



**REQUEST FOR PROPOSAL  
21-02 Tiger Street Reconstruction  
Geotechnical Report  
City of Ramsey**

ISSUE DATE  
October 23, 2020

PROPOSAL MUST BE RECEIVED BY:  
4:30 pm on Thursday November 5, 2020

DELIVER PROPOSAL TO:  
City of Ramsey Municipal Center  
7550 Sunwood Drive NW  
Ramsey, MN 55303  
Attn: Marsha Weidner  
763-433-9839

**INTRODUCTION:** The City of Ramsey (City) is requesting proposals for the preparation and delivery of a geotechnical report along Tiger Street between Armstrong Boulevard and 173<sup>rd</sup> Avenue, as shown in the attached exhibit. Tiger Street is 24-foot wide rural section street, with a 30 mph speed limit. The scope of this work includes:

- 10 soil borings per the attached exhibit
- A standard geotechnical report including construction feasibility for public utilities and pavement section
- Logs of soil borings with descriptions of nomenclature used for defining the site soils
- Estimated subgrade support strength parameters for design of the bituminous roadway and recommendations for soil corrections
- Recommendations for earthwork associated with installation of storm sewer
- Recommendations for management of groundwater for design of structures and pavements

**SOIL BORING REQUIREMENTS:** Soil borings to a depth of 10-feet will be taken at stationing shown on the attached “Boring Hole Location” exhibit. Soil borings will alternate between drive lanes. Cores of the existing bituminous pavement will be required. Cores will be taken to verify thickness and structural integrity of the existing pavement and base. Pictures of the cores will be included in the final report. Any additional depth beyond 10-feet will be paid per lineal foot. The Contractor must perform sufficient survey work to locate holes approximately 5 feet horizontally and approximately 0.5 feet vertically. The Contractor is responsible for locating all utilities prior to starting boring operations.

**SOIL BORING LOG REQUIREMENTS:** A field boring log will be prepared by the Contractor for each boring with a copy included in the final report. The field boring logs will include the following information:

- The project identification number
- Location of the boring referenced by centerline stationing using the Anoka County Coordinate System with NAD 83
- Boring log number
- Method of drilling and sampling, diameter of bore hole
- Date, name of driller and crew
- Ground surface elevation and ground water elevation measured to the nearest 0.5 feet
- Definition of all symbols that are not otherwise self-explanatory
- Classification, thickness, color, moisture condition (dry, moist, wet, saturated), composition and degree of compactness
- Field number of any samples taken, type of sample and depth taken
- Depth at which obstacles were encountered in advancing the boring
- Any other unusual conditions encountered during drilling and sampling

**SCHEDULE:** A written schedule of the work shall be submitted identifying all work components and showing work start and completion dates required to comply with the schedule. Once work has commenced, the Contractor shall continuously pursue completion in accordance with the approved schedule. The final Geotechnical Report must be delivered to the City by Friday, December 11, 2020.

**PROPOSAL SUBMITTAL:** An itemized quote shall be submitted for the proposed work using the form at the end of this Request for Proposal (RFP).

**COMMUNICATION WITH THE CITY:** If any requirements of this RFP are not clearly understood, the Contractor is responsible for contacting the City for further clarification in a prompt manner. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to the RFP.

**SUBMISSION:** A signed copy of the attached proposal form is requested by **4:30 P.M. Thursday, November 5, 2020.** Deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey MN 55303 to the attention of Marsha Weidner, Engineering Administrative Assistant. E-mail quotes will be accepted and may be sent to [MWeidner@cityoframsey.com](mailto:MWeidner@cityoframsey.com).

**PROPOSAL UNDERSTANDING:** By submitting a proposal, the Contractor agrees to be bound to the terms and conditions herein.

**COSTS OF PREPARATION:** Under no condition will any costs of preparation of the proposal be reimbursed by the City.

**LICENSE AND INSURANCE:** By submitting a proposal, the Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability \$1,000,000 per occurrence (written on an occurrence based form bodily injury and property damage); automobile liability \$1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the work. The Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

**WORKING HOURS:** The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 8:00 p.m., Monday through Friday.

**WORK AND STAGGING AREAS:** The Contractor shall confine their work activities within City owned properties and right of way. No equipment shall be left on City streets outside normal working hours.

**SPECIFICATIONS:** Work shall be conducted in conformance with the specifications set forth herein and in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction which is incorporated by reference to these specifications.

**TRAFFIC CONTROL:** All traffic control devices and layouts shall conform and be installed in accordance to the latest addition of the Minnesota Temporary Traffic Control Field Manual.

**PAYMENT:** Payment will be made upon submittal of an invoice to the City on a net 30 day basis following City acceptance of the work. An IC 134 form will be required prior to final payment.

**BASIS OF PAYMENT:** Payment shall be made for the work on the basis specified below. The cost of any additional labor, materials, permits, tools and supplies which have not been specifically identified in this section for payment, but required to complete the project as per the plans and specifications shall be considered incidental to the project.

*Mobilization* – Payment shall be made on a lump sum basis for the mobilization of equipment.

*Geotechnical Report* – Payment shall be made on a lump sum basis as compensation for all development of the geotechnical report meeting the requirements outlined in this RFP.

*Soil Boring* – Payment shall be made on a per each basis as compensation for all equipment, material and labor costs required for the soil boring and all required documentation of soil borings as outlined in this RFP.

*Soil Boring Additional Depth* – Payment shall be made on a per lineal foot basis as compensation for all equipment, material and labor costs required for soil boring at depth beyond 10-feet. The cost of meeting any Minnesota Department of Health requirement for abandonment of geotechnical soil bore holes, including holes deeper than 15-feet are incidental to this pay item.

*Traffic Control* – Payment shall be made on a lump sum basis as compensation for all equipment, material, and labor costs required for the installation and maintenance of traffic control measures (signage, barricades, flashers, flaggers, etc.), as directed by the Engineer, for any local traffic disruptions or temporary closures.

## PROPOSAL

This proposal is submitted to the City of Ramsey for Improvement Project #21-02 Tiger Street Reconstruction Geotechnical Report. That \_\_\_\_\_ accepts the terms and conditions herein and agrees to deliver the final Geotechnical Report to the City by Friday, December 11, 2020, and to complete all work described herein for the following unit prices:

Item No.	Item Description	Unit	Quantity	Price	Extension
1	Mobilization	LS	1	_____	_____
2	Geotechnical Report	LS	1	_____	_____
3	Soil Boring	EA	10	_____	_____
4	Soil Boring Additional Depth	LF	1	_____	_____
5	Traffic Control	LS	1	_____	_____
<b>Total Proposal Lines 1-5</b>					_____

Contractor Name \_\_\_\_\_

Owner or representative \_\_\_\_\_

Phone(s) \_\_\_\_\_

E-mail \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_