

**REQUEST FOR PROPOSAL
PAVEMENT MANAGEMENT PROGRAM
2025 STREET RECONSTRUCTION PROJECTS
Topographic Survey
City of Ramsey**

ISSUE DATE
June 28, 2024

PROPOSAL MUST BE RECEIVED BY:
4:00 pm on Tuesday, July 16, 2024

EMAIL PROPOSAL TO:
JFeriancek@cityoframsey.com

or

DELIVER PROPOSAL TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Joe Feriancek
763-433-9893

INTRODUCTION: The City of Ramsey (City) is requesting proposals for the delivery of five (5) topographic surveys for 2025 projects including;

1. IP 25-02 Sunwood Drive Reconstruction
 - a. Sunwood Drive between Nowthen Boulevard (CSAH 5) and Erkium Street
 - i. Shots to centerline of CSAH 5 and to 50-feet east of Erkium Street
 - ii. Shots to 50-feet up each side street connection
 - iii. Shots of entire right of way
 - b. Right of Way is generally 80-feet wide
 - i. Right of Way topo area is 2.51 acres
 - c. Streets are approximately 0.20 miles in total length
 - i. 40-foot wide urban section street with sidewalk on both sides
 1. Ped ramp shots sufficient to verify ADA compliance
 2. Municipal utilities exist within the project area
 - ii. Speed limit 30 mph; ADT 1049
2. IP 25-03 Alpine Drive Reconstruction
 - a. Alpine Drive between Nowthen Boulevard (CSAH 5) and St. Francis Boulevard (TH 47)
 - i. Shots to centerline of CSAH 5 and to centerline of TH 47
 - ii. Shots to 50-feet up each side street and trail connection
 - iii. Shots of entire right of way, and shots of trail within easement along roadway
 1. Shots of culvert ends in wetlands adjacent to roadway
 - b. Right of Way is generally 80-feet wide, but varies
 - i. Right of Way topo area is 12.61 acres
 - c. Streets are approximately 1.02 miles in total length
 - i. Generally, 45 to 65 urban & urban/rural section with on one or both sides
 1. Ped ramp shots sufficient to verify ADA compliance
 2. Municipal utilities exist within the project area
 - ii. Speed limit 45 mph; ADT 2,500 to 3,000
3. IP 25-05 High Point Street Reconstructions
 - a. Right of Way is generally 66-feet wide
 - i. Right of Way topo area is 14.25 acres
 - b. Streets are approximately 1.67 miles in total length
 - i. Mostly Urban (bit. Curb) residential subdivision with partial tree coverage within the ROW area
 1. Generally, shots of the tree line will be sufficient where trunks are located more than 8 feet from the curb.
 - ii. Mostly 30-foot-wide urban (bit. Curb) [Approx. ½ of 156th Ave is 24-foot rural]
 1. Bituminous flumes down to low areas
 2. No municipal utilities

4. IP 25-06 Sorteberg's Street Reconstructions
 - a. Right of Way is generally 66-feet wide
 - i. Right of Way topo area is 4.72 acres
 - ii. D&U Easement topo area is 0.67 acres
 - b. Streets are approximately 0.54 miles in total length
 - i. Urban (bit. Curb) residential subdivision
 - ii. 30-foot-wide urban (bit. Curb) with curb cuts to swales and adjacent low areas
 1. Top of drainage areas in addition to right of way required
 - iii. No municipal utilities

5. IP 25-07 Beaudry's 2nd Street Reconstructions
 - a. Right of is generally 66-feet wide
 - i. Right of Way topo area is 8.35 acres
 - b. Streets are approximately 0.88 miles in total length
 - c. Mix of 24-foot rural and 30-foot urban (mix bit. & conc. Curb)
 - i. Combination of curb cuts, swales, catch basins and culverts
 - ii. Topo needed of culvert ends in wetland area off of 152nd Avenue
 - d. No municipal utilities

The scope of these surveys each include:

- a. Topographic Survey
- b. Contacting Gopher State One Call to locate utility markings
- c. Delivery of survey points in an Excel/CSV format
- d. Point Code listing

FIELD SURVEY REQUIREMENTS: The field survey is not limited to, but is expected to include the following:

- Elevations along the centerline, edge of bituminous pavement, top and bottom of swale, and boulevard up to the right-of-way at 50-foot stations and grade changes
 - Urban section areas shall include flowline and top back of curb shots
- Location and elevations on driveway edges and corners to the right-of-way
- Location and elevations of any storm sewer, sanitary sewer, watermain, utilities, structures, etc. within the survey area
 - Gopher One State locate calls shall be made prior to surveying
- Locations and elevations of trees/tree lines, landscaping, mailboxes, signage, fence lines, etc. within the survey area
- General top and bottom of slopes, and intermediate spot elevations in swales

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 Topographic Survey must be delivered to the City by the date listed in the attached proposal sheet.

PROPOSAL SUBMITTAL: A lump sum quote for each project 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 **4:00 P.M. Tuesday, July 16, 2024.** E-mail proposals will be accepted and may be sent to Joe Feriancek; JFeriancek@cityoframsey.com. Or deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey MN 55303 to the attention of Joe Feriancek, Assistant City Engineer.

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 10:00 p.m., Monday through Friday.

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

TRAFFIC CONTROL: 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.

PAYMENT: Invoices must be submitted to the City on a net 30-day basis, made out to the City of Ramsey Engineering Department including the project description, and must be submitted via email to accountspayable@cityoframsey.com. Payments may be made by EFT upon request, please submit EFT requests to accountspayable@cityoframsey.com. An IC 134 form will be required for final payment.

BASIS OF PAYMENT: Payment shall be made on a lump sum basis for all components of the work as specified in the RFP. The cost of any additional equipment, labor, materials, permits, tools and supplies which have not been specifically identified in this section for payment, but are required to complete the work, shall be considered incidental to the project. The City is also requesting an hourly rate for additional survey work to be submitted, if we find a need to expand the project scope after reviewing the initial survey.

PROPOSAL

_____ accepts the terms and conditions herein and agrees to complete all work described herein, and to deliver the final Topographic Surveys to the City by the dates provided below.

IP 25-02	
MSA SUNWOOD DRIVE (CSAH 5 / ERKIUM STREET) TOPOGRAPHIC SURVEY	
Topographic Survey due back August 31, 2024	
Description	Cost Extension
Lump sum not-to-exceed amount	
Additional hourly rate if project scope expands after initial review	

IP 25-03	
MSA ALPINE DRIVE (CR 57 / TH 47) TOPOGRAPHIC SURVEY	
Topographic Survey due back August 31, 2024	
Description	Cost Extension
Lump sum not-to-exceed amount	
Additional hourly rate if project scope expands after initial review	

IP 25-05	
HIGH POINT TOPOGRAPHIC SURVEY	
Topographic Survey due back September 30, 2024	
Description	Cost Extension
Lump sum not-to-exceed amount	
Additional hourly rate if project scope expands after initial review	

IP 25-06	
SORTEBERG'S TOPOGRAPHIC SURVEY	
Topographic Survey due back by September 30, 2024	
Description	Cost Extension
Lump sum not-to-exceed amount	
Additional hourly rate if project scope expands after initial review	

IP 25-07	
BEAUDRY'S TOPOGRAPHIC SURVEY	
Topographic Survey due back by September 30, 2024	
Description	Cost Extension
Lump sum not-to-exceed amount	
Additional hourly rate if project scope expands after initial review	

Contractor Name _____

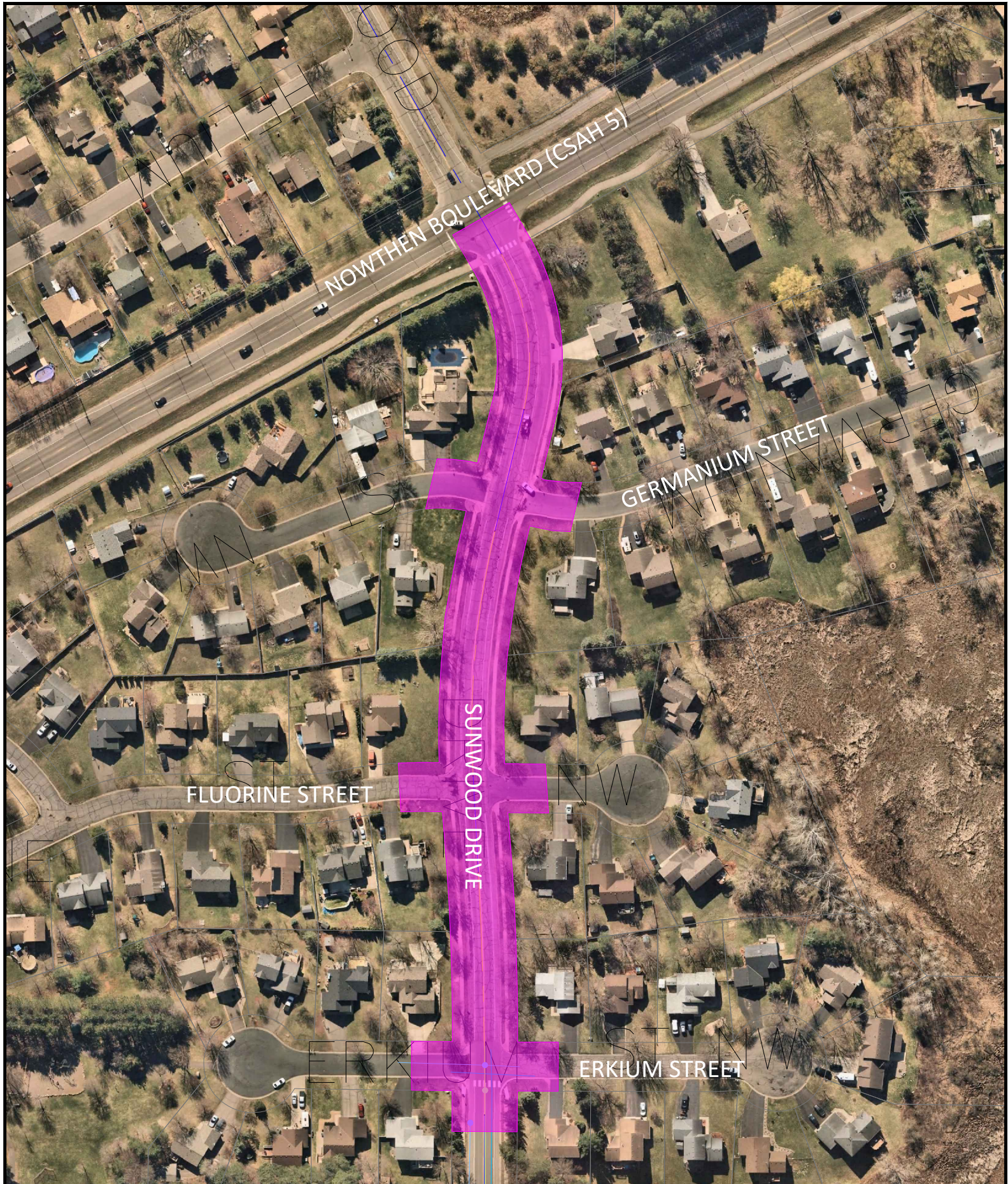
Owner or representative _____

Phone(s) _____

E-mail _____

Signature _____

Date _____



NOWTHEN BOULEVARD (CSAH 5)

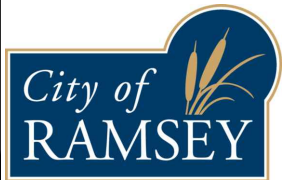
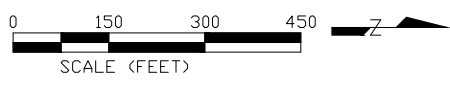
GERMANIUM STREET

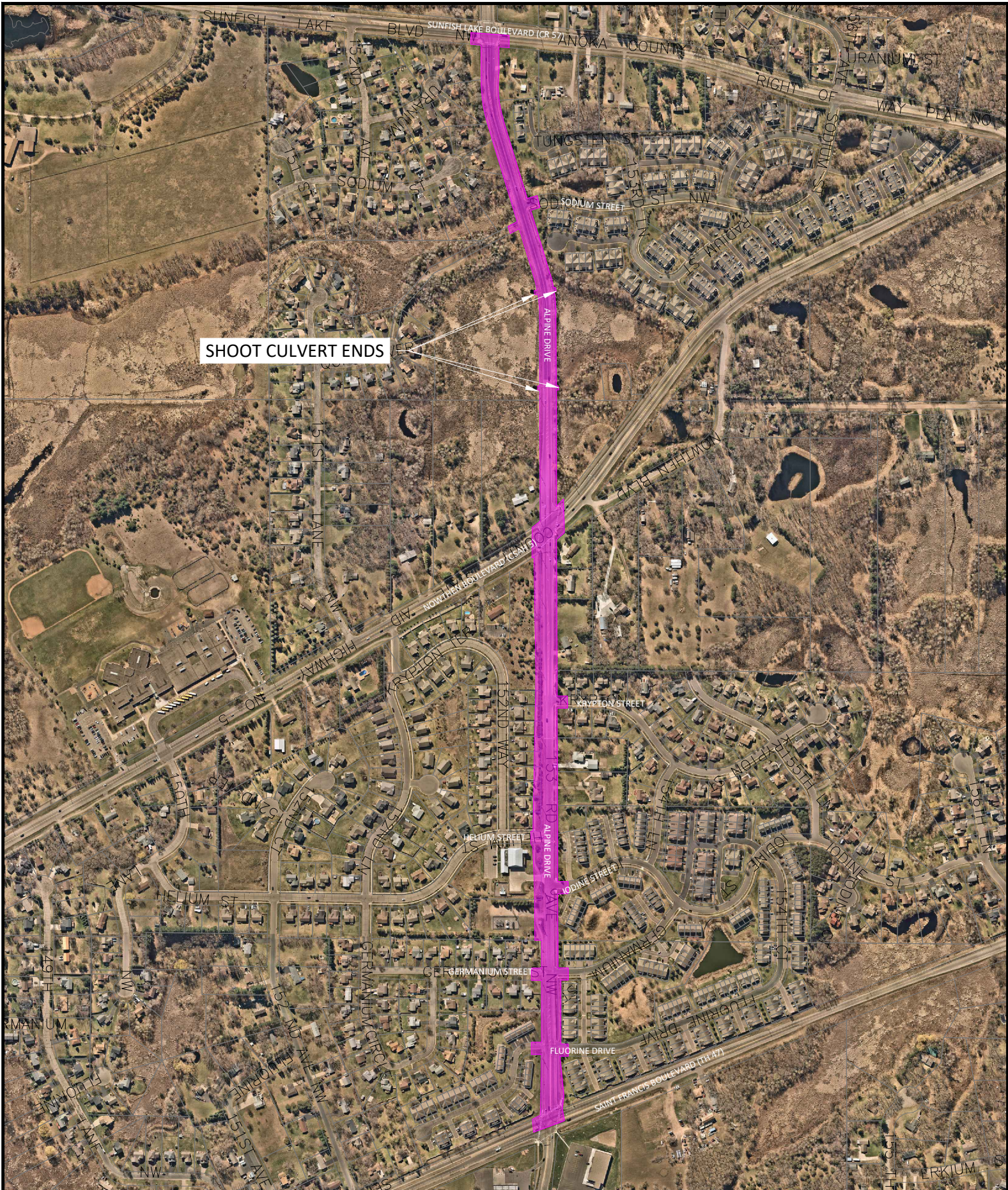
FLUORINE STREET

SUNWOOD DRIVE

ERKIUM STREET

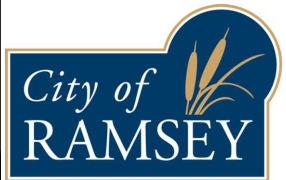
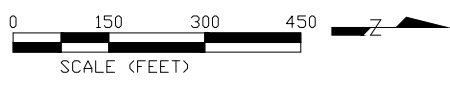
IP 25-02 SUNWOOD DRIVE
(CSAH 5 / ERKIUM STREET)
TOPO SURVEY AREA

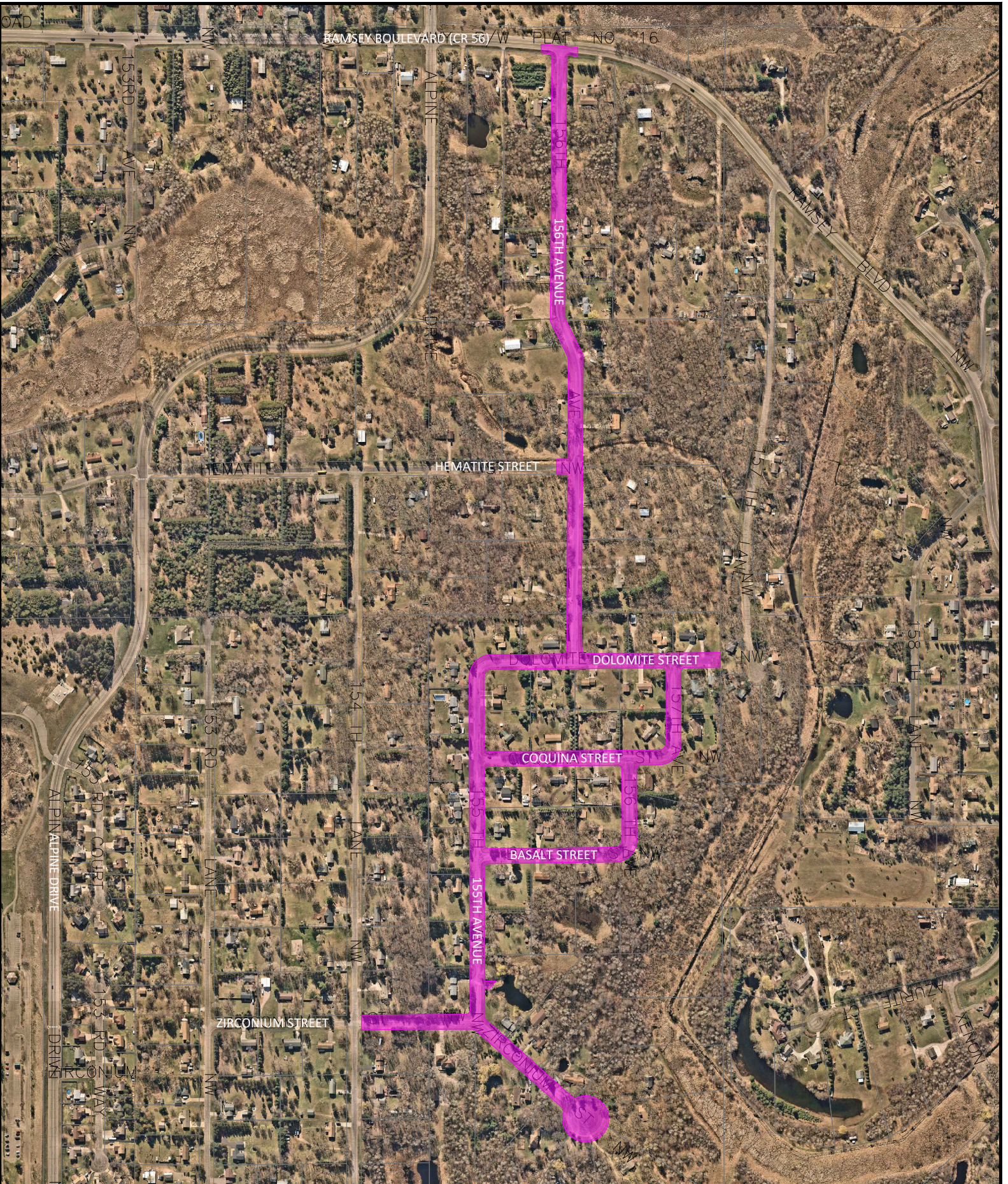




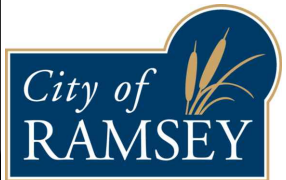
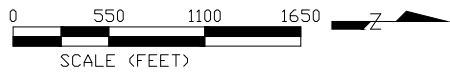
SHOOT CULVERT ENDS

IP 25-03 ALPINE DRIVE
 (CR 57 / TH 47)
 TOPO SURVEY AREA



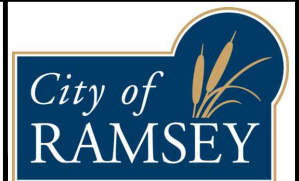
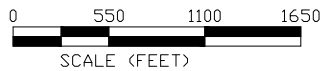


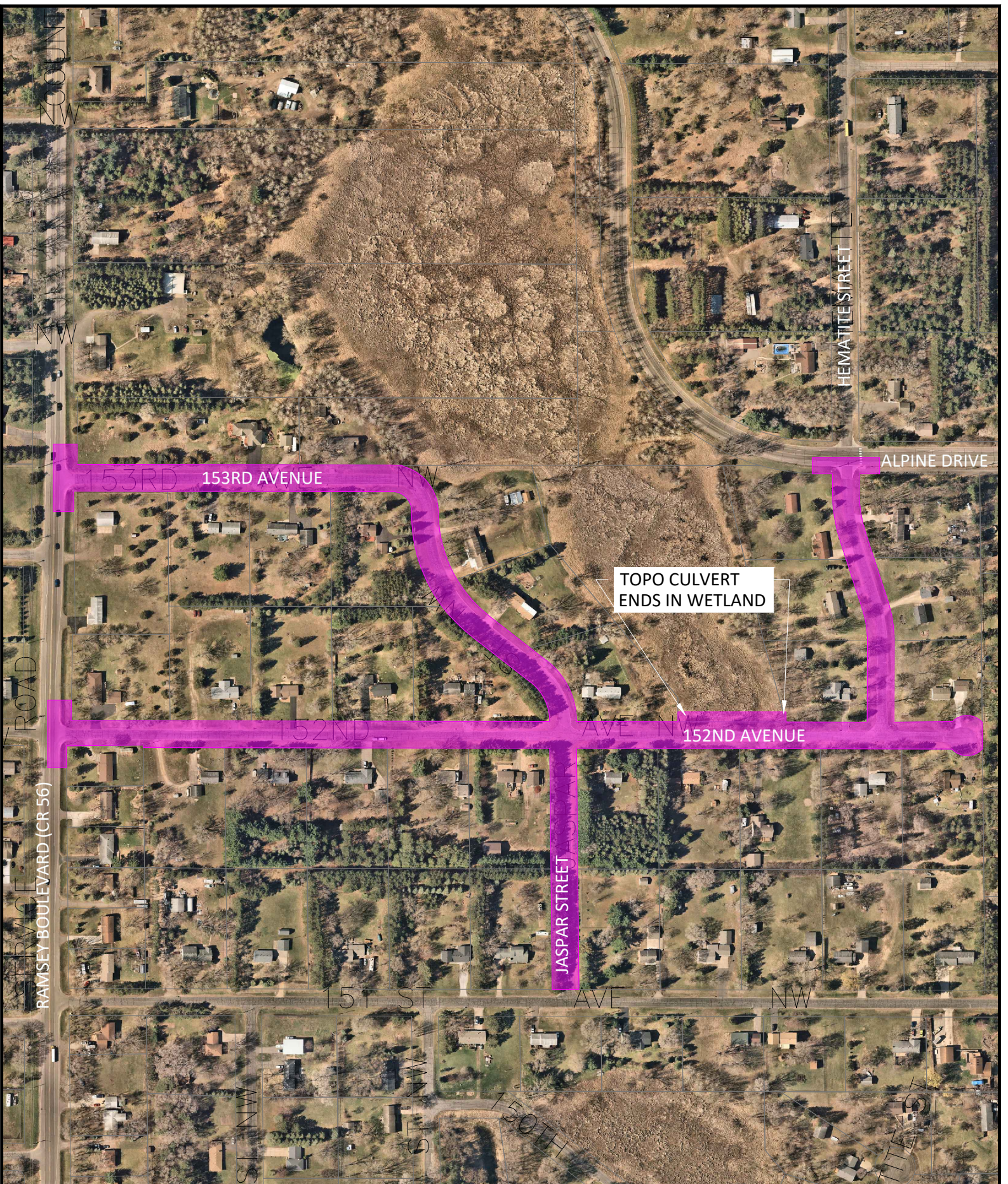
IP 25-05
HIGH POINT
TOPO SURVEY AREA





IP 25-06
SORTEBERG'S
TOPO SURVEY AREA





IP 25-07
BEAUDRY'S 2ND
TOPO SURVEY AREA

