

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



To: Chairperson, Aitkin County Board of Commissioners Date: 9-17-13

Via: Patrick Wussow, County Administrator

From: John Welle

Title of Item: Final Contract Payment – Contract No. 20126

Requested Meeting Date: 9-24-13 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: 5850
- Expenditure line account # for this item is: 6262

**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) \_\_\_\_\_

## AITKIN COUNTY COMMISSIONER'S MEMO

TO: Aitkin County Commissioners  
Patrick Wussow, County Administrator

FROM: John Welle

DATE: September 3, 2013

**Consent Agenda Item:**  
Final Contract Payment – Contract No. 20126

**Summary:**

Authorization by the enclosed resolution is requested to make final payment to R.C. Habeck Excavating, LLC in the amount of \$6,729.79 for construction of CSAH 32 under contract No. 20122 in 2012. The final contract amount of \$1,345,958.44 is approximately 3.2% above the bid amount of \$1,304,309.24. The additional cost was primarily due to unsuitable subgrade soils that required extra work in various areas of the project.

**Draft Resolution:**

WHEREAS, Contract No. 20126 – Project No. SAP 001-632-004 – Grading and Aggregate Base has in all been completed, and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED, That we do hereby accept said completed project for and on behalf of the County of Aitkin and authorize final payment to R.C. Habeck Excavating, LLC in the amount of \$6,729.79 as specified herein.