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May 26, 2020

City of Minot  
Attn: John Zakian, DR Grant Manager & Chief Resiliency Officer  
515 2<sup>nd</sup> Avenue SW  
P.O. Box 5006  
Minot, North Dakota 58702

Subject: 2020 Round 1 Structure Demolition and Site Restoration – Project No. 3755.16

Dear Mr. Zakian:

On May 22, 2020, bids were received for the 2020 Round 1 Structure Demolition and Site Restoration Project. At the bid opening, one (1) bid was received from the following company:

- Dig It Up Backhoe Service Inc., Minot, ND

The apparent low bid was submitted by Dig It Up Backhoe Service Inc. with \$94,650.00. A detailed review, which included a bid tabulation, was conducted after the bid opening. It is noted that the submitted bid package from Dig It Up Backhoe Service Inc. had multiple errors. They incorrectly summed their bid schedule to create their submitted bid price. The correct submitted bid price should have been \$151,195.00 using their submitted unit item prices. They also did not submit their proof of workers comp insurance, waste hauler permit, and hazardous waste disposal plan. These errors are not considered substantial and Dig It Up should be given the opportunity to amend their submitted bid with the missing documents. With the submittal of the missing documents, Dig It Up Backhoe Service Inc. submitted an eligible bid with a bid amount of \$151,195.00. The bid of \$151,195.00 is \$1,545.00 above the engineer estimate of \$149,650.00. The low bid is 1% higher than the engineer estimate.

CDM Smith checked the System for Award Management website and it was confirmed that Dig It Up Backhoe Service Inc. is registered with no active exclusions or debarment status. In addition, a background investigation was conducted and there were no findings of concern. Therefore, Dig It Up Backhoe Service Inc. is considered the lowest responsive bidder for this project.





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Based on the above information, CDM Smith recommends that the contract be awarded to Dig It Up Backhoe Service Inc.

Please call me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Justin Redding". The signature is written in a cursive, flowing style.

Justin Redding  
CDM Smith Inc.