

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: Mike Althoff, Public Works Director

SUBJECT: MnDOT Cooperative Snow Removal Agreements

DATE: November 13, 2018

BACKGROUND

The City of Cannon Falls has previously entered into agreements with the Minnesota Department of Transportation (MnDOT) for the purpose of snow removal of certain roadways located within the City. The agreements are with both MnDOT districts and would be effective for the 2018-2019 season. The agreements further state that the City shall be reimbursed for all expenses for accumulating and loading of snow. The City is required to annually adopt a resolution authorizing the agreements.

STAFF RECOMMENDATION/ REQUESTED COUNCIL ACTION

Staff recommends and respectfully requests a motion to adopt the resolution approving the MnDOT Cooperative Snow Removal Agreements as presented.

Attachments:

Resolution

MnDOT Service Form

INSTRUCTIONS: Prepare one copy for each unit bid.

DISTRICT 6 INFORMAL BID FOR SERVICE AND RENTALS

*The Minnesota Department of Transportation is soliciting bids for rental of equipment with operator for the removal of snow and ice. The purpose of this solicitation is to establish a list of rates that towns within our district will be charging for removal of snow. Please make additional copies if needed, and you may mail or email in your bids. When submitting bids, please include your proof of \$2,000,000.00 of insurance and worker's compensation as required by State law. Payments will not be made for equipment rental until the insurance certificate has been furnished. Billing is to be monthly with final billing to be received no later than **June 1, 2019** or the city/county will be deemed to have waived the right to reimbursement.*

For completion by the Owner

City/Township City of Cannon Falls

Contact name and phone number Mike Althoff - 507-263-4626

Description of Equipment 2010 New Holland Versatile Tractor

Type TV16070

Description 8' Fair - 2 Stage Blower

Bid Rate Per Unit of Measure \$ 1125.00

Unit of Measure (completed by MnDOT) _____

MN Tax ID number or Social Security number 8021053

For Department Use ONLY

Name and Title of Person Soliciting Bid _____

Phone _____

Email _____

Office _____

Date _____

Forward to the person soliciting bid listed above.



Minnesota Department of Transportation INFORMAL BID FOR SERVICES AND RENTALS

INSTRUCTIONS: Prepare one copy for each unit bid. Send to the Area maintenance Office.*

THE UNDERSIGNED AGREES TO FURNISH THE FOLLOWING EQUIPMENT AT THE RATE BID AND ACCORDING TO THE FOLLOWING PROVISIONS:

For completion by Mn/DOT

- The earnings under this bid are limited to \$15,000 for competitive bids (3 bids where practical).
- The rental rate shall include all supplies necessary, except as noted, to operate the equipment and maintain it in proper order, and ☒ Be vendor operated; or ☐ Be Mn/DOT operated-with supplies noted in the description space below. (Check appropriate blank)
- When owner provides the operator, she/he shall furnish to the Area Maintenance Office a Certification of Insurance for:
 - Public Liability and Property Damage coverage to cover this equipment.
 - Worker's Compensation coverage as required by State law, covering workers furnished by the owner.
 Payment will not be made for equipment rental until the insurance certificate has been furnished.
- When Mn/DOT operated, physical damage insurance by: Self N/A Vendor _____
D.O.A. _____ (When D.O.A. is used, call State Equipment Engineer.)

For completion by Owner

Description of Equipment	<u>2010 New Holland Versatile Tractor</u>		
Type	<u>TV16070</u>		
Description	<u>8' Fair - 2 Stage Blower</u>		
Bid Rate Per Unit of Measure	\$ <u>165.00</u>	Unit of Measure	(Completed by Mn/DOT) _____
MN Tax ID No. or Soc. Sec. No.	(Name on Soc. Sec. Card-if used for I.D. Number) <u>8021053</u>		
OWNER (fill in information below)			
Name/Company	<u>City of Cannon Falls</u>	Date	<u>Nov. 8, 2018</u>
Address (city, state, zip)	<u>918 River Road, Cannon Falls, MN 55009</u>	Phone No. (<u>507</u>)	<u>267-4626</u>
Authorized Signature	<u>[Signature]</u>	Title	<u>Public Works Director</u>

For Department Use ONLY

Name of Person Soliciting Bid	Title	Date
Location of Work Where Equipment Will Be Used		

Expiration Date	Accepted by	Date
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* A copy will be returned to the successful bidder after approval.

**CITY OF CANNON FALLS
GOODHUE COUNTY, MINNESOTA**

RESOLUTION NUMBER 2395

**A RESOLUTION APPROVING A COOPERATIVE SNOW REMOVAL AGREEMENT
WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

WHEREAS, joint snow removal by municipalities and the Minnesota Department of Transportation (MnDOT) on state roads is standard policy; and

WHEREAS, it is in the best interest of the City of Cannon Falls to enter into a Snow Removal Agreement with MnDOT.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Cannon Falls, Goodhue County, Minnesota, that the City of Cannon Falls shall remove all snow from the following roadways: Main Street between 3rd Street and 5th Street; 4th St. from Main Street to Hoffman Street.

BE IT FURTHER RESOLVED that MnDOT shall pay all expenses incurred for accumulating and loading said snow and the City of Cannon Falls shall pay for the hauling and dumping of same.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF CANNON FALLS ON THIS
13th DAY OF NOVEMBER, 2018.**

SIGNED:

Lyman M. Robinson, Mayor

ATTEST:

Lanell Endres, Interim City Administrator