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## MEMORANDUM

TO: Mayor and City Council  
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: January 11, 2024

RE: 2024 Street and Utility Improvements  
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids  
SEH No. NEWPR 173957

### APPROVING PLANS AND ORDERING ADVERTISEMENT FOR BIDS

Plans and Specifications for the 2024 Street and Utility Improvements Project are significantly complete with the next step in the public improvement process to Approve Plans and Specifications and Ordering the Advertisement for Bids.

The project is scheduled to begin advertising in the New Prague Times on February 1, 2024, as well as on the SEH and QuestCDN websites that same week. The Bid Opening is proposed to be an electronic online bid opening scheduled for **10:00 a.m. on Friday, February 23, 2024**, with consideration of award by the City Council at the March 4th meeting.

A “Plan Review Open House” was held on January 10<sup>th</sup> to give residents another opportunity to see what is planned and to meet with city and engineering staff.

### STAFF/ENGINEER RECOMMENDATION

**It is recommended that the City Council approve the attached Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the 2024 STREET AND UTILITY IMPROVEMENT PROJECT.**

cdk

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Engineers | Architects | Planners | Scientists

**Short Elliott Hendrickson Inc.**, 11 Civic Center Plaza, Suite 200, Mankato, MN 56001-7710

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## ADVERTISEMENT FOR BIDS

**2024 Street and Utility Improvement Project  
New Prague, Minnesota  
SEH No. NEWPR 173957  
SAP No. 237-109-001**

Notice is hereby given that Online Bids will be received by the New Prague City Administrator until 10:00 a.m., Friday, February 23, 2024, via [QuestCDN](https://questcdn.com) for the furnishing of all labor and material for the construction of 2024 Street and Utility Improvement Project.

The bid opening will be conducted via Microsoft Teams, at which time they will be publicly opened and read aloud:

2024 Street and Utility Improvement Project, New Prague, MN, Bid Opening  
Friday, February 23, 2024, 10:00 a.m. (CDT)

Please join my meeting from your computer, tablet or smartphone: <https://bit.ly/48Fc0hm>

Or call in (audio only)

+1 872-242-7640,,335321410# United States, Chicago

Phone Conference ID: 335 321 410#

Any person monitoring the meeting remotely may be responsible for any documented costs. Message and data rates may apply.

Major quantities for the Work include:

<b><u>Quantity</u></b>	<b><u>Item</u></b>
10,000 LIN FT	REMOVE CURB AND GUTTER
21,100 SQ YD	REMOVE BITUMINOUS PAVEMENT
1,900 SQ YD	REMOVE DRIVEWAY PAVEMENT
20,500 SQ YD	GEOTEXTILE FABRIC, TYPE 5, (NON-WOVEN)
21,100 CU YD	EXCAVATION-COMMON (EV) (P)
13,500 CU YD	SELECT GRANULAR EMBANKMENT (CV) (P)
4,500 CU YD	AGGREGATE BASE (CV) CLASS 5 (P)
5,100 TONS	TYPE SP 9.5, 12.5 AND 19.0 BITUMINOUS MIXTURES
10,000 LIN FT	6" PERF HDPE PIPE DRAIN
28,000 SQ FT	4" AND 6" CONCRETE WALK
10,000 LIN FT	CONCRETE CURB & GUTTER, DESIGN B618
2,40 SQ YD	7" CONCRETE DRIVEWAY PAVEMENT
360 SQ FT	TRUNCATED DOMES
1 EACH	TRAFFIC CONTROL
1,300 CU YD	BOULEVARD TOPSOIL BORROW (CV)
9,9800 SQ YD	TURF ESTABLISHMENT
55 EACH	CASTING ASSEMBLY
33 EACH	REMOVE DRAINAGE STRUCTURE OR MANHOLE
2,400 LIN FT	REMOVE PIPE SEWER
97 EACH	LAWN SUMP CATCH BASIN (TOTAL UNIT)
3,400 LIN FT	12" TO 24" PP STORM SEWER
44 EACH	CONSTRUCT STORM DRAINAGE STRUCTURE
81 EACH	SANITARY SEWER SERVICES
2,700 LIN FT	4" PVC SANITARY SEWER SERVICE PIPE
3,200 LIN FT	8" PVC SANITARY SEWER (REGARDLESS OF DEPTH)
400 LIN FT	12" PVC SANITARY SEWER (REGARDLESS OF DEPTH)

<u>Quantity</u>	<u>Item</u>
11 EACH	CONSTRUCT SANITARY MANHOLE DESIGN 4007
4,150 LIN FT	REMOVE WATER MAIN
8 EACH	HYDRANT SYSTEM
18 EACH	6" AND 8" GATE VALVE & BOX
83 EACH	1" HDPE WATER SERVICES
4,200 LIN FT	6" OR 8" C900 PVC WATER MAIN W/TRACER WIRE
1,300 LBS	WATER MAIN FITTINGS
1 EACH	TEMPORARY WATER SERVICE

The Bidding Documents may be seen at the Issuing Office of SEH located at 11 Civic Center Plaza, Suite 200 Mankato, MN 56001-7710, 507.388.1989, Chris Knutson, 507.237.8383, [cknutson@sehinc.com](mailto:cknutson@sehinc.com).

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the "Project Bid Information" link and by entering eBidDoc™ Number 8823139 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or [info@questcdn.com](mailto:info@questcdn.com).

For this project, bids will **ONLY** be received electronically. Contractors submitting an electronic bid **will** be charged an additional \$42 at the time of bid submission via the online electronic bid service [QuestCDN.com](http://QuestCDN.com). To access the electronic Bid Worksheet, download the project document and click the online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted. Bids shall be completed according to the Bidding Requirements prepared by SEH dated January 15, 2024.

In addition to digital plans, paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$150.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

A Contractor responding to these Bidding Documents must submit to the Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

This Work shall be subject to minimum wages and labor standards in accordance with the Minnesota Department of Labor and Industry.

The City of New Prague reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the City of New Prague.

Joshua Tetzlaff  
City Administrator  
New Prague, Minnesota