consent to the Alcoholic Beverage Services Commission to consider the issuance of a temporary single event permit for an entity/organization to store, sell, offer for sale, furnish, or allow the consumption of an alcohol product on the event premises of the applicant under the following authority: Utah Code Section 32B-9-201.

San Juan County

hereby grants its consent for the issuance of a permit to:

Applicant Entity/Organization: Anvil Brewing Co DBA SaltFire Brewing Co

Event Name: Electric HoneyFest

Physical Location Street Address: 4030 Kane Creek Rd

City: Moab **Zip Code:** 84532

Event Start Date: September 25, 2026 **Event End Date:** September 27, 2026

Hours of Operation: 1pm - 1am

Approved to sell, offer for sale, or furnish: (check all that apply)

Beer ☒

Heavy Beer ☒

Wine ☐

Flavored Malt Beverage ☐

Liquor ☐

We are recommending this entity as conducting a civic or community enterprise: Yes

Authorized Licensing Authority Signature: _____

Printed Name: _____ **Title:** _____ **Date:** _____

This local consent document must be submitted to the DABS by the applicant as part of a complete application.



STATE OF UTAH

CONTRACT #

1. CONTRACTING PARTIES: This contract is between the following agency of the State of Utah: **Department of Cultural and Community Engagement, Agency Code: 710, State Library Division**, referred to as **STATE**, and San Juan County Library System, referred to as **GRANTEE**.

San Juan County Library System
25 W 300 S
Blanding, Utah 84511-3829

LEGAL STATUS OF
GRANTEE

- () Sole Proprietor
() Non-Profit Corporation
() For-Profit Corporation
(X) Government Agency

Contact Person: Nicole Perkins
Phone Number: (435) 678-2335
Email: nperkins@sanjuancountyut.gov
Vendor ID #06866HK
Commodity Code # 99999

2. GENERAL PURPOSE OF CONTRACT: To fund LSTA Borrower Support Grant and provide support for Utah public libraries with a service population of under 25,000 who wish to expand their interlibrary loan services, in accordance with the provisions of Utah Code Annotated, 1953, as amended, Section 9-7-201 (3), Section 9-7-205 (1) (f) and 9-7-205 (2). The project will be completed by GRANTEE as outlined in Grant Application and in accordance with Scope of Work as outlined.
3. PROCUREMENT: This contract is entered into as the result of the procurement process on RX# N/A, FY 27, Bid #N/A, a pre-approved sole source authorization (from the Division of Purchasing) SS# N/A, or other method: USL Library Borrower Support Project.
4. CONTRACT PERIOD: Effective Date: 07/01/2026 Termination Date: 06/30/2027, unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): N/A. This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 8/31/2026.
5. CONTRACT COSTS: GRANTEE will be paid a **maximum** of \$ 6410 for eligible interlibrary loan costs authorized by this contract. An "interlibrary loan request" is defined as a request made outside of an established consortium or county system through the OCLC WorldShare platform, in addition to requests for Book Buzz sets made directly to the State Library. This amount is calculated based on the amount of money that was requested/spent last year.
6. ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:
Attachment A – Standard Terms & Conditions for Grants
Attachment B – Scope of Work and Special Provisions
Attachment C – Federal Assurances and Certifications

Other Attachments: The following attachments are required for this Contract to comply with the aforementioned LSTA guidelines and are required for submission during project period as outlined. These documents are included in the total documentation for Contract, though received at different times during the effective dates of Contract.

- Final Report

Any conflicts between Attachment A and the other attachments will be resolved in favor of Attachment A.

7. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each

party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the parties and enforceable in accordance with its terms.

Contract between USL and San Juan County Library System

The parties sign and cause this contract to be executed. This contract is not fully executed until both parties have signed this contract.

GRANTEE

STATE

Director, Manager or Authorized Signatory

Director, State Library Division

N/A Grant
Division of Purchasing

Date

Division of Finance

Agency Contact for questions during the contract process.

Melanie Boyd
Agency Contact

801-715-6769
Phone Number

801.715.6740
Fax Number

mcwainwright@utah.gov
Email

Contract between USL and San Juan County Library System

ATTACHMENT A

STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a. **“Contract”** means these terms and conditions, the Contract Signature Page(s), and all other attachments and documents incorporated by reference.
 - b. **“Contract Signature Page(s)”** means the cover page(s) that the State and Grantee sign.
 - c. **“Grantee”** means the individual or entity which is the recipient of grant money from the State. The term “Grantee” includes Grantee’s agents, officers, employees, and partners.
 - d. **“Non-Public Information”** means information that is deemed private, protected, controlled, or exempt from disclosure under the Government Records Access and Management Act (GRAMA) or as non-public under other applicable state and federal laws. Non-public information includes those records the State determines are protected after having properly received a written claim of business confidentiality as described in Utah Code § 63G-2-309. The State reserves the right to identify additional of information that must be kept non-public under federal and state laws.
 - e. **“State”** means the State of Utah Department, Division, Office, Bureau, Agency, or other state entity identified on the Contract Signature Page(s).
 - f. **“Grant Money”** means money derived from state fees or tax revenues that is owned, held, or administered by the State.
 - g. **“SubGrantees”** means persons or entities under the direct or indirect control or responsibility of the Grantee, including, but not limited to, Grantee’s agents, consultants, employees, authorized resellers, or anyone else for whom the Grantee may be liable at any tier, including a person or entity providing or performing this Contract, including the Grantee’s manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all acts performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **REQUIRED ACCOUNTING:** Grantee agrees that it shall provide to State the following accounting for all Grant Money received by the Grantee, at least annually, and no later than 60 days after all of the Grant Money is spent:
 - a. a written description and an itemized report detailing the expenditure of the Grant Money or the intended expenditure of any Grant Money that has not been spent; and
 - b. a final written itemized report when all the Grant Money is spent.
 - c. **NOTE: If the Grantee is a non-profit corporation**, Grantee shall make annual disclosures pursuant to the requirements of Utah Code § 51-2a-201.5.
5. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records, receipts and any other documentation necessary to properly account for payments made by the State to Grantee under this Contract, Grantee’s performance of the Contract terms and milestones, and outcomes reported to the State by the Grantee. These records shall be retained by Grantee for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, State of Utah and federal auditors, State Entity staff, and/or a party hired by the State access to all records necessary to account for all Grant Money received by Grantee as a result of this contract and to verify that the Grantee’s use of the Grant Money is appropriate and has been properly reported.
6. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made to the State.

7. **INDEPENDENT GRANTEE:** Grantee and SubGrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State.
8. **INDEMNITY:** Both parties to this agreement are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
9. **EMPLOYMENT PRACTICES:** Grantee agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Grantee further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Grantee's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Contract. Automatic renewals will not apply to this Contract even if listed elsewhere in this Contract.
11. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State, if the State reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.
12. **WORKERS COMPENSATION INSURANCE:** Grantee shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any SubGrantees. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Grantee acknowledges that within thirty (30) days of contract award, Grantee must submit proof of certificate of insurance that meets the above requirements.
13. **PUBLIC INFORMATION:** Grantee agrees that this Contract and invoices will be public documents, and may be available for distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Grantee gives the State express permission to make copies of this Contract, related documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Grantee and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Grantee also agrees that the Grantee's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State is not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, related documents, or invoices.
 - a. **Grantee** may designate certain business information as protected under GRAMA pursuant to Utah Code Section 63G-2-305 and 63G-2-309. It is Grantee's sole responsibility to comply with the requirements of GRAMA as it relates to information regarding trade secrets and information that should be protected under business confidentiality.
14. **PAYMENT:** The acceptance by Grantee of final payment, without a written protest filed with the State within ten (10) business days of receipt of final payment, shall release the State from all claims and all

liability to the Grantee. The State's payment shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State may have against Grantee.

15. **RECAPTURE:** State shall recapture and Grantee shall repay any Grant Money disbursed to Grantee that is not used by Grantee for the project identified or if the money is used for any illegal purpose.
16. **REVIEWS:** The State reserves the right to perform reviews, and/or comment upon the Grantee's use of the funds set forth in this Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
17. **ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State.
18. **NON-PUBLIC INFORMATION:** If non-public Information is disclosed to Grantee, Grantee shall: (i) advise its agents, officers, employees, partners, and SubGrantees of the obligations set forth in this Contract; (ii) keep all Non-public Information strictly confidential; and (iii) not disclose any Non-public Information received by it to any third parties. Grantee will promptly notify the State of any potential or actual misuse or misappropriation of Non-public Information.

Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State, including anyone for whom the State is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable.

Upon termination or expiration of this Contract and upon request by the State, Grantee will return all copies of Non-public Information to the State or certify, in writing, that the Non-public Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

19. **PUBLICITY:** Grantee shall submit to the State for written approval all advertising and publicity matters relating to this Contract. It is within the State's sole discretion whether to provide approval, which must be done in writing.
20. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** If intellectual property is exchanged in return for the funding set forth in this contract, Grantee will indemnify and hold the State harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability such limitations of liability will not apply to this section.
21. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State and Grantee each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing.
22. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
23. **ATTORNEY'S FEES:** In the event of any judicial action to enforce rights under this Contract, the prevailing party shall be entitled to its costs and expenses, including reasonable attorney's fees, incurred in connection with such action.
24. **DISPUTE RESOLUTION:** Prior to either party filing a judicial proceeding, the parties agree to participate in the mediation of any dispute. The State, after consultation with the Grantee, may appoint an expert or panel of experts to assist in the resolution of a dispute. If the State appoints such an expert or panel, State and Grantee agree to cooperate in good faith in providing information and documents to the expert or panel in an effort to resolve the dispute.

25. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limits the rights of the State must be in writing and attached to this Contract or it is rendered null and void.
26. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default or defect in the Services that has not been cured.
27. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
28. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision date: 30 March 2016)

9. Final Report (including final budget information) is due to USL on or before **8/30/2027**.

Contract between USL and San Juan County Library System

10. Funds may be requested for reimbursement by submitting a LSTA Request for Reimbursement of Expenditures form found at <https://cce.my.salesforce-sites.com/usl/> with the associated documentation as needed throughout the Grant period.

SPECIAL PROVISIONS

USL agrees to the following:

1. USL will provide digital marketing materials to the GRANTEE for the purpose of promoting the service to their patrons.
2. USL will reimburse GRANTEE expenses as soon as possible after acceptable documentation is received.
3. USL will provide training to GRANTEE on ILL systems and other technical support.
4. Payments by USL under this Agreement are subject to the appropriation of such funds.

GRANTEE agrees to the following:

1. GRANTEE will review grant administrative guidelines and ensure adherence to said guidelines.
2. GRANTEE will provide priority interlibrary loan service to its patrons at no charge.
3. GRANTEE will mark all returned ILL items as "Library Mail" to take advantage of reduced postage rates.
4. GRANTEE will promote the services to patrons via social media and all other advertising channels at their disposal.
5. GRANTEE will submit the requested report at the end of the grant period.
6. GRANTEE will submit requests for reimbursement for allowable expenses only. (See Allowable Expenses below.)
7. GRANTEE will ensure at least 24 loan requests are completed each year to receive these grant funds. Libraries not getting at least 24 loans will not be reimbursed for their ILL expenses.
8. GRANTEE will also ensure that The Utah State Library Division, Department of Cultural and Community Engagement, is acknowledged in all related publications and activities supported with LSTA grant funds. A combined acknowledgement statement may read: "This program was funded in part through a grant from Utah State Library Division, Department of Cultural and Community Engagement, and from the Institute of Museum and Library Services which administers the Library Services and Technology Act." Please use this combined statement in your publications and activities.

OTHER INFORMATION:

The links for the Final Report will be emailed to project directors. Grant Administrative Guidelines can be found at <https://drive.google.com/file/d/1uheQEpmKxxsinFMFD33D9rhRhIsA0biK/view> .

Allowable Expenses

- Postage to return requested materials.
- Boxes and mailing envelopes to return requested materials.
- Mailing labels for materials requested
- Staff time to process these requests may also be an allowable expense if the requests are requiring time outside of normally scheduled staff hours. Please follow the instructions on the LSTA Forms posted on the USL website if you need to use these grant funds to cover staff time.

ATTACHMENT C

FEDERAL ASSURANCES AND CERTIFICATIONS

These pages are required by the Institute of Museum and Library Services (IMLS), the federal agency that oversees LSTA and ARPA funding. By signing this contract, GRANTEE agrees to comply with the following.

As a federal agency, the Institute of Museum and Library Services (IMLS) is required to obtain from all participants certifications, including those regarding Nondiscrimination, Debarment and Suspension, Federal Debt Status, and Drug-Free Workplace. Applicants requesting more than \$100,000 in grant funds must also certify regarding lobbying activities and may be required to submit a "Disclosure of Lobbying Activities" form (Standard Form LLL). All State Library Administrative Agencies (SLAAs) and participants receiving Library Services and Technology Act (LSTA) funding under 20 U.S.C. § 9121 et seq. must comply with applicable statutes and regulations including but not limited to those cited below. To receive federal assistance, all participants must provide this signed Statement of Assurances and Certifications.

These assurances are given in connection with any and all financial assistance from IMLS after the date this form is signed but may include payments after this date for financial assistance approved prior to this date. These assurances shall obligate the participant for the period during which the federal financial assistance is extended. The participant recognizes and agrees that any such assistance will be extended in reliance on the representations and agreements made in these assurances and that the United States Government has the right to seek judicial enforcement of these assurances, which are binding on the participant, its successors, transferees, and assignees, and on the authorized representative whose signature appears on the application form.

Legal Authority and Capability

Pursuant to 20 U.S.C. § 9122(5), the authorized representative, on behalf of the participant, provides assurance that the participant has the fiscal and legal authority and capability to administer all aspects of the LSTA subchapter of 20 U.S.C. §§ 9121–9141, that it will establish the State's policies, priorities, criteria, and procedures necessary for the implementation of all programs under that subchapter (including the development of a State Plan), and that it will submit copies of these materials for approval as required by regulations promulgated by the Director of IMLS.

Internet Safety

Pursuant to 20 U.S.C. § 9134(b)(7), the authorized representative, on behalf of the participant, provides assurance that the participant will comply with 20 U.S.C. § 9134(f), which sets out standards relating to Internet Safety for public libraries and public elementary school and secondary school libraries that do not receive services at discount rates under 47 U.S.C. § 254(h)(6), and for which IMLS State Program funds are used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

Each participant must assure IMLS/USL that no funds made available under the Grants to States Program for a public library or public elementary or secondary school library that does not receive E-rate services will be used to purchase computers used to access the Internet, or to pay for the direct costs of accessing the Internet, unless the library has certified compliance with the applicable CIPA requirements.

Pursuant to 20 U.S.C. § 9134(b)(8), the authorized representative, on behalf of the participant, provides assurance that the participant will make reports, in such form and containing such information, as the Director may reasonably require to carry out 20 U.S.C. §§ 9121–9141 and to determine the extent to which funds provided under it have been effective in carrying out the purposes in 20 U.S.C. § 9121.

Federal Funding Accountability and Transparency Act

The participant agrees that it will comply with the Federal Funding Accountability and Transparency Act of 2006 (FFATA or Transparency Act), Pub. L. 109-282, 120 Stat. 1186, amended by Government Funding Transparency Act of 2008, Pub. L. 110-252, § 6202(a), 122 Stat. 2387 (implemented at 2 C.F.R. Part 170). In particular, this means reporting on subawards and executive compensation. (See also 2 C.F.R. § 200.300(b)

and www.frs.gov.) With respect to FFATA, the participant agrees that it will comply with the award term in Appendix A. The participant further provides assurance that it will comply with all other applicable federal statutes and regulations and OMB circulars in effect for the periods for which it receives grant funding.

Nondiscrimination

The authorized representative, on behalf of the participant, certifies that the participant will comply with the following nondiscrimination statutes and their implementing regulations: Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000a et seq., which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order Number 13166, the participant must take reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to the participant's programs, see Institute of Museum and Library Servs.; Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 68 Fed. Reg. 47099 (Aug. 7, 2003))¹; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 701 et seq., including § 794, which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. Part 1181 in determining compliance with section 504 as it applies to recipients of federal assistance)²;

Title IX of the Education Amendments of 1972, as amended, (20 U.S.C. §§ 1681 et seq.), which prohibits discrimination on the basis of sex in education programs; The Age Discrimination in Employment Act of 1975, as amended, 42 U.S.C. §§ 6101 et seq.), which prohibits discrimination on the basis of age; and The requirements of any other nondiscrimination statute(s) which may apply to the application.

Debarment and Suspension

The participant will comply with 2 C.F.R. Part 3185 and 2 C.F.R. Part 180, as applicable. The authorized representative, on behalf of the participant, certifies to the best of his or her knowledge and belief that neither the participant nor any of its principals for the Five-Year Plan: are presently excluded or disqualified; have been convicted of, or been assessed a civil judgment for, any of the offenses listed in 2 C.F.R. § 180.800(a) within the preceding three years; are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or have had one or more public transactions (federal, state, or local) terminated within the preceding three years for cause or default. Where the participant is unable to certify to any of these statements, the authorized representative, on behalf of the participant, shall attach an explanation to the application.

The participant, as a primary-tier participant, is required to comply with 2 C.F.R. Part 180, subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The participant is also required to communicate the requirement to comply with 2 C.F.R. part 180 (Subpart C) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the participant enters into covered transactions.

As noted in the preceding paragraph, participants who plan to use IMLS awards to fund contracts should be aware that they must comply with the communication and verification requirements set forth in the above Debarment and Suspension provisions.

Federal Debt Status

The authorized representative, on behalf of the participant, certifies to the best of his or her knowledge and belief that the participant is not delinquent in the repayment of any federal debt, including but not limited to unpaid federal tax liability.

Drug-Free Workplace

The authorized representative, on behalf of the participant, certifies, as a condition of the award, that the participant will or will continue to provide a drug-free workplace by complying with the requirements in 2 C.F.R. Part 3186 (Requirements for Drug-Free Workplace (Financial Assistance)). In particular, the participant must comply with drug-free workplace requirements in Subpart B of 2 C.F.R. Part 3186, which adopts the Governmentwide implementation (2 C.F.R. Part 182) of Sections 5152–5158 of the Drug-Free Workplace Act of 1988, 41 U.S.C.

§§ 8101–8106. This includes, but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace; and identifying (either at the time of application or upon award, or in documents kept on file in the recipient's offices) all known workplaces under federal awards.

Trafficking in Persons

Under 22 U.S.C. § 7104(g), any grant, contract, or cooperative agreement entered into by a federal agency under which funds are to be provided to a private entity shall include a condition that authorizes the agency (IMLS and/or USL) to terminate the grant, contract, or cooperative agreement, or take other authorized actions, if the grantee or any subgrantee, or the contractor or any subcontractor, engages in, or uses labor recruiters, brokers, or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance trafficking in persons.

Provisions applicable to a recipient that is a private entity.

1. The participant, as the recipient, its employees, subrecipients under this award, and subrecipients' employees may not—
 - a. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - b. Procure a commercial sex act during the period of time that the award is in effect; or
 - c. Use forced labor in the performance of the award or subawards under the award.
1. IMLS as the federal awarding agency may unilaterally terminate this award, without penalty, if the SLAA or a subrecipient that is a private entity —
 - a. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
 - b. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
 - I. Associated with performance under this award; or
 - II. Imputed to the participant or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. Part 180 (OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)) as implemented by our agency at 2 C.F.R. Part 3185.

Provision applicable to a recipient other than a private entity.

IMLS as the federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity—

1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
2. Has an employee who is determined to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
 - a. Associated with performance under this award; or
 - b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. Part 180 (OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)) as implemented by IMLS at 2 C.F.R. Part 3185.

Provisions applicable to any recipient.

1. The participant must inform USL immediately of any information the participant receives from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
2. IMLS and USL's right to unilaterally terminate that is described in paragraph a.2 or b of this section:
 - a. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended, 22 U.S.C. § 7104(g), and
 - b. Is in addition to all other remedies for noncompliance that are available under this award.
3. The participant must include the requirements of paragraph a.1 of this award term in any subaward the participant makes to a private entity.

Definitions. For purposes of this award term:

1. "Employee" means either:

- a. An individual employed by the participant or a subrecipient who is engaged in the performance of the project or program under this award; or
 - b. Another person engaged in the performance of the project or program under this award and not compensated by the participant including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
3. "Private entity":
 - a. Means any entity other than a state, local government, Indian Tribe, or foreign public entity, as those terms are defined in 2 C.F.R. § 175.25.
 - b. Includes:
 - I. A nonprofit organization, including any nonprofit institution of higher education, hospital, or Tribal organization other than one included in the definition of Indian Tribe at 2 C.F.R. § 175.25(b).
 - II. A for-profit organization.
4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given in section 103 of the TVPA, as amended, 22 U.S.C. § 7102.

Prohibitions Against Lobbying, Publicity, and Propaganda

In accordance with federal appropriations law, no IMLS funds may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any state or local legislature or legislative body, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government. No IMLS funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before the Congress or any state government, state legislature, or local legislature or legislative body.

Certification Regarding Lobbying Activities

(Applies to applicants requesting funds in excess of \$100,000, see 31 U.S.C. § 1352.)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

no federally appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement; if any funds other than federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the participant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and the authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. Criminal Disclosures and Reporting of Matters Related to Recipient Integrity and Performance

As a non-federal entity, the participant must disclose, in a timely manner, in writing to IMLS, or to the Utah State Library Division if you are a subrecipient or contractor, all violations of federal criminal law involving fraud,

bribery, or gratuity violations potentially affecting the federal award. (See also 2 C.F.R. § 200.113 and 2 C.F.R. Part 3185.)

Children's Internet Protection Act Certification (CIPA)

- [Children's Internet Protection Act \(CIPA\) 47 CFR 54.520](https://www.govinfo.gov/app/details/CFR-2023-title47-vol3/CFR-2023-title47-vol3-sec54-520) <https://www.govinfo.gov/app/details/CFR-2023-title47-vol3/CFR-2023-title47-vol3-sec54-520>
- Internet Safety 20 USC §9134 (f)(1) <http://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title20-section9134&num=0&edition=prelim>
- Internet and online access policy required UCA 9-7-215 <https://le.utah.gov/xcode/Title9/Chapter7/9-7-S215.html>

Acknowledgement of IMLS Support

All materials publicizing or resulting from grant activities must contain an acknowledgement of IMLS support, unless IMLS advises otherwise. This includes invitations, brochures, and signage; audio/video programming for radio, television, or web broadcast; and websites, social media, PowerPoint presentations, and email announcements. (See Grantee Communications Kit, available at www.imls.gov, for specific guidance.)

The type of recognition varies according to the type of activity. Please use the following guidelines for acknowledgment: Written materials must include a credit line indicating IMLS as a source of support.

Graphic items such as posters or brochures should include the IMLS logo (see Grantee Communications Kit, available at www.imls.gov) displayed in accordance with the Logo Standards Guide.

Online products, digital publications, and websites should include links to the IMLS website, www.imls.gov.

Audio/video broadcasts must include a tagline indicating IMLS as a source of support. Video broadcasts should display the IMLS logo. In materials that contain or present substantive project content, such as an exhibition, article, catalogue, or other publication; video documentary; or online exhibition or website, the acknowledgment must also include the following statement: "The views, findings, conclusions or recommendations expressed in this [publication/program/exhibition/website/article] do not necessarily represent those of the Institute of Museum and Library Services." If you have any questions about whether your product requires this statement, contact the IMLS Office of Communications.

Acknowledgement of Federal Support

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving IMLS-appropriated funding, including but not limited to state and local governments and recipients of federal research grants, shall clearly state: the percentage of the total costs of the program or project which will be financed with federal money; the dollar amount of federal funds for the project or program; and the percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

General Certification

The authorized representative, on behalf of the participant, certifies that the participant will comply with all applicable requirements of all other federal laws, executive orders, regulations, and policies governing this program.

Certifications Required for Certain Projects

The following certifications are required if applicable to the project for which an application is being submitted. Participants should be aware that additional federal certifications, not listed below, might apply to a particular project.

Native American Human Remains and Associated Funerary Objects

The authorized representative, on behalf of the participant, certifies that the participant will comply with the provisions of the Native American Graves Protection and Repatriation Act of 1990 (25 U.S.C. § 3001 et seq.), which applies to any organization that controls or possesses Native American human remains, associated funerary objects and/or cultural items and which receives federal funding, even for a purpose unrelated to the Act.

Historic Properties

The authorized representative, on behalf of the participant, certifies that the participant will assist the awarding agency in ensuring compliance with section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. § 306101, Executive Order Number 11593, and any related applicable preservation laws.

Environmental Protections

The authorized representative, on behalf of the participant, certifies that the participant will comply with environmental standards, including the following:

Institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. § 4321 et seq.) and Executive Order Number 11514; Notification of violating facilities pursuant to Executive Order Number 11738; Protection of wetlands pursuant to Executive Order Number 11990, as amended by Executive Order Number 12608; Evaluation of flood hazards in floodplains in accordance with Executive Order Number 11988, as amended (see Executive Order No. 12148); Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. § 1451 et seq.); Conformity of federal actions to State (Clean Air) Implementation Plans under section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. § 7401 et seq.); Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. § 300f et seq.); and Protection of endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. § 1531 et seq.). The authorized representative, on behalf of the SLAA, certifies that the project will comply with the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. § 1271 et seq.), related to protecting components or potential components of the national wild and scenic rivers system.

The authorized representative, on behalf of the participant, certifies that the participant will comply with the flood insurance purchase requirements of the National Flood Insurance Act of 1968, as amended, 42 U.S.C. § 4001 et seq.), which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more, or as otherwise designated.

Research on Human Subjects

The authorized representative, on behalf of the participant, certifies that the participant will comply with 45 C.F.R. Part 46 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

Research on Animal Subjects

The authorized representative, on behalf of the participant, certifies that the participant will comply with the Animal Welfare Act, as amended, 7 U.S.C. § 2131 et seq.), pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this award of assistance.

Definitions of Federal Assurance Terms

Covered Transaction: A covered transaction is either a primary or lower-tier covered transaction.

Debarment: An action taken by a debarring official in accordance with 45 CFR Part 1185 to exclude a person from participating in covered transactions. A person so excluded is “debarred.”

Debarment and Suspension: The participant agrees by submitting a proposal that should the proposal be funded by the Institute of Museum and Library Services (IMLS), it shall not enter into any project related transactions with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the IMLS. It should be noted that, in terms of this certification, the legal definition of “person” includes organizations as well as individuals.

Ineligible: Excluded from participation in federal non-procurement programs pursuant to a determination of ineligibility under statutory, executive order or regulator authority, other than Executive Order 12549.

Lobbying Activities: Those who receive a subgrant, contract, or subcontract exceeding \$100,000 at any tier under an IMLS grant are required to file a certification and, when necessary, a disclosure form, to the next tier above.

Lower Tier Covered Transaction: 1) Any transaction between a participant and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction. 2) Any procurement simplified acquisition threshold (currently \$100,000) under a primary covered transaction. 3) Any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person will have a critical influence on or substantive control over that covered transaction. Such persons are project directors, principal investigators, and providers of federally-required audit services.

Participants: Any person who submits a proposal for, enters into, or reasonably may be expected to enter into a covered transaction. This term also includes any person who acts on behalf of or is authorized to commit a participant in a covered transaction as an agent or representative of another participant.

Person: Any individual, corporation, partnership, association, unit of government or legal entity, however organized, except foreign governments of foreign governmental entities, public international organizations, foreign government owned or controlled entities.

Primary Covered Transaction: Any non-procurement transaction between an agency and a person, regardless of type, including grants, cooperative agreements, scholarships, fellowships, contracts of assistance, loans, loan guarantees, subsidies, insurance, payments for specified use, donation, agreements, and any other non-procurement transactions between a federal agency and a person.

Principal: Officer, director, owner, partner, key employee, or other person within a participant with primary management or supervisory responsibilities; or a person who has critical influence on or substantive control over a covered transaction, whether or not employed by the participant.

Suspension: An action taken by a suspending official in accordance with these regulations that immediately excludes a person from participating in covered transactions for a temporary period, pending completion of an investigation and such legal, debarment, or Program Fraud Civil Remedies Act proceedings as may ensue.

Voluntarily Excluded: The status of non-participation or limited participation in covered transaction assumed by a person pursuant to the terms of a settlement.

Rank	Bidder	Technical (30)	Experience (25)	Staff (20)	Cost (20)	References (5)	Total (100)	Proposed Cost	Schedule	AI Review	Proposal Pros / Cons / Concerns	External Reputation / BBB / Reviews	References Provided	Home Office / Headquarters	Company Size / Years in Business
1	Sidwell	29.00	25.00	18.50	20.00	5.00	97.50	\$115,640.00	26 weeks	Exceptional direct parcel/land-record specialization; strongest value.	Pros: The strongest combination of direct land-record/Parcel Fabric experience, price, and implementation maturity. Sidwell reports more than 9 million parcels mapped across 250+ counties and 40+ ArcGIS Pro Parcel Fabric conversions. Its record-driven approach, COGO/true-curve treatment, pilot gate, topology/QA, training, SOPs, and county references are unusually well aligned with the RFP. The \$115,640 base price is dramatically below the field. Concerns / omissions: The 26-week schedule is aggressive for a full countywide rebuild and deserves validation of staffing and production assumptions. Sidwell says the actual project team will be assigned after award, so the County has less certainty about exactly who will perform the work. The \$12,950 Enterprise upgrade is optional and outside the \$115,640 evaluated price, and integration is limited to an agreed scope. Historical reconstruction before implementation is excluded. I would ask for confirmation that the quoted price truly covers difficult metes-and-bounds parcels, record conflicts, and all 9,000 parcels without later change orders.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Public employee-review data are limited and mixed by platform: Indeed shows 4.3/5 from 3 reviews, while Glassdoor results are less favorable in some categories. These are employee—not client—reviews, so I would give them little procurement weight. More relevant is Sidwell's long operating history and direct county references. No material public complaint pattern surfaced in this review.	Yolo County, CA — George Galang, Chief Deputy Assessor Napa County, CA — John Tuteur, Assessor Merced County, CA — Gene Barrera, GIS Manager White Pine County, NV — Burton Hilton, County Assessor	2570 Foxfield Road, Suite 300, St. Charles, IL 60174	Founded 1927 — about 99 years in business. LinkedIn lists 11–50 employees (27 profiles visible in current search). Specialized GIS/land-records company.
2	Pro-West	29.00	24.50	19.00	10.55	5.00	88.05	\$219,238.47	14 months	Very strong Parcel Fabric specialization, training, and proven production process.	Pros: One of the most specialized Parcel Fabric proposals. Pro-West describes a mature, repeatable legal-description-first construction process, emphasizes spatial integrity rather than imagery, has extensive local-government experience, and has trained roughly 100 local-government teams on Parcel Fabric. Its four-day recorded training, publishing automation, discrepancy tracking, tax-roll completeness checks, and 14-month schedule are practical and well thought out. Cost is moderate at \$219,238.47. Concerns / omissions: The cost proposal includes 20 hours of post-training support for one year, while the County's Q&A requested about 35 hours annually, so that should be reconciled. The proposal is very detailed but relies on its established workflows and proprietary publishing script; the County should confirm ownership, portability, and maintenance obligations for any scripts/configuration delivered. I would also ask how unresolved boundary/legal conflicts are escalated and whether a Utah PLS participates in difficult cadastral decisions. Compared with Sunrise, the proposal provides less Utah-specific county context, though its national Parcel Fabric experience is stronger.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor results are generally positive and describe a small, specialized GIS firm with strong values and compensation, though the sample is small. Again, these are employee reviews rather than client performance reviews. No material public complaint pattern surfaced in the sources reviewed. Pro-West's long GIS history and Esri partnership are consistent with the proposal's claims.	Morgan County, UT — Shaun Rose, Recorder; Charles Phillips, GIS Specialist Wasatch County, UT — Don Wood, IT Executive Sevier County, UT — Jason Monroe, Recorder	8239 State Hwy 371 NW, Walker, MN 56484	Founded 1987 — about 39 years in business. LinkedIn lists 11–50 employees. Employee-owned GIS specialist focused heavily on local government.
3	Sunrise Engineering	28.50	24.50	19.00	7.16	5.00	84.16	\$323,057.00	18 months	Excellent Utah county experience and local/regional cadastral expertise.	Pros: The strongest Utah-specific proposal. Sunrise shows direct work with Juab, Iron, Duchesne, Rich, Wayne, and other Intermountain West counties, with staff who have personally implemented Parcel Fabric, PLSS alignment, enterprise GIS, QA/QC, and training. Recorder/assessor references are highly relevant. Its approach is record-driven, uses a representative pilot, organizes the county into production areas, includes enterprise deployment and long-term support, and demonstrates unusually good understanding of Utah county workflows. The Utah-based team is also an advantage for accessibility. Concerns / omissions: At \$323,057, Sunrise is substantially more expensive than Sidwell, Pro-West, and NorthSouthGIS, and its 18-month schedule is the longest among the strongest three proposals. Those are not technical faults, but the County should determine whether local familiarity justifies the premium. I would request a clearer breakdown of labor/production assumptions by parcel complexity and clarify how much contingency is embedded in the price. Sunrise calls the effort GIS cadastral redevelopment rather than a boundary survey; the County should confirm how difficult legal ambiguities are handled and what level of licensed-surveyor review is included.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. BBB lists a long operating history and multiple locations. Indeed shows an overall 4.3/5 based on 13 employee reviews, generally favorable toward coworkers and management. Employee reviews are not a substitute for client references, but nothing in the reviewed public reputation data raised a significant red flag. The Utah county references supplied in the proposal are more useful for award diligence.	Juab County, UT — Debra Zirbes, Recorder Iron County, UT — Carri Jeffries, Recorder Duchesne County, UT — Shelley Brennan, Recorder Rich County, UT — Kaia Bowden, Recorder Grand County Special Service Water District — Ben Musselman, Agency Manager	25 E 500 N, Fillmore, UT 84631 (headquarters listed by BBB; company originated in Fillmore)	Founded 1978 — about 48 years in business. Official company history says nearly 500 employees in 23 offices; a 2024 company release reported 500+ employees across 26 offices.
4	NorthSouth GIS	27.00	17.00	17.00	9.99	4.00	74.99	\$231,573.72	Approx. 15 months*	Strong technical/survey/GIS team; less directly comparable county Parcel Fabric history.	Pros: Technically strong and thoughtful. NSGIS brings enterprise GIS depth, CAD/GIS conversion expertise, survey experience, a sensible County-control-first PLSS hierarchy, true-curve reconstruction, continuous QA/QC, issue tracking, and 35 hours of annual support. The team includes a senior technician with more than 30 years of land-surveying experience, which is useful for interpreting control and source records. At \$231,573.72, the price is competitive. Concerns / omissions: The biggest weakness is directly comparable experience. The cited projects are ports and enterprise GIS/cadastral environments rather than county assessor/recorder Parcel Fabric rebuilds of thousands of tax parcels. That does not mean they cannot do the work, but it increases delivery risk relative to Sidwell, Pro-West, and Sunrise. Their cost assumptions explicitly make the County responsible for reconciling conflicting data and confirming conflicting monumentation, which could shift a meaningful burden back to County staff. The schedule narrative says approximately 15 months, while the phase table appears to close out around month 8; that inconsistency should be clarified before award.	I did not locate a clearly matching BBB business profile for NorthSouthGIS in the searches reviewed. Glassdoor shows about 4.0/5 from 12 ratings with roughly 80% recommending the company; Indeed also shows a 4.0/5 company rating. These are employee reviews and should be treated cautiously. Esri lists NSGIS as a partner and Tepas/NSGIS public materials show an established geospatial consulting operation. No material public complaint pattern surfaced, but the absence of a clear BBB record means the County should rely more heavily on reference calls.	Alabama State Port Authority — Gretchen Barrera Port of Stockton, CA — Davin Garcia, IT Manager Port of Long Beach, CA — Devon Dods, GIS Administrator / Systems Analyst III	Los Angeles-based operating company; current official site lists contact address: 9777 Pyramid Ct, Suite 265, Englewood, CO 80112	Founded 2005 — about 21 years in business. NSGIS is a small specialist firm; proposal says parent Tepas has 500+ employees and nearly 50 dedicated GIS professionals. Third-party estimate places NSGIS itself around 11 employees / 11–50 range.

	5	MGT		27.50		19.00	18.00	4.28	4.00	72.78	\$540,000.00	See proposal	Strong methodology and team; comparatively high price and fewer directly comparable examples.	Pros: A polished, disciplined source-to-fabric methodology with clear cost validation, PLSS-aware COGO construction, topology QA/QC, traceability, enterprise deployment, documentation, and training. MGT has substantial public-sector consulting resources and identifies Madison County as its strongest directly comparable Parcel Fabric example. The time-and-materials structure with a not-to-exceed cap gives some budget transparency and requires written authorization for increases. Concerns / omissions: Price is the central issue: \$540,000 is more than four times Sidwell's price and more than twice Pro-West's, without proposal evidence showing a proportional technical advantage. The strongest directly comparable Parcel Fabric reference appears narrower than the experience shown by Sidwell, Pro-West, or Sunrise. Because this is time-and-materials, the County should examine hours, blended rates, staffing mix, and the possibility that pilot findings trigger scope/budget changes. MGT also states that materially incomplete records, substantial PLSS reconstruction, legal ambiguity, or unanticipated fieldwork can lead to recommended adjustments. I would require a precise list of what conditions are included versus change-order territory.	BBB: MGT of America Consulting, LLC is not BBB accredited and is currently Not Rated because BBB says it lacks sufficient information; Its BBB complaint page currently shows 0 complaints. Glassdoor is a concern from a workforce perspective: current search results show about 2.2/5 from roughly 110 reviews and a low recommendation rate. That does not establish poor client performance, but it can signal turnover, staffing, or organizational-culture risk on a long project. I would ask who is contractually committed to the project and how staff continuity will be protected.	Madison County, IL — Reese Facendini, GIS Administrator (direct Parcel Fabric references) Ogden School District, UT — Zane K. Woolstenhulme, Business Administrator City of Dinuba, CA — Daniel James, Assistant City Manager Metro Nashville Public Schools — Casey Megow, Director of Facility Planning & Construction	4320 West Kennedy Blvd., Tampa, FL 33609	Founded 1974/1975 — roughly 51–62 years in business. Current MGT materials report 1,100+ employee-owners; 2026 enterprise brochure reports about 1,200 team members. Very large national SLED consulting/technology firm.
	6	Espinoza Consulting Services		25.00		10.00	14.00	7.09	2.00	58.09	\$326,256.50	Not clearly stated	Innovative AI-heavy approach; limited demonstrated direct county Parcel Fabric experience.	Pros: The most innovative proposal technologically, ECS proposes AI-assisted OCR, legal-description parsing, anomaly detection, document search, least-squares adjustment, COGO entry, rolling QA/QC, and human verification of AI outputs. The approach is detailed, phased, and includes an 18-month schedule, enterprise deployment, training, and delivery of some automation tools. The \$326,256.50 cost is mid-to-high but not extreme. Concerns / omissions: ECS demonstrates strong GIS, environmental-data, database, and AI capability, but the proposal provides comparatively little evidence of completed countywide ArcGIS Parcel Fabric redevelopment for assessor/recorder offices. I could not locate a clear references section in the submitted technical document, which is significant because references are an explicit 5% RFP criterion. The AI stack may also create recurring Azure/API costs, security/governance questions, and maintenance dependencies that the County did not necessarily ask to own. The production assumption of roughly 16 minutes per parcel for countywide construction should be stress-tested on difficult metes-and-bounds parcels. I would ask for direct Parcel Fabric client references and a live demonstration of the proposed AI workflow.	I did not locate a clearly matching BBB profile for ECS in the sources reviewed. Public review coverage is sparse. Glassdoor has only a handful of employee reviews and shows mixed sentiment, including favorable comments about field staff and criticism of office culture/politics. Facebook/YellowPages search results show little or no meaningful customer-review volume. This limited footprint is not itself negative, but it provides less independent reputation evidence than the larger bidders. Direct reference checks are especially important here.	No dedicated client-reference list or reference contacts were located in the submitted technical proposal. The proposal describes capabilities and past work, but this appears to be an omission relative to the RFP's 5% References criterion.	403 East Main Street, PO Box 571, La Jara, CO 81140	Founded 2010 — about 16 years in business. Proposal states 45+ professionals; LinkedIn lists 11–50 employees. Small disadvantaged, woman- and minority-owned firm.
Scoring uses the RFP weights. Technical/experience/staff/reference scores are an AI-assisted preliminary evaluation and should be																		

Criterion	Sidwell	Pro-West	Sunrise Engineering	NorthSouthGIS	MGT	Espinoza Consulting Services
Proposed Cost Schedule	\$115,640 26 weeks	\$219,238.47 14 months	\$323,057 18 months	\$231,573.72 Approx. 15-month target stated; phase table ends Month 8 — clarify	\$540,000 NTE Phased pilot-first; confirm final duration	\$326,256.50 Not clearly stated in retrieved proposal text
Direct Parcel Fabric Experience	40+ ArcGIS Pro Parcel Fabric conversions; 9M+ parcels mapped across 250+ counties	Parcel Fabric since inception; extensive local-government implementations	Multiple Utah county projects: Juab, Iron, Duchesne, Rich, Wayne and others	Cadastral fabric/land records and enterprise GIS; examples are ports/public agencies rather than county tax parcel programs	Parcel Fabric modernization; Madison County identified as strongest comparable example	Strong GIS/data/AI background but limited directly comparable county Parcel Fabric evidence
Utah / Western County Experience	Strong western land-record experience; White Pine County, NV	Strong local-government parcel specialization	Outstanding Utah county recorder/assessor and cadastral experience	Western survey/CAD/GIS experience	Utah-headquartered/national public-sector team	Colorado-based; Southwest/Mountain West GIS experience
PLSS / Cadastral Method	Record-driven; County-approved PLSS; COGO; true curves; confidence/exception handling	Legal-description-first; PLSS development; spatial integrity; not imagery-driven	County/UGRC control, source records, pilot, PLSS rebuild, production areas	County Surveyor control primary; UGRC fallback; documented hierarchy; ambiguous geometry escalated	Source-record-driven, PLSS-aware COGO construction, documented discrepancies	CadNSDI/GCDB reconciliation, least-squares adjustment, AI-assisted extraction with analyst verification
QA/QC	Continuous QA/QC, topology, COGO, traceability, formal pilot gate	Mature QA/QV/QC, discrepancy tracker, tax-roll completeness check	Continuous QA/QC and production-area acceptance	Self-checks, automated validation, independent review, County checkpoints	Measurable QA/QC, topology validation, interim County reviews	Automated topology + ML anomaly screening + manual source verification
Training / Handoff	4 days County-specific training; SOPs; Year-1 support	4 days online recorded custom training + publishing-script training	Training/SOPs and long-term support; Utah-based team	Hands-on virtual training for ~2 staff; 35 hrs/year support	Training/documentation and County-ready handoff emphasized	Fabric editing plus delivered AI/automation tools
Key Risk / Concern	Aggressive 26-week schedule; Enterprise upgrade optional/separate	Confirm assumptions and treatment of unresolved record conflicts	Higher cost and 18-month duration	Thinner directly comparable county Parcel Fabric history; County bears conflict reconciliation; schedule inconsistency	Highest cost by a large margin; fewer directly comparable examples than top firms	AI stack adds complexity/recurring cloud costs; direct Parcel Fabric track record less demonstrated
Overall Assessment	Top technical fit and strongest price/value	Top-tier specialist and implementation/training choice	Top-tier Utah-specific choice	Capable technical team and mid-range cost; somewhat more delivery risk	Technically sound, but cost premium is difficult to justify from proposal evidence	Innovative, but weakest fit on demonstrated direct experience

Item	Notes
RFP scoring weights	Technical Approach 30%; Relevant Experience 25%; Qualifications of Staff 20%; Cost 20%; References 5%.
Cost formula	$20 \times (\text{lowest proposed price} \div \text{bidder proposed price})$. Lowest price is Sidwell at \$115,640.
Sidwell	9M+ parcels across 250+ counties; 40+ ArcGIS Pro Parcel Fabric conversions; 26-week schedule; four county references.
Pro-West	Parcel Fabric/local-government specialization; detailed construction methodology; custom training to ~100 local-government teams; 14-month schedule.
Sunrise Engineering	Multiple directly relevant Utah county projects/references; 18-month schedule; strong Utah Recorder/Assessor and PLSS context.
NorthSouthGIS	Strong enterprise GIS, CAD/GIS, surveying and source-record methodology; 30+ years surveying represented on team; examples emphasize ports/enterprise GIS more than county assessor Parcel Fabric.
MGT	Strong source-to-fabric methodology; Madison County identified as strongest directly comparable Parcel Fabric experience; \$540,000 NTE.
ECS	Detailed AI-assisted workflow with human verification, COGO, least-squares adjustment and anomaly detection; direct completed countywide Parcel Fabric evidence is comparatively limited.
Important	Qualitative scores are an AI-assisted evaluation, not facts stated by bidders. Committee members can edit C:G on Evaluation Summary; cost and totals recalculate automatically.

Bidder	Proposal Pros / Cons / Concerns	External Reputation / BBB / Reviews	Public Sources	Due-Diligence Questions	References Provided	Home Office / Headquarters	Company Size / Years in Business
Sidwell	Pros: The strongest combination of direct land-record/Parcel Fabric experience, price, and implementation maturity. Sidwell reports more than 5 million parcels mapped across 250+ counties and 40+ ArcGIS Pro Parcel Fabric conversions. Its record-driven approach, COGO/true-curve treatment, pilot gate, topology/QA, training, SOPs, and county references are unusually well aligned with the RFP. The \$115,640 base price is dramatically below the field. Concerns / omissions: The 26-week schedule is aggressive for a full countywide rebuild and deserves validation of staffing and production assumptions. Sidwell says the actual project team will be assigned after award, so the County has less certainty about exactly who will perform the work. The \$12,950 Enterprise upgrade is optional and outside the \$115,640 evaluated price, and integration is limited to an agreed scope. Historical reconstruction before implementation is excluded. I would ask for confirmation that the quoted price truly covers difficult metes-and-bounds parcels, record conflicts, and all 9,000 parcels without later change orders.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor employee-review data are limited and mixed by platform: Indeed shows 4.3/5 from 3 reviews, while Glassdoor results are less favorable in some categories. These are employee—not client—reviews, so I would give them little procurement weight. More relevant is Sidwell's long operating history and direct county references. No material public complaint pattern surfaced in this review.	https://www.bbb.org/us/il/saint-charles/profile/locationers/sidwell-co-0654-88232350 https://www.indeed.com/cmp/The-Sidwell-Company/reviews https://www.glassdoor.com/Overview/Working-at-Sidwell-EI_3E357097.11,18.htm	Confirm named production staff and availability; validate 26-week production rate; confirm all difficult parcels are included in fixed price; confirm Enterprise upgrade/integration scope.	Yolo County, CA — George Galang, Chief Deputy Assessor Napa County, CA — John Tubak, Assessor Merced County, CA — Gene Barrera, GIS Manager White Pine County, NV — Burton Hilton, County Assessor	2570 Foxfield Road, Suite 300, St. Charles, IL 60174	Founded 1927 — about 99 years in business. LinkedIn lists 11–50 employees (27 profiles visible in current search). Specialized GIS/land-records company.
Pro-West	Pros: One of the most specialized Parcel Fabric proposals. Pro-West describes a mature, repeatable legal-description-first construction process, emphasizes spatial integrity rather than imagery, has extensive local-government experience, and has trained roughly 100 local-government teams on Parcel Fabric. Its four-day recorded training, publishing automation, discrepancy tracking, tax-roll completeness checks, and 14-month schedule are practical and well thought out. Cost is moderate at \$219,238.47. Concerns / omissions: The cost proposal includes 20 hours of post-training support for one year, while the County's Q&A requested about 35 hours annually, so that should be reconciled. The proposal is very detailed but relies on its established workflows and proprietary publishing script; the County should confirm ownership, portability, and maintenance obligations for any script/configuration delivered. I would also ask how unresolved boundary/legal conflicts are escalated and whether a Utah PLS participant in difficult cadastral decisions. Compared with Sunrise, the proposal provides less Utah-specific county context, though its national Parcel Fabric experience is stronger.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. Glassdoor results are generally positive and describe a small, specialized GIS firm with strong values and compensation, though the sample is small. Again, these are employee reviews rather than client performance reviews. No material public complaint pattern surfaced in the sources reviewed. Pro-West's long GIS history and Esri partnership are consistent with the proposal's claims.	https://www.bbb.org/us/mn/walker/profile/computer-software-developers/pro-west-associates-inc-0704-96033504 https://www.glassdoor.com/Reviews/ProWest-and-Associates-Reviews-E1274847.htm https://www.esri.com/partners/pro-west-associates-a2770000000TbNwEAG	Reconcile 20 included support hours vs County's requested ~35; confirm ownership/maintenance of publishing scripts; explain licensed-surveyor/cadastral escalation for unresolved conflicts.	Morgan County, UT — Shaun Rose, Recorder; Charles Phillips, GIS Specialist Wasatch County, UT — Don Wood, IT Executive Sevier County, UT — Jason Monroe, Recorder	8239 State Hwy 371 NW, Walker, MN 56484	Founded 1967 — about 39 years in business. LinkedIn lists 11–50 employees. Employee-owned GIS specialist focused heavily on local government.
Sunrise Engineering	Pros: The strongest Utah-specific proposal. Sunrise shows direct work with Juab, Iron, Duchesne, Rich, Wayne, and other Intermountain West counties, with staff who have personally implemented Parcel Fabric, PLSS alignment, enterprise GIS, QA/QC, and training. Recorder/assessor references are highly relevant. Its approach is record-driven, uses a representative pilot, organizes the county into production areas, includes enterprise deployment and long-term support, and demonstrates unusually good understanding of Utah county workflows. The Utah-based team is also an advantage for accessibility. Concerns / omissions: At \$323,057, Sunrise is substantially more expensive than Sidwell, Pro-West, and NorthSouthGIS, and its 18-month schedule is the longest among the strongest three proposals. Those are not technical faults, but the County should determine whether local familiarity justifies the premium. I would request a clearer breakdown of labor/production assumptions by parcel complexity and clarify how much contingency is embedded in the price. Sunrise calls the effort GIS cadastral redevelopment rather than a boundary survey; the County should confirm how difficult legal ambiguities are handled and what level of licensed-surveyor review is included.	BBB: A+ rating; not BBB accredited; BBB complaint page currently shows 0 complaints. BBB lists a long operating history and multiple locations. Indeed shows an overall 4.3/5 based on 13 employee reviews, generally favorable toward coworkers and management. Employee reviews are not a substitute for client references, but nothing in the reviewed public reputation data raised a significant red flag. The Utah county references supplied in the proposal are more useful for award diligence.	https://www.bbb.org/us/ut/fillmore/profile/engineering-consultants/sunrise-engineering-inc-1128-8001689 https://www.indeed.com/cmp/Sunrise-Engineering-1/reviews https://www.sunrise-eng.com/	Clarify labor assumptions by parcel complexity; explain premium relative to lower bidders; confirm licensed-surveyor review and treatment of unresolved legal conflicts.	Juab County, UT — Debra Zirbes, Recorder Iron County, UT — Carri Jeffries, Recorder Duchesne County, UT — Shelley Brennan, Recorder Rich County, UT — Kaia Bowden, Recorder Grand County Special Service Water District — Ben Musselman, Agency Manager	25 E 500 N, Fillmore, UT 84631 (headquarters; company originated in Fillmore)	Founded 1978 — about 48 years in business. Official company history says nearly 500 employees in 23 BBBs; a 2024 company release reported 500+ employees across 26 offices.
NorthSouthGIS	Pros: Technically strong and thoughtful. NSGIS brings enterprise GIS depth, CAD/GIS conversion experience, survey experience, and county control-first PLSS hierarchy, true-curve reconstruction, continuous QA/QC, issue tracking, and 35 hours of annual support. The team includes a senior technician with more than 30 years of land-surveying experience, which is useful for interpreting control and source records. At \$231,573.72, the price is competitive. Concerns / omissions: The biggest weakness is directly comparable experience. The cited projects are ports and enterprise GIS/cadastral environments rather than county assessor/recorder Parcel Fabric rebuilds of thousands of tax parcels. That does not mean they cannot do the work, but it increases delivery risk relative to Sidwell, Pro-West, and Sunrise. Their cost assumptions explicitly make the County responsible for reconciling conflicting data and confirming conflicting nomenclature, which could shift a meaningful burden back to County staff. The schedule narrative says approximately 15 months, while the phase table appears to close out around month 8; that inconsistency should be clarified before award.	I did not locate a clearly matching BBB business profile for NorthSouthGIS in the sources reviewed. Glassdoor shows about 4.0/5 from 12 ratings with roughly 80% recommending the company; Indeed also shows a 4.0/5 company rating. These are employee reviews and should be treated cautiously. Esri lists NSGIS as a partner and Tepas/NSGIS public materials show an established geospatial consulting operation. No material public complaint pattern surfaced, but the absence of a clear BBB record means the County should rely more heavily on reference calls.	https://www.glassdoor.com/Overview/Working-at-NorthSouth-GIS-EI_1071330.11,25.htm https://www.indeed.com/cmp/Northsouth-GIS-LLC https://www.esri.com/partners/insgis-northsouth-gis-a2770000000TOyEAO	Resolve 15-month vs ~8-month schedule inconsistency; explain County responsibility for conflict reconciliation; provide direct county assessor/recorder Parcel Fabric references.	Alabama State Port Authority — Gretchen Barrera Port of Stockton, CA — Devin Garcia, IT Manager Port of Long Beach, CA — Devon Dods, GIS Administrator / Systems Analyst III	Los Angeles-based operating company; current official site lists contact address: 9777 Pyramid Ct, Suite 265, Englewood, CO 80112	Founded 2005 — about 21 years in business. NSGIS is a small specialist firm; proposal says parent Tepas has 500+ employees and nearly 50 dedicated GIS professionals. Third-party estimate places NSGIS itself around 11 employees / 11–50 range.
MGT	Pros: A polished, disciplined source-to-fabric methodology with clear pilot validation, PLSS-aware COGO construction, topology QA/QC, traceability, enterprise deployment, documentation, and training. MGT has substantial public-sector consulting resources and identifies Madison County as its strongest directly comparable Parcel Fabric example. The time-and-materials structure with a not-to-exceed cap gives some budget transparency and requires written authorization for increases. Concerns / omissions: Price is the central issue: \$540,000 is more than four times Sidwell's price and more than twice Pro-West's, without proposal evidence showing a proportional technical advantage. The strongest directly comparable Parcel Fabric reference appears narrower than the experience shown by Sidwell, Pro-West, or Sunrise. Because this is time-and-materials, the County should examine hours, blended rates, staffing mix, and the possibility that pilot findings trigger scope/budget changes. MGT also states that materially incomplete records, substantial PLSS reconstruction, legal ambiguity, or unanticipated fieldwork can lead to recommended adjustments. I would require a precise list of what conditions are included versus change-order territory.	BBB: MGT of America Consulting, LLC is not BBB accredited and is currently Not Rated because BBB says it lacks sufficient information; its BBB complaint page currently shows 0 complaints. Glassdoor is a concern from a workforce perspective: current search results show about 2.2/5 from roughly 110 reviews and a low recommendation rate. That does not establish poor client performance, but it can signal turnover, staffing, or organizational-culture risk on a long project. I would ask who is contractually committed to the project and how staff continuity will be protected.	https://www.bbb.org/us/ill/tampa/profile/business-consultants/mgt-of-america-consulting-llc-0653-90356475 https://www.glassdoor.com/Reviews/MGT-Reviews-E1730616.htm https://mgt.us/	Justify \$540k cost premium; lock key staff; identify exact change-order triggers; confirm final schedule and production assumptions; provide more directly comparable Parcel Fabric references.	Madison County, IL — Reese Facendini, GIS Administrator (direct Parcel Fabric reference) Ogden School District, UT — Zane K. Woolstenhulme, Business Administrator City of Dinuba, CA — Daniel James, Assistant City Manager Metro Nashville Public Schools — Casey Megow, Director of Facility Planning & Construction	4320 West Kennedy Blvd., Tampa, FL 33609	Founded 1974/1975 — roughly 51–52 years in business. Current MGT materials report 1,100+ employee-owners; 2026 enterprise brochure reports about 1,200 team members. Very large national SLED consulting/technology firm.
Espinosa Consulting Services	Pros: The most innovative proposal technologically. ECS proposes AI-assisted OCR, legal-description parsing, anomaly detection, document search, least-squares adjustment, COGO entry, rolling QA/QC, and human verification of AI outputs. The approach is detailed, phased, and includes an 18-month schedule, enterprise deployment, training, and delivery of some automation tools. The \$326,256.50 cost is mid-to-high but not extreme. Concerns / omissions: ECS demonstrates strong GIS, environmental-data, database, and AI capability, but the proposal provides comparatively little evidence of completed countywide ArcGIS Parcel Fabric redevelopment for assessor/recorder offices. I could not locate a clear references section in the submitted technical document, which is significant because references are an explicit 5% RFP criterion. The AI stack may also create recurring Azure/API costs, security/governance questions, and maintenance dependencies that the County did not necessarily ask to own. The production assumption of roughly 16 minutes per parcel for countywide construction should be stress-tested on difficult metes-and-bounds parcels. I would ask for direct Parcel Fabric client references and a live demonstration of the proposed AI workflow.	I did not locate a clearly matching BBB profile for ECS in the sources reviewed. Public review coverage is sparse. Glassdoor has only a handful of employee reviews and shows mixed sentiment, including favorable comments about field staff and criticism of office culture/politics. Facebook/YellowPages search results show little or no meaningful customer-review volume. This limited footprint is not itself negative, but it provides less independent reputation evidence than the larger bidders. Direct reference checks are especially important here.	https://www.glassdoor.com/Reviews/Espinosa-Consulting-Services-Reviews-E1892279.htm https://www.espinosa-consulting.com/ https://www.yellowpages.com/la-jara-com/espinoza-consulting-services-521053572	Provide direct Parcel Fabric references; demonstrate AI/legal-description workflow; identify recurring Azure/API costs; validate per-parcel production assumption on complex parcels; clarify cybersecurity/data governance.	No dedicated client-reference list or reference contacts were located in the submitted technical proposal. The proposal describes capabilities and past work, but this appears to be an omission relative to the RFP's 5% References criterion.	403 East Main Street, PO Box 571, La Jara, CO 81140	Founded 2010 — about 16 years in business. Proposal states 45+ professionals; LinkedIn lists 11–50 employees. Small disadvantaged, woman- and minority-owned firm.

PROWEST

& Associates



esri

Partner Network
Gold

San Juan County, UT

Cost Proposal | Digital Parcel Remapping and Parcel Fabric Redevelopment Project

Submitted by:

Pro-West & Associates, 8239 State 371 NW, Walker, MN 56484

www.prowestgis.com | 320-207-6868 | consult@prowestgis.com

August 2026

Project Costs

Task	Cost
Countywide Parcel Remapping <i>(up to 9,000 parcels)</i> Includes Project Kickoff, Standards Development, Discrepancy Tracker and Project Dashboard configuration, Parcel Development Countywide, Publishing Script, Parcel Update <i>(one-time prior to delivery)</i> , and 20 hours of Technical Support	\$192,233.01
PLSS Redevelopment	\$16,470.30
Training - 4-day Online Custom Parcel Fabric Training <i>(sessions recorded)</i>	\$10,535.16
TOTAL	\$219,238.47

PROWEST

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San Juan County, UT

Digital Parcel Remapping and Parcel Fabric Redevelopment Project

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August 10, 2026



State and Local
Government
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Specialty



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COVER LETTER

August 2026

San Juan County

To Whom it May Concern,

Pro-West & Associates, Inc. (Pro-West) is pleased to respond to San Juan County's request for Digital Parcel Remapping and Parcel Fabric Redevelopment. Based in Walker, MN, our firm is a **leader within the cadastral mapping community in Utah**, empowering counties to effectively manage their parcel data in a modern and efficient environment.

We have completed many similar projects for local governments and have built a reputation as a go-to Esri Business Partner for land records management. GIS is our business, and **for 39 years we have been helping counties develop, manage, and use their parcel data**. We are ready to support San Juan County with its parcel development in the Parcel Fabric in ArcGIS Pro.

We also think it's important for the County to know that we deliver value beyond a successful project:

- Understanding of what is needed for a successful parcel remap in Utah, with a proven process to follow
- True experts in working with and extending parcel data and the Parcel Fabric, with a **dedicated parcel data team** that has delivered large and complex projects of up to 1.8 million parcels
- Expertise in using Esri technologies to provide real value with recognition as an **Esri Parcel Management Specialty Partner**, State & Local Government Specialty Partner, Federal Small Business Specialty Partner and 36-year Esri Business Partner
- Pro-West is a proponent of the importance of **collaboration** in achieving success. We work with County governments to meet internal training needs and workflows to show how each individual and/or department works together to be efficient and successful.
- Assurance that knowledge of **technology, procedures and best practices remains up-to-date**
- **We stand behind our work**. We ensure the solutions we implement *remain* fit for purpose and deliver value.
- Some of the **most experienced trainers in the industry** work at Pro-West. We regularly train Parcel Fabric users on maintaining data in the fabric and develop supporting materials.

Thank you for the opportunity to respond to San Juan County's RFP.

Sincerely,



Brandon Crissinger, GISP
Vice President & COO, Pro-West & Associates, Inc.

FIRM QUALIFICATIONS

Pro-West believes our team has the right combination of **experience**, **qualifications** and **best value approach** to make San Juan County successful with its parcel mapping project.

Summary Experience

Parcel Development

Pro-West understands that **parcel data is the lifeblood of the County**. We believe that all County departments can and should be consuming and leveraging this data in their daily work. Virtually every piece of data at a County can be connected to a land record. We care about using our experience to ensure each Pro-West client receives the best data possible to form a robust foundation for many County workflows.

Pro-West brings to San Juan County the advantage of completing **over 100 Parcel Fabric projects either developing parcels in the Fabric or migrating** to the Fabric, for local governments. This experience spans both the ArcMap and ArcGIS Pro environments and Counties and Cities in 14 states including several in Utah.

Our team has been **developing and managing parcel data for counties for over 35 years**. We have been working with the Parcel Fabric since the product was launched and contributed to small group testing at Esri's Redlands headquarters during development of the Parcel Fabric in ArcGIS Pro in 2019.

Pro-West has delivered custom Parcel Fabric editing and maintenance training to staff at over 100 local governments.

UTAH COUNTIES PARCEL FABRIC EXPERIENCE

- ✓ Box Elder County
- ✓ Morgan County
- ✓ Sevier County
- ✓ Tooele County
- ✓ Uintah County
- ✓ Wasatch County
- ✓ Garfield County

Team Qualifications

Pro-West's team is well qualified to ensure San Juan County succeeds with its GIS parcel mapping project. All team members are engaged full-time on parcel data development projects with local government, and all are proficient in using the most up-to-date tools in the ArcGIS Pro environment. Pro-West's team for this project includes former County employees with an understanding of editing and maintaining parcel data as County GIS technicians.

Our team is closely aligned with Esri's Parcel Fabric product team. We remain at the forefront of product updates and implement those updates as appropriate to benefit our clients.

Individual team members have up to 27 years' experience of developing parcel data for local governments.

Best Value Approach

As stated above, Pro-West cares about producing the best possible data for its clients. We operate with integrity, and we believe that means taking the approach that generates the highest quality result.

Our process has been deployed and tested over scores of projects with a diverse set of County clients. It has been proven to deliver long-lasting success, far exceeding the results of alternatives that may yield short-term success but require significant work down the road to maintain accuracy.

PRO-WEST'S PROCESS

- ✓ Builds parcels **based on the legal document** (not aerial imagery)
- ✓ Highlights discrepancies, allowing improvements to be made and **identifying issues and actions required *ahead* of property transfers**
- ✓ Is **based on control**, created from a range of source documents
- ✓ Offers **alternative methods to find source data** if documents are not available
- ✓ Provides the County with **confidence in its data**

Parcel Fabric Track Record

San Juan County can be confident in achieving success based on Pro-West's unique experience:

No firm is more experienced than Pro-West in working with the ArcGIS Pro Parcel Fabric:

Participant in invite-only Esri holistic **testing** during product development

Implementing and using Parcel Fabric in ArcGIS Pro **prior to release** in June 2019

Taught **workshops on Parcel Fabric in ArcGIS Pro** from 2019-2026

- ***Experience of Parcel Fabric implementation for local government coast-to-coast across the United States***
- Participant in Parcel Fabric in ArcGIS Pro testing, implementation and workshops prior to product release
- Local government land records work accounts for **50% of Pro-West's business**
- Award recognition driven by exceptional parcel fabric implementation
- Technical excellence
- Collaboration with Esri
- Custom training
- Investment in extending the value of the Parcel Fabric

FOCUSED ON LOCAL GOVERNMENT LAND RECORDS

Working with Pro-West offers the County the benefit of 39 years of helping counties – from small, rural entities to the second most populous in the nation – to develop, manage, and use their parcel data, the foundation of a local government GIS. Our business was built on a foundation of **supporting local government with GIS data development**.



Counties with unique or complex situations have achieved success with the parcel fabric working with Pro-West. Having worked with the fabric since its inception, Pro-West's Parcel Fabric experts have seen a wide variety of requirements, dealt with exceptionally high-volume migrations as well as migrations for very small counties, ensuring success in each case.

UP-TO-DATE TECHNICAL EXPERTISE GUARANTEED: GO PRO WITH PRO-WEST

Pro-West was designated by Esri as a [Parcel Management Specialty Partner](#) shortly after this specialty program was launched in spring 2023.

Pro-West has been involved with Parcel Fabric in ArcGIS Pro since the technology was in the development phase. We were invited to contribute to holistic testing



with Esri and had implemented, taught workshops and were **using the product before it was released in June 2019**. At the July 2019 Esri International User Conference, Pro-West led the Land Records Meetup, focusing on supporting organizations preparing to implement Parcel Fabric for ArcGIS Pro.



Parcel Management
Specialty

Pro-West Parcel Fabric clients benefit from our technicians' expertise performing development and conversion of parcels for local government, and our standard and consistent migration workflows with built-in quality control for maximum efficiency.

Pro-West's Parcel Fabric team participated in testing of newly developed tools for the Parcel Fabric in 2018, 2019, and 2023 at Esri HQ in Redlands, CA, allowing us unique insight into what is coming and enabling our clients to benefit by preparing effectively.

AWARD RECOGNITION DRIVEN BY PARCEL FABRIC IMPLEMENTATION

Local government organizations benefit from Pro-West's experience of **working with Esri's ArcGIS Parcel Fabric since its inception**. Within the local government sector, we have earned a reputation as a foremost expert in Esri's Parcel Fabric, as our combination of early adoption of Esri technologies and **exceptional customer service** set us apart in the market. 25 Pro-West clients have received **Esri's Special Achievement in GIS Award** and a local government client (Racine County, WI) received the **URISA Exemplary Systems in Government Award**; implementing the parcel fabric was a key component of this recognition.

ESRI COLLABORATION FOR EFFICIENT PROCESSES & RAPID RESOLUTIONS

Parcel Fabric clients benefit from our **regular direct contact with Esri's Parcel Fabric**

leaders to ensure our processes are efficient, accurate, and up to date. As an early adopter, Pro-West is often the **first to identify issues** with the Parcel Fabric product and tools; our clients benefit from our collaboration with Esri to communicate and resolve such issues.

Training is critical to successful Parcel Fabric implementation.



Partner Network
Gold

CUSTOM TRAINING TO ENABLE COUNTIES TO BECOME SELF-SUFFICIENT

Pro-West clients receive customized training in maintaining parcels in the fabric using the **client's own data, tailored client use cases**, unusual scenarios, and troubleshooting.

Our goal is to make YOU successful, and we know that our clients can be most efficient and get the greatest value from fabric when they are self-sufficient, rather than relying on us or another third party. We are adept at equipping them to perform maintenance in-house.

Pro-West **builds technical support into training** to allow for follow-up questions once trainees begin putting into practice what they have learned.

Pro-West has implemented Esri's **Parcel Fabric with over 100 local government organizations** in the US.

We trained staff at **80%** of these organizations to maintain their own parcel data in the fabric. Pro-West maintains the parcel data for the other 20%.

"One of the greatest benefits was the tailored training Pro-West provided. They didn't just give us a generic overview; they focused on the unique scenarios our team faces daily. This gave our staff the confidence to embrace new technology, including remote editing capabilities and concurrent workflows that allow our team to work effectively from any location."
- Tooele County, UT

"The on-site training has always been **very thorough and tailored** to our specific data needs. The **training manual** is a useful document that we still reference today."
- Cass County, ND

EXTENDING THE VALUE OF THE PARCEL FABRIC

Pro-West is committed to the Parcel Fabric, as proven by the development of measures to help our clients achieve added value from their fabric implementations. For example, Pro-West's **publishing script** to automatically publish parcel fabric data on a scheduled recurring basis. Data is moved from the editing to publishing environment, or between feature classes, and users are kept informed with email notifications. Many hours of time are saved for the client, and the publication of accurate data is ensured.

About Pro-West & Associates

39 Years of Local Government Service

Pro-West knows local government GIS. We have been serving cities and counties nationwide for almost 40 years, through a continuous evolution in geospatial technology. Our team has moved forward as the industry and technology advance, supporting our local government clients with modern GIS tools, accurate and accessible data, user-friendly applications, comprehensive training and ongoing support.

Our mission is to **make what you do better with location technology**. Our business is based on leveraging modern GIS technologies to deliver user-friendly data, solutions and systems that provide high value information. The combination of capabilities that makes us unique is that we:

1. **Discover distinctive needs** – our clients' success depends on the Pro-West team understanding their business. Just as no two organizations are the same, no two GIS implementations are the same.
2. **Inspire action** – we care about clients achieving value from their implementation. As such, our goal is to inspire our customers to take action once the project is complete.
3. **Build long-term trust** – many of Pro-West's clients have been with us for decades, due to our investment in earning and keeping their trust. This is our goal with every client: to build trust by listening to their needs and solving their problems using GIS.

We are proficient in augmenting our clients' teams with GIS consulting expertise or serving as the GIS department for organizations without in-house GIS expertise.

Our **guarantee** to all our clients is that *we will be part of their team*. Pro-West clients value the personal attention our team provides, and our commitment to standing by the work we deliver.

We understand Cities and their challenges and know what is required to meet GIS goals on time and on budget.

Areas of Expertise

Pro-West provides the full spectrum of GIS services for local government, including:

- Parcel Fabric development, conversion and maintenance
- Geospatial data development, conversion and maintenance
- Enterprise GIS implementation and support including maintenance and upgrades
- Esri GIS solution configuration and deployment (internal and public-facing) in ArcGIS Online and Portal
- System architecture design
- ArcGIS Online administration and support
- Staff augmentation
- Custom application development
- Utility data management and ArcGIS Utility Network implementation
- GIS analysis
- Map production
- GIS consulting
- Third-party system integration
- GIS training
- Esri technology expertise
- GIS technical support

Esri Partnership

Pro-West is closely aligned with Esri and is practiced in delivering to its clients the tangible benefits of this relationship. As routine beta testers of Esri technologies, we are able to introduce new technologies to our clients early. Testament to Pro-West's ability to make its clients successful using Esri technologies is the recognition we have amassed over the past 38 years:

- **Esri Gold Business Partner**
- **Esri Parcel Management Specialty Partner**
- **Esri State & Local Government Specialty Partner**



Parcel Management
Specialty

- Esri Network Information Management Specialty Partner
- Esri Federal Small Business Specialty Partner
- Work with 25 clients has led to them receiving **Esri Special Achievement in GIS (SAG) Awards**
- **Esri Foundation Partner Award** (2025) recognizing 30 years of Esri partnership and alignment
- [Esri Award for ArcGIS SaaS Adoption \(2023\)](#)
- [Esri Infrastructure Management & GIS Award for Comprehensive GIS \(2021\)](#)
- [Esri Customer Success & Collaboration Award \(2022\)](#)
- [Esri Award for Web GIS Transformations \(2020\)](#)
- Award for Leading Web GIS Transformations (2018 and 2020)
- Esri Foundation Partner of the Year Award (2000 and 2006)
- Esri Partner of the Year Award (1994 and 2010)
- Award for Best Use of Story Maps for Partner's Business (2016)



Esri Partner Conference
2023 Award Winner
ArcGIS SaaS Adoption

Esri Partnership: **Value for Pro-West Clients**

- Annual evaluation by Esri assures clients that we are:
 - Up-to-date with technology we are implementing
 - Using the right technologies and best practices in real-world scenarios
 - Delivering VALUE to our clients
- Ongoing engagement with Esri teams to provide feedback on how tools and solutions can best meet clients' needs
- Pro-West clients submit evaluations of our performance to Esri

Type of Business

Pro-West & Associates, Inc. was established 1987 and incorporated in 1994. It is 100% employee-owned.

Location

8239 State Hwy 371 NW
PO Box 812
Walker, MN 56484

Number of Employees

The Pro-West team is comprised of **40 full-time consultants, programmers, analysts and technicians** all employed directly by Pro-West including:

- Certified GIS Professionals (GISPs)
- Esri Certified ArcGIS Pro Professional
- Esri Certified Enterprise Geodata Management Professional
- Esri Certified Enterprise Administration Associate
- Esri Certified ArcGIS Online Administration Associate
- Esri Certified Desktop Associate
- Esri Certified Web Application Developer

REFERENCES

Project 1: Morgan County, UT – GIS Parcel Fabric Remap

Client	Morgan County	
Contacts	Shaun Rose, Recorder srose@morgancountyutah.gov 801-845-4036	Charles Phillips, GIS Specialist – Recorder's Office cphillips@morgancountyutah.gov 801-845-4035
Services provided	Morgan County partnered with Pro-West & Associates to modernize its parcel management system by redeveloping approximately 8,700 tax parcels in Esri's ArcGIS Pro Parcel Fabric. The County's existing parcel data contained frequent gaps and overlaps caused by historic legal descriptions, inconsistent PLSS references, and decades of maintenance using hand-drawn ownership plats and disconnected workflows. Pro-West established parcel development standards, remapped parcels using the best available survey and record information, tied data to survey control where possible, and implemented a record-driven Parcel Fabric framework that supports historical tracking and long-term maintenance. As part of the project, Pro-West developed quality control procedures, created a discrepancy tracking system to document unresolved issues, designed new ownership plat templates, and provided customized on-site training to ensure County staff could confidently manage and maintain the data in-house. The project also included the development of automated workflows that integrate ownership information between County systems and the Parcel Fabric, significantly reducing manual maintenance requirements.	

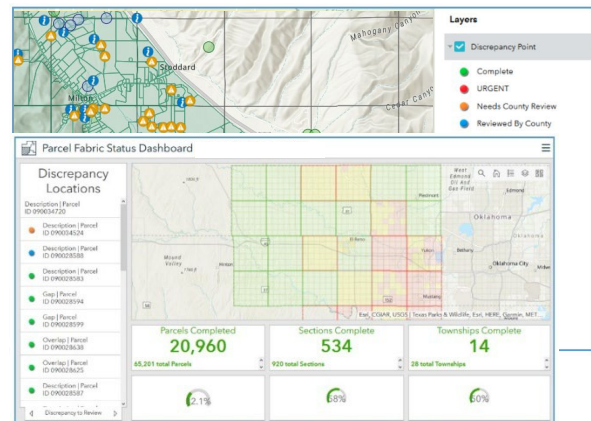
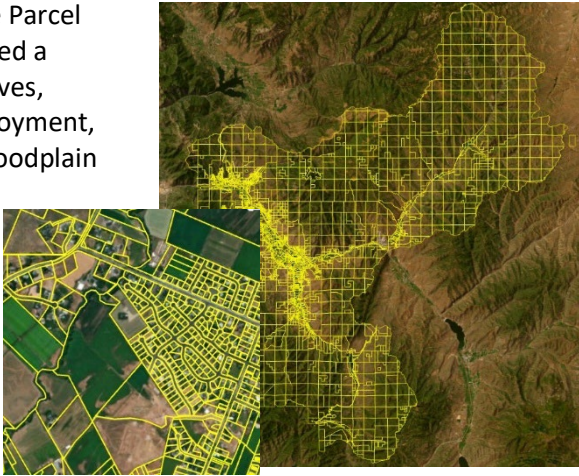


Figure 1: Morgan County discrepancy tracker

	The resulting parcel dataset provides Morgan County with a centralized, authoritative land records system that is more accurate, easier to maintain, and trusted across departments. The Parcel Fabric implementation established a foundation for future GIS initiatives, including ArcGIS Enterprise deployment, multi-user editing, zoning and floodplain integration, public-facing web applications, and expanded access to parcel, survey, and ownership records for both staff and public users. <i>Figure 2: Morgan County's Parcel Fabric</i> 
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Project 2: Wasatch County, UT – GIS Parcel Fabric Remapping

Organization	Wasatch County, UT
Contact	Don Wood, IT Executive dwood@wasatch.utah.gov 435-657-3196
Project Description	Wasatch County partnered with Pro-West & Associates to modernize its parcel management program and restore confidence in parcel data that had become increasingly difficult to maintain due to outdated technology, inconsistent survey control, and disconnected workflows across multiple departments. Parcel mapping responsibilities were distributed among several offices, resulting in varying maintenance practices, limited historical tracking, and uncertainty regarding parcel accuracy. To address these challenges, the County formed a cross-departmental Land Records Coordination Team and selected Esri's ArcGIS Pro Parcel Fabric as the foundation for a modern, standardized land records system. Pro-West supported the migration of existing parcel data into Parcel Fabric, trained County staff on modern editing workflows, and assisted with evaluating data quality following migration. Based on the findings, Wasatch County elected to undertake a countywide parcel remap rather than continue correcting legacy inaccuracies. Working collaboratively with County staff, Pro-West helped establish standardized parcel mapping policies, procedures, and documentation that aligned the needs of the Recorder's Office, Surveyor's Office, IT, and other stakeholders. Comprehensive testing and pilot areas were used to validate workflows before expanding the development countywide – an effort that is currently underway. The project established a long-term framework for accurate, sustainable parcel maintenance while improving coordination across departments and increasing confidence in parcel data used by staff, developers, and the public.

	Today, Wasatch County has a standardized, record-driven parcel management environment that supports efficient maintenance, improved data integrity, and future initiatives including 3D parcel mapping, ongoing quality improvement, and expanded GIS capabilities to support the County's continued growth.
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Project 3: Sevier County, UT – GIS Parcel Fabric Remapping

Organization	Sevier County, UT
Contact	Jason Monroe, Recorder jmonroe@sevier.utah.gov (435) 893-0410
Project Description	Sevier County, UT worked with Pro-West & Associates to modernize its GIS and make the most of the latest technology by utilizing Parcel Fabric on the Esri ArcGIS Pro platform while developing its parcel data from record documents. The County opted to use existing PLSS data from the State of Utah, but when inaccuracies were discovered in that data, County professionals went out and resurveyed monument locations for Pro-West to use. These new control points were also submitted to the state to promote accurate data and set an example for counties across Utah. The project allowed the County to participate by providing survey documents, which were vital when developing areas with very outdated deed descriptions. This ensured that the most recent parcel document was used and revealed areas that will need to be resurveyed in the future. The County also provided direction or discrepancy research when problem situations arose. Throughout the project, Sevier County and Pro-West communicated in a variety of ways including ArcGIS Online applications such as a Discrepancy Tracker and a dashboard that tracks the project's progress by section, township, and parcel counts. Sevier County and Pro-West collaborated to deliver a presentation on the County's parcel development project at the 2023 Esri User Conference. Parcel Development Status Dashboard Sevier County, UT Figure 3 (above): Parcel Development Status Dashboard

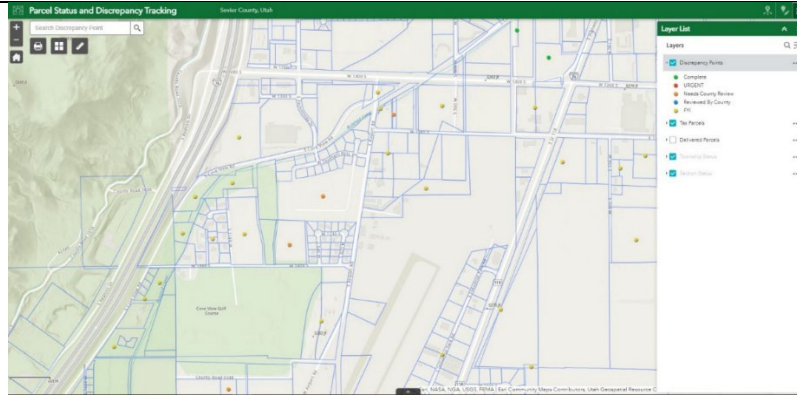
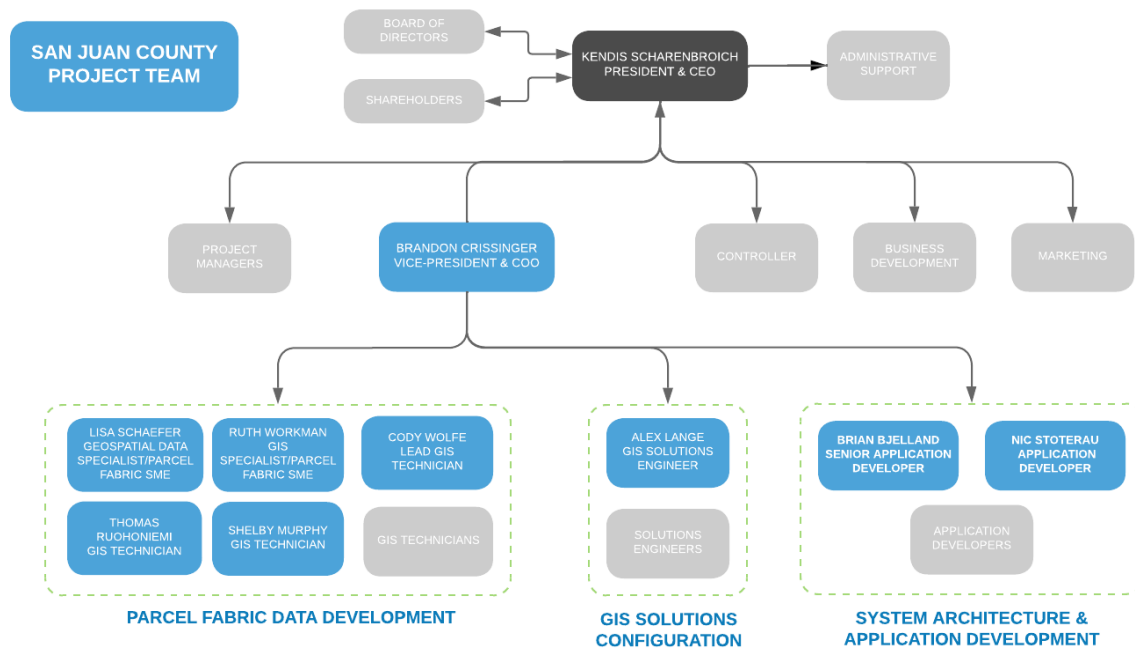


Figure 4 (above): Discrepancy Tracker Dashboard

STAFF QUALIFICATIONS

San Juan County Project Team

Below is the structure of the Pro-West team delivering San Juan County's project.



