

## Patrice Stalvig

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**From:** purchasing  
**Sent:** Wednesday, May 20, 2020 12:24 PM  
**To:** purchasing  
**Subject:** FW: Request for Quote 20-0384 Chambers Grove Signage  
**Attachments:** Bid Form 20-0384 Chambers Grove Park Signage.xlsx; RFQ Package without Bid Form.pdf

Good afternoon, bidders –

It appears that when I sent the previous email, the RFQ package was not attached. This email has both the bid form and the RFQ package. Please let me know if you have any questions. In addition, I will make it available on our City website: <https://www.duluthmn.gov/purchasing/bids-request-for-proposals/>.

Thank you.

**Patti Stalvig** | Senior Buyer | **City of Duluth** | 411 West First Street, Room 120, Duluth, MN 55802 | 218-730-5002  
| [pstalvig@duluthmn.gov](mailto:pstalvig@duluthmn.gov)

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**From:** purchasing  
**Sent:** Wednesday, May 20, 2020 9:47 AM  
**To:** purchasing <purchasing@DuluthMN.gov>  
**Subject:** Request for Quote 20-0384 Chambers Grove Signage

To All Interested Bidders:

The City of Duluth is requesting quotes to fabricate, furnish, install and complete various signs for Chambers Grove Park. Due to the estimated dollar value of this procurement, formal sealed bids are not required.

**Not less than the minimum salaries and prevailing wages as set forth in the attached documents must be paid on this project. The awarded contractor will be required to provide proof of insurance meeting the city's requirements prior to commencement of work. If the bid exceeds \$50,000 a Responsible Contractor Form must be submitted with the bid. If the cost of the project is over \$25,000, the contractor will be required to sign the city standard construction contract and performance and payment bonds will be required. All of these documents can be reviewed on the city purchasing website at <https://www.duluthmn.gov/purchasing/forms/>**

The RFQ package, including the RFQ, specifications, general and additional conditions, supplementary provisions, wage decisions, insurance requirements are attached. The bid form attached is provided in an Excel spreadsheet format. Entry is limited to the unprotected cells that are highlighted; please do not attempt to modify other areas of the spreadsheet.

All construction projects must adhere to the 2019 City of Duluth, Minnesota Construction Standards. The Standards, and other standard construction documents, may be found online at <https://www.duluthmn.gov/engineering/standard-construction-specifications/>.

Please e-mail your quote to [purchasing@duluthmn.gov](mailto:purchasing@duluthmn.gov). Reference the RFQ number (20-0384) and the Project Title in the subject line of your e-mail.

**Quotes must be submitted no later than 2:00 pm on Wednesday, June 3, 2020.**

The City reserves the right to waive any informalities, and to reject any or all quotes. All bidders will be notified via e-mail once the quotes have been evaluated.

If you have any questions regarding this email, please call the Purchasing Office at 218-730-5340, Patti at 218-730-5002, or e-mail [purchasing@duluthmn.gov](mailto:purchasing@duluthmn.gov). Please reference RFQ number 20-0384 in your subject line.

Thank you -

**Patti Stalvig, CPSM**  
Senior Buyer

**City of Duluth – Purchasing**  
411 West First Street, Room 120  
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