



**STEELE COUNTY
PUBLIC WORKS POLICY COMMITTEE AGENDA
Public Works Facility – 3000 Hoffman Drive - Owatonna, MN 55060**

*Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.*

Thursday, July 8, 2021 at 7:30 a.m. – Public Works Conference Room

General Agenda:

1. Courthouse HVAC Upgrades advertisement for Bids

Department Head Reports:

Highway Agenda:

1. Steele County 2040 Transportation Plan

Department Head Report:

Disclaimer: This agenda has been prepared to provide information regarding and upcoming meeting of the Steele County Policy Committee. This document does not claim to be complete and is subject to change.



Steele County Agenda Item

Subject: Steele County Court House HVAC Upgrades Project /Advertisement for Bids

Department: Building & Grounds

Committee Meeting Date: July 8, 2021

Board Meeting Date: July 13, 2021

Consent Agenda: Yes No

Resolution: Yes No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as “N/A” or a reason why.

Recommendation:

To approve the Facilities and Fleet Director to Advertise for Bids for the Steele County Courthouse HVAC Upgrades Project.

Background (*Including Budget Impact*):

Previously the County board authorized ISG to complete construction drawings for the Courthouse HVAC Upgrades Project. The plans are 95% complete with minor adjustments to make. These plans include the boilers, air handler, and cooling along with new duct work, VAV’s, reheat coils and controls. With plans near completion we would like to advertise for bids for the Courthouse HVAC Upgrades Project with Bids being received on August 12, 2021 at 2:00pm.

Attachments:

Advertisement for Bids

**SECTION 00 1113
ADVERTISEMENT FOR BIDS**

**STEELE COUNTY COURTHOUSE
HVAC UPGRADES
OWATONNA, MINNESOTA
ISG NO. 20-23986**

Sealed Prime General Contract bids for Steele County Courthouse HVAC Upgrades will be received by Jake Rysavy at the office of the Owner, 630 Florence Avenue, Owatonna Minnesota 55060 by mail or personal delivery until Thursday, August 12, 2021 at 2:00 p.m. at which date and time the bids will be opened and read aloud.

A prebid conference will be held Thursday, July 29, 2021 at 2:00 p.m. at the location of the Work.

Project Scope: Selective demolition and construction of HVAC upgrades and other Work indicated in the drawings and specifications.

Bidders shall submit their proposal on the forms provided. The proposal shall be filled in clearly and correctly with ink or another permanent format. The proposal shall be signed in ink by the individual, members of the partnership, or by one or more officers of the corporation making the proposal.

Bidding Documents may be obtained from the office of ISG at 115 East Hickory Street, Suite 300, Mankato, Minnesota 56001 for a non-refundable fee of \$100.00 each. For Documents that must be mailed, the total plan fee will be \$115.00 each, shipping and handling included. When requesting mailed documents, please include your address, phone number, fax number, and e-mail address. Make checks payable to ISG.

Drawings, specifications, and other Bidding Documents may also be obtained online at www.questcdn.com. If you do not already have a free membership, you may sign up for one to gain access to the documents. The QuestCDN eBidDoc number is 7902451. There will be a \$25.00 non-refundable downloading fee to access a pdf copy of the documents online.

Documents are viewable at both www.questcdn.com and www.ISGInc.com free of charge.

All bids shall be sealed in an opaque envelope upon which shall be plainly marked "BID ON STEELE COUNTY COURTHOUSE HVAC UPGRADES – OWATONNA, MINNESOTA" and the name of the bidder. If a bid is to be mailed, the bid envelope shall be sealed in a regular mailing envelope. FAX and E-mail Bids will not be accepted. The Owner reserves the right to hold and consider the bids for 30 days after the date of the bid opening. Bids shall be accompanied by a cashier's check, bidder's bond, or certified check payable to STEELE COUNTY for not less than five percent (5%) of the amount of such bid including add-alternates. A bidder's bond shall include certified copy of the power of attorney.

The right to waive any informality in any bid and reject any or all bids is reserved to the Owner.

**DATED THE 21 DAY OF JULY, 2021.
END OF SECTION**

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Steele County Agenda Item

Subject: Adopt the Steele County 2040 Transportation Plan

Department: Highway

Committee Meeting Date: July 8, 2021

Board Meeting Date: July 13, 2021

Consent Agenda: Yes No

Resolution: Yes No

Policy Committee Recommendation:

N/A

Recommendation:

Adopt the Steele County 2040 Transportation Plan

Background (*Including Budget Impact*):

The Steele County 2040 Transportation Plan has been under development during the past year. Stakeholder meetings to gather input took place during the summer of 2020. A virtual Open House was held August 24th to September 4th, 2020.

The County Board held a work session on the draft plan on May 3, 2021. The draft plan was updated based on feedback from the Board and Staff and released for public comment from June 21st to July 2nd. No material issues arose through the public comment period and Staff recommends the Board adopt the final plan.

Attachments:

Steele County 2040 Transportation Plan – provided separately to the Committee members, available at this link: [Steele County 2040 Transportation Plan](#)