Above: Pro-West project team structure – blue indicates San Juan County team

Project Manager & Contract Manager



Pro-West's Project Manager and Contract Manager for San Juan County's project will be Brandon Crissinger, who will be responsible for day-to-day coordination, communications and task supervision. Brandon is **experienced in working with Utah counties on ArcGIS Pro Parcel Fabric development projects**, bringing to the project his skills in project management methodology and technical subject matter expertise. He has over 20 years' experience, during which he has led many of the company's largest and most complex data development and data conversion projects, each consisting of up to 1.8 million tax parcels.

Brandon is practiced at bringing together and managing teams of GIS technicians and project teams to generate mutually beneficial outcomes, as well as managing schedules and budgets, and producing and executing project plans.

Team Qualifications and Roles

Below are the Pro-West team members that will deliver the County's project. Individuals who will work on each project phase are listed in [Project Timeline](#).

Name	Role at Pro-West	Role on this Project	Education
Brandon Crissinger, GISP <i>22 years' experience</i> 	Vice-President & Chief Operations Officer	• Project Manager • Contract Manager	• B.S. Geography, Emphasis in GIS, Bemidji State University • Associate, Applied Science in Forestry/Natural Resources, Itasca Comm. College, Grand Rapids, MN • Certified GIS Professional • Esri Certified Desktop Associate
Lisa Schaefer, GISP <i>27 years' experience</i> 	Geospatial Data Specialist; Parcel Fabric SME	• Subject matter expertise • Parcel Fabric data development • Parcel data analysis • Data architecture • QA/QC • Training	• Certified GIS Professional (GISP) • M.S. in Environmental Geology, Eastern Kentucky University • B.S. Geology, Minors in Geography & Space Studies, Bemidji State University • Past Adjunct Professor, Bemidji State University
Ruth Workman <i>8 years' experience</i> 	GIS Specialist; Parcel Fabric SME	• Subject matter expertise • Parcel Fabric data development • Parcel data analysis • Data architecture • QA/QC • Training	• MGIS, University of Maryland • B.S. Biology – Emphasis in Zoology, Southern Utah University • Geographic Information Systems Certificate – Southern Utah University • GIS Professional (GISP) Certification • Esri Certified ArcGIS Pro Professional
Cody Wolfe	Lead GIS Technician	• Technical leadership across project processes and deliveries • Parcel Fabric data development • Parcel data analysis • QA/QC	• B.S. Geography and Mapping Sciences, GIS/Cartography Minor, University of Wisconsin-River Falls

<i>8 years' experience</i> 			
Shelby Murphy <i>7 years' experience</i> 	GIS Technician	• Parcel Fabric data development • Parcel data analysis • QA/QC	• B.S. Environmental Geography, University of Wisconsin Eau Claire • Graduate Certificate in GIS, University of Denver
Thomas Ruohoniemi <i>2 years' experience</i> 	GIS Data Technician	• Parcel Fabric data migration • Parcel data analysis • QA/QC	• B.S. Geospatial Analysis and Technology, University of Wisconsin – Eau Claire
Alex Lange <i>7 years' experience</i> 	GIS Solutions Engineer	• Project tracking dashboard configuration	• B.S. Computer Science (Minor in GIS), St. Cloud State University, St. Cloud, MN

Brian Bjelland, GISP <i>21 years' experience</i> 	Senior Application Developer & Systems Specialist	• Publishing script deployment • System architecture	• B.S. Computer Science, Bemidji State University • Certified GIS Professional • Esri Certified Enterprise Geodata Management Professional • Esri Certified Enterprise Administration Professional
Nic Stoterau <i>5 years' experience</i> 	Application Developer	• Publishing script deployment • System architecture	• Masters of Geographic Information Sciences (MGIS), University of Minnesota • B.A. Political Science and International Studies, University of Minnesota - Duluth

Team Résumés



BRANDON CRISSINGER, GISP

VICE-PRESIDENT & COO



Relevant experience:

22 YEARS

Mr. Crissinger began his career at Pro-West as a GIS Data Technician, becoming Data Development Manager before moving into his current role as Vice-President and Chief Operating Officer. He is responsible for leading Pro-West's day-to-day operations, setting organizational processes, and ensuring proper resource allocation across the company. He has served as project manager and contract manager on many of Pro-West's **Parcel Fabric remapping projects for local government, including in the State of Utah.**

Mr. Crissinger's strong organizational, leadership and management skills mean he works effectively with clients and technical teams to devise solutions to complex data management challenges. His strong background in working on and leading parcel development (specifically Parcel Fabric implementation) projects, as well as developing transportation standards, utilities data structure and addressing protocols is used to effectively communicate the business value of GIS software, training, professional programming, and technical services to prospective clients.

Brandon's technical expertise lies in managing data development and data conversion projects, supervising teams of GIS technicians and providing technical training for clients. Specifically, he is experienced in Esri technologies, defining data architecture, integrating CADD data to Esri, GPS/GIS integration, mobile GIS, advanced editing tools and procedures, geodatabase design and enterprise geodatabase management for numerous government clients.

PROFESSIONAL STRENGTHS

- Project management
- Resource management
- Parcel Fabric data development
- Esri technology stack
- Process development
- GIS consulting
- Data collection, development, and management
- Data analysis and conversion to GIS
- Designing and implementing complex data editing procedures
- Geodatabase design and development
- Quality assurance/quality control

EDUCATION

B.S. Geography, Emphasis in GIS
Bemidji State University, Bemidji, MN

Associate in Applied Science in
Forestry/Natural Resources
Itasca Community College, Grand Rapids, MN

Certified GIS Professional (GISP)

Esri Certified Desktop Associate

PROJECT EXPERIENCE

PROJECT MANAGEMENT

Mr. Crissinger has managed hundreds of GIS parcel data development and migration projects for counties across the United States, ensuring successful outcomes within the defined budget, timeline and project goals. He manages technical teams and project schedules and cost and is responsible for maintaining regular communication to maintain a seamless team environment with the client.

DATA STANDARDS DEVELOPMENT & IMPLEMENTATION

Mr. Crissinger is experienced in setting development and quality control standards for natural resources, addressing, and utility projects. He develops geodatabase standards and topologies for linear and polygon datasets and conducts database analysis for performance and maintenance considerations.

DESIGNING/EDITING COMPLEX DATA EDITING PROCEDURES

Mr. Crissinger has many years' experience of analyzing client data and developing procedures to efficiently accomplish the goals of the project using ArcGIS tools, custom tools developed by Pro-West, building models, and use of external programs to run analysis.

GEODATABASE DESIGN & DEVELOPMENT

GIS data development projects start with designing or implementing a geodatabase model. Mr. Crissinger has designed or altered existing geodatabase models to accommodate and modernize local government systems.

QUALITY ASSURANCE/QUALITY CONTROL

Mr. Crissinger has development many project-specific QA/QC procedures that test both the database information along with the spatial location of the GIS feature, using standard ArcGIS tools and Pro-West-developed custom toolsets.

NATURAL RESOURCES DATA DEVELOPMENT

State of Montana DNRC – Sage Grouse Habitat Disturbance Geographic Data Creation & Clean-Up

Mr. Crissinger was project manager for the DNRC *Sage Grouse Habitat Disturbance Geographic Data Creation, Digitize Sage Grouse General Habitat* and *Sage Grouse Disturbance Data Clean-Up* projects. He was responsible for on-time and on-budget project delivery including managing the technician team, coordinating with the DNRC team, ensuring on-time deliveries, and overseeing all aspects of the project from data development procedures to document production.

UTILITY DATA COLLECTION, DEVELOPMENT & MANAGEMENT

Mr. Crissinger is experienced in developing data gathering practices using map grade GPS devices to seamlessly collect and store accurate utility location data and using client information (record drawings, CAD files, etc.) to attribute and effectively portray the utility infrastructure. Mr. Crissinger also develops plans and provides ongoing maintenance for client infrastructure. He is also practiced at converting CADD utilities data to GIS models.

ADDRESSING/STREET CENTERLINE DEVELOPMENT

Mr. Crissinger oversees projects that encompass tasks including developing client-specific GIS database schema incorporating NENA, FGDC, and NEIL standards, analyzing data and developing processes to correct discrepancies, creating development standards and developing tools to identify errors within street midline and address point feature classes, and assigning addresses including new E911 addresses. Mr. Crissinger has also provided training to many local governments on assigning and verifying addresses using GIS data.



LISA SCHAEFER, GISP
GIS DATA SPECIALIST



Relevant experience:

27 YEARS

Ms. Schaefer is an industry-leading expert in Esri's Parcel Fabric technology. She has led scores of Fabric implementations for local governments – both development and migration projects, up to 1.8 million parcels – is part of a select Esri Parcel Fabric testing group and has trained hundreds of editors to become self-sufficient in managing their parcel data. Lisa's entire 27-year career at Pro-West has been devoted to helping local governments efficiently manage their parcel data.

Lisa has led numerous successful Parcel Fabric development and migration projects with Utah Counties.

Ms. Schaefer's daily responsibilities include the management and supervision of Parcel Fabric development and migration projects. She works with stakeholders to define the most appropriate approach for their unique circumstances, devises project processes and standards, performs data development and migration, and supervises technical teams.

Ms. Schaefer's technical expertise includes Esri's Parcel Fabric product, Coordinate Geometry (COGO) data development, parcel geodatabase models, developing topology, migrating data from a range of formats, and assigning subtypes and domains to feature classes within the geodatabase framework.

PROFESSIONAL STRENGTHS

- Implementation of Esri's Parcel Fabric
- ArcGIS Pro including Parcel Fabric in Pro
- Design and delivery of custom parcel fabric training
- Technical leadership
- Geodatabase design and development
- Spatial data development
- Spatial analysis
- Data conversion and migration
- CAD/MicroStation data conversion
- Implementing Esri Local Government Information Model standards
- Development of parcel data in a variety of software
- Process development for parcel data implementation and maintenance in ArcGIS

EDUCATION

M.S. Environmental Geology
*Eastern Kentucky University,
Richmond, KY*

B.S. Geology
Minors: Geography & Space Studies
Bemidji State University, Bemidji, MN

Certified GIS Professional (GISP)

PROJECT EXPERIENCE

PARCEL FABRIC IMPLEMENTATION

Ms. Schaefer has been using and implementing Esri's Parcel Fabric since its inception. She is an industry leader in implementing the Parcel Fabric product for local governments nationwide.

Lisa is one of the small number of participants in Esri's testing program for new parcel management products, including the transition to the Parcel Fabric in ArcGIS Pro as the desktop Parcel Fabric environment moves towards deprecation.

Lisa has led scores of Parcel Fabric remap and migration projects with counties, consulting with stakeholders to determine the most effective route to implementation (whether migration of data from its existing source or development from scratch in the fabric environment) and devising practical implementation strategies that ensure efficient deployment and ongoing success.

Sevier County, UT – Parcel Fabric Remap

Lisa was the Parcel Fabric SME for the redevelopment of the parcel data for Sevier County, UT. She led a team of technicians and County staff to collaborate and coordinate the redevelopment efforts to ensure a quality end-product that meets the needs of the County which include day-to-day viewing and serves the countywide plat map ArcGIS Pro Map Series solution the County implemented after the redevelopment was complete.

Through the redevelopment process, challenges arose that impacted the initial project plan. Pro-West was tackling issues where the PLSS did not align with the subsequent recorded documents. Pro-West and Sevier County discussed possible resolutions and ultimately saw the County staff take to the field to collect new control for the development efforts. This was certainly not expected, but it made for a much better end-product for the County and allowed the County to pivot the project to meet the challenge.

Canadian County, OK – Parcel Fabric Remap

Lisa was the technical lead for the development of data in the Parcel Fabric environment for Canadian County, whose goal was to modernize its GIS and take advantage of the latest technology while developing its parcel data from record documents. With the County opting to update its entire existing parcel data by also including a PLSS update, this large-scale data development project was the first implementation of the Parcel Fabric in the State of Oklahoma.

Lisa coordinated the technical team to ensure deliveries were provided on time, developed project processes and standards and administered communication tools such as ArcGIS Online applications including Pre-Research Tracker, Discrepancy Tracker, and the overall Dashboard that tracks the project's progress by section, township, and parcel counts. She was responsible for efficiently addressing any issues or questions that arise from the County.

Jackson County, WI – Parcel Fabric Remap

Lisa led the collaborative effort to modernize the County's parcel data over a multi-year timeframe. Jackson County is a leader in the use of GIS in Wisconsin, with its decision to undertake this project reflecting its motivation to adopt technology and the advantages it brings.

Pro-West and the County followed a coordinated process to ensure the efficient exchange of information as the County collected and processed PLSS control before sending completed townships to Pro-West for development of the PLSS data (townships, sections, quarter sections and quarter quarter/sixteenth sections) and land records data (subdivisions including certified survey maps and plats of surveys, platted lots, encumbrances and tax parcels). Lisa's team flagged discrepancies for review by the County and made updates based on feedback. Finally, the data was delivered to the County for ongoing maintenance.

Cook County, IL – Parcel Fabric Migration

Cook County, the second most populous County in the nation (County seat – Chicago), entrusted the migration of its 1.8 million+ tax parcels to the Parcel Fabric to Pro-West. Ms. Schaefer led the technical project team, developed and tested the process, worked out details with the County staff and engaged with other vendors for integration with various County systems.

Cook County had many detailed standards for schema and many features beyond those which reside in the parcel fabric. Lisa and her team migrated all the data, township by township, as the County completed its end-of-year assessment work. Each township of data was subjected to automated and manual checks, staged in a temporary geodatabase to review schema needs, and finally processed into the parcel fabric. Once migrated, several quality control assessments were completed to ensure the data matched the original data and were ready for editing.

Lisa developed custom training materials and led editing and maintenance training for County staff.

CUSTOM PARCEL FABRIC TRAINING

Ms. Schaefer has provided training to many clients as well as to conference workshop and presentation groups. She is experienced in conducting both on-site and remote (online) training and providing custom manuals for robust support post-training. Her goal is to equip trainees to become self-sufficient in maintaining their parcel data in the fabric without the need to rely on an external third-party.

Client trainings are highly customized to the client's own data that Pro-West has recently migrated or converted incorporating client business tasks and real-life use case scenarios for future maintenance or the development of other sets of data to achieve the optimal learning outcomes. Topics have included:

- Parcel Fabric data maintenance
- Legal Description Delineation for Local Government
- Client parcel maintenance



CODY WOLFE

LEAD TECHNICIAN

Relevant experience:

8 YEARS



Cody was the lead technician on Madera County's Parcel Fabric Data Development project and is proficient at successfully leading technical teams to deliver successful project outcomes.

Cody joined Pro-West following two years as a GIS Specialist at Pepin County, WI, during which time he worked closely with, and was trained by, Pro-West during the County's Parcel Fabric development project. At Pro-West, Cody's role is focused on parcel data development utilizing Coordinate Geometry (COGO) in the ArcGIS Desktop environment for local government organizations. He is knowledgeable in development and migration to the Parcel Fabric from the perspectives of both an internal County staff member and in his role serving county clients at Pro-West.

Beyond parcel development and the Parcel Fabric, Mr. Wolfe is also skilled in GIS technologies including the deployment of Esri ArcGIS Online tools for local government, and ArcGIS Pro. He is proficient in creating and publishing web maps and making web-based GIS applications.

PROFESSIONAL STRENGTHS

- County and City geospatial data management
- Parcel data migration and development using Esri's Parcel Fabric
- Utilization of COGO (Coordinate Geometry)
- Custom Parcel Fabric training
- Rural parcel data development
- Municipal parcel data development
- Quality assurance/quality control
- ArcGIS Online
- ArcGIS Pro
- Map production

EDUCATION

B.S. Geography & Mapping
Sciences, Minor: GIS & Cartography
*University of Wisconsin, River Falls,
WI*

PROJECT EXPERIENCE

PARCEL FABRIC IMPLEMENTATION

Madera County, CA – Parcel Fabric Data Development

Cody was the technical lead on Madera County's parcel remap and Assessor Map automation project. He led the team of technicians performing development in the ArcGIS Pro Parcel Fabric, ensuring project processes and standards were followed, milestones were met, and communication was robust. He coordinated with the Project Manager to ensure deliverables are met.

Cody presented this project with Madera County at the 2024 Esri User Conference.

Canadian County, OK – Parcel Fabric Data Development

Canadian County was the first County in Oklahoma to implement the Parcel Fabric. Mr. Wolfe was the lead technician for the County's Parcel Fabric Data Development project, with the goal of modernizing the County's GIS using the latest technology while developing its parcel data from record documents. Cody follows standardized, project-specific processes, meeting regular milestones for deliveries as part of the large scale, multi-year project. Cross-team communication tools are critical to the success of the project, and Cody uses ArcGIS Online applications such as Pre-Research Tracker, Discrepancy Tracker, and the overall Dashboard that tracks the project's progress by section, township, and parcel counts to ensure the Pro-West/Canadian County team is fully apprized at all times.

Pepin County, WI – Parcel Fabric Data Development

Cody was the editor tasked with data maintenance after the initial development was completed by a vendor.

Vernon County, WI – Parcel Fabric Data Development

Cody was responsible for parcel development in the Parcel Fabric environment for Vernon County, WI.

PARCEL DATA MAINTENANCE

Mr. Wolfe is responsible for ongoing maintenance of parcel data in the Parcel Fabric for multiple Pro-West local government clients.

CUSTOM PARCEL FABRIC TRAINING

Mr. Wolfe provides customized, on-site training to Pro-West's Parcel Fabric clients. Client trainings are highly customized to the data and tasks that Pro-West has recently completed and the future maintenance or development of other sets of data, using clients' own data and real-life use case scenarios for optimal learning outcomes. Topics can include:

- Parcel Fabric data maintenance
- Legal Description Delineation for Local Government
- Client parcel maintenance

Cody's goal is to equip trainees to be self-sufficient in maintaining their parcel data in the fabric without the need to rely on an external third-party. He produces custom manuals to provide robust support to clients post-training.



RUTH WORKMAN GISP

GIS SPECIALIST



Relevant Experience:

8 YEARS

Ruth is highly experienced in implementing Esri's Parcel Fabric in ArcGIS Pro for local government clients, using COGO descriptions, plats and CAD files to create new parcels and check the accuracy of existing (migrated) parcels. Ruth leads Pro-West technical teams performing Parcel Fabric implementation projects, with responsibility for establishing project processes, best practices, meeting project milestones and packaging deliverables. **Ruth has worked on Parcel Fabric data development projects for numerous Utah Counties.**

She is an experienced trainer, regularly delivering custom in-person and online training on managing and editing in the Parcel Fabric in ArcGIS Pro. Since joining Pro-West in April 2021 Ruth has trained over 20 client teams.

Ruth is also skilled in GIS technologies including Esri ArcGIS Online and ArcGIS Enterprise.

PROFESSIONAL STRENGTHS

- County geospatial data development and maintenance
- Parcel data migration and development using Esri's Parcel Fabric
- Data analysis and clean-up
- Quality control
- ArcGIS Pro
- ArcGIS Online
- ArcGIS Enterprise
- ArcMap
- AutoCAD
- Training and development of training materials

EDUCATION

MGIS, University of Maryland

B.S. Biology – Emphasis in Zoology
Southern Utah University

Geographic Information Systems
Certificate – *Southern Utah University*

GIS Professional (GISP) Certification

Esri Certified ArcGIS Pro Professional

PROJECT EXPERIENCE

PARCEL FABRIC DATA DEVELOPMENT & MIGRATION

Ruth has worked with over 30 local governments in the past 3 years, whether to migrate their parcel data to the Parcel Fabric, develop data in the Parcel Fabric and/or train the organization's team to edit their data in the fabric environment. Her projects include:

Sevier County, UT – Parcel Data Development in the Parcel Fabric

Ms. Workman works with Sevier County to develop its parcel data in the Parcel Fabric environment based on record documents. She follows standardized, project-specific processes and meets project milestones and deliverables.

The project has been presented at multiple conferences including the Esri International User Conference in 2023 and the 2022 UGIC (Utah Geographic Information Council) Conference.

Uintah County, UT – Parcel Data Migration to the Parcel Fabric

Ms. Workman worked with Uintah County to modernize its GIS parcel tracking system by migrating its existing parcel data to Esri's ArcGIS Pro Parcel Fabric and moving its ownership plats to the ArcGIS Pro Map Series format. She brought the County's current parcel data including PLSS Corners, PLSS features, Plats, Lots, Tax Parcels, and Mining Claims into the ArcGIS Pro Parcel Fabric, upgraded existing annotation, and converted the County's data driven pages into an ArcGIS Pro map series.

In collaboration with the Uintah County Recorder, Ruth delivered a presentation on the County's modernization of ownership plat creation and parcel editing at the annual 2022 Utah Geographic Information Council (UGIC) Conference.

Madera County, CA – Parcel Fabric Remap

Ms. Workman develops data in the Parcel Fabric environment using ArcGIS Pro, creating data based on record documents, and prepares data for the creation of new Assessor Maps. She collaborates with the project team on twice-weekly meetings and follows standardized, project-specific processes to ensure timely deliverables. Ruth uses ArcGIS Online solutions to communicate discrepancies to the team and maintain up-to-date project status.

The project has been presented at multiple conferences including the Esri International User Conference (Esri UC) in 2024 and the California Cadastral Mapping Association (CCMA) Conference in 2024.

Oklahoma County, OK – Parcel Data Migration to the Parcel Fabric

Ruth was the lead technician on this project, with responsibilities including establishing processes and best practices for migration plus documenting these for future replication and reference, performing the migration of CAD data to the ArcGIS Pro Parcel Fabric environment and carrying out quality control. Migration included CAD lines and annotation to ArcGIS Pro polygons and annotation features. Ruth was also responsible for communicating with the client regularly with any questions and suggestions regarding the project and/or data, creating and packaging deliverables, tracking project progress with an ArcGIS Online-based project dashboard to keep the client informed in real-time, and meeting deadlines for each step in the process. Finally, Ruth provided in-depth, data-specific training on the software and editing procedures.

The project has been presented at multiple conferences including the Esri International User Conference in 2023 and the 2021 OKSCAUG (Oklahoma South Central Arc User Group) Conference.



SHELBY MURPHY

GIS TECHNICIAN

Relevant Experience

8 YEARS



Ms. Murphy is responsible for developing, managing and enhancing geospatial data for government agencies using the Esri ArcGIS platform, **including numerous Utah Counties**. She is experienced in parcel development in the Parcel Fabric environment including ArcGIS Pro. She designs, builds and manages geodatabases, develops GIS data, performs data analysis and is responsible for quality control to ensure accurate and compliant data. She is proficient in aggregating data from multiple sources and formats to create authoritative and accurate information. Shelby is also experienced in GPS data collection and integration of GPS datasets into GIS.

PROFESSIONAL STRENGTHS

- GIS data development
- Data analysis, management and editing
- Quality control/quality assurance
- Geodatabase design and development
- Esri ArcGIS 10.x software
- GIS tools: Model Builder, Python, SQL, geocoding, network analysis
- GPS data collection
- Map production

EDUCATION

B.S. Environmental Geography
University of Wisconsin, Eau Claire

Graduate Certificate in GIS
University of Denver

Esri Training Certificates including:

- Geodatabase Management and Design
- Geodatabase Topology
- Parcel Editing
- Geodatabase Domains & Subtypes

PUBLICATIONS

Co-Author, *A Field Guide to the Whitsunday Islands*. Global Treks and Adventures, LLC. Based on field work conducted on the physical geography of the islands including GPS point collection for hiking trails and research on the Whitsundays' physical features and natural resources.

PROJECT EXPERIENCE

PARCEL DATA DEVELOPMENT

Sevier County, UT – Parcel Fabric Data Development

Ms. Murphy was the lead technician working with Sevier County to develop its parcel data in the Parcel Fabric environment based on record documents. She was responsible for ensuring technical team members followed standardized, project-specific processes and met project milestones and deliverables.

Wasatch County, UT – Parcel Fabric Data Development

Ms. Murphy worked with Wasatch County to realign and redraw parcels with the goal of creating a parcel fabric that is as coincident as possible. Using Wasatch's current parcel fabric and recorded documents, she created a process for parcel development that balanced accuracy and efficiency.

Madera County, CA – Parcel Fabric Data Development

Ms. Murphy develops data in the Parcel Fabric environment using ArcGIS Pro, creating data based on record documents, and prepares data for the creation of new Assessor Maps. She collaborates with the project team on twice-weekly meetings and follows standardized, project-specific processes to ensure timely deliverables. Shelby uses ArcGIS Online solutions to communicate discrepancies to the team and maintain up-to-date project status.

Canadian County, OK – Parcel Fabric Data Development

Shelby is responsible for data development in the Parcel Fabric environment for Canadian County, OK, whose goal is to modernize its GIS and make the most of the latest technology while developing its parcel data from the record documents. With the County opting to update its entire existing parcel data by also including a PLSS update, this is large scale data development project and the first implementation of the Parcel Fabric in the State of Oklahoma. Due to the scale of the project, Shelby adheres to stringent goals for delivery, executing quality control procedures and communicating with the rest of the project team using tools such as ArcGIS Online applications such as Pre-Research Tracker, Discrepancy Tracker, and the overall Dashboard that tracks the project's progress by section, township, and parcel counts.

NATURAL RESOURCES DATA DEVELOPMENT

State of Montana Department of Natural Resources and Conservation – Sage Grouse Habitat Disturbance Geographic Data Creation

Ms. Murphy plays a key role on the Pro-West team responsible for creating an accurate and current inventory of all sage grouse habitat disturbance areas. Her individual responsibilities include identifying areas of land disturbance on aerial imagery, digitizing disturbances into polygons, assigning attributes to disturbance polygons according to the given schema, and using topology to ensure data integrity.

UTILITY DATA DEVELOPMENT & MANAGEMENT

City of Lakeville, MN – City-Wide Utility GIS Data Development

Ms. Murphy is responsible for verifying water, storm and sewer utility attributes of GIS data with information on as-builts, and editing utility attributes where necessary, using data standards developed for the project.

Madison Metropolitan Sewerage District (MMSD) – Esri GIS Implementation Services

Shelby provides services for the data migration component of this project to implement an Esri-based enterprise GIS throughout MMSD. She is responsible for cleaning up and reorganizing sanitary utility data according to desired output, designing and building a geodatabase, and migrating data to the new geodatabase.



THOMAS RUOHONIEMI
GIS Data Technician

Relevant Experience:

2 YEARS

Mr. Ruohoniemi is focused on developing parcel data for government clients using Esri's Parcel Fabric. He has experience working on large scale development projects, building data from source documents, maintaining compliance with project standards and processes, meeting regular project goals, and using ArcGIS Online solutions to maintain up-to-date project status and transparency.

Prior to his career in GIS, Mr. Ruohoniemi served as a Certified Surgical Technician in the United States Navy for five years.

PROFESSIONAL STRENGTHS

- Parcel data migration and development using Esri's Parcel Fabric in ArcGIS Pro
- GIS data analysis
- Interactive web map development
- ArcGIS Pro
- ArcGIS Online
- Application development: R, Java, SQL, Python, HTML, JavaScript, CSS

EDUCATION

B.S. Geospatial Analysis and
Technology
University of Wisconsin – Eau Claire

PROJECT EXPERIENCE

PARCEL FABRIC DEVELOPMENT

Placer County, CA – Parcel Fabric Development

Thomas is one member of the Pro-West team to develop the countywide data for Placer County in Esri's ArcGIS Pro Parcel Fabric. Nearly 200,000 parcels are contained within the County which requires rigorous adherence to project standards for many technicians involved. The project consisted of several key elements:

- Parcel data development using Esri's Parcel Fabric in ArcGIS Pro
- Building the county's parcel data from record documents
- Team collaboration to adhere to project standards and processes
- Meeting project goals and milestones to ensure timely delivery
- Use of ArcGIS Online Discrepancy Tracker app to ensure county team has access to up-to-date project status
- Review Assessor Map end-product

PARCEL FABRIC DEVELOPMENT

Glenn County, CA – Parcel Fabric Development

Thomas is developing a countywide parcel data layer for Glenn County in the Esri ArcGIS Pro Parcel Fabric. He is responsible for development of parcel data as well as quality control processes to ensure a clean delivery of the data.

- Parcel data development using Esri's Parcel Fabric in ArcGIS Pro
- Building the county's parcel data from record documents
- Team collaboration to adhere to project standards and processes
- Meeting project goals and milestones to ensure timely delivery
- Use of ArcGIS Online Discrepancy Tracker app to ensure county team has access to up-to-date project status



ALEX LANGE

GIS SOLUTIONS ENGINEER



Relevant Experience:

7 YEARS

Mr. Lange serves as a GIS Solutions Architect at Pro-West, where he helps clients evaluate, configure, and deploy solutions through the ArcGIS platform. He has prior experience as a GIS Specialist at Renville County, MN.

Alex has extensive experience across the full breadth of GIS including data editing and administration for NG911 and tax parcels, strategic planning and implementation, and solution configuration.

He is experienced in using numerous products within the ArcGIS platform including ArcGIS Online, Hub, ArcGIS Pro and Enterprise as well as specific solutions including Survey123, Collector and Explorer.

Alex has proven expertise in developing and implementing new programs and creative solutions based on location technology. He is a proficient collaborator and cares about finding the right solutions to organizational challenges using GIS.

PROFESSIONAL STRENGTHS

- Web GIS solution deployment and configuration
- Esri ArcGIS platform – including ArcGIS Online, ArcGIS Hub, ArcGIS Pro, ArcGIS Enterprise
- ArcGIS Hub configuration and maintenance
- ArcGIS Online solution configuration
- Field and mobile solutions
- NG911 data administration
- Tax parcel data maintenance
- Geodatabase management
- GIS program planning and execution

EDUCATION

B.S. Computer Science (Minor: GIS), *St. Cloud State University, St. Cloud, MN*

PROJECT EXPERIENCE

PARCEL DEVELOPMENT PROJECT TRACKING TOOL CONFIGURATION

Utilizing a secure data connection, Mr. Lange creates ArcGIS-based applications to support the ongoing tracking of potential issues or discrepancy tracking during parcel development projects. In addition, he configures an ArcGIS-based dashboard to support tracking operations on the project as a whole as it pertains to the completion of defined regions and individual parcels.

GIS SOLUTION CONFIGURATION & PROGRAM DEVELOPMENT

Alex developed and implemented a program to integrate GIS into a local government Drainage Department to help streamline repair tracking, data collection and updates, perform inspections and carry out benefit redetermination tasks. In collaboration with the Drainage Department, he identified,

configured and deployed a set of ArcGIS-based solutions that together would accomplish the required tasks and meet departmental goals. The resulting Drainage Management System included:

- Implementation of ArcGIS Collector for improvement and construction lines
- Implementation of Survey123 form for drainage system inspections
- QuickCapture project implementation for private repair tracking
- Deployment of Ditch Benefits Lookup web application to view benefit information from Drainage and Auditor/Treasurer Departments and tax system via integration and an automated publishing script
- Deployment of Ditch Benefits Processing web application to view acres and land class information
 - Parcel data was incorporated and used to view benefit information for drainage
- Deployment of Drainage System Editor web application to edit drainage system and related content
- Deployment of Repair Maintenance Tracker web application to provide repair status updates
 - Integrated with AppXtender document management system to access and download reports

West Dakota Water – Asset Management & Maintenance Solutions

Configured a set of three ArcGIS Online-based solutions to deliver better understanding of the locations, condition and status of West Dakota Water's assets. Using Web AppBuilder, Survey123 and ArcGIS Online, Alex created solutions for asset management, valve inspection and location analysis, transforming critical workflows and optimizing organizational data, allowing information to be updated in the field, inspections and maintenance to be conducted more efficiently, reports to be generated and information to be more easily understood and shared.

Big Stone County, MN – Road Sign Management Center

Configured and deployed ArcGIS Online and Enterprise Sites to transform and modernize the County's road sign management process. The resulting Road Sign Management Center brings together maps and apps to manage field inventory, perform inspections, manage and look up data, and monitor key performance indicators in a single location, bringing wide-ranging benefits for staff and the organization.

Placer County, CA – "Ready Placer" Emergency Management GIS Hub

Alex served as technical lead on the 2021 project to configure an ArcGIS Hub-based site to support the newly launched "Ready Placer" team in their response to disaster events in the county including earthquakes, air quality, power outages and wildfires. Alex configured and deployed the Hub and a set of ArcGIS-based solutions which together are used to share vital information with citizens on emergency preparation and response via a single location for preparation, monitoring, damage assessment and recover efforts.



BRIAN BJELLAND

SENIOR APPLICATION DEVELOPER

Relevant experience:

21 YEARS



Mr. Bjelland primarily performs enterprise GIS implementations, integrates GIS with third-party business systems, designs and develops web applications, creates automated processes and provides on-demand technical support and issue resolution to many of Pro-West's clients. He serves as a technical project lead and facilitates discussions on technical requirements to ensure clients receive the right system infrastructure for their needs.

Brian also delivers training and documentation and excels at breaking down complex technical concepts into accessible terms. He has expert knowledge across the Esri enterprise platform.

PROFESSIONAL STRENGTHS

- Enterprise GIS deployment, configuration and support
- System integration and automation
- Application design and development
- Technical support
- GIS infrastructure evaluation and recommendations
- Client systems training

EDUCATION

B.S. Computer Science, *Bemidji State University, Bemidji, MN*

Certified GIS Professional (GISP)

Esri Certified Enterprise Administration Professional

Esri Certified Enterprise Geodata Management Professional

APPLICATION DEVELOPMENT EXPERTISE

WEB		DESKTOP	
ArcGIS Server APIs	PHP	ArcObjects	Python
Esri JavaScript API 3.x, 4.x	Flex	ArcGIS Desktop Add-Ins	Visual Studio.NET
DATABASES		MOBILE	
ASP.NET MVC	Silverlight	Microsoft SQL Server	Microsoft Access
WCF	XML	MySQL	
HTML5/CSS3	Dojo/jQuery	MOBILE	
ArcObjects	JavaScript	ArcPad Application Builder	Visual Studio.NET
Visual C++	AJAX	ArcGIS Server Mobile	
Visual Basic	XSL		

ESRI STACK			
<i>ArcGIS Enterprise</i>	Portal for ArcGIS	ArcGIS Server	Web Adaptors
	Enterprise GDB	GeoEvent Role	Security Configurations
	Active Directory Integration	ArcGIS Pro Add-Ins	
	ArcGIS Mobile SDK	ArcGIS Data Store	
<i>ArcGIS Online</i>	Configuration/branding	Feature Layers	Web maps
	Operations Dashboard	Survey123	Web AppBuilder

PROJECT EXPERIENCE

ESRI ENTERPRISE GIS IMPLEMENTATION & SUPPORT

Mr. Bjelland has performed hundreds of enterprise GIS projects for local governments. He is well versed in all components of enterprise implementations and modifications from evaluating client needs and producing system architecture design documents to providing training to ensure clients can effectively administer their enterprise deployment. Brian provides:

- Deployment, configuration, maintenance and support for ArcGIS Server, Web Adaptor, Portal and Data Store
- New enterprise implementations and upgrades due to new Esri version releases or a change in licensing levels
- Scaling or modifying existing enterprise deployments
- Enterprise system architecture assessments and production of design documents
- Implementing appropriate security protocols
- Client training on their enterprise deployments and upgrades
- Enterprise geodatabase implementation and maintenance including versioning and compress support
- Esri License Manager implementation, maintenance and support
- Enterprise best practices, maintenance and support for users of the Esri Enterprise Agreement (EA)

SYSTEM INTEGRATION & AUTOMATION

Brian has created and deployed hundreds of Extract-Transform-Load (ETL) processes that extract, manipulate and load spatial and non-spatial data from one business system to another. His expertise includes:

- Working with SQL, text files, csv files and other data sources to generate and automate data transfer processes'
- Creating and maintaining SQL views for data extraction or live integration into other business systems
- API development to support system integration
- Using existing third-party APIs to support integration
- Integration best practice assessments, documentation and training
- Collaboration with third party vendors and clients regarding best practices and protocol for system integrations, taking into consideration existing tasks, IT needs, GIS needs and end user needs
- Facilitation of discussions on technical requirements with IT, GIS and non-technical stakeholders

APPLICATION DEVELOPMENT

Brian utilizes modern development technologies, such as MVC.NET, Dojo, jQuery, and Bootstrap to create intuitive web applications that streamline user workflows. He understands the separation of client and server-side application components, as well as relational databases and efficiently performs full-stack development in all aspects of a project. He primarily interfaces with Microsoft SQL Server, using technologies such as Entity Framework, but also interacts with other databases regularly to integrate with other third-party systems. He participates in all phases of software development, from conception and design to delivery and end-user training.

TECHNICAL SUPPORT

Brian provides ongoing technical support for clients with whom Pro-West has Service Maintenance Agreements and End-to-End GIS Services. This includes on-demand support for Esri Enterprise, geodatabases, Esri licensing, security, SQL, Python, system integrations, desktop, Collector and Web AppBuilder applications (developer, Portal or ArcGIS Online). He also provides training and documentation related to system integration as needed.

He excels at breaking down technology concepts into understandable terms.



NIC STOTERAU

APPLICATION DEVELOPER



Relevant Experience:

5 YEARS

Nic brings a unique breadth of experience to San Juan County, having worked across both Parcel Fabric data development and application development.

He has expertise in building geospatial data from record documents, following/building standardized, project-specific processes, meeting regular project goals, and using ArcGIS Online solutions to maintain up-to-date project status and transparency.

He also has expertise in custom application and widget development to support GIS business system integration, version management, metadata creation/maintenance and Enterprise management projects. He is experienced in developing, managing and troubleshooting ArcMap, ArcGIS Pro, ETL tools, Python scripts and SQL processes.

PROFESSIONAL STRENGTHS

- ETL design, implementation and maintenance
- Programming: Python, JavaScript, HTML/CSS, C++, R, SQL
- Parcel data migration and development using Esri's Parcel Fabric
- GIS data analysis
- NG9-1-1 data standardization and quality control
- Scanning and georeferencing
- Map production
- ArcGIS Pro
- ArcMap
- ArcGIS Online
- AutoCAD
- Technical documentation

EDUCATION

Masters of Geographic
Information Sciences (MGIS)
University of Minnesota

B.A. Political Science and
International Studies
*University of Minnesota -
Duluth*

PROJECT EXPERIENCE

APPLICATION DEVELOPMENT & ENTERPRISE GIS

City of St. Cloud, MN – Storm Water Report Generation

- Developed reports for the St. Cloud Storm Water Department for city staff to use in annual reporting
- Created views, functions and stored procedures using T-SQL, to extract data out of the existing SQL Server database
- Added functionality from existing asset management application to allow user to generate reports and have ability to export to CSV format

City of Novato, CA – ETL Script Updates

- Updated ETL scripts written in Python 3.x to add additional data extraction steps for feature classes and tables from the source enterprise geodatabase to an additional enterprise geodatabase at the City

Whiteside County, IL – ETL Script Updates

- Updated ETL scripts written in Python 3.x to add additional data extractions steps for feature classes and tables from the editing enterprise geodatabase at the county to a separate enterprise geodatabase at the County and to a file geodatabase

Amador County CA – ETL Script Creation

- Create a process to execute CSV file extractions from the County's tax vendor, and use data to populate parcel feature classes and related tables that are used in GIS applications at the county.

PARCEL FABRIC IMPLEMENTATION**Sevier County, UT – Parcel Fabric implementation**

Nic developed parcel data for Sevier County in the Parcel Fabric environment, based on record documents. He followed standardized, project-specific processes and collaborated with the Pro-West technical team to meet project milestones and deliverables.

Madera County, CA – Parcel Fabric Implementation

Nic develops data in the Parcel Fabric environment using ArcGIS Pro, creating data based on record documents, and prepares data for the creation of new Assessor Maps. He collaborates with the project team on twice-weekly meetings and follows standardized, project-specific processes to ensure timely deliverables. Nic uses web-based solutions to communicate discrepancies to the team and maintain up-to-date project status.

TECHNICAL APPROACH

Overview

Pro-West has experience with all aspects of San Juan County's project:

- Parcel data development has been a part of Pro-West since our business was established and continues to be the base upon which other projects are built. Pro-West has a track record in pioneering emerging technologies for parcel management and keeping our clients updated as technology evolves.
- Application development and Esri template configuration are also a significant portion of Pro-West's current workload and continue to expand even further as Esri produces more templates to serve new purposes.
- Pro-West has dedicated teams for data development, application development and solution architecture and an established process for working collaboratively to meet clients' needs.

Project Plan

Pro-West Experience

Pro-West has delivered many projects that are similar in nature to San Juan County's project and understands how a successful project should be defined and delivered. As an Esri **ArcGIS for State and Local Government Specialty Partner** and **Parcel Management Specialty Partner**, Pro-West is evaluated by its clients and Esri on an annual basis to ensure we are continuing to offer up-to-date technology solutions and are applying those to real client situations.

Pro-West specializes in ensuring a working data model that fits the needs of the County. A standard working model means there is a standard set of terms, data structure and workflows, ensuring a long-term common operating picture for land records at the County.

Our process has been deployed and tested over scores of projects with a diverse set of County clients. It has been proven to deliver long-lasting success, far exceeding the results of alternatives that may yield short-term success but require significant work down the road to maintain accuracy.

We are experts in providing services to clients that benefit them from the standardization and ease of operating within the Esri Parcel Fabric model, while supporting necessary third-party applications.

Pro-West Approach

Outlined [below](#) are the phases as they will be delivered in the Project Plan and the approach Pro-West proposes to fulfill the County's project objectives and deliver maximum value.

Phase 1 – Project Planning

Pro-West Experience

Pro-West's proven process for parcel data development in the Parcel Fabric begins with a project planning component. This has formed the basis of all Parcel Fabric projects (approximately 100) completed by our team. We understand the importance of each component of this phase – identifying project roles and stakeholders, establishing communication and project management procedures, setting a detailed schedule, creating processes and standards, identifying source documents, understanding County workflows, needs and challenges and deploying tracking tools.

Pro-West is practiced in conducting this phase efficiently using an off-site work approach. We have a detailed agenda that has been deployed on many equivalent projects, proven to maximize time with staff to gather information, before developing a project plan based on these discussions.

Pro-West's experience in conducting this project phase is proven by the success of projects performed using the project plan as their foundation.

Pro-West Approach

Pro-West will work with County staff to schedule a meeting to review and identify the information needed to compile a **Project Plan** encompassing all items bulleted below as well as finalize the requirements for the project (see [Phase 2](#)). This may be a regularly scheduled project status meeting and not a special meeting.

Topics to be reviewed include current data management processes, key team members, and infrastructure. Specific relevant products such as ArcGIS Pro and publishing scripts will be discussed as well.

Pro-West will organize and document the findings and use them as the basis for producing a Project Plan that will plot the roadmap and specific tasks that will result in a successful project.

The Project Plan will include:

- Technology Impact Statement
 - Best practices to accommodate the technology changes that will occur
- Project Management Planning
 - Communication management
 - Risk management
 - Resource management
- Detailed Project Schedule
 - Including project milestones and County expectations
 - Detailing on-site and off-site activities
- Detailed Development Processes
 - Process(es) to provide all resources to Pro-West: digital access, remote access, copies of data, copies of documents, etc.
 - List of all attributes required to be populated by Pro-West during the development process
- Project Tracking Processes
 - Pro-West project status of completion
 - Pro-West discrepancy and research needs
- Pilot Project Plan
 - The pilot project will be a crucial step in fully assessing the standards and processes to be used during full County development
- Data Construction Release Plan
 - The process of providing the County with interim data deliveries throughout the project
- Quality Control Plans and Procedures
- County's Review Process and Acceptance Criteria
- Training Plan
 - Training pre-requisites for County staff
 - Training to be provided to the County by Pro-West

- Training content to be covered during each training
- Parcel Data Maintenance Plan
 - Parcel Updates during project development and upon completion

The County will have the opportunity to review and provide feedback regarding the Project Plan. Any amendments required after review will be made prior to proceeding.

Sample Project Plan

Below is an example of the list of topics covered in a project plan for a similar recent project completed by Pro-West.

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Project Timeline

The project timeline will be refined during Phase 1 [Implementation Planning](#), however Pro-West estimates the following schedule to complete the entire project, estimating a **14-month timeline** for project completion:

Project Phase		Proposed Timeline Completed by
1	Project Planning	End of Month 1
2	Requirements Finalization	End of Month 1
3	PLSS Development	End of Month 2
4	Pilot Project	End of Month 4
5	Parcel Fabric Construction	End of Month 13
6	Delivery & Training	End of Month 14

**Pro-West would discuss adjustments in overall project schedule with the County if desired. This is a reasonable schedule based on the additional County staff time commitment needed to complete.*

Deliverables:

- Project Plan
 - Includes details for the items listed above

Phase 2 – Requirements Finalization

Pro-West Experience

Pro-West understands what it takes to make local government parcel development projects successful. With a particular understanding of requirements for California counties, we understand exactly what needs to be accomplished, how to get there, and how to identify challenges and needs.

Our team is experienced in conducting this phase with maximum efficiency, making the most of staff time while meeting with County staff.

Pro-West has set up parcel fabric data models and schemas for many clients to meet unique goals and situational needs. No two models are exactly alike; however, our experience means we understand how to structure each to best utilize the performance advantages of the parcel fabric.

Pro-West Approach

Requirements Gathering

Pro-West will work with County staff to schedule and conduct on-line calls with key team members to discover the information needed to finalize all the requirements for the data development project encompassing all items bulleted below to fulfill County business needs.

These calls will involve three Pro-West staff working with the County for up 8 hours on-line calls to review project needs. Items to be reviewed during the calls include the following:

Schema Requirements

- Existing County data
 - What information needs to be retained

- 48

Deliverables:

- Detailed functional and technical specification document
- Final geodatabase schema documentation

Phase 3 – PLSS Development

Pro-West Experience

Pro-West has been developing Public Land Survey System (PLSS) data for clients when control corners or other data points are available to do so. Pro-West stresses spatial integrity, and that begins with an accurate PLSS upon which to develop all other features.

The PLSS includes the following items (although it is not expected that San Juan County will want all of the following developed):

- Control points to define ground locations of key PLSS vertices such as Section & Quarter corners
- Township features
- Section features
- Quarter-Quarter-Section features (aka sixteenths or fortys)
- Government Lots

Pro-West's experience has also found that developing the PLSS countywide prior to further data development allows for finding areas of concern that may benefit from additional control collection. These areas may be along natural boundaries such as rivers or lakes or may be where original surveys overlap or gap. By developing the full PLSS first, Pro-West and the County can set priority areas for further data collection & research and set the development schedule for the County.

Pro-West Approach

Pro-West will develop parcel fabric features for the PLSS countywide as determined in discovery meetings. Typically, this will involve migrating known PLSS Control points into the parcel fabric and using those to then develop the remaining features (see [Data Construction Process](#) for details). Where there are gaps in the data, Pro-West will document and report those findings to the County for further research or control collection.

Attributes will be assigned as appropriate, and any discrepancies or errata will be documented and shared with the County for determining resolutions.

Deliverables:

- File geodatabase containing a parcel fabric with the following:
 - Schema as built from the Data Matrix and requirement gathering information
 - Parcel Fabric data for PLSS features

Phase 4 – Pilot Project

Pro-West Experience

Pro-West regularly conducts pilots for Parcel Fabric data development projects. Typically, the pilot consists of 1-3% of the total number of parcels and is chosen to include a variety of feature types and situations so that the development processes created in earlier project phases can be tested as extensively as possible.

During the pilot, Pro-West documents any adjustments needed to the process, produces a report and meets with the client to review the pilot before moving forward with countywide construction. This is a well-honed routine for Pro-West's team and standard on development projects.

Pro-West Approach

Pro-West will develop parcel fabric features outlined in the Project Plan for the provided pilot area(s) to test and refine the development processes outlined in the Project Plan and detailed in [Data Construction Process](#). The final pilot area is yet to be determined, but it is recommended that it include a variety of feature types and situations to test the details of the development process. Examples would include rural parcels, urban parcels, condominiums and/or townhomes, subdivisions, right of way/major roads, and the like. The pilot area will represent 1-3% of the total number of parcels.

Pro-West will work closely with County staff during the pilot phase to communicate any unforeseen issues with the development process. Any development standard changes will be documented in the Project Plan.

Pro-West will track development issues as described in more detail in the following section under the header [Pro-West Project Tracking Tools](#). This allows Pro-West technicians to communicate development issues with Pro-West technical leads, quality control staff, and the County.

Pro-West will schedule an online meeting with County staff at the completion of the pilot development to review the pilot data, discuss any development issues, and address any required development standard modifications. Additionally, Pro-West will create a Construction Report to present the details of the pilot process, any standards changed in the course of development, roadblocks reached, workarounds needed, and any additional findings.

Deliverables:

- File geodatabase containing a pilot construction dataset including the following:
 - Schema as built from the Data Matrix and requirement gathering information
 - Parcel Fabric data

Phase 5 – Parcel Fabric Construction

Pro-West Experience

Pro-West has been developing parcel data in the Parcel Fabric since its inception. When the Parcel Fabric in ArcGIS Pro was in development, Pro-West team members contributed to that process and implemented the ArcGIS Pro Parcel Fabric to clients upon its release. To date, the Pro-West team has implemented the Parcel Fabric for over 100 local governments. Each team member assigned to San Juan County's project is engaged full-time on Parcel Fabric development and is proficient using ArcGIS Pro editing tools.

The specific process Pro-West deploys for Parcel Fabric construction has proven successful for numerous County governments. Our approach prioritizes spatial integrity, always using record documents as the basis for building parcels. Experience has demonstrated the longevity of this approach. Data is accurate, efficient to maintain, can be traced back to legal documents and provides the County with a thorough understanding of its data – including issues – and the opportunity to make improvements.

Pro-West Approach

Please see [Data Construction Process](#) for details of Pro-West's approach to this phase.

Deliverables:

- File geodatabase containing a Countywide construction dataset including the following:
 - Schema as built from the Data Matrix, Requirements gathering findings and any changes or enhancements as needed from the Pilot construction phase.
 - Parcel Fabric data
- Documentation
 - Construction report: Data dictionary and a listing of any agreed upon standards changes that happened over the course of the project.
 - Discrepancy/Errata logs: Extraction of the discrepancy tracker data.
 - QC results: the results of the final tax roll comparisons to show completeness.

Phase 6 – Training

Pro-West Experience

Pro-West has provided **custom Parcel Fabric training** to approximately 100 local government teams. Training demonstrates editing techniques using the County's own data and workflows to ensure a thorough understanding amongst County editors. The course includes extensive hands-on exercises, videos and a custom manual to retain for future reference or new staff onboarding. Pro-West staff deliver training online via an interactive environment, providing trainees with the time and individual support needed to be successful.

The Pro-West team assigned to San Juan County's project team includes former local government GIS staff trained by Pro-West and now working as part of our development team.

We also provide training on a regular basis on our proprietary **Parcel Fabric publishing script** which publishes parcel fabric features out to simple standard features for use by other departments or the County's online applications so as not to interfere with parcel fabric editors. The script does not integrate data with any third-party systems. The training is a short (2-hour) meeting delivered remotely, to ensure accurate data continues to be published automatically. As with the other trainings we deliver, we are practiced at developing clear support materials to be retained by the client.

Pro-West Approach

Pro-West will design a tailored training program for County staff which will be documented in the Project Plan. This documentation will identify staff members who require training, equipment to be provided by the County for training purposes, time commitments for training, and the supporting materials the County will receive.

Pro-West will ensure that the training proposed meets the needs of the County's GIS users and will make adjustments to accommodate additional needs.

Training is provided to enable County staff to continue to maintain parcel data in the parcel fabric environment. Pro-West's background in parcel data maintenance training is extensive and well-reputed. Pro-West is a proponent of the importance of training to a successful project.

Pro-West will schedule and hold trainings for the County and make a training plan for the recommended Esri courses to be taken prior to the Pro-West custom training (for further training details, please see [Data Construction Process – County Training](#)).

Deliverables:

- Training plan for recommended courses to be obtained by the County from Esri online training
- Training sessions and manual for custom training by Pro-West
 - **Parcel Fabric Editing and Maintenance Training** including training manual – 4 days on-line, recorded sessions
 - **Parcel Fabric Publishing Script training** including training materials – 2 hours, online

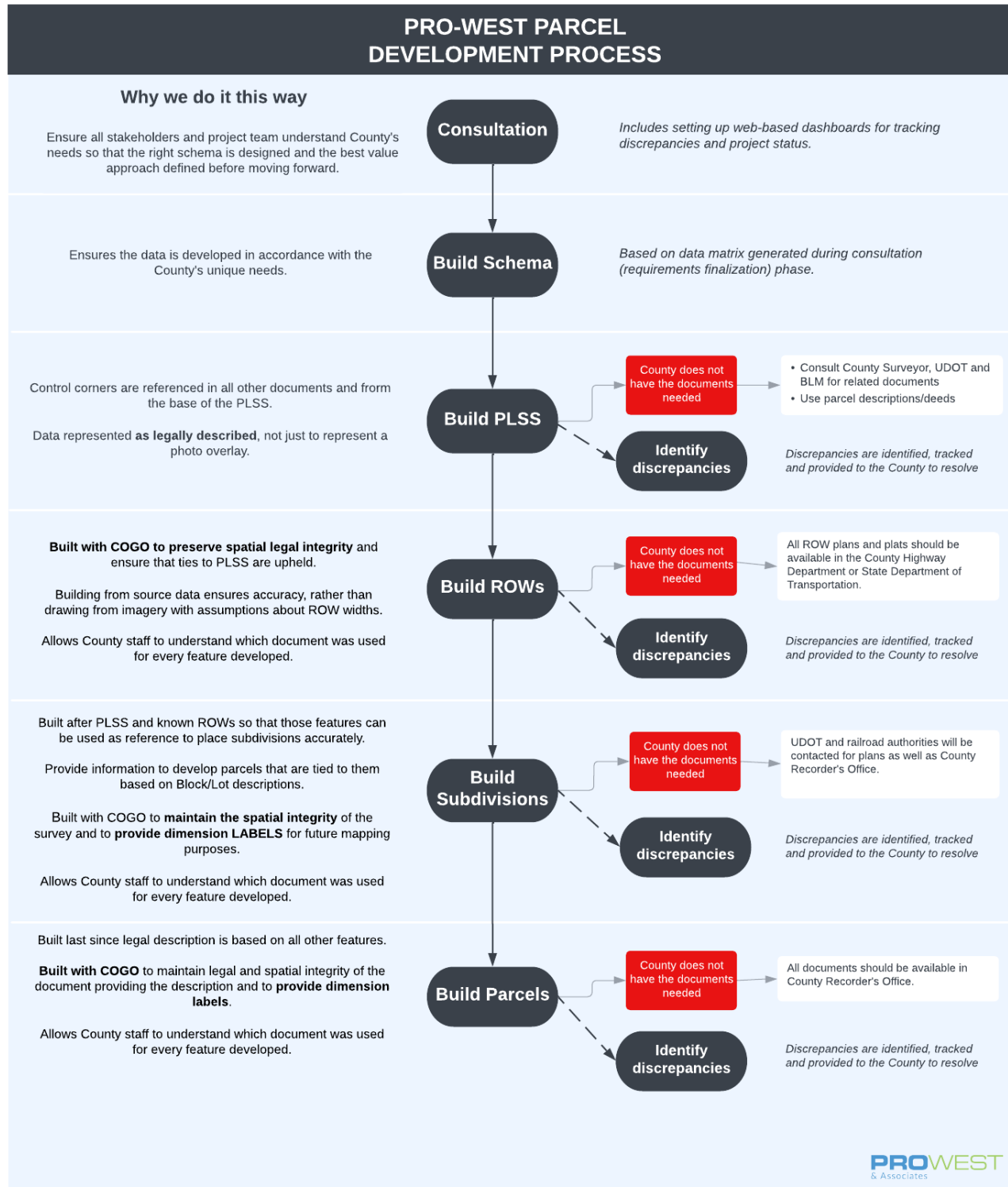
Data Construction Process

Pro-West's San Juan County project team deploys the process illustrated below on a daily basis. It is a proven process that incorporates our experience of implementing the Parcel Fabric since its inception and developing tax parcel data for local governments for decades.

