



Building a Better World
for All of Us®

October 31, 2023

RE: Baxter, MN
2024 South Forestview Area Improvements
Winter Tree Clearing
SEH No. BAXTE 172114 14.00

Honorable Mayor, Members of City Council and Members of Utility Commission
City of Baxter
3190 Memorywood Drive
Baxter, MN 56425

Dear Honorable Mayor, Members of City Council and Members of Utility Commission:

Quotes were sent to four local contractors (Anderson Brothers, Shawn Fletcher Trucking Inc., DeChantal Excavating, and Pratt's Affordable Excavating) for winter tree clearing on October 12, 2023.

Quotes from three contractors (Shawn Fletcher Trucking Inc., DeChantal Excavating, and Pratt's Affordable Excavating) were provided to SEH Staff prior to the deadline of 12:00 p.m. on Friday, October 27, 2023, for Winter Tree Clearing related to the 2024 South Forestview Area Improvements. The low quote was submitted by Shawn Fletcher Trucking, Inc. A complete tabulation of quotes is enclosed.

Quote Total (Shawn Fletcher Trucking Inc.).....\$ 25,180.00

We recommend award of the Quote to Shawn Fletcher Trucking Inc. We know of no reason the project should not be awarded to the low bidder in the amount of \$25,180,00.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Neil H.", with a horizontal line extending to the right.

Neil Heinonen, PE
Project Engineer
(Lic. MN)

nh/mrb

Enclosure

c: Trevor Walter, City of Baxter
Trevor Thompson, City of Baxter
Scott Hedlund, SEH

x:\ae\b\baxte\172114\1-gen\14-corr\2023.10.31 owner recommend award_treeclearing.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 101, Brainerd, MN 56401-3540

218.855.1700 | 866.852.8880 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer