

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

**3 L**  
Agenda Item #

To: Chairperson, Aitkin County Board of Commissioners Date: August 7, 2013

Via: Patrick Wussow, County Administrator

From: Terry Neff, Environmental Services Director

Title of Item:

Asphalt Recycling Center Entrance

Requested Meeting Date: August 13, 2013 Estimated Presentation Time: 10 min

Presenter: Terry Neff, Environmental Services Director

**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: Reserves  
Expenditure line account # for this item is: 391-6231

**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

_____ HR Review
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**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 (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.**

**Aitkin County Environmental Services Planning and Zoning**  
209 Second Street NW  
Room 100  
Aitkin, MN 56431  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

**DATE:** August 7, 2013  
**TO:** Aitkin County Board of Commissioners  
**FROM:** Terry Neff, Environmental Services Director   
**RE:** Asphalt Recycling Center Entrance

Attached is an e-mail from Assistant County Engineer, Mike Quale with an estimated cost to asphalt the Aitkin County Recycling Center entrance. Also attached is the site diagram and quote from Tri-City Paving to do the requested work. Please note, County Road 83 will be under reconstruction at the same time which provides savings in performing the requested work.

The facility currently has gravel, which forms pot holes and is not user friendly to the citizens and businesses that use the facility for recycling. The Aitkin County Highway Department re-grades the area numerous times throughout the year. The proposed asphalt will provide a smooth driving surface and eliminate the need for routine maintenance.

If needed the costs could come from the Solid Waste Reserves which has a balance of approximately \$660,000.00. However, due to the lower than anticipated cost of recycling services, the Solid Waste Department may have enough at the end of the year to cover some, if not all of the cost.

At the August 13, 2013, Aitkin County Board of Commissioners meeting, I will be asking for approval to pave the recycling facility entrance per the attached diagram and quote of \$15,898.20 (plus Class 5 if needed).

If you have any questions prior to the meeting, please contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

attachments

c:\ctybrd\ctybrd2013

## Terry Neff

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**From:** Mike Quale [mike.quale@co.aitkin.mn.us]  
**Sent:** Wednesday, August 07, 2013 8:59 AM  
**To:** 'Terry Neff'  
**Subject:** RE: Recycling Center

Sure I can figure that out. Take the quantities from the lower part of the email where I detailed the work that we wanted the contractor to perform and multiply them by the quoted unit price:

7,454 SF of Subgrade Prep @ \$0.80 / SF = \$5,963.20  
139 Ton of Bit. Mixture @ \$70.00 / Ton = \$9,730.00  
41 Gallons of Tack @ \$5.00 / Gallon = \$205.00  
Any additional CL-5 @ \$28.00 / CY – hopefully no additional necessary

Total = \$15,898.20 (plus CL-5 if necessary)

Mike Quale

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**From:** Terry Neff [mailto:tneff@co.aitkin.mn.us]  
**Sent:** Wednesday, August 07, 2013 8:18 AM  
**To:** 'Mike Quale'  
**Subject:** RE: Recycling Center

Mike,

The diagram looks good but the quote doesn't tell me how much the project will cost. Can you figure that out?  
Thanks!

Terry Neff  
Environmental Services Director  
209 2nd St NW Rm 100  
Aitkin, MN 56431  
218.927.7342

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**From:** Mike Quale [mailto:mike.quale@co.aitkin.mn.us]  
**Sent:** Tuesday, August 06, 2013 3:11 PM  
**To:** Terry Neff  
**Subject:** Recycling Center

Terry, attached is the drawing we put together for the paving at the recycling center and the quote from Tri-City. Below is the description of the work that I asked them to perform and the quantities that they were told to quote. John wanted me to run this quote past you to see if you have the money to do it. If you don't have the money, we will either have to ditch the plans or maybe come up with a way to make it cheaper. As you can see, it was our plan to have the contractor strip about 2 inches of the existing gravel off the new pavement area and then use that material to pull up next to the new pavement lip. The plan would be for the new pavement to be about an inch higher than the existing ground. This should allow us to shape the salvaged gravel to maintain the drainage as it is now. We might be able to save a little money on the subgrade preparation if we just pave on the existing surface, but then the pavement would be 3 inches higher than the adjacent gravel and we would have to haul in new gravel to blend in which will cost money as well. Let me know what you think.

We planned basically a 30' mat in front of the bins. We left about 8' from the grass to where the mat starts so the bins sit on gravel. Maybe you don't need 30' but we thought that would allow room for 3 wide to be on the pavement.

Please let me know what you think. Thanks.

Here is the description of the work that I sent to our contractor, Tri-City Paving:

Dan, we would like to get a price quote from you for some proposed extra work at the Aitkin County Recycling Center on CR 83. As you can see on the attached drawing, the area that would be affected is approximately 7,454 SF. The area may be slightly changed in the field, but this should be pretty close. The approaches are already planned to be paved on our CR 83 project.

The extra work would be to perform subgrade prep over the approximate 7,454 SF area cutting about 2" of existing aggregate surfacing out, placing approximately 139 ton of Type SP 12.5 Wearing Course Mixture (2,C) 3" thick, spraying approximately 41 gallons of tack if the 3" is placed in multiple lifts, shaping the excavated aggregate material in the area adjacent to the new pavement to maintain the existing site drainage, and providing and shaping any additional CL-5 material necessary to provide adequate drainage.