Pro-West's process has one goal
Spatial Integrity First

The County can be assured that each step has been carefully designed and ***proven to prioritize spatial accuracy based on legal descriptions***. Parcels are NOT developed based on imagery but use descriptions and intention to ensure ***accuracy*** and ***best value*** for the County.

The data construction process is illustrated on the next page.



Consultation

Ensure all stakeholders and project team understand County's needs so that the right schema is designed and the best value approach defined before moving forward.

Consultation

Includes setting up web-based dashboards for tracking discrepancies and project status.

The *consultation* part of the process encompasses [Phases 1](#) and [2](#). Below, we further describe the project tracking tools that will be configured during consultation.

Project Tracking Tools

Pro-West configures a suite of project tracking tools – described below – for all our parcel development projects. These tools are slightly different per client based on the information that is most important to their specific local government.

The tools below are an example of the tracking tools (solutions) that will be configured for San Juan County to assure project tracking and transparency at all levels, from executives to technical staff, at the County as the project progresses.

NOTE: At this time, the tools shown below have been deployed for internal access only based on the preference of the client. If San Juan County would prefer to deploy a public-facing dashboard to show project progress, that can be discussed during the project initiation meetings.

County Project Status Dashboard

Pro-West will configure the Project Status Dashboard, based on a dashboard application from Esri, allowing transparency into the project status by all stakeholders at any given time. As Pro-West's development team performs development and quality control, and sends interim deliveries of data to the County, the dashboard is updated with numbers indicating the project status, i.e., how much has been accomplished.

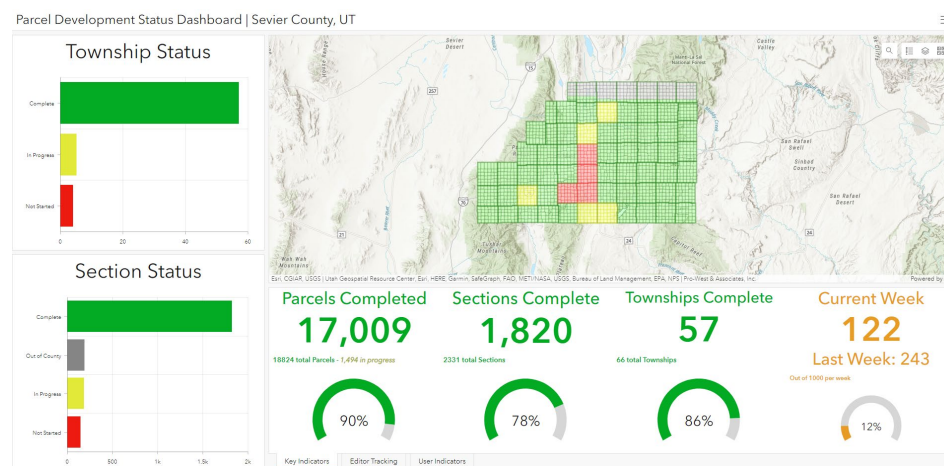


Figure 6: Parcel Development Status Dashboard

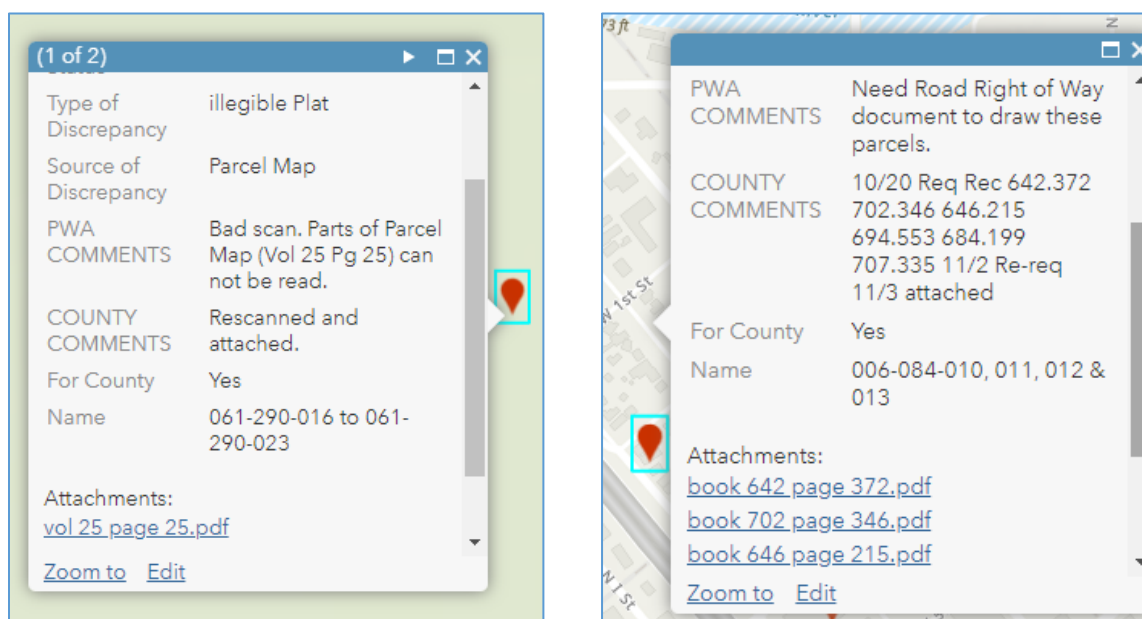
County Discrepancy Tracker

The Discrepancy Tracker application allows for the Pro-West development team to **efficiently add discrepancy points (issues)** to its development map in Pro and **communicate those points** to the County

through the application (live). The County can then **review each discrepancy point** and provide feedback that will enable the development team to most accurately drawn the parcel(s) with document/description issues. The Discrepancy Tracker will also allow the County to **attach researched scanned documents** to the discrepancy point. This communication is crucial for a successful data development project.

Not all discrepancy points can be solved by the County. However, having the issue documented in the discrepancy point feature class will provide clarity should issues arise with future land record exchanges in the area. It also provides transparency into the issue and the development decision made by Pro-West during the parcel development, i.e., if it was an oddity that fell outside of the development standards created within the project plan.

This discrepancy point layer will be delivered to the County at the conclusion of the project. The County will have a record of all discrepancies and exact locations of the discrepancies, how they were instructed to be resolved by the County, or if issues with the parcel data remain that may have to wait for an update to the area to be resolved in a future update to the parcel layer.



Parcel Status (Discrepancy) Tracker Application

Projected Use of Source Documents and Tools

To develop parcel data, Pro-West requires several data and document sources to generate the most accurate final product. These sources range from source base spatial locations to the legal descriptions per parcel. The following is a list of the source materials needed and desired at the outset of parcel data production – the following list is not final as it will be discussed during the on-site workshops to be held at the project outset.

Source Materials

The following table contains a list of the source documents and data that Pro-West requests for the accurate development of San Juan County data.

Item	Comments
Base Data	San Juan County will provide base data or direct Pro-West to other resources for base information such as: ○ Public Land Survey System (PLSS) Control Corners or other base PLSS information ○ previously completed accurate data to be used ○ other reference layers Each set of base information provides input and further alignment accuracy to produce the most current and accurate parcel data. If the County lacks these data sources Pro-West will work with the County on alternatives to use to build the PLSS as accurately as the existing data allows.
Tax Database	Digital read-only access to or a copy of the tax database provided by the County including: ○ parcel identification number (APN) ○ full legal description ○ accessory attribute fields for reference The tax database provides the APN and full legal description including subdivision, block and lot for each parcel. Additionally, in digital format, it provides a table against which comparisons can be made to ensure complete and up-to-date development for each interim and final delivery.
Documents • Deeds • Platted Subdivisions • Surveys • Right of Ways	Digital copies of (preferably via external hard drive to store on-site at Pro-West) scanned or imaged documents such as: • Deeds (or other documents that will contain legal descriptions) • Platted subdivisions, condominiums, common interest communities, or similar • Record Maps and Parcel Maps • Record of Surveys, other Surveys, or other non-recorded information that may assist in development • Road and railroad right-of-way plans ○ Road plans: Federal/US, Interstate, State, County, etc. • Canal/Lateral surveys or plans • River/Riverbank surveys
Stenciled Maps	Digital access to or copies of updated pen and ink stenciled maps. These maps will be an additional resource from which additional information can be developed.
'Non-Compliant' Maps	Digital access to or copies of added 'non-compliant' maps used by the mapping staff for additional information.
County Imagery	San Juan County will provide photography for the visual verification of parcel development.
Road & Railroad Centerlines	These datasets may be used to get Control for road intersections and be used for road and railroad right of way plan reference. Full details will be reviewed with the County during discovery calls.
Other resource materials	Any other sources of data or documentation the County currently maintains or has produced digitally.

Pro-West utilizes the Commercial off the Shelf (COTS) tools for Parcel Fabric, no custom or specialized tools are used for data development. These COTS tools and extensions include the following:

- Traverse Tool is used for entering full COGO (coordinate geometry) legal descriptions
- On-screen data entry and context menus are utilized for entering legal descriptions including deflections, turned angles, parallel offsets, perpendicular courses, and the like

- General editing tools and stand-alone construction lines are employed when working out complex descriptions outside of the Parcel Fabric and then building those into the Parcel Fabric
- Attribute rules are used for auto-populating attribute fields based on Arcade expressions
- Topology rules are used to maintain spatial integrity and feature coincidence where necessary
- Domain and Subtype use assists in efficient and consistent data entry while allowing for symbology and behavior differences

Approach to the Construction Process

A parcel is the culmination of all the pieces that are legally required to define that taxable piece of land; it is more than just a digitized polygon on a screen, more than a deed, more than just bearings and distances. A parcel (in GIS) is made up of all the pieces of the legal description that get us to the final defined piece of land which includes the points, lines and polygons that store all the legal and spatial information.

The overall process of developing parcel data in a GIS is to **define the LEGAL description** in a spatial format from the point of commencement reference to the PLSS, to the references of adjacent rights of way boundaries, to the platted subdivision lot or condominium unit, to the final phrase of the legal deed to bring the description back to the point of beginning. It is the overall legal description of that parcel that we strive to accurately represent.

Additionally, the **process is consistent** - we strive to maintain a process for all development that ensures technical rigor amongst all editing staff and provides confidence to the County.

Furthermore, every document that is used to develop a right of way, subdivision or parcel is tied to that feature. Consider the final product to be a **spatial representation of the County's tract index** - the spatial GIS feature is linked to the document that was used to create it. Future maintenance whether splits or combinations will be able to follow the lineage of documents as well as the spatial representation of the history.

Why It Matters

It is important that all users, from the editors to the planners to the public, have **confidence in the data**. Knowing the data was developed from authoritative sources in a well-defined, spatially accurate, and consistent manner drives the level of confidence up with all users.

- **Well Defined:** The Implementation Plan will document any editing tolerances, hierarchies to be followed, and the entire development process details.
- **Spatially Accurate:** Developers use Coordinate Geometry (COGO) to engage the bearings and distances and other described dimensions in the legal documents.
- **Consistent:** All Pro-West developers are trained specifically on the project's details, so they all work in the same manner, apply the same issue resolution strategies, and provide documentation in the same format.

Additionally, developing parcel data from base documents and authoritative data sources will identify issues in the current state of the parcel descriptions, such as the following:

- any discrepancy between descriptions will be found,
- any overlaps or gaps will be discovered,
- and general poor legal descriptions will be noted for the County's attention.

Discrepancy identification is **an excellent opportunity for the County to...**

- find any issues that exist,
- develop a plan to address those items over time, and
- continually improve the data during day-to-day maintenance.

Pilot Project

Construction will begin with a crucial **pilot project** step. It is during the pilot project that Pro-West will incorporate all necessary items identified during the initial project discovery calls and all items that were included in the geodatabase schema. Pro-West will apply the proposed construction steps, attribute the items as planned in the schema, document any recommended changes, and report findings that may impact countywide development.

The results of the pilot project will inform further discussion between Pro-West and the County and may require adjustments to the process as documented in the Requirements Finalization documentation. If this is the case, the documentation will be updated and shared with the County.

San Juan County is responsible for choosing the pilot project area(s) to be completed. Pro-West encourages the County to provide a pilot area that contains a variety of scenarios to ensure the overall development process and geodatabase schema can accommodate every facet of San Juan County data.

Pro-West recommends including the following in a pilot project:

- Rural parcels
- Urban parcels
- Subdivisions & Condominiums
- Rights of way (road and railroad)
- Hydro features (canals, streams)

Build the Schema



Pro-West begins the process of developing parcel data by gathering all of the requirements needed by the County to complete their business needs. This involves in-depth discussions with County staff to determine many things as listed previously in [phase 2](#). Those discussions culminate in a **Data Matrix** document that defines all the parameters needed for a successful parcel fabric geodatabase.

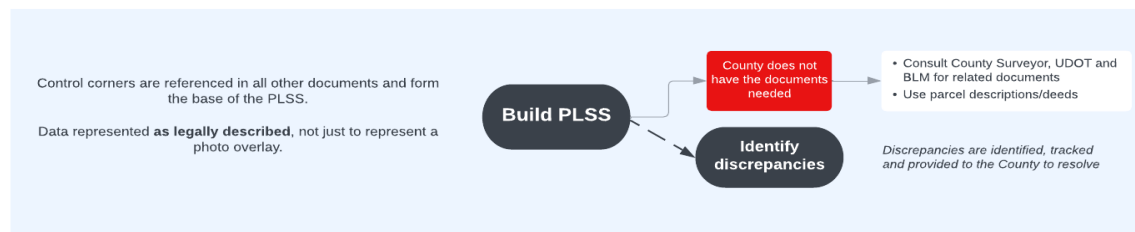
Once the Data Matrix is approved, Pro-West will then create a geodatabase with all the base structure needed and apply all the items listed in the Data Matrix to the schema therein. A file geodatabase with the schema parameters set will be provided to the County – no features developed at this stage, just a schema shell.

Upon County acceptance of the schema, pilot development will proceed.

DefaultFabric
DefaultFabric_AdjustmentLines
DefaultFabric_AdjustmentPoints
DefaultFabric_AdjustmentVectors
DefaultFabric_Connections
DefaultFabric_Points
DefaultFabric_Records
DefaultFabric_Topology
RecordHasConnections
RecordHasSampleParcelType
RecordHasSampleParcelTypeLines
SampleParcelType
SampleParcelType_Lines

The Construction Process

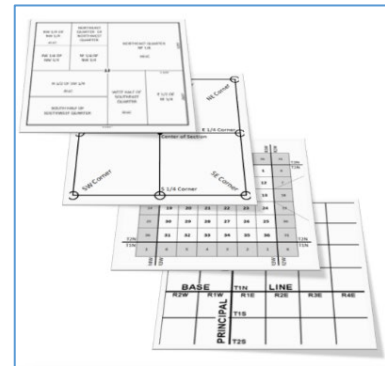
Build the PLSS



What Pro-West Needs:

Control Corners

- Control corners are the authoritative source of location information because they are referenced in all other documents from Rights of way to Subdivisions to Legal Descriptions. Without a base of Control to build the PLSS features such as the Townships, Sections, Quarters, Quarter-Quarters, and Government Lots, the rest will not have an accurate or legal base to be spatially represented.
- PLSS is referenced in all legal descriptions as the Principal Meridian & Base Line, State, County, Township, Section, and portion of the section which may be further referenced to the Quarter Section, Quarter-Quarter Section, or Government Lot.
- PLSS features including Control corners provide the County with **confidence** to know that their data is being represented as legally described with known ground locations rather than relying on aerial imagery.



A base of control to build PLSS features is vital for *accurate spatial representation*.

Alternatives are available if the County doesn't have its own control

What if the County doesn't have any of their own control?

- Consult the Records office for Record of Survey Control documents with known coordinates
- Consult the County Surveyor or the surveyor the County contracts with for services for known corner locations with known coordinates.
- Consult the Utah Dept of Transportation for Federal and State Road ROWs that contain ties to control w/known coordinates
- Finally, consult the Bureau of Land Management (BLM) for their data in the area of San Juan County. The BLM has a full set of control data for the County of varying reliability. The control provided would be reviewed, and only those with the best reliability would be used in addition to other sources as listed above.

What's ideal? What's realistic?

- Ideally, control would be known at every section and quarter section location.
- Next best, control would be at every section corner location.

- Realistically, control would be wherever the parcel data is the densest as that's where the development and concentration of surveying services has been. Where control is lacking, the other sources would be consulted to fill in the gaps.
- It is also realistic that, over time, the County will receive new control with better coordinate location information than what is used in this project. Pro-West includes exercises during training on updating the control and the affected parcel data.

How It's Developed

In data development, the County's current PLSS Control Corners or otherwise resourced control corners are placed first into the geodatabase schema and are then held fixed in the coordinate system required by the County.

In the Parcel Fabric, the Control Corners are attributed as "Fixed" and "XYZ Constrained" to indicate its intended behavior of staying in place and not moving. Parcel Fabric is very strict about Control behavior. Attributes provided with the Control Corners will be reviewed and checked both prior to loading to the parcel fabric and after the data is loaded to ensure the data is complete.

Upon the PLSS Control Corners, the remaining PLSS features are then constructed such as:

- **PLSS Townships**
- **Sections**
- **Quarter-Quarters**
- **Government Lots**

When building these features, standard PLSS breakdown methods are used including the use of the Original Township Maps to gather information for the proportioning of the north and west boundaries of a township and for the assignment of Government Lot attributes.

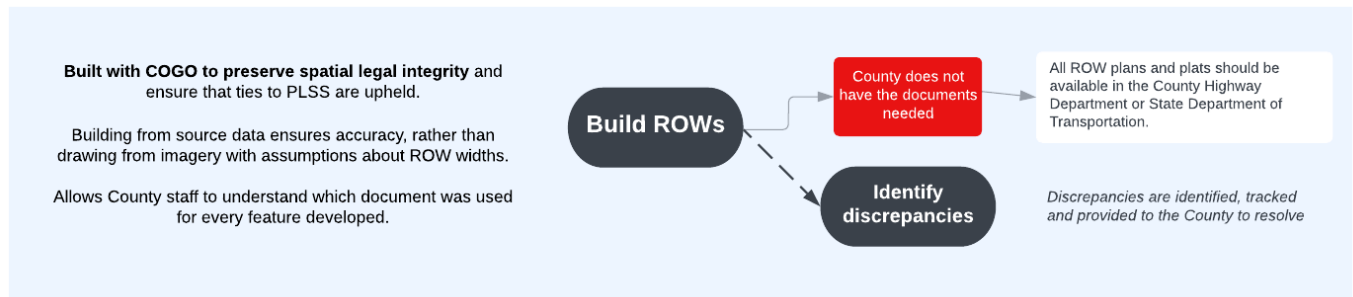
By building from
Control Corners, PLSS
features are *always*
aligned and coincident.

- PLSS Sections are constructed utilizing the control provided and any other survey information that may depict changes in a section that are atypical. Sections are attributed with section numbers (1-36).
- From the Section features, the PLSS Townships (Congressional townships) are then created by unioning the appropriate sections together to form the Township. Townships are attributed with the Common Name if applicable, Township Number and Direction, Range Number and Direction, and Principal Meridian.
- From the PLSS Section features, the PLSS Quarters are then constructed utilizing any Quarter Corner control corners and other survey information that is provided. Quarters are attributed with the quarter designator (NW, NE, SW, SE).
- PLSS Quarter-Quarters (Sixteenths, Fortys) and Government Lots are then constructed from the Quarter features. The Original Township maps (GLO maps) are referenced to determine the proportioning along the north and west sides for the correction areas as well as for the assignment and configuration of the Government Lots and meandered water features. Quarter-Quarters and Government Lots are attributed with the appropriate name or designator (such as SW SE or Govt Lot 3)

- Please note that all attributes are labels and not annotation. The attributes of the features are automatically labeled thus being a more efficient use of the same information.

By building up from the Control Corners, the PLSS features are always aligned and coincident. This creates the solid base upon which all other cadastral features can be confidently constructed.

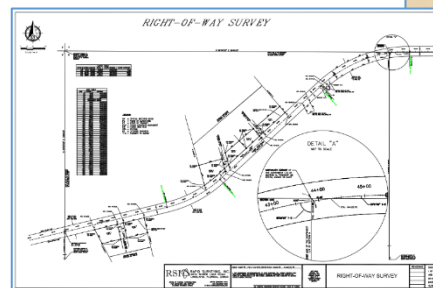
Build the ROWs



What Pro-West Needs

Right of way plans, plats, or other documents for Roads, Railroads, Canals/Laterals, and River/Riverbanks.

- Rights of ways (ROWs) are built immediately following the PLSS because they will tie into the PLSS directly and provide reference boundaries for Subdivision and Parcel features yet to be built.
- ROWs are **built with COGO** to preserve the spatial and legal integrity of the document ensure that the ties to the PLSS are upheld.
- County confidence in the data being represented will be reinforced knowing the data is being developed from the source document - the source being the County Recorded documents, the County Highway Dept, the State DOT, and the like. ROWs are **NOT** drawn from aerial imagery and do **NOT** have assumed right of way widths applied unless specifically instructed from the County to do so.
- Records are used to maintain connectivity from the spatial feature to the document that was used for development provides further confidence to the County staff of knowing exactly which document was used for each feature that is developed.



and

What if the County Doesn't Have These Documents?

- Consult the Records office for any documents that may be related to these items.
- Consult the County Highway Dept for any documents they may have that relate to these items
- Consult the Utah DOT for any related documents
- Consult Railroad Authority (if known) for any documents in the County area
- Use the parcel descriptions / deeds

What's Ideal? What's Realistic?

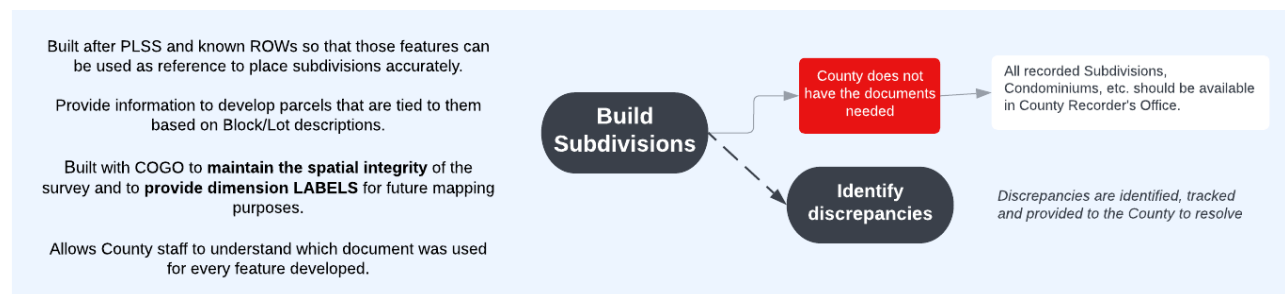
- Ideally, all right of way plans or surveys would be provided for: US / Federal Highways, State Highways, County Roads, County State Aid Roads, and Township Roads
- Railways
- Canals / Laterals / River / Riverbanks
- Realistically, Pro-West understands not every piece of material can be found and typically is able to receive the following:
 - Right-of-way plans for the major highways and County roads, railways, and canal/laterals and river/riverbanks when actually surveyed.
 - Additional documentation may be found that depicts township road offsets from PLSS lines or canal offsets from a known centerline.

How It's Developed

Right-of-Way (ROW) construction includes the delineation and attribution of each planned and constructed right-of-way or easement feature that has a construction plan. Easements and ROWs that can be built as a spatial polygon will be constructed and further attributed with the type of encumbrance that it is – such as road, railroad, and the like.

- Those ROWs requiring additional plan information will be created based on the coordinate geometry of the center alignment and depicted ROW boundaries or based on the coordinate geometry of the ROW boundary itself – whichever is present in the plan.
- For those ROWs that do not specifically have plans (often township and county roads), discussion with the County will often provide guidelines for depiction.
- Dimensions are **labeled** as indicated on the ROW plan or based on the guidelines received.
- Note: All ROW and easement features developed in the parcel fabric are polygonal.

Build the Subdivisions



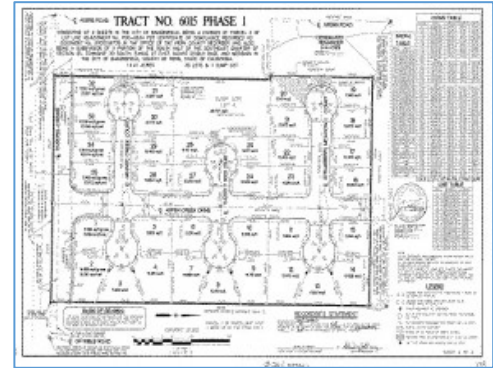
What Pro-West Needs

Pro-West needs all Subdivision and similar type documents such as Platted Subdivisions, Condominium plats, Common Interest Communities, Record of Surveys, Parcel Surveys, and the like.

- Subdivisions are built after the PLSS is completed and after known rights of way so that they can be used as reference to place the subdivisions accurately. These subdivisions provide an

incredible amount of information to then develop the parcels that are tied to them based on Block/Lot descriptions.

- Subdivisions are built with COGO to maintain the spatial integrity of the survey and to **provide the dimension LABELS** for future mapping purposes.
- Records are used to maintain connectivity from the spatial feature to the document that was used for development provides further confidence to the County staff knowing exactly which document was used for each feature that is developed.



What if the County Doesn't Have These Documents

- All recorded Subdivisions, Condominiums and the rest should be available in the County Recorder's Office.
- Ideally, Pro-West will want these scanned and provided digitally or remote access to the County's records provided for Pro-West staff to access these documents directly.

How It's Developed

Platted Subdivision construction includes the construction and attribution of the Subdivision features, the block/lot/outlot features, and the dedicated right-of-way features contained within each subdivision area. Current platted features often have COGO information for the delineation and depiction of features, whereas older platted features may reference and use offset distances from the PLSS features. In either case, the appropriate tools will be used to ensure alignment of the features to the PLSS.

- Subdivision features are attributed with the subdivision name, subdivision number, and subdivision type, such as subdivision or condominium as appropriate and needed by the County.
- Lot/outlot features are attributed with the lot or outlot number/letter and the block number as applicable or represented on the source document.
- Dedicated right-of-way features are attributed appropriately with the Lot Type indicating 'public right of way' where applicable and noted on the source document.
- Dimensions are **labeled** from the linework as indicated on the recorded documents.
- All attributes can be labeled, no annotation is needed.

Construction of Condominium Data

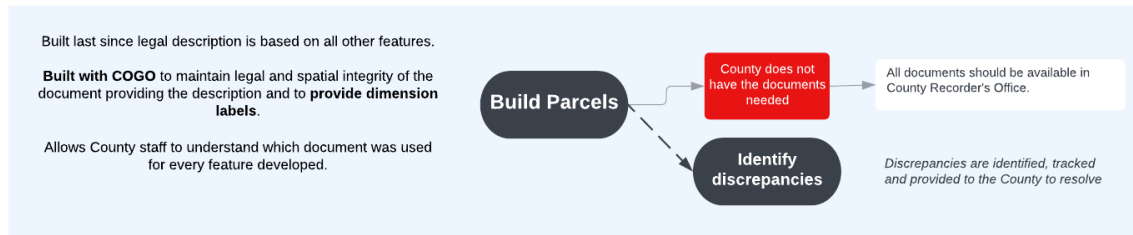
Two main options are available for condominium data development based on the needs of the organization. Further discussion will be necessary to determine the best solution for the County.

1. **Stacked method:** using this method, a tax parcel feature is constructed for each parcel identification number present in the tax database.

The parcels can use one spatial shape (often the footprint of the condominium property or individual buildings) and stack that shape as many times as necessary to produce the number of tax parcels requiring representation. Each polygon would then be individually attributed with a parcel number. This leaves a clean footprint but requires maintenance of multiple polygons.

2. **Related table method:** like the stacked method, the related table method involves constructing one spatial shape – often the footprint of the condominium property or the individual buildings. This shape is then related to a table containing all the other parcel numbers that belong in that condominium. This method leaves the maintenance technician with one polygon to manage in the parcel fabric but produces multiple, stacked polygons after it is published, thus utilizing the efficiency of editing just one feature and automating the one-to-many scenario for other departments and applications to consume.

Build the Parcels



What Pro-West Needs

The legal description of the parcels whether provided via a tax roll, CAMA system or other digital source; or provided via documents such as deeds, Parcel Maps, Record Maps, or other documents.

- Parcels are the last item to be built since the legal description is based on the other features - PLSS references, reference to ROWs, and/or reference to Subdivisions.
- Parcels are **built with COGO** to maintain the legal and spatial integrity of the document providing the description and providing **the dimension labels** for viewing purposes.
- Records are used to maintain connectivity from the spatial feature to the document that was used for development which provides further confidence to the County staff knowing exactly which document was used for each feature that is developed.



With Pro-West's approach, the *County will have confidence* knowing which record was the source for each feature developed.

What if the County Doesn't Have These Documents

- All documents should be available in the County Recorder's Office.
- Ideally, Pro-West will want these scanned and provided digitally or remote access to the County's records provided for Pro-West staff to access directly.

How It's Developed

The **Tax Parcels** are delineated based on the legal descriptions provided by the County. Parcels may be constructed in a variety of ways based on the description given:

- Aliquot or fractional descriptions,

- Metes and bounds descriptions, or
- Platted block/lot descriptions

COGO tools such as the Traverse Tool or Dynamic Constraints entry will aid in the depiction of the parcel descriptions with full COGO information; context menu tools will assist where deflections, turned angles and offset descriptions are present; general editing tools will be utilized for complex and landmark-type descriptions.

Parcels are attributed with the parcel identification number and their lines with the COGO dimensions as described in the legal description.

Discrepancies

Discrepancies will be identified – Pro-West has yet to have a client with perfectly clean data or legal descriptions.

Discrepancies are an excellent opportunity to improve the underlying information.

Every misalignment, gap, or overlap is found when each legal description is read and represented.

All the discrepancy tracking is done so with the use of the [County Discrepancy Tracker](#) as described previously in [Project Tracking Tools](#). The use of this tracking tool allows the County to interact with Pro-West staff by immediately seeing any discrepancy Pro-West has encountered, offering an opinion for resolution, attaching research documentation, or flagging it as an issue to resolve later.

The screenshot shows a web application window titled '(1 of 2)'. It contains a form with the following fields:

- Type of Discrepancy: illegible Plat
- Source of Discrepancy: Parcel Map
- PWA COMMENTS: Bad scan. Parts of Parcel Map (Vol 25 Pg 25) can not be read.
- COUNTY COMMENTS: Rescanned and attached.
- For County: Yes
- Name: 061-290-016 to 061-290-023
- Attachments: [vol 25 page 25.pdf](#)
- Buttons: [Zoom to](#) [Edit](#)

Pro-West's Approach to Discrepancies

- Pro-West works with the County to determine what constitutes a discrepancy and develop a level of tolerance - under which Pro-West can reasonably resolve an issue and not report it; over which Pro-West will document the issue and ask for County assistance to resolve the issue.
 - For example, "overlaps/gaps of less than five feet may be split equally between neighboring parcels." Then, during development, any discrepancies uncovered that are beyond the known tolerance are documented and provided to the County for review.
- Throughout the project, as discrepancies are resolved with County feedback, they will be attributed as such, and all unresolved discrepancies will be provided to the County for future reference and planning.

Discrepancies will be identified which helps to *improve the County's*

Any further documentation or educated decisions the County and Pro-West discuss will be documented in the Project Plan, implemented by the team and followed by all. Each change will be flagged as to how the discrepancy was resolved, so that the result is a complete list of the discrepancies uncovered beyond any tolerances provided, whether they are still an issue or if they have been resolved, and if resolved, how so.

Pro-West will make no attempt to update the tax database or other source documentation. Those are County systems and should be updated by the appropriate County experts.

Updating the Parcel Fabric

The final delivery will be verified with the latest tax database and guaranteed up-to-date as of the date of that last tax database download.

When performing updates, the most current tax database is employed for comparison purposes. The tax database and the spatial data from the Parcel Fabric will be compared to ensure that:

- all database records have a feature in the Parcel Fabric,
- each feature in the Parcel Fabric has a record in the database, and
- there are no erroneous duplicate Parcel Numbers.

Pro-West estimates that the County has 150 spatial updates to be completed annually. Over the course of the project, it is anticipated that 150 **updates** will need to be completed to update the final deliverable. Up to 150 parcel updates have been included in the estimate cost. If additional updates are needed, Pro-West will work with the County on assisting with completion through the use of a professional services contract or block hour support.

County Training

Pro-West will design a tailored training program for County staff, which will be documented in the Project Plan. This documentation will identify staff members who require training, equipment to be provided by the County for training purposes, time commitments for training, and the supporting materials the County will receive.

Pro-West will ensure that the training proposed meets the needs of the County's GIS users and will make adjustments to accommodate additional needs.

Training is provided to enable County staff to continue to maintain parcel data in the parcel fabric environment. Pro-West's background in parcel data maintenance training is extensive and well-reputed. Pro-West is a proponent of the importance of training to a successful project.

From our experience, we know that the optimal training program for the parcel fabric consists of **introductory courses delivered by Esri paired with custom training delivered by Pro-West** based on the County's specific data. This combination allows the County editors to learn the basics and have time to apply those skills prior Pro-West's custom training which will build upon those skills for a production environment.

Pro-West will schedule and hold trainings for the County and make a training plan for the recommended Esri courses to be taken prior to the custom training:

1. ArcGIS Pro Fundamentals Learning Plan
 - a. **Recommended training via Esri** courses online (*Note: Esri courses are not included in Pro-West's proposed cost for this project*)
 - b. Basic ArcGIS Pro skills
2. Data Editing Essentials Learning Plan
 - a. **Recommended training via Esri** courses online (*Note: Esri courses are not included in Pro-West's proposed cost for this project*)
 - b. Basic editing in ArcGIS Pro
3. Parcels and Land Records Management Essential Skills Learning Plan
 - a. **Recommended training via Esri** courses online (*Note: Esri courses are not included in Pro-West's proposed cost for this project*)
 - b. Parcel Fabric specific courses
4. On-line, custom training by Pro-West for up to 4 days
 - a. Review editing of all land record-related data and workflow processes
5. Parcel Fabric Publishing Script Training – 2-hour online training by Pro-West

Training	Provider	Timeframe
ArcGIS Pro Fundamentals Learning Plan	Esri	Varies
Data Editing Essentials Learning Plan	Esri	Varies
Parcels and Land Records Management Essential Skills Learning Plan	Esri	Varies
Parcel Fabric Custom Training	Pro-West	4 days
Parcel Fabric Publishing Script Training	Pro-West	2 hours

Esri Training

County staff will have a training plan in which suggested courses via Esri online sources will be listed. Most of the items are seminars or web courses that are free, certain items are multi-day instructor-led courses for cost (the cost of the courses is **NOT** included in the proposed cost for this project). The goal of the Esri training is to have the County staff at a skill level that is equivalent to knowing the basics of ArcGIS Pro and its non-parcel fabric editing tools. This will be the basis upon which the Pro-West custom training will begin.

- ArcGIS Pro Fundamentals:
<https://www.esri.com/training/catalog/5b733d0c8659c25ea7013df9/arcgis-pro-fundamentals/>
- Data Editing Essentials:
<https://www.esri.com/training/catalog/633c475105b5436b9a116f29/data-editing-essentials/>

Pro-West highly recommends introductory Esri training for parcel fabric editing. This includes the **Parcels and Land Records Management Learning Plan** including the Esri online, 3-day, instructor-led course “*Working with Parcel Data in ArcGIS Pro*” which uses the latest software version to introduce the parcel fabric to the editors. Here, students learn the basics about the concept of the fabric, the structure of the fabric, and perform some basic edits.

- Parcels and Land Records Management Essential Skills:
<https://www.esri.com/training/catalog/5f4e6d60de1e8d4c9244692f/parcels-and-land-records-management-essential-skills/>
- Specific Course link: “*Working with Parcel Data in ArcGIS Pro*”
<https://www.esri.com/training/catalog/5e5f25188cb2d966e64e3d5d/working-with-parcel-data-in-arcgis-pro/>

Pro-West Custom Training: Parcel Fabric Data Maintenance

Pro-West will conduct a **4-day on-line** training course for County editing staff (up to 4). If additional trainees need to attend, Pro-West will work with the County to address the needs. An additional Pro-West trainer may be needed, thus increasing the project cost.

Training will be hands-on, will be customized using the County’s data, and content covered will pertain to the direct needs of the County.

- Training begins with a review of the final County geodatabase to ensure editors know how to find and use the data that was migrated and understand the data structure.
- Training continues with helpful tips and review of tools to make the most efficient editing environment. The project set-up, label settings, and symbology settings are just as important for visualizing the edits as the edits themselves.
- Training then dives in as specific scenarios based on the County updates are put into action within the editing framework. This portion will be real-world editing utilizing real County updates.

To supplement the custom consultant-led training, Pro-West will develop a training manual using the County’s own data that outlines the maintenance procedures and tools along with a series of exercises to practice anytime. This manual will be a reference document for County staff.

Training topics will include:

1. **Geodatabase schema review** – review of the geodatabase itself, how the data was developed, the structure including feature dataset(s), feature classes, domains/subtypes, attributes, and Attribute Rules.
2. **Editing properties** to make the editing environment more efficient and meaningful.
3. **ArcGIS Pro tool review** – review editing tools that would be needed when viewing, editing, and working within the parcel fabric and overall geodatabase.
4. **ArcGIS Pro custom parcel data maintenance training** – training regarding editing and maintaining the parcel fabric data, the automated Tasks, the manual workflows, and tips for efficiency.
 - General Parcel Updates
 - Parcel splits and combines
 - General parcel updates and boundary adjustments
 - New subdivisions – in general and from AutoCAD
 - Encumbrance and Right of Way maintenance
 - Alignments
 - Quality Control of the Parcel Fabric
 - Tools and recommendations for overall Parcel Fabric maintenance and reporting

Pro-West Custom Training: Parcel Fabric Publishing

Pro-West will conduct Parcel Fabric Publishing training for up to 2 hours, online, with the identified County staff who will be maintaining the parcel publishing script. Topics will include the following:

1. Parcel Fabric Publishing Script automation
2. Configuration files and needs
3. Maintenance for any County need changes after project completion
 - Additional data layer development is not included as part of the solution configuration in the public or internal solutions.

Post-Training Technical Support

Pro-West includes **20 hours** of technical support for a 1-year period after the completion of training so that County staff can reach out with any question and get assistance – parcel fabric or nightly publishing script.

Project Assumptions

Project Plan Assumptions

1. County and Pro-West will communicate via telephone, email, and web meetings
2. Pro-West will provide an FTP site for the duration of the project in which the County and Pro-West can transfer data
3. County and Pro-West will attend and participate in all scheduled kick-off and status meetings through the duration of the project
4. County will be available occasionally for unscheduled calls or meetings to discuss a specific topic
5. Pro-West will conduct all data development tasks at Pro-West offices and will deliver the data to the County as agreed in the Project Plan

Requirements Finalization Assumptions

1. On-line discovery calls will be the primary source of Project Plan item finalization
2. The County will have ArcGIS Pro (version TBD) to be able to review interim deliverables. ArcGIS Enterprise does not have to be implemented for interim deliverables.

If the County is utilizing ArcGIS Enterprise deployment, the following minimum requirements must be in place prior to final project delivery:

- ArcGIS Pro-Standard or Advanced level, version TBD.
- Enterprise 11.5 or as specified during further communication.
 - ArcGIS Server
 - Portal for ArcGIS
- Federation of ArcGIS Server and Portal for ArcGIS
 - SSL Certificates for the domain that the machines reside on for federation
- Named Users in Portal
 - One that is a creator level for publishing services
 - Minimum of Editor user type for each user that is going to be editing the parcel fabric
 - If you are using the creator license you can use the same license for editing and service publishing
- Editors must be assigned an **Advanced Editor Add-on User Type** (this is not needed for interim deliverable review, only needed when the data is deployed in the enterprise environment)

Enterprise geodatabase needs to be a RDMS that is compatible with Esri Version 11.5 and enterprise geodatabase needs to be of version 11.5 or as specified in further communication.

Map services or apps that are currently using data will need to be updated by the client. Pro-West understands this cannot be accomplished until the data is delivered and in the client's server.

Pilot Project Assumptions

1. County will choose the pilot area to include examples of multiple needs such as urban, rural, subdivision, highway right of way, and the like.
2. Pilot area will consist of 1-3% of the total parcels to be completed.

Data Development Assumptions

1. All data to be developed will be done so from source documents as stated in previous sections.
2. Data will be delivered in part as interim deliverables for County review per a schedule to be developed during the on-line discovery calls and documented in the Project Plan.

3. County staff will provide Pro-West with digital copies of all scanned source documentation required for parcel development during phase 1-2 on-line discovery calls.
4. County staff will conduct document research when Pro-West has questions regarding specific parcels or documents.
5. Pro-West will not be on-site to research documentation. If documentation cannot be found via the online resources or digital scans available, those parcels will be flagged as discrepancies for County research or follow-up.
6. Pro-West assumes the development will progress on a township tile basis and deliverables will occur at the completion of a set of townships.
7. County will maintain parcel data once delivered and accepted by the County.
8. Pro-West will provide discrepancy information to the County for further review. The County is responsible for discrepancy resolution.
 - Some discrepancies are ok to leave and are informative
 - Some will likely need to be resolved with authoritative decisions
 - Others may be low priority items that can be resolved in time with better descriptions
9. County users will have a County-assigned ArcGIS Online user account to be invited to project tracking dashboards

Training Assumptions

1. On-Line Trainings:

The County is required to provide:

- a. Computers/laptops and peripherals for each student
- b. Software (installed and tested by the County prior to training)
 - ArcGIS Pro Standard or Advanced
 - Version to be verified
- c. Access to the published editing service with permissions to read/write/edit
- d. Internet access for each student
- e. Microsoft Teams access for training sessions
- f. Permission to be recorded while in the training session
- g. Participation engagement and feedback during training sessions

2. Parcel Fabric Maintenance Training:

- a. Expected skillset: an understanding of ArcGIS Pro and basic editing procedures
- b. Recommended Esri training will be on the County's own time but completed prior to any custom training provided by Pro-West
- c. Custom Pro-West trainings will be provided for County employees who have completed the recommended Esri training listed above and/or who have the fundamental knowledge base to use ArcGIS Pro
 - The number of County employees requiring training to be discussed during project planning.
- d. County and Pro-West will communicate via telephone/Microsoft Teams, email, and web meetings in preparation for the training

Project Risks

Pro-West views the project timeframe as the biggest source of risk due to several factors:

1. Parcel count: The RFP states 9,000 estimated parcels and the County estimates 150 parcel updates per year. This leads Pro-West to estimate 9,125 parcels may exist in the final parcel count which is the estimate upon which this proposal is based.
 - a. Mitigation: During Phases 1 & 2, a final parcel count will be discovered. If the total number exceeds 9,000 by more than 2%, timeline and budget may need to be adjusted.
2. ArcGIS Enterprise & ArcGIS Pro: Technology issues are found with every new version of Enterprise or ArcGIS Pro.
 - a. Mitigation: Due to the unknown/untested nature of potential newly released versions, Pro-West reserves the right to make alternative recommendations if bugs or other issues pertinent to parcel fabric editing becomes known for the specified versions.
3. Research: Pro-West will rely upon the County for data sources and other items meaning Pro-West is not in control of the timeline within which these are delivered
 - a. Source Data: Pro-West will rely on County staff to supply the initial set of source data
 - Source data and documents must be legible. Timeliness is essential to the project and trying to decipher illegible information is both time-consuming and prone to misinterpretation.
 - b. Pre-Research: Pro-West will rely on County staff to supply Pro-West with any known research needs ahead of development
 - c. Discrepancy Research: Pro-West will supply County staff with discrepancy information as it is encountered and will then rely on the County to return a resolution, document or educated opinion to resolve the issue
 - Discrepancy research documents must be legible. Again, time is a concern when trying to read illegible documents which leads to misinterpreted information.
 - d. Mitigation: County and Pro-West will jointly set a delivery schedule that is reasonable for all parties involved and will work to meet those scheduled timelines. If it cannot be met, parties will communicate new expected delivery dates.
 - e. Illegibility Mitigation: County and Pro-West will discuss legibility requirements to determine the best course of action when documents are not readable. Final mitigation is for Pro-West to flag the parcel as a discrepancy and not develop.
4. Stakeholders are not identified at the beginning of the project
 - a. Mitigation: County and Pro-West will identify stakeholders during project kick-off. If changes in stakeholders occur, they will be communicated to the Pro-West Project Manager immediately to eliminate and/or minimize timeline and budget changes.
5. Stakeholders change throughout the project
 - a. Mitigation: Maintain the same project stakeholders throughout the project. If stakeholders do change, it is the client's responsibility to communicate the purpose of the project to the new stakeholder or for Pro-West to communicate changes to the client. If the project changes due to a change in stakeholders, additional charges may apply, and the timeline may be affected.
4. Client responsibilities are not met in a timely manner.
 - a. Mitigation: Pro-West and County will work together to update the project timeline to better meet reasonable County response timeframes.
5. Infrastructure is not in place at the time of the project:

- a. Mitigation: Pro-West and the County will thoroughly discuss the planned base deployment and remain vigilant in communication as to the updates therein through the scheduled meetings and communication channels.
 - b. Should any major issues arise that necessitate project changes, Pro-West and the County will work collaboratively to evaluate the impacts to the scope, budget and timeline.
6. Infrastructure changes over the course of the project
 - a. Mitigation: As stated above, the County and Pro-West will work collaboratively to determine the best course of action and evaluate the impacts to the scope, budget, and timeline.
7. Enterprise geodatabase needs to be upgraded.
 - a. Mitigation: thoroughly discuss Enterprise and ArcGIS Pro versions during project kick off to determine what version of ArcGIS Pro has the functionality needed to support Client workflows.
 - b. Should it be determined that an Enterprise upgrade is needed to support Fabric migration, Pro-West assumes the Client will complete the upgrade.
8. Pre-Fabric Training checklist was not completed prior to Pro-West training.
 - a. Mitigation: Pro-West will provide a training checklist for the Client during project kick off. The timeline of the checklist will be determined as the project continues.
 - b. If the checklist items are not completed by the Client based on the agreed upon timeframe, Pro-West will reschedule the training.
9. Client staff are not skilled in ArcGIS Pro to complete the Custom Editing and Maintenance Training.
 - a. Mitigation: Pro-West shall notify Client POC regarding skill level and discuss a training plan to bring the skill level up to a point where Custom Training can proceed.
 - b. Parcel Fabric training may be rescheduled until client skill levels are appropriate.
10. Additional Client staff sit in during Pro-West parcel fabric training.
 - a. Mitigation: Client shall notify Pro-West 2 weeks prior to training if additional staff will be attending the training. The focus of the training will be for those maintaining the parcels and the instructor will focus on their needs first, as well as getting through the standard training content.
11. Changes to parcel schema needs or workflows occur after the project has begun.
 - a. Mitigation: The Client stakeholders and Pro-West will define data schema and workflows during the data consultation phase and changes will be agreed upon by both parties prior to migration beginning.
 - b. Changes to schema/workflow needs that occur after migration has started, may result in additional costs or changes to the timeline.
12. Feedback: The County will be required to provide feedback for various tasks throughout the project. It is the responsibility of project stakeholders to ensure that feedback is provided per the timelines agreed upon.
 - a. Mitigation: communicate feedback/task delays to project stakeholders immediately. Project budget and/or timelines may be affected by delay.

Service Delivery Model

Off-Site and On-Site Activities

Pro-West's best-value approach includes the use of off-site capabilities (i.e., work is conducted remotely from Pro-West's offices based in Minnesota) where it is practical to do so and where the quality of the outcome is not compromised, and to work on-site with the County for the project tasks where this will add most value. Almost 100% of Pro-West's work is conducted off-site; all team members are practiced in using technology to stay connected throughout the project lifecycle.

For off-site work, Pro-West may require remote access to County servers. Remote access will be discussed during the on-line calls. Pro-West is accustomed to various remote access protocols. Additional use of off-site technology includes web meetings to share screens, phone calls and email.

All data to be transferred between the County and Pro-West will occur through a secure FTP location. Pro-West will provide access to this site, and the County will have the ability to upload data resources. If files sizes are too large, Pro-West will provide an external hard drive to which the County can copy project materials. The FTP site will also be used by Pro-West for interim project deliveries to the County. These deliveries will be outlined on the project schedule developed during Phase 1.

Initial on-line calls will consist of project kick-off meeting and schema needs/data matrix review calls (during Phases 1 and 2) led by Pro-West at the outset of the project. These will be documented in the Project Plan and Final Project Requirements documentation.

Pro-West believes it is important to stay connected with the County and proposes holding a bi-weekly status meeting to via Microsoft Teams. The specific day and time will be discussed and agreed upon with the County during the project kick-off meeting. Pro-West's goal will be to keep these meetings to an hour or less and, as the project matures, we expect to adjust the frequency of the meetings. Pro-West will also be available outside of the scheduled meeting to hold special meetings. It is important to Pro-West to be responsive and accessible to the County should issues arise.

Quality Assurance, Quality Verification & Quality Control

Quality control is an essential element of Pro-West's data development procedures. Quality assessment measures are built into Pro-West's data development and migration procedures to ensure data integrity and to limit data entry errors. Some of the procedures to be utilized include the following:

1. The use of geodatabase features such as **subtypes and domains** control how data entry may occur. Subtypes and domains create "drop-down" lists that create a controlled environment for data entry, thus eliminating typographical errors and inconsistency in data entry. The Parcel Fabric utilizes several domains in its features to add additional information and clarity to the data therein. Additional domains can be added if the County has specific data that needs to be maintained.
2. **Relationship classes** are also used to maintain parcel fabric integrity. The parcel fabric provides for its own needs, but additional relationships can be used in cases such as maintenance of condominium features where the County can maintain one spatial feature in the fabric while producing stacked exact duplicates for the public to see.
3. **Geodatabase topology** will also be utilized as a quality assessment tool in the Parcel Fabric since it validates spatial rules set forth between and among certain classes of features. Topology can be validated at any time and comes standard with the parcel fabric with several rules already assigned.

4. In addition to the geodatabase quality analysis tools, there are additional assessment measures in Pro-West's processes that are used to deliver a quality final product. These tools involve automated and manual analysis, both tabular and visual. This means that each staff member who develops parcel data must adhere to a rigorous set of standards that is reviewed prior to delivery of the data. The standards include tasks such as the following:
 - Review the **Project Plan and Final Project Requirements** documents to verify all processes and procedures were completed, and that the data was developed with all the correct attributes, including County-requested attribute fields.
 - **Manually review** each tabular attribute field in each feature class for completeness, consistency, and compliance to all standards set forth in the project.
5. Finally, the Parcel Fabric in ArcGIS Pro involves newer quality assurance standards and technology such as the implementation of the following tools and procedures:
 - **Attribute Rules** such as automated calculations and validation rules can be used to set various parameters upon new parcel creation or topology validation. These tools are helpful when maintaining detailed project requirements. Examples include...
 - Adherence to domain values, unique names, or duplicate names
 - Table checks for blank entries, null entries, or inconsistencies such as the parcel number being too long or too short
 - Calculations to auto-populate feature attributes

A detailed list of the rules and values will be included with the final project report. The rules and values may be updated during the course of the project as new information is discovered.
6. The final geodatabase will be subject to **review by County staff** to verify that the data was developed successfully. The geodatabase will be sent to the County via a file geodatabase format for review. The geodatabase will consist of domains, tables, feature datasets containing feature classes, relationship classes, and all other specified items.
7. Pro-West will also conduct tax database comparisons to ensure that:
 - All records in the tax database exist in the spatial geodatabase. This ensures that all the records expected to be developed have been developed or otherwise documented in the discrepancy report.
 - All features in the spatial geodatabase have a record in the tax database. This ensures that all updates have been completed and no features exist that should have been edited or updated. Any anomalies will be documented in the discrepancy report.
 - Duplicate features in the spatial geodatabase. This checks for duplicate parcel identification numbers to see if there could be typographical errors or if those should be multi-part parcels.
 - All comparison results will be supplied as part of the project documentation.

Post-Implementation & Post-Training Support

Technical Support

Pro-West stands by the solutions we implement and provides technical support to all current clients. As such, we will provide the County with support during and after the project is completed. When choosing Pro-West, we would like you to think of us as part of your team, not as an outside consultant. We are driven by making our clients successful in meeting their location technology goals.

Additionally, Pro-West provides support via email and phone/Microsoft Teams during normal business hours, as well as via scheduled web meetings to work directly with the editing technician to understand the issue at hand and provide resolutions, tips, and/or other knowledge transfer.

Pro-West's issue resolution timeline can be flexible to meet specific client requirements; however, our standard process follows the below response and resolution timelines and procedures. Support incidents are categorized based on their impact to end users.

Severity	Description	Response Time	Resolution Time
Critical	System is non-functional	1 hour	4 hours (business days only)
Significant	Inhibits ability to work efficiently, but workarounds exist	4 hours	1 business day
Minor	Minor nuisance or enhancement request; no impact on operational ability	1 business day	Scheduled (within 1 business week)

Estimated Project Schedule

Task	Timeframe
1: Development Standards	2 Weeks
2: Develop PLSS	2 Months
3: Pilot Development	2 Months
3: Remap Parcel Data	9 Months
4: Delivery	1 Week
5: Training	1 Week
TOTAL Timeframe	14 Months

NOTE: Timeline provided is based on Pro-West's recommendation for the most efficient project timeline. The project timeline could be extended with no project issues.

August 26, 2026

San Juan County Commission
117 S Main Street
Monticello, Utah 84535

Dear San Juan County Commissioners,

The City of Monticello has been made aware of an appointed vacancy on the San Juan Health Department Board. Following the By-laws this position is to be recommended by the City of Monticello. This led the City to review candidates, conduct interviews, and reach a final approval by the City Council.

On August 25, 2026, Monticello City Council voted to recommend that Kim Henderson be appointed to the San Juan Health Department Board. This passed with a majority vote with 4 members voting in favor and 1 member abstaining. Two names were presented at the meeting and both had great qualifications to further the work of the Health Board. The Council would like to thank these individuals for being whiling to serve their community.

We ask the County Commission to review this recommend appointment of Kim Henderson and ratify the City's decision. Please notify the City Manager with the outcome of your decision or if you require additional information.

Sincerely,



City Manager, Kaeden Kulow
kaeden@monticelloutah.gov
435-587-2271
17 N. 100 E. P.O. Box 457
Monticello, Utah 84535



Parent Company of Moley Electromechanical
Solutions and Moley Magnetics and Equipment

Remit To: 5202 Commerce Drive
Lockport, NY 14094
Tel: 716-434-4023
Fax: 716-434-5893
Email: Accounting@moleylnc.com

Pro Forma

Date	S.O. No.
8/21/2026	36632

Name / Address
San Juan County 117 South Main Street Monticello, UT 84535

Ship To
San Juan County Hwy 191 Mile post 35.5 Blanding, UT 84511

Rep	P.O. No.	Terms	Ship Date	Shipping Status	Ship Via	Repair #
TK	TBD	Pre-paid	8/21/2026	Pending	Best Way	N/A

Item	Description	Ordered	U/M	Shipped	Rate	Invoiced	Amount
13-0002	Skid Steer Quick Attach: 9KW Generator With Boom, No Magnet Controls ESM 32" Magnet	1	ea		20,520.00	0	20,520.00T
20-0001	ESM 32 230v 32 Inch Diameter With Chains	1	ea		0.00	0	0.00T
Shipping&...	Shipping and Handling. (will be on invoice)	1			890.00	0	890.00T

Credit Card Payments are Subject to a 3% Convenience Fee.

Subtotal USD 21,410.00

THE APPLICABLE TERMS AND CONDITIONS OF MOLEY MAGNETICS, INC., AVAILABLE AT THE APPLICABLE LINK(S) BELOW AS OF THE DATE HEREOF, ARE HEREBY SPECIFICALLY INCORPORATED HEREIN BY REFERENCE AND ARE MADE A PART HEREOF AS IF SPECIFICALLY SET FORTH HEREIN. BUYER IS ADVISED TO REVIEW SUCH TERMS AND CONDITIONS BEFORE ENTERING INTO THIS CONTRACT

Sales Tax (0.0%) USD 0.00

Total USD 21,410.00

<https://www.moleymagneticsinc.com/terms-and-conditions-manufactured-products/>
<https://www.moleymagneticsinc.com/terms-and-conditions-repair-services/>
<https://www.moleymagneticsinc.com/terms-and-conditions-distributed-products/>
<https://www.moleymagneticsinc.com/services/request-material-authorization-rma/>

Wiring/ACH Instructions:
KeyBank
Routing: 021300077

Account: 321811002161
Swift Code: KEYBUS33



COMMISSION STAFF REPORT

MEETING DATE: September 1, 2026

ITEM TITLE, PRESENTER: 2026 Purchase of Piping for Completion of Holding Tank and Truck Fill Pump, Jed Tate, Landfill Manager

RECOMMENDATION: Consideration and Approval of Purchase of Water Piping

SUMMARY

We would like to purchase water piping to complete the holding tank and truck fill pump. The proposed total is \$10,600.00. This will reduce the normal truck fill time from 3hrs down to minutes.

HISTORY/PAST ACTION

No Prior Action.

FISCAL IMPACT

The Landfill will use funds from our Landfill Closure and Buildings and Grounds Budgets to cover this equipment purchase.



1012 South 300 West, Blanding, UT 84511 * 435-678-2500

Attn: jed tate
Phone: 439-459-1371
Email: JTate@sanjuancounty.gov
Company: San Juan County
Address: 117 S Main, 117 S Main, Monticello,
UT 84535

Date: Aug 25, 2026
Re: Landfill water tank and truck fill
File Number: 543
Property: San Juan County
Address: 117 S Main, Monticello, UT 84535

As requested, we are pleased to offer our proposal for the above referenced project as follows:

Bid is valid for 30 Days

SCOPE OF WORK

Piping to complete holding tank and truck fill pump

Lines in well house to feed holding tank with separate pressure and shut off from office building
Tie into holding tank with shut off control
Tie large pump into truck existing truck fill.
Install freezeless faucet in place of manual hose bib

Total Proposal as Outlined Above..... *\$10,600.00

*Flexible Financing Available for Quotes of \$1,000.00 or more

Not Included in our Scope of Work:

- This does not include any obligation, performance or bid bonding.
- The furnishing or installation of any electrical power 120 volt or above
- Any sheet rock repair of areas that may be affected by above scopes
- Further, any other equipment or devices that are existing or that are to be reused as allowed by specification or agreement shall not be our responsibility, nor shall we be required to repair, replace, warranty, or guarantee its suitability for use.

Thank you for allowing us to proceed by authorizing the work in the space provided below.

Sincerely,

ACCEPTANCE OF PROPOSAL

This proposal represents the entire agreement between the parties. There are no representations, promises or other understandings unless expressly included herein.

Grant Award Packet

Grant Information

GRANT PROGRAM NAME:

STATE HOMELAND SECURITY GRANT PROGRAM (SHSP)

CFDA:

97.067

GRANT YEAR:

2025

PASS THROUGH ENTITY:

UTAH DIVISION OF EMERGENCY MANAGEMENT

FUNDING ENTITY:

FEDERAL EMERGENCY MANAGEMENT AGENCY

Award Letter

9/26/2024

Tammy Gallegos

San Juan County

Award Amount	Date Available	Award Amount
Phase 1	09/01/2025	\$119,815.00
Phase 2	n/a	n/a
Management Costs	n/a	n/a

This letter and its attachments outline the terms and conditions of accepting this award. Please read all terms and conditions carefully, sign, and return prior to beginning work. The signed award packet should be sent via email to Tanner Patterson (tpatterson@utah.gov). After we have received your signed award packet, the funding outlined in this packet will be obligated to your agency enabling you to request reimbursement via 85-21 Form as costs are incurred and paid while carrying out the approved project(s) pending any holds addressed within.

We look forward to working with you on this award. Please coordinate all project inquiries through your respective Utah Regional Coordination Council Chair or designee to maintain a consolidated chain of communication. If an urgent deadline prevents regional contact, you may reach out directly to Tanner Patterson, Finance Manager (tpatterson@utah.gov).

Sincerely,



Kris Hamlet, Director
Utah Department of Public Safety
Division of Emergency Management

General Terms and Conditions

1. Purpose

- a. The State of Utah, through the Utah Division of Emergency Management (DEM) within the Department of Public Safety (DPS) sub-awards State Homeland Security Program (SHSP) funding based on a set funding formula determined in conjunction with the Utah Regional Coordination Council (URCC) as established in State Code 53-2a-104 for the purpose of assisting state, local, tribal, and territorial efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism. Each Region is responsible for developing, collecting, organizing, and prioritizing projects to create and submit a regional investment justification. These projects must total the respective allocation amount proposed by the funding formula. This formula also has set asides for the Utah State Bomb Squad Task Force, State Information and Analysis Center (SIAC), and State Urban Search and Rescue Task Force. The method for creating these projects is up to the Region but must comply with overarching federal and state requirements pertaining to the program. Each participant's projects must meet funding requirements established at the beginning of each grant cycle. Regions may designate a fiduciary for the funds or allow individual jurisdictions to participate directly in the program as subrecipients. Any jurisdiction receiving funding from SHSP is considered a "sub-recipient" and must comply with all applicable grant requirements provided by this document, the relevant Notice of Funding Opportunity, FEMA Grants Preparedness Manual, articles of agreement, and the 2 CFR 200. When a regional fiduciary manages funds on behalf of local beneficiaries (who receive goods/services rather than direct cash), only the regional fiduciary must fulfill formal SHSP subrecipient eligibility criteria. This General Terms and Conditions document is intended to outline how the grant works along with the responsibilities of jurisdictions receiving an award.

2. Background

- a. DEM has endeavored to create a program that allows regions and participants to focus on local efforts and priorities in addressing and sustaining capability gaps that align with the purpose of this program while maintaining a framework that guides projects to collaborate with statewide and nationwide efforts and priorities.

3. Key Dates

- a. Period of Performance (PoP) Start Date: 09/01/2025
- b. Modification/Extension Deadline: 12/31/2027
- c. Period of Performance (PoP) End Date: 01/31/2028

4. DEM/URCC Objectives and Responsibilities

- a. DEM and the URCC objectives are:
 - i. To provide oversight of the State of Utah's SHSP to ensure projects submitted are eligible and align with state-wide and national priorities and that funding is utilized in an effective and timely manner.
 - ii. Provide oversight and guidance on developing and carrying out effective projects under SHSP.
 - iii. Provide oversight and guidance on managing federal awards.
 - iv. Provide a forum and support for addressing state-wide needs and refining the SHSP framework to facilitate those efforts.

5. Approvals

- a. Accompanying this document are the approved or held project templates from the respective grant year. The projects in this summary are the projects that were submitted to FEMA as part of the State's Investment Justification and identify which projects FEMA has awarded us with funding to pursue. Pending any holds listed at the end of this document, these projects are approved as they are presented on the project template. Any modifications to these projects must be reviewed and approved by your respective Region, the State, and FEMA when applicable. Unapproved modifications are automatically non-reimbursable until formally approved via amendment. The State will not approve modifications or

extensions submitted later than the end of the calendar year prior to the end of the grant cycle's period of performance (Dec 31, 2026).

- b. Failure to meet requirements outlined in the General Terms and Conditions, Notice of Funding Opportunity, Preparedness Grants Manual, 2 CFR 200 or Articles of Agreement may result in a debobligation and/or clawback of funds.
- c. The subrecipient retains sole statutory and financial liability for ensuring all expenditures strictly adhere to 2 CFR 200, the AEL, and the relevant NOFO. DEM's technical review, project approval, or processing of reimbursements does not constitute an endorsement of compliance or an assumption of liability for subsequent audit disallowances.

6. Subrecipient Responsibilities and Requirements

- a. Subrecipients must meet all eligibility, performance, and financial requirements of the SHSP including but not limited to:
 - i. Ensure and maintain adoption and implementation of NIMS, including implementation of important operational systems defined under NIMS, such as the Incident Command System (ICS)
 - ii. All assets supported in part or entirely with SHSP funding must be readily deployable and NIMS-typed, when possible, to support emergency or disaster operations per existing Statewide Mutual Aid or Emergency Management Assistance Compact agreements. In addition, funding may be used for the sustainment of core capabilities that, while they may not be physically deployable, support national response capabilities.
 - iii. Must obtain, maintain, and provide a current and valid Unique Entity Identifier (UEI).
 - iv. Must complete the Nationwide Cybersecurity Review (NCSR). This can be done either for the SHSP or State Local Cybersecurity Grant Program. It does not need to be completed separately for each program but subrecipients must be completed for a subrecipient to be eligible to receive SHSP funding.
 - v. Ensure and certify that grant funds will be used to supplement existing funds and will not replace (supplant) funds that have been appropriate for the same purpose. Applicants or recipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
 - vi. All emergency communications investments must describe how activities align with needs identified in their Statewide Communication Interoperability Plan (SCIP). Recipients must coordinate with the Statewide Interoperability Coordinator (SWIC) and/or Statewide Interoperability Governing Body (SIGB) when developing an emergency communications investment prior to submission to ensure the project supports the statewide strategy to improve emergency communications and is compatible and interoperable with surrounding systems.
 - vii. Ensure compliance with the Build America Buy America Act (BABAA).
 - viii. Ensure Compliance with the prohibitions on expending FEMA award funds for covered telecommunications equipment or services.
- b. It is the sub-recipient's responsibility to ensure their compliance with all federal award and state requirements as outlined in this Statement of Work, 2 CFR 200, the Articles of Agreement, FEMA's Preparedness Grants Manual, the Notice of Funding Opportunity as well as any of their existing local policies and procedures. Local policies and procedures may be more restrictive than some of the Federal or State requirements, but they cannot be less restrictive in any area. It is also the recipient's responsibility to communicate progress towards completing the projects under this award. If there are any setbacks that may prevent any project from being completed during the period of performance, this

needs to be communicated with regional stakeholders and the State SHSP coordinator as early as possible.

7. Reimbursements and Reporting

- a. Each Region may have a different method of coordinating reimbursement. Refer to your Region Chair or designee for instructions on this topic. At a minimum, DEM will require an 85-21 reimbursement request form accompanied by proof of purchase and proof of payment.
- b. It is the requirement of any sub-recipient of these funds to report their progress towards completion of their projects at least quarterly. There is no set format for this report and regional coordinators will determine the method for receiving these reports. Failure to report or lack of communication may be justification for deobligation of open projects. Reports should be structured around milestones provided at the time of application.

8. Monitoring

- a. DEM reserves the right to perform desk reviews, on-site monitoring visits, and financial sampling
- b. All recipients of SHSP funding must comply with all monitoring requests from DEM and FEMA.
- c. All recipients must comply with 2 CFR 200.334 – Retention requirements for records.

9. Modifications to Scope of Work

- a. Each Region has the authority to set additional considerations on any funding sub awarded within its jurisdiction. These considerations may be in addition to any considerations set forth by FEMA, DEM, and the URCC but may not remove any existing considerations.

10. Special Considerations and Holds

- a. San Juan Sheriff's Office Communications Equipment
 - i. N/A
- b. San Juan Enhancing Public Alerting and Evacuation Capabilities
 - i. Ensure service agreement does not extend beyond PoP.
- c. San Juan Community Preparedness
 - i. Ensure PUG guidance is followed.

Articles of Agreement

Article I - Summary Description of Award

The purpose of the FY 2025 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, HSGP supports the goal to Strengthen National Preparedness and Resilience. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community.

Article II - HSGP Performance Goal

In addition to the Biannual Strategy Implementation Report (BSIR) submission (submitted by the state) requirements outlined in the Preparedness Grants Manual, recipients must demonstrate how the grant-funded project addressed the core capability gap associated with this project and identified in the Threat and Hazard Identification and Risk Analysis (THIRA) or Stakeholder Preparedness Review (SPR) or sustains existing capabilities as applicable. The capability gap reduction must be addressed in the Project Description of the BSIR for each project.

Article III - DHS Standard Terms and Conditions

Generally the Fiscal Year (FY) 2025 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2025. These terms and conditions flow down to subrecipients unless an award term or condition specifically indicates otherwise. The United States has the right to seek judicial enforcement of these obligations. All legislation and digital resources are referenced with no digital links. The FY 2025 DHS Standard Terms and Conditions will be housed on dhs.gov at <https://www.dhs.gov/publication/dhs-standard-terms-and-conditions>

Article IV - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

I. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002.

II. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. section 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article V - General Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

I. Recipients must cooperate with any DEM/DHS compliance reviews or compliance investigations conducted by DEM/DHS.

II. Recipients must give DEM/DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel.

III. Recipients must submit timely, complete, and accurate reports to the appropriate officials and maintain appropriate backup documentation to support the reports.

IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.

Article VI - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article VII - Activities Conducted Abroad

Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article VIII - Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance. Article IX - Americans with Disabilities Act of 1990 Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article X - Best Practices for Collection and Use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article XI - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XII - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XIII - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XIV - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XV - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

Article XVI - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons.

Article XVII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XVIII - E.O. 14074 - Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing. Article XIX - Energy Policy and Conservation Act Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XX - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.) Article XXI - Federal Debt Status All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XXII - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.

Article XXIII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XXIV - Hotel and Motel Fire Safety Act of 1990

Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a.

Article XXV - John S. McCain National Defense Authorization Act of Fiscal Year 2019

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. sections 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13,

2020, the statute - as it applies to DHS recipients, subrecipients, and their contractors and subcontractors - prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Article XXVI - Limited English Proficiency (Civil Rights Act of 1964 - Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: [Link 1](#) [Link 2](#) Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXVIII - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXIX - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXX - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXXI - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XXXII - Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article XXXIII - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XXXIV - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973) (codified as amended at 29 U.S.C. section 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XXXV - Reporting of Matters Related to Recipient Integrity and Performance

General Reporting Requirements:

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVI - Reporting Subawards and Executive Compensation

Reporting of first tier subawards:

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVII - Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Recipients must comply with the Build America, Buy America provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

(1) all iron and steel used in the project are produced in the United States-this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) all manufactured products used in the project are produced in the United States-this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States-this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Waivers

When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements.

Information on the process for requesting a waiver from these requirements is on the website below.

(a) When the Federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:

(1) applying the domestic content procurement preference would be inconsistent with the public interest;

(2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or

(3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic

content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described at "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the Build America, Buy America provisions. Recipients should refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

Article XXXVIII - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXXIX - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XL - Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons:

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article XLI - Universal Identifier and System of Award Management

Requirements for System for Award Management and Unique Entity Identifier Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article XLII - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. sections 175-175c.

Article XLIII - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XLIV - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310. Article XLV - Environmental Planning and Historic Preservation (EHP) Review DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. General

guidance for FEMA's EHP process is available on the DHS/FEMA Website. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program and applicants should contact their grant Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archaeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article XLVI - Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article XLVII - Acceptance of Post Award Changes

In the event DEM/FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

Article XLVIII - Disposition of Equipment Acquired Under the Federal Award

For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state subrecipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state sub-recipients must follow the disposition requirements in accordance with state laws and procedures.

Article XLIX - Prior Approval for Modification of Approved Budget

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article L - Indirect Cost Rate

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. Unless otherwise negotiated, the indirect cost rate for this award is the De Minimis Rate (15%).

Award Document

Award Document	Utah Department of Public Safety (DPS) Division of Emergency Management (DEM) Funding Entity: Federal Emergency Management Agency (FEMA) Federal Award Identification Number (FAIN): EMW-2025-SS-05024 Federal Award Date: 02/04/2026			
1a. Agreement No. DEM-SHSP-2025-013	2. Version 1	3. UEI No. YKMUM1NJE9A9	4. Type of Action Award	
6. Recipient Name and Address San Juan County 117 S Main Street, PO Box 9 Monticello, Utah 84535	7. Name of Recipient Project Officer Tammy Gallegos	8. Contact Information tgallegos@sanjuan county.org	9. Name of DEM Project Coordinator Tanner Patterson 801.598.1610 tpatterson@utah.gov	
10. Effective Date of This Action 09/01/2025	11. Assistance Arrangement Cost Reimbursement		12. Period of Performance From: 09/01/2025 To: 01/31/2028	
13. Description of Action Indicate funding obligation of award relating to project(s) in provided project summary				
Program Name	CFDA No.	Prior Award	Amount Awarded	Current Total Award
State Homeland Security Grant	97.067	\$0.00	\$119,815.00	\$119,815.00
Acceptance and Certification				
My signing below, the signatory official (or their authorized official) and project manager certify that they have read, understand, and will comply with all requirements set forth in this document.				
Recipient Signatory Official*		Date:		
Printed Name and Title				
DEM Signatory Official		Date:	06/02/2026	
Printed Name and Title	Kris Hamlet, Director			
*A signatory is someone who signs a contract, therefore creating a legal obligation. Meaning that the person who signs here needs to have the authority of creating a legal obligation for your jurisdiction.				



Duncan, Lyman W. <lduncan@sanjuancountyut.gov>

Fwd: Petition for late appeal, tax years 2022 through 2026

5 messages

Tom <tomhinmoab@gmail.com>

Fri, Aug 14, 2026 at 2:55 PM

To: "Duncan, Lyman W." <lduncan@sanjuancountyut.gov>

----- Forwarded message -----

From: Tom <tomhinmoab@gmail.com>

Date: Mon, Aug 10, 2026 at 11:04 AM

Subject: Petition for late appeal, tax years 2022 through 2026

To: <lduncan@sanjuancountyut.gov>, <pbrown@sanjuancounty.gov>

Tom Balsley

11860 S Hwy 191

435 220 0830

tomhinmoab@gmail.com

Aug 7, 2026

San Juan County Board of Equalization

Attn: Lyman W Duncan County Clerk Auditor

117 S Main St, P.O. Box 338

Monticello Ut 84535

Request for late property tax appeal; (tax years 2022, 2023, 2024, 2025, 2026)

Property Parcel Number : 26S22E357810

Physical Address 11860 S Hwy 191

Dear Clerk/Auditor Duncan and Members of the Board of Equalization

I am writing to formally request a late property tax appeal hearing before the San Juan County Board of Equalization for tax years 2022 through 2026. This request is submitted pursuant to Utah statutory provisions allowing late appeals under extraordinary circumstances, specifically due to a systemic failure of statutory notification by the County.

Since 2022 San Juan County has consistently sent the standard notices of evaluation (Nov) and tax bills for the above - referenced commercial property to an incorrect mailing address. Because the County failed to comply with its statutory notification duties, I was completely denied due process and proper legal notice, preventing me from filing standard appeals by the annual Sept 15 deadlines. I only recently discovered that my commercial property valuations have expanded over six times (600%+) the original cost since my purchase five years ago. Furthermore, I request the board take administrative notice of the formal findings issued by the Utah State Tax Commission against the San Juan County Assessor's Office. The State's investigation explicitly cited a systematic multi year history of non-compliance, arbitrary misclassifications, and direct failures to follow state tax statutes- the exact time frame spanning my property ownership. Given that the explosive 6x valuation increase coincides directly with a state- documented period of local assessment malpractice, there is a high probability of severe clerical, factual, classification errors regarding my commercial property. I request that your office provide me with the official "Petition for Late Appeal" forms immediately so that I may achieve standing before the Board. I am prepared to submit proof of the Countys mailing errors, my original purchase records, and commercial valuation data.

Thank you for your immediate attention to this corrective matter. I look forward to your response detailing the next steps for a multi-year retroactive review.

Sincerely

Tom Balsley

Tom <tomhinmoab@gmail.com>

Fri, Aug 14, 2026 at 2:58 PM

To: "Duncan, Lyman W." <lduncan@sanjuancountyut.gov>

[Quoted text hidden]

Duncan, Lyman W. <lduncan@sanjuancountyut.gov>

Mon, Aug 17, 2026 at 8:36 AM

To: Tom <tomhinmoab@gmail.com>

Clear form



Before the Utah State Tax Commission
Request for Redetermination of County Decision

TC-194
Rev. 10/21

Owner/Taxpayer Information
Owner/Taxpayer
Lanny Wagner & Stacy Jordan
Mailing address
5010 Spanish Valley Drive
Moab, UT 84532
Daytime phone number
970-676-1078
Fax number

Email address
blm145@earthlink.net

Representative Information*
Representative name

Mailing address

Daytime phone number

Fax number

Email address

☐ If applicable, I authorize the person at right as my representative to discuss and share information concerning this appeal with the Utah State Tax Commission.

* The representative may complete, sign and submit this form to the County Auditor if he or she has Power of Attorney (POA) on file with the county. The POA must be submitted to the Tax Commission prior to the mediation or hearing.

If you need help with this form, contact the Tax Commission, Appeals Unit at 801-297-3900

Property Information
NOTE: You may use a single form for multiple parcels only if they share the same ownership and are related parcels. If more than one parcel, you must list all parcel numbers on this form.
Parcel number: **001490000020** Tax assessment year: **2025** County: **San Juan**
Location or address of property: **5010 Spanish Valley Drive Moab, UT 84532**

Property Type:

☒ Single family residence	☐ Duplex or triplex	☐ Secondary residence (e.g. cabin)
☐ Apartment building (four or more units)	☐ Commercial	☐ Industrial
☐ Vacant land residential	☐ Vacant land commercial/industrial	☐ Agricultural
☐ Personal property	☐ Greenbelt	

Primary Reason for Appeal:

Check one and follow instructions.

☐ Property tax exemptions, property tax relief, property tax deferral and abatement. Go to Requirements and Signature . Do NOT complete questions 1 - 3.	☐ Removal or denial of greenbelt assessment. Go to Requirements and Signature . Do NOT complete questions 1 - 3.	☒ Property valuation or equalization. Answer questions 1 - 3 and read Burden of Proof (page 2). Then go to Requirements and Signature .
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1. Was this property modified in any way during the calendar year prior to the tax year being appealed? ☐ Yes ☒ No

If yes, describe the modification(s) (attach additional pages if necessary):

2. Has there been a reduction in the assessed value of this property by the county Board of Equalization or the Tax Commission for any of the last 3 calendar years? ☐ Yes ☒ No

If yes, list the following for each applicable year:

Tax year	Original assessed value of the property	Assessed value after the reduction
Tax year	Original assessed value of the property	Assessed value after the reduction
Tax year	Original assessed value of the property	Assessed value after the reduction

→ Continued on next page

https://mail.google.com/mail/u/0/?ik=5f5e6430f5&view=pt&search=all&permthid=thread-f:1853499017724358160&simpl=msg-f:185349901772435816...

2/4

TC-194 page 2
To contest a North Haven tax or a property valuation

3. If you are contesting the assessed value of the property, what is your **estimate of value**?

NOTE: If contesting the county's determination of fair market value, you must provide information to establish the fair market value of your property on January 1 of the year you are appealing.

Burden of Proof for Valuation and Equalization Appeals

If the property is not a qualified real property, the burden of proof lies with the taxpayer, unless the county assessor or county Board of Equalization (BOE) asserts a greater fair market value than the value given to the property by the county BOE. In that instance, the county assessor or county BOE carries the burden of proof. If both parties argue against the value given to the property by the county BOE, both parties carry the burden of proof.

If the property is a qualified real property, the burden of proof lies with the county assessor or county BOE if they assert a fair market value equal to or greater than the inflation adjusted value, which is presumed to equal fair market value. If the taxpayer asserts a lower fair market value than the inflation adjusted value, the burden of proof lies with the taxpayer. If both parties argue against the inflation adjusted value, both parties carry the burden of proof.

Requirements & Signature
Check all boxes and sign.

☐ I understand I must complete this form and file it with the County Auditor within 30 days after the date of the county decision.

☐ I understand my appeal may be set for mediation and I will have the option to participate in mediation or proceed to a hearing.
☒ Check here if you may want to participate in those proceedings by telephone.

☐ I understand if I proceed to a hearing I must provide information supporting my position to the county and to the Utah State Tax Commission Appeals Unit 10 business days before the scheduled hearing and that notice of the scheduled hearing date with addresses for the county and the Appeals Unit will be mailed to me. I further understand if my information is not provided as directed, my information might not be accepted at the hearing.

Owner/Taxpayer name (print): Lanny Wagner & Stacy Jordan

Signature: *Lanny Wagner, Stacy Jordan*

Date: 01/05/26

→ "County Use Only" on next page

Lanny Wagner.
Sent from my iPhone

On Jan 5, 2026, at 10:11 AM, Lanny Wagner <blm145@earthlink.net> wrote:

Mr Duncan,
I have been in contact with Nate Pitts and he advised me that I needed to pass on to you this TC-194 form pertaining to our residence's incorrect designation as a "Nightly Rental". Thanks in advance for any assistance on the matter.
Lanny Wagner & Stacy Jordan

Open my shared note:

 **TC-194**
Notes

Sent from my iPhone