

CHASKA MUNICIPAL SERVICES BUILDING

ADVERTISEMENT FOR BEST VALUE PROPOSALS

Project:

City of Chaska Municipal Services Building
4501 Creek Road
Chaska, MN 55318

Owner:

City of Chaska
1 City Hall Plaza
Chaska, MN 55318

Architect:

Oertel Architects
1795 St. Clair Avenue
St. Paul, MN 55105

Construction Manager:

RJM Construction
830 Boone Avenue North
Golden Valley, MN 55427

NOTICE TO QUALIFIED CONTRACTORS – Notice is hereby given that the City of Chaska will receive sealed best value proposals for the City of Chaska Municipal Services Building from qualified contractors until **1:00 p.m., Thursday, February 19, 2026** at Chaska City Hall, 1 City Hall Plaza Chaska, MN 55318.

The project work scope consists of a new municipal services building complete, along with adjacent road and utility work (“OUTLOT C”), and a new Fuel Island (“OUTLOT B”).

BEST VALUE PROPOSALS ARE ONLY BEING ACCEPTED IN THE FOLLOWING CATEGORIES: 03A – CAST-IN-PLACE CONCRETE, 08B – ALUMINUM FRAMING AND GLAZING, 22A – PLUMBING, 23A – HVAC, 26A – ELECTRICAL, 31A – EARTHWORK, and 33A - UTILITIES. All other categories will go through the sealed bid or quote process.

A bid security in the amount of 5% of the base bid will be required to accompany proposals. Proposals received after that time will not be accepted and will be returned unopened.

Sealed best value proposals will be received at the Chaska City Hall, 1 City Hall Plaza Chaska, MN 55318 until **1:00 p.m., Thursday, February 19, 2026**. Proposals will NOT be opened and read allowed and will go through an evaluation process following receipt. Envelopes containing proposals must be sealed, marked **City of Chaska Municipal Services Building** and the **Bid Category No.** being bid with **attention to Elise Durbin – Assistant City Administrator**. The name and address of the Bidder must be shown on the outside of the envelope. The date and time of the best value proposal is to be noted on the label. Proposals received after this time will not be accepted and will be returned unopened.

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PROPOSAL REQUIREMENTS AND SELECTION CRITERIA

Responses must be typewritten and limited to a maximum of twenty (20) pages, not including required bid documents outlined in the bid form and instruction to bidders.

1. Company Experience (0-20 points)
 - a. List at least 3 similar projects in scope, size, and contract amount completed by your firm in the last 5 years.
 - b. List at least 2 similar public works projects in which your firm has worked for a municipality, county, state, federal entity, etc.
2. Proposed Staff Experience (0-10 points)
 - a. Include project manager's resume.
 - b. Include on-site foreman's resume.
 - c. Include a summary for your firm's design and engineering team.
 - d. List only projects completed in last 10 years.
3. Project Approach (0-5 points)
 - a. Describe how your team will approach this project in terms of sequencing, phasing, and scheduling of work and coordination with other trades.
 - b. Describe how your team will present best value to the end user, City of Chaska, for installing the scopes of work for this new building.
4. Schedule Performance on Recent, Similar Projects (0-10 points)
 - a. Provide original and actual completion dates for your scope of work for the last 3 projects completed by your proposed team, include project references.
 - b. Provide a milestone schedule for the following:
 - i. Duration for engineering and design
 - ii. Duration for material procurement
 - iii. Duration for installation
 - iv. Duration for commissioning and startup
5. Change Order Percentage on Recent, Similar Projects (0-10 points)
 - a. Provide original and final contract values for your scope of work for the last 3 projects completed by your proposed team, include project references.
6. Safety (0-10 points)
 - a. Provide narrative describing your company's safety process on projects.
 - b. Provide EMR for the last 3 years.
7. Proposed Value Engineering (0-5 points)
 - a. Does your firm have any specific cost reduction items? If so, please provide narrative and approximate cost savings in (\$).
8. Cost Proposal (0-30 points)
 - a. Fill out attached bid form.
 - b. Please provide a budgetary pricing and cashflow breakdown on your company's letterhead
 - i. Please include an overall cost for the system and break out rate of return values (i.e. power savings, applicable credits, etc.)

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Bidding documents including the Proposal Form, Drawings and Specifications will be on file at the office of the Construction Manager:

RJM Construction
830 Boone Avenue North
Golden Valley, MN 55427
952-837-8600

A pre-bid meeting will be conducted at the Council Chambers at Chaska City Hall, 1 City Hall Plaza Chaska, MN 55318 on February 4th, 2026 at 1:00 p.m. If you do plan to attend the meeting, we do ask that you pre-register via email with simon.midtbo@rjmconstruction.com by EOD February 3rd, 2026.

HOW TO GET PLANS:

Complete digital Bidding Documents are available at www.questcdn.com for \$15.00 by inputting project #10030638 on the website's Project Search page. Paper Bidding Documents may also be viewed at RJM Construction, 830 Boone Avenue N, Golden Valley MN 55427 or can be purchased from National Reprographics by calling 651-779-8000. Complete set(s) of hard copy Bidding Documents can be obtained through National Reprographics as noted in AIA Document A701, Article 1. A digital download of the documents will be available for purchase for access with check made payable to National Reprographics. They are also available at any of the building exchanges. Plans will be available on or about January 27, 2026.

Make best value proposals in duplicate in exact accordance with the proposal form in the Project Manual, and sign in long-hand. No oral, telegraphic or fax bids will be accepted or considered.

Combined best value proposals including multiple bid categories will be accepted. However, in order to be considered subcontractors must also submit separate individual best value proposals in addition to the combined best value proposal. Combined best value proposals will not be accepted if individual best value proposals are not submitted. Each separate best value proposal or combined best value proposals must appear alone on a bid form and submitted in separate envelopes.

Submit with each proposals a certified check, bank money order or acceptable bidders bond issued by a surety meeting city requirements payable to the **City of Chaska** in the amount equal to five percent (5%) of the total proposal. For requirements, please reference specification section 00 21 00 – Supplementary Instructions to Bidders.

All best value proposals will be evaluated by the Owner, the Architect and the Construction Manager. The Owner reserves the right to accept any proposal or reject any or all proposals, or parts of such proposals and waive informalities or irregularities in proposing. Successful proposers will be required to furnish satisfactory Labor and Material Payment Bond, Performance Bond, and Certificates of Insurance and a signed contract within 10 days of award of contract. No proposer may withdraw his/her proposal for at least 60 days after the proposal due date.

The successful proposer must be a "responsible contractor." The term "responsible contractor" means a contractor as defined in Minnesota Statutes Section 16C.285, subdivision 3. Any prime contractor, subcontractor, or motor carrier that does not meet the minimum criteria or fails to comply with the verification requirements is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project. A prime contractor, subcontractor, or motor carrier that makes a false statement under oath verifying compliance with the minimum criteria will be ineligible to be awarded a construction contract on the project and the

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submission of a false statement may result in termination of a contract awarded to a prime contractor, subcontractor, or motor carrier that submits the false statement. A prime contractor shall include in its verification of compliance a list of all its first-tier subcontractors that it intends to retain for work on the project. Before execution of a construction contract, a prime contractor shall submit a supplemental verification under oath confirming that all subcontractors and motor carriers that the prime contractor intends to use to perform project work have verified to the prime contractor, through a signed statement under oath by an owner or officer, that they meet the minimum criteria for a responsible contractor.

The schedule for the project is to commence work May 2026 with substantial completion scheduled for September 2027. Work will be completed according to the preliminary project construction schedule issued in the Bid Documents.

Please direct all inquiries to **Simon Midtbo**, RJM Construction at **612-513-4201** or simon.midtbo@rjmconstruction.com

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