

# COUNTY OF ANOKA

## PUBLIC SERVICES DIVISION

*-Highway -Parks & Recreation -Surveyor -GIS -Transit -Administration*

GOVERNMENT CENTER

2100 3RD AVENUE STE 700 • ANOKA, MN 55303-5024

(763) 323-5700

May 18, 2012

**JON G. OLSON, P.E.**

Division Manager

Direct #763-323-5789

Fax #763-323-5682

Cell #612-850-4106

jon.olson@co.anoka.mn.us

Chris Otterness  
Houston Engineering  
6901 East Fish Lake Road  
Suite 140  
Maple Grove, MN 55369

SUBJECT: Reissue - RFP for Outlet Diversion Anoka County Ditch 56

Dear Mr. Otterness:

Anoka County, in conjunction with the Coon Lake Improvement Association, is interested in investigating the feasibility of redirecting all or a portion of the flow in County Ditch 56 to the existing man-made channel on the east side of Thielen Boulevard in East Bethel, Minnesota.

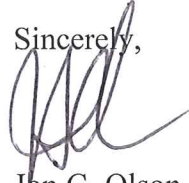
Your firm has been selected to propose to provide the engineering services as described in the attached Scope of Work. In addition to the Scope of Work, the following is attached for your information:

- A. CD 56 Outlet Diversion Engineering Scope of Work
- B. Exhibit A - Insurance Requirements Professional Services with Auto
- C. Exhibit B – Concept Drawing
- D. Exhibit C – Ditch Map
- E. Exhibit D – County Ditch 56 Inventory Sheet
- F. Exhibit E – Power Point of photos of project area.

Your proposal should present a detailed work program including a work-hour breakdown, cost estimate and time schedule for the project and phases. Please discuss your previous "County Ditch" experience in some detail in your proposal. The proposal is due back to me by June 15, 2012 at 12:00 noon. Submit your proposal to me at the above address. E-mailed proposals are acceptable and may be submitted by replying to this e-mail.

Questions must be made in writing to me by 12:00 noon on June 11, 2012. Written response will be made to all invited proposers.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon G. Olson".

Jon G. Olson, P.E.  
Division Manager, Public Services

JO:kr

Attachments

Copy: Nancy Norman, Assistant County Attorney  
Anoka County Commissioner Andy Westerberg