Please provide a price for:

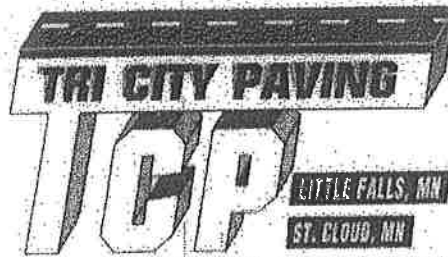
1. Subgrade Preparation by the SF of excavated area. The final shaping of the excavated material after paving will be incidental to this item.
2. Type SP 12.5 Wearing Course Mixture (2,C) by the ton.
3. Bituminous Material for Tack Coat by the gallon.
4. Aggregate Base (LV) CL-5 by the CY.

We will need to get approval of the price quote prior to authorizing the work so please provide the quote as quickly as you can.

Michael J. Quale, P.E.  
Assistant County Engineer  
Aitkin County, Minnesota  
218-927-7464 Office  
218-927-2356 Fax

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- Hot Mix
- Seal Coating
- Roadways
- Driveways
- Dust Control
- Sand & Gravel



REDI-MIX  
CONCRETE

BOX 326 • LITTLE FALLS, MINNESOTA 56345  
(320) 632-5435 or (320) 251-1818  
LITTLE FALLS ST. CLOUD

August 5, 2013

Aitkin County Highway Department  
Attn: Mike Quale  
1211 Airpark Drive  
Aitkin, MN 56431

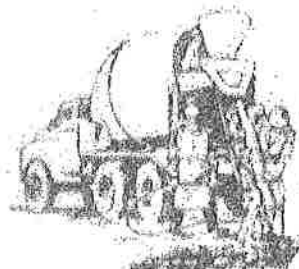
RE: CP 01-83-01 PROPOSED EXTRA WORK

Tri-City Paving is please to quote the following items:

1. Subgrade preparation by the SF of excavated area @ \$0.80/SF
2. Type SP 12.5 Wearing Course Mixture (2,C) by the ton @ \$70.00/ton
3. Bituminous Material for Tack Coat by the galloon @ \$5.00/gal
4. Aggregate Base (LV) CL-5 by the CY @ \$28.00/CY

Sincerely,

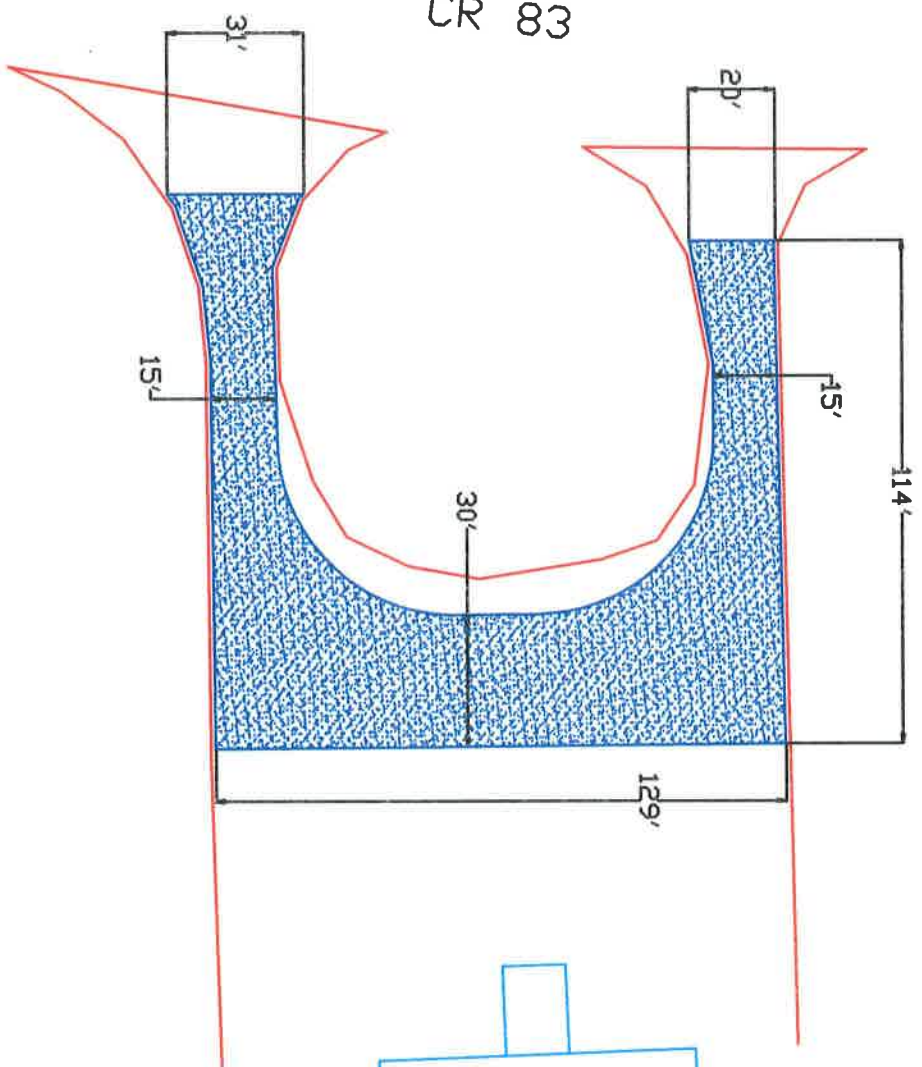
Daniel Surma



AREA=7454 SQ. FT.



CR 83



RECYCLING CENTER