

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners

Date: 5/16/12

Via: Patrick Wussow, County Administrator

From: LAND DEPT

Title of Item:

Upgrade/Repair Electric Hook-ups - BERGLUND PARK

Requested Meeting Date: 5/22 Estimated Presentation Time: _____

Presenter: MARK JAWORS

Type of Action Requested (check all that apply)

- For info only, no action requested
- Approve under Consent Agenda
- For discussion only with possible future action
- Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Other (please list) _____
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: 1-520-5252
- Expenditure line account # for this item is: 1-520-6360

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 12:00 pm to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)

Mark Jacobs

From: Mark Jacobs [mjacobs@co.aitkin.mn.us]
Sent: Wednesday, May 16, 2012 8:10 AM
To: 'Patrick Wussow'
Cc: 'Sue Bingham'; 'Mark Jacobs'
Subject: Electric Hook-ups - Berglund Park

To: County Board
CC: County Administrator

Bids were opened on May 15 for upgrading and expanding the electric hook-ups to campsites at Berglund Park in Palisade. Currently 4 of the 9 campsites have electric hook-ups and they are outdated. This project will expand hook-ups to all sites and upgrade the boxes to accommodate modern RV's. With the opening of the new ATV trail segments I expect usage to increase substantially at this park.

The quotes are as follows...

- Boyd Electric – Aitkin, MN = \$12,165.00
- Nordean Electric – Aitkin, MN = \$12,089.00
- A&M Electric – Tamarack, MN = \$11,054.85

I recommend accepting the low bid from A & M Electric.

Thanks.


Mark Jacobs
Land Commissioner
Aitkin County Land Department
209 2nd St. NW Room #206
Aitkin, MN 56431
P: 218-927-7367
F: 218-927-7249

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Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

May 1, 2012

Request for Quotes

Project Description:

The project is to replace and/or add electricity to 9 sites in Berglund Park Campground in Palisade, Minnesota. Four campsites currently have electricity with 30 and 20 amp receptacles but need to be replaced with the new specifications. The electricity needs to be provided to all 9 campsites in a prefabricated covered pedestal with 50/30/20 amp receptacles with individual breakers for each pedestal. The new panel box will be located in the campground pavilion next to the existing box. All wiring will be installed following applicable state and federal regulations including National Electric Code Section 551 G. The quoted price should include all work from start to finish, including all clean-up work and site rehabilitation.

See attached map for further detail:

Quotes are due to the Aitkin County Land Department by May 15th, 2012 at 2:00PM

The project is to be completed by: **August 1st, 2012.**

Quote Price: _____

Contractor Name: _____

Contractor phone number and address: _____

An Equal Opportunity Employer

Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us

