

TH 3 Street Light Replacement Project (STRT2025-A82)

The following actions detail the proposed process track for local improvements.

Date¹	Project Step	Purpose of Step	Council Action	Staff Action
December 3, 2024	Approve Plans and Order Advertisement for Bids	Final approval of plans for bidding	Resolution 2024-126	
Dec 11, 17, Jan 8, 2025	Publish Ad for Bid in Northfield News	A step in the bidding process. The project will also be advertised on the MnDOT e-Advert website.		Send Ad to NNews Dec 6, 2025
January 16, 2025	Bid Opening – 2:00 P.M.	Final step in the bidding process. Bids are opened by staff and tabulated. From here staff will make a recommendation to the City Council for award.		
February 4, 2025	Accept Bids and Award Contract	This step follows the uniform municipal contracting law, 471.345, the City's purchase policy and allows for the project to move forward with beginning the actual construction process.	Resolution 2025-014	
April – August, 2025	Construction	The City Engineer recommends to City Council when the final payment should be made to the Contractor. The City Council may accept the work by resolution; however, if the city fails to pay the amount due within 30 days of a monthly estimate, or 90 days after the final estimate, the city must pay interest on the past due amount as prescribed by law.		
Dec 2025	Accept Improvements and Authorize Final Payment		Resolution 2026-XXX	

¹ – Dates in grey text indicate actions that have taken place. Dates in bold text indicate the next planned step. Dates in italics denote tentatively scheduled future actions.