

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

26
Agenda Item #

To: Chairperson, Aitkin County Board of Commissioners Date: 4-1-14

Via: Roxy Traxler, Interim County Administrator

From: John Welle

Title of Item:

Award Calcium Chloride bid, Traffic Marking quote

Requested Meeting Date: 4-8-14 Estimated Presentation Time: Consent Agenda

Presenter: John Welle

Type of Action Requested (check all that apply)

- For info only, no action requested Approve under Consent Agenda
 For discussion with possible 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: 5001, 5852, 5854
Expenditure line account # for this item is: 6514, 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

HR Review

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 COMMISSIONER'S MEMO

TO: Aitkin County Commissioners
Roxy Traxler, Interim County Administrator

FROM: John Welle

DATE: April 2, 2014

Consent Agenda Item: Award Bids/Quotes

A. Calcium Chloride

Enclosed is an abstract of two bids received on March 24, 2014 for the 2014 application of calcium chloride. Authorization by resolution is requested to award this contract to EnviroTech Services, Inc. of Greeley, CO for the low bid of \$262,587.48. \$265,500 was budgeted in 2014 for application of this material. Based on the bid cost, the resident's 50% portion of the cost of the 400-foot dust control treatment will remain at \$90.

Resolution:

WHEREAS, EnviroTech Services, Inc.- 910 54th Avenue #230 Greeley, CO 80634, was the lowest responsible bidder in the amount of \$262,587.48 for application of Liquid Calcium Chloride,

NOW THEREFORE, BE IT RESOLVED, That, EnviroTech Services, Inc. be awarded the 2014 season for application of Liquid Calcium Chloride.

B. Pavement Markings

Enclosed is an abstract of two quotes received for the 2014 application of pavement markings. Authorization is requested to accept the quote from AAA Striping Service Co. of St. Michael, MN in the amount of \$57,918.87. \$60,000 was budgeted in 2014 for application of this material.