April 9, 2022

Windemere Township
91546 Military Road
Sturgeon Lake, Minnesota

RE: Request for sealed bid on specified road maintenance activities

To interested contractors,

Windemere Township is located on the northern edge of Pine County and encompasses just under 36 square miles. The township is governed by a three-member Board of Supervisors. Representing the citizens, the township Board has responsibility for maintenance of approximately 49 miles of roads consisting of 79 named roadways with approximately 17 miles of bituminous covered roads and 32 miles of gravel roads.

With the intention of providing the most efficient and effective road maintenance, Windemere Township is accepting sealed bids for specific road maintenance activities. These activities include, road grading, gravel hauling and or spreading, miscellaneous road repair, and snow and ice removal. The contract language, including the specifications and standards is included for your information.

The Windemere Township Clerk will be accepting bids no later than 5 pm on May 3, 2022 with the bids being publicly opened at a special meeting of the Windemere Board of Supervisors on May 3, 2022 at 6:30 pm. Bids will be evaluated utilizing lowest responsibility bidder criteria and determination of any award will be made at the regular Township Board meeting on May 12, 2022. For bid submission instructions see the following/attached document. The Windemere Town Board of Supervisors reserves the right to reject any or all bids.

Thank you for your interest,

Cindy Woltjer
Clerk, Windemere Township

Windemere Township
Road Maintenance Instruction and Bid Sheet

Contractor Business Name:
Contractor business address:

Name of Company Contact:
Telephone of Company Contact:
E Mail of Company Contact:

Sealed bid instructions:

Windemere Township is seeking sealed bids for specific road maintenance activities for the period of July 1, 2022 through June 30, 2025. Details of the contract stipulations and the road maintenance specifications and standards can be found on the Windemere Township Road Maintenance Agreement.

Questions regarding the contract or the specifications should be directed to:

Mark Dunaski
Supervisor, Windemere Township
Mark.dunaski@windemeretownship.com
612-867-3515

This document, including the bid sheet, the supplemental completed Appendix A, Responsible Contractor Document, and documentation of successful similar contractual work must be delivered in a sealed envelope with the title: Windemere Township Road Maintenance Bid to:

Clerk, Windemere Township
91546 Military Road
Sturgeon Lake, Minnesota 55783

Bids may be submitted via United States Postal Service; however, bidder bears the responsibility of the bid arriving by the deadline. Personal delivery of sealed bids can be arranged by contacting the clerk at: cleck@windemeretownship.com or 218-423-0119 to arrange a personal drop off.

Windemere Township reserves the right to accept or reject any and all bids.

Windemere Township
Road Maintenance Bid Sheet

In an effort to solicit interest and economy the Windemere Township is allowing bidding in three options:

1. Bid as a package to include road grading, gravel hauling and spreading, miscellaneous road repair and snow and ice removal. For contractors interested in the option of retaining a contract for all of these services you should submit hourly rates for each of the identified services under the package rate column.
2. Contractors can bid on individual services. Submit your bids only within the individual service item column to be considered for contracting for a specific service.
3. A contractor can bid as both a package rate and or an individual service. It is assumed that a quantity of service may result in a difference in a contractor's bids for specific services under this model.

It is the intention of the Windemere Board of Supervisors to choose the most efficient and effective option for road maintenance. In this solicitation it is the desire to select one contractor to perform all services under the package rate category or choose individual contractors per identified service under the individual service rate category. Note: The board will not choose a mix between the package category and the individual service category.

Windemere Township reserves the right to reject any and all bids.

Categories and bid

Service	Package Rate per hour	Individual Rate Per Hour
Gravel Road Grading	_____	_____
Gravel Application and Spreading	_____	_____
Miscellaneous Road Repair	_____	_____
Snow and Ice Control	_____	_____

Contractor Comments: