

REQUEST FOR PROPOSAL
IP 26-08
2026 Neighborhood Pavement Overlay Improvements
Engineering Design Services
City of Ramsey

ISSUE DATE
January 14, 2026

PROPOSAL MUST BE RECEIVED BY:
4:30 pm on Tuesday, February 3, 2026

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 Engineering Services for the 2026 Neighborhood Pavement Overlay Improvements, Improvement Project #26-08. The project proposes to mill and overlay four (4) subdivisions totaling approximately 1.39 miles in length within the City.

The project generally includes mill and overlay of the existing bituminous pavement, spot concrete curb repairs, grouting catch basin, and updating pedestrian ramps to current ADA standards.

- Alpine Woods
 - Urban single-family house development
 - 0.38 miles in length
 - 8 Pedestrian Ramp locations
 - Proposed 2” mill and overlay
- Evergreen Point Townhomes 1st & 2nd
 - Urban town house development
 - 0.32 miles in length
 - 15 Pedestrian Ramp locations
 - Proposed 1” mill and 2” overlay
- Hall-Anderson Acres (TH 47 Service Road only)
 - Urban (bit curb) single-family house development
 - 0.17 miles in length
 - 1 Pedestrian Ramp location
 - Proposed 2” mill and overlay
- Section 16 Unplatted
 - Rural single-family house development
 - 0.52 miles in length
 - Proposed 2” mill and overlay

SCOPE OF WORK: Prepare final drawings, estimated quantities, and specifications / construction documents for the use of permitting, bidding, and construction of the areas proposed above. The plans must address typical work associated with mill and overlay improvements, including but not limited to spot concrete curb and gutter repairs, minor storm sewer repairs, casting adjustments, and pedestrian ramp ADA upgrades. A City review of the 90-percent plans and final plans prior to City Council approval and bidding is expected to occur. The city will be available to discuss the improvements throughout design, a preliminary design meeting shall occur prior to starting the work. The Engineer must provide an Engineer’s Estimate based on the final plans, as needed for City Council approval of the plans.

The city will provide the topographic survey, performed in the summer of 2025, for design of the ADA pedestrian ramp upgrades. Additionally, the city will provide all available as-builts of the existing roadways. The Engineer must perform a site visit to review the existing roadways.

The Engineer is required to send out the advertisement for bids, perform the bid opening, and provide a recommendation for award. City staff will put together all city council meeting cases associated with this project.

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. The city is proposing the following project timelines:

- February 10, 2026 City Council awards RFP for engineering design services
- Feb / Mar 2026 Preparation of plans and specifications
- April 7, 2026 City Council approves plans, authorizes bidding
- Week of May 4th, 2026 Bid opening
- May 12, 2026 City Council awards contract to the lowest responsible bidder
- June / July 2026 Construction

PROPOSAL SUBMITTAL: A lump sum 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. Tuesday, February 3, 2026**. 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.

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.

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 services to be submitted, if we find a need to expand the project scope after reviewing the initial plans.

PROPOSAL

Bolton & Menk, Inc. _____ accepts the terms and conditions herein and agrees to complete all work described herein, and to deliver the final plans and specifications to meet the city's timeline provided herein.


IP 26-08 2026 Neighborhood Pavement Overlay Improvements	
Description	Lump Sum Not to Exceed Cost Extension
Engineering Design Services	\$25,300.00

Contractor Name Bolton & Menk, Inc.

Owner or representative Kevin P. Kielb, P.E.

Phone(s) (651) 968-7760

E-mail Kevin.Kielb@Bolton-Menk.com

Signature 

Date January 16, 2026

Hourly Rates	
Project Manager	\$223.00
Design Engineer	\$189.00
CAD Drafting	\$158.00