

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

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To: Chairperson, Aitkin County Board of Commissioners Date: 4-3-13  
Via: Patrick Wussow, County Administrator  
From: John Welle  
Title of Item: Award Bids/Quotes

Requested Meeting Date: 4-9-13 Estimated Presentation Time: Consent Agenda  
Presenter: NA

**Type of Action Requested** (check all that apply)

- For info only, no action requested
- For discussion only with possible future action
- 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
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute \_\_\_\_\_
- Approve under Routine Business
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) \_\_\_\_\_

**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: 5001, 5852, 5854, 5855  
Expenditure line account # for this item is: 6514, 6519, 6520

**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 (1)
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) Abstract of Bids

## AITKIN COUNTY COMMISSIONER'S MEMO

**TO:** Aitkin County Commissioners  
Patrick Wussow, County Administrator

**FROM:** John Welle

**DATE:** April 3, 2013

**Consent Agenda Item: Award Bids/Quotes**

A. Calcium Chloride

Enclosed is an abstract of two bids received on March 25th for the 2013 application of calcium chloride. I would like authorization by resolution to award this contract to Tri-City Paving of Little Falls, MN for the low bid of \$274,973.72. \$266,800 was budgeted in 2013 for application of this material. Based on the bid cost, the resident's portion of the cost of the 400-foot dust control treatment will remain at \$90 as it was last year.

Resolution:

**Whereas**, Tri-City Paving, Inc. P.O. Box 326, Little Falls, MN 56425, was the lowest responsible bidder in the amount of \$274,973.72 for the 2013 Aitkin County application of Liquid Calcium Chloride.

**Now, Therefore, Be It Resolved**, that Tri-City Paving, Inc. be awarded the contract for the 2013 application of Liquid Calcium Chloride.

