

Electronic Services System

March 11, 2026

NOTICE OF INTENT TO AWARD RFQ for Iowa Land Records Property Notification System

The Electronic Services System has completed the evaluation of all proposals submitted in response to the RFQ Number: ESS-2026-1 for an Iowa Land Records Property Notification System published on February 3, 2026. The RFQ included the following statement regarding the award notice and acceptance period.

2.29 Award Notice and Acceptance Period

Notice of Intent to Award the Work authorization or contract or agreement amendment(s) will be sent to all Respondents submitting a timely Proposal and may be posted at the website shown on the RFQ cover sheet. Negotiation and execution of the Work authorization or contract or agreement amendment(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award or such other time as designated by the Agency. If the successful Respondent fails to negotiate and deliver an executed Work authorization or contract or agreement amendment by that date, the Agency, in its sole discretion, may cancel the award and award the Work authorization or contract or agreement amendment to the remaining Respondent the Agency believes will provide the best value to the Agency.

Based on its evaluation of all proposals, the ESS announces its intent to award a contract amendment to the following service provider for services associated with the creation of an Iowa Land Records Property Notification System.

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This Notice of Intent to Award is subject to the execution of a work authorization, contract, or agreement amendment and a statement of work and, as a result, this Notice does NOT constitute a commitment by the Electronic Services System to award a contract or amendment. No Respondent shall acquire any legal or equitable rights regarding a Contract or Amendment unless and until the Contract or Amendment has been fully executed by the successful Respondent and the Electronic Services System.

Questions about this notice should be directed to the Issuing Officer.

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From: [Phil Dunshee](#)
To: [Jamie Stargell](#); [Travis Case - Grundy Co](#); [Natalie Steffener - Des Moines Co](#)
Cc: [Jammie Hoffman](#); [Lisa Long](#); [Samantha McMahon](#)
Subject: Lease Agreement
Date: Tuesday, March 3, 2026 12:43:00 PM
Attachments: [2910 Westown Parkway - Lease Draft - Elec Services Systems - 030326.docx](#)

ESS officers,

It appears we have reached an agreement with the landlord for a lease on the office property at 2910 Westown Parkway in West Des Moines.

The language highlighted in yellow represents the changes made to the landlord's standard lease template. Here is a quick summary of the changes.

- ESS will have an option to terminate the lease after the third year with no penalty.
- ESS will have the option to renew the lease for three additional years (after the completion of the five-year lease).
- Language was added that clarify that ILR may offer an alternative proposal if the landlord declares a rent increase upon the renewal of the lease.
- Language was added to clarify that the gross rent INCLUDES utilities, taxes and landlords' insurance.
- The required security deposit was reduced by half at the request of ESS.
- Language was added to state that the landlord cannot unreasonably withhold an ESS request for signage at the front door.
- Language was added to define an Event of Default by the landlord. The previous language was silent.
- Language was added to provide ESS with 30 days to notify the landlord of conditions which prevents ESS from using the facility for its intended purposes. Other language in the lease would have required ESS to accept the premises "as is" on day 1.
- Other non-substantive changes were made to fix typos and clarify the meaning of certain phrases.

Some requested changes were not accepted by the landlord. They are as follows.

- ESS had proposed an alternative inflation clause that would have tied automatic rent increases to federal COLA policies. The landlord preferred a 3% rent increase each year.
- ESS had proposed more specific language defining remedies that could be sought by ESS if the landlord defaulted. Compromise language was instead added to

define landlord Event of Default and to reference remedies defined under Iowa law.

Overall, the discussion with the landlord and their broker was positive, and I believe the outcome is satisfactory. We will be recommending ESS approval of this lease on March 11. Please let us know if you have any comments or questions.

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