

**SECTION 00 11 13  
INVITATION TO BID**

**OTSEGO EAST WASTEWATER TREATMENT FACILITY (EWWTF) OXIDATION DITCH EQUIPMENT  
PROCUREMENT**

**CITY OF OTSEGO, MINNESOTA**

**RECEIPT AND OPENING OF BIDS:** NOTICE IS HEREBY GIVEN that the City of Otsego, Minnesota (Buyer) will receive Sealed Bids until April 21, 2016 at the hour of 2:00 p.m. CT for the supply of all equipment pertaining to the Otsego East Wastewater Treatment Facility (EWWTF) Oxidation Ditch Equipment Procurement Contract, City Project 4201603-Equipment. At said place and time, and promptly thereafter, all Bids that have been duly received will be publicly opened and read aloud.

Bids shall be mailed or delivered to the office of Advanced Engineering and Environmental Services:

Advanced Engineering and Environmental Services (AE2S)  
6901 East Fish Lake Road, Suite 184  
Maple Grove, MN 55369

**GENERAL DESCRIPTION OF PROPOSED GOODS AND SPECIAL SERVICES:** Furnishing and delivery of Oxidation Ditch Equipment, including, one (1) mechanical aerator, bypass gate, and effluent gate, and all appurtenances for secondary biological treatment at the Otsego East Wastewater Treatment Facility, Otsego, MN 55330. The Work shall also include preparation of shop drawings and operation and maintenance manuals, coordination with a contractor who will install the equipment under a separate contract, field testing, and startup and training services.

All Bids must be in accordance with the Bidding Documents on file with the City of Otsego (Buyer) at Otsego City Hall, 13400 90th Street Northeast, Otsego, MN 55330 or the office of Advanced Engineering and Environmental Services (AE2S) at 6901 East Fish Lake Road, Suite 184, Maple Grove, MN 55369.

**OBTAINING BID DOCUMENTS:** Complete digital project bidding documents are available at [www.AE2S.com](http://www.AE2S.com) or [www.questcdn.com](http://www.questcdn.com). You may download the digital plan documents for Thirty Dollars (\$30.00) by inputting Quest project 4405441 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in free membership registration, downloading, and working with this digital project information. Copies of the Plans and Specifications and other Bidding and Contract Documents may be obtained from Advanced Engineering and Environmental Services, Inc. (AE2S), 6901 E. Fish Lake Road, Suite 184, Maple Grove, MN 55369 for a **NON-REFUNDABLE** charge of One Hundred Twenty-Five Dollars (\$125.00) for each paper set of documents requested or Seventy-Five Dollars (\$75.00) for each CD.

**EXAMINATION OF BID DOCUMENTS:** Copies of the Bidding Documents may be seen and examined at the offices of the Engineer, AE2S, and the office of the Otsego City Engineering Department. All bidding document interpretations and clarifications should be directed to the office of AE2S at (763) 463-5036.

**BIDDING REQUIREMENTS:** Neither Buyer nor Engineer has any responsibility for the accuracy, completeness or sufficiency of any bid documents obtained from any source other than the source indicated in these documents. Obtaining these documents from any other source(s) may result in obtaining incomplete and inaccurate information. Obtaining these documents from any source other than directly from the source listed herein may also result in failure to receive any addenda, corrections, or other revisions to these documents that may be issued.

A Bid security must accompany each Bid.

If the Contract is to be awarded, Buyer will give the Successful Bidder a Notice of Award within the number of days set forth in the Bid Form for acceptance of the Bid.

**OWNER'S RIGHTS RESERVED:** The Owner reserves the right to reject any and all bids and to waive any irregularities or informalities therein and to award the Contract in the best interests of the Owner. No Bidder may withdraw their bid for a period of sixty (60) days after the bid opening. Contracts shall be awarded on the basis of the low Bid submitted by a responsible and responsive Bidder deemed most favorable to the City's interest.

Dated this 31<sup>st</sup> day of March 2016

By: /s/Lori Johnson  
City Administrator  
City of Otsego, Minnesota