



# Board of County Commissioners Agenda Request

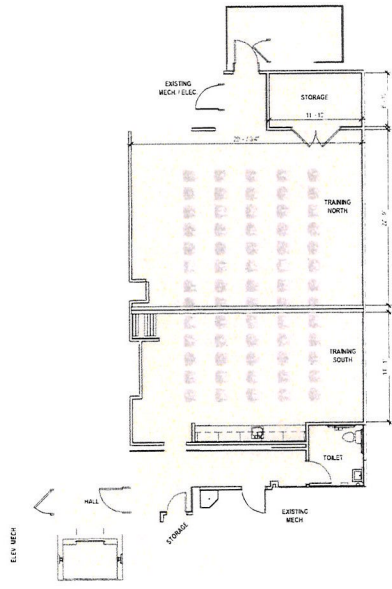
# 6A

Agenda Item #

**Requested Meeting Date:** April 22, 2025

**Title of Item:** Go out for HHS remodel bids

|  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA<br><input type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY   | <b>Action Requested:</b><br><input checked="" type="checkbox"/> Approve/Deny Motion<br><input type="checkbox"/> Adopt Resolution (attach draft)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested<br><input type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Jim Bright   |  | <b>Department:</b><br>Maintenance   |
| <b>Presenter (Name and Title):</b><br>Jim Bright Facilities Coordinator  |  | <b>Estimated Time Needed:</b><br>10 Minutes   |
| <b>Summary of Issue:</b><br><br>I'm requesting to go out for bids for the remodel of our current HHS building<br><br>The AD in the paper will run April 30th, May 7th and May 14th<br>Pre-bid meeting will be May 14th in the board room at 10:00 AM<br>Bid opening will be May 22nd in the board room at 2:00 PM<br><br>Bids will be presented to the board once bids have been reviewed              |  |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b>  |  |   |
| <b>Recommended Action/Motion:</b><br>Approve to go out for bids on the HHS remodel project   |  |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$<br>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i><br>Bids will be brought to the board for review and approval before moving forward. |  |   |



2 BASEMENT LEVEL FLOOR PLAN



**CONTROLLED ACCESS LEGEND**

DUALS - BUSINESS HOURS ONLY  
 READER: ACCESS ONLY  
 OTHER: ACCESS ONLY  
 ACCESS: ACCESS ONLY  
 ACCESS: ACCESS ONLY

- C.A. - LOCKED AT ALL TIMES  
 WHEN NOT IN THE  
 DIRECTLY ADJACENT  
 AREA

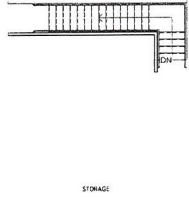
1 FIRST LEVEL FLOOR PLAN

NOT FOR CONSTRUCTION

ATKIN COUNTY HEALTH & HUMAN SERVICES RENOVATION  
 ATKIN COUNTY  
 201 1ST ST NW, ATKIN, MN 56431  
 FLOOR PLANS - BASEMENT & FIRST FLOOR

**WIDSETH**  
 ARCHITECTS • ENGINEERS • SURVEYORS

2 ATTIC LEVEL FLOOR PLAN



1 SECOND LEVEL FLOOR PLAN



NOT FOR CONSTRUCTION

AITKIN COUNTY HEALTH & HUMAN SERVICES RENOVATION  
AITKIN COUNTY  
200 1ST ST NW, AITKIN, MN 56431  
FLOOR PLANS - SECOND FLOOR & ATTIC

SD1.1

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PROJECT DESCRIPTION  
DATE  
REV  
BY  
DATE

PROJECT  
NO. 2024-11131  
DATE 08/15/2024

WIDSETH  
ARCHITECTS • ENGINEERS • SURVEYORS

## SECTION 00 0113

### ADVERTISEMENT FOR BIDS

**PROJECT IDENTIFICATION:** Sealed bid proposals will be received in accordance with the construction contract documents, as prepared by Widseth, for:

Name of Project: **Aitkin County Health and Human Services Renovation**  
Address of Project: 204 1<sup>st</sup> St NW, Aitkin, MN 56431  
Address of Delivery of Bids: **307 2<sup>nd</sup> St NW, Aitkin, MN 56431**

The work will be accomplished through multiple contracts with Aitkin County, with Contegrity Group Inc. acting as the Construction Manager. The following categories of work will be bid (subject to change): **Concrete, Masonry, General Construction, Metal Wall Panels, Tile/Flooring, Acoustical Treatments, and Painting.**

**Material Only Categories:** **Steel Supply, Standard Doors/Frames/Hardware, and Specialties.**

**BID TIME:** Bids will be received at the office of Kathleen Ryan, Auditor, 307 2<sup>nd</sup> St NW, Rm 121, Aitkin, MN 56431 until **2:00 PM** on **Thursday, May 22nd, 2025**. All late bids received will be returned unopened to the submitter. **No faxed bids will be accepted.**

**BID LOCATION:** Sealed Bid Proposals for the **Aitkin County Health and Human Services Renovation** construction work to be provided in accordance with the construction contract documents, as prepared by Widseth, will be received at the office of Kathleen Ryan, Auditor, 307 2<sup>nd</sup> St NW, Aitkin, MN 56431 until the date and time as stated above. Bids will then be publicly opened and read aloud. **No faxed or electronic bids will be accepted. Sealed bid envelopes shall be marked with the Bidder's Name and Category of Work being bid.**

**EXAMINATION OF DOCUMENTS:** Contract Documents for this construction work may be examined in the Aitkin County Auditor's Office, Minnesota Builder's Exchange, Builder's Exchanges listed: Albert Lea, Rochester, Southwest, Willmar Fargo-Moorhead, Grand Forks, Aberdeen, and Sioux Falls Builder's Exchanges, Dodge Data and Analytics, and Construct Connect; Aitkin County, 307 2<sup>nd</sup> St NW, Rm 121, Aitkin, MN 56431, Widseth, 315 5<sup>th</sup> St NE, Ste 1, Bemidji, MN 56619; and Contegrity Group, Inc., 101 1<sup>st</sup> St SE, Little Falls, MN 56345.

**BID DOCUMENTS:** Bid documents will be available to contractors on or about April 25th. Bid documents can be obtained online through Contegrity Group's plan room at [www.cgiplanroom.com](http://www.cgiplanroom.com) where **electronic download of these documents is free**. If ordering printed bid documents, a plan deposit check in the amount of \$300.00 per set, made payable to Aitkin County and a separate non-refundable check in the amount of \$30.00 per set made payable to Contegrity Group, Inc. for mailing fees will be required. No partial sets of bidding documents will be issued. Plan deposit will be returned upon receipt of all bidding documents returned in useable condition within (20) days after the date bids have been received. Plan documents are to be returned to Contegrity Group, Inc., 101 1<sup>st</sup> Street SE, Little Falls, MN 56345.

**PRE-BID CONFERENCE:** A pre-bid conference for all interested contractors will be held on **Wednesday, May 14<sup>th</sup>, 2025, at 2:00 PM** at Aitkin County Government Center, 307 2<sup>nd</sup> St NW, Aitkin, MN 56431, 3<sup>rd</sup> Floor Board Room.

**BID SECURITY:** Each bid shall be accompanied by a certified check, cashier's check, or corporate surety bond in an amount equal to five (5%) percent of the base bid, as bid security.

If awarded a contract, each successful Bidder shall be required to furnish both Performance and Payment Bonds covering faithful performance of the contract and the payment of all obligations arising under such contract. Such bonds shall be the latest edition of the AIA Document A312/CM, in the amount equal to 100% payment.

Aitkin County reserves the right to reject any or all bids received and to waive any informalities and irregularities in the bidding.

Bids may not be withdrawn or modified within forty-five (45) days after the closing time and date.