

October 31, 2023

City of Breezy Point  
Attn: David Chanski  
8319 Co. Rd 11  
Breezy Point, MN 56472

RE: New Breezy Point City Hall

Dear David:

We hereby submit this Letter of Intent between the City of Breezy Point and Hy-Tec Construction for the following:

1. If the New City Hall project proceeds using the Sourcewell Construction Procurement program, the City of Breezy Point will commit to a contract with Hy-Tec Construction.
2. This Letter is non-binding but will allow Hy-Tec Construction to place this project into our construction schedule.
3. Hy-Tec Construction will provide pre-construction collaboration with the design team prior to the construction contract.

This Letter reflects the understanding between Hy-Tec Construction and the City of Breezy Point.

Sincerely,



Andy Pickar  
Project Manager  
HY-TEC CONSTRUCTION  
OF BRAINERD, INC.

Acceptance:



Dated:

11/17/23

# Construction Procurement

A guide to immediate construction  
contractors in Minnesota

# A smart alternative for your construction project



Contract # 071415-GGI

You get quick access to competitively awarded local contractors. Our experts guide you through every step.

When you need repairs, renovations, upgrades, or even new construction started quickly, Sourcewell indefinite quantity construction contracts are the smart alternative. With access to local contractors, you can trade the time and expense of traditional procurement for speed, efficiency, and volume-discount pricing. Our construction vendor Gordian uses its exclusive ezIQC process and field experts to guide you through every step. You can get started on your project immediately and issue purchase orders within days—all while satisfying your local procurement requirements. Visit [www.sourcewell-mn.gov/eziqc](http://www.sourcewell-mn.gov/eziqc) for more information.

## Features

- Simple project initiation
- Readily available, competitively awarded contractors
- Preset construction pricing
- Immediate access to local, competitively awarded construction contracts
  - Indefinite delivery indefinite quantity (IDIQ) construction contracts
- Expert review of price proposal
- Assistance with scope of work development
- Streamlined change-order process



## Benefits

- Time savings
- Reduced procurement and administrative cost
- Increased cost control
- Price proposal accuracy
- Higher quality of work

\*See data on back page.

## ezIQC construction process



Construction can start within 10-15 days on some smaller projects.

Actual time through this process depends on the amount of construction/planning needed and availability of chosen contractors.



Widening your  
construction  
window

## Repairs, renovations, or new construction. We can help you get started today.

Minnesota winters and school calendars shorten construction schedules, but we can help you maximize building time with Sourcwell construction contractors. By using our awarded construction vendor Gordian and its proven ezIQC system, now is the perfect time to take care of those new or backlogged projects. ezIQC is a fast and easy way to procure construction services. By establishing local, competitively awarded contracts through Sourcwell, ezIQC provides immediate access to local contractors who already know area building codes, industry best practices, and the harsh realities of ever-changing Minnesota weather. Already have a project in mind? Our team will be happy to guide you through each step of the process or answer any questions you have.

For questions about ezIQC, contact:

**Kellie Erickson**

Business Development Representative

218-296-1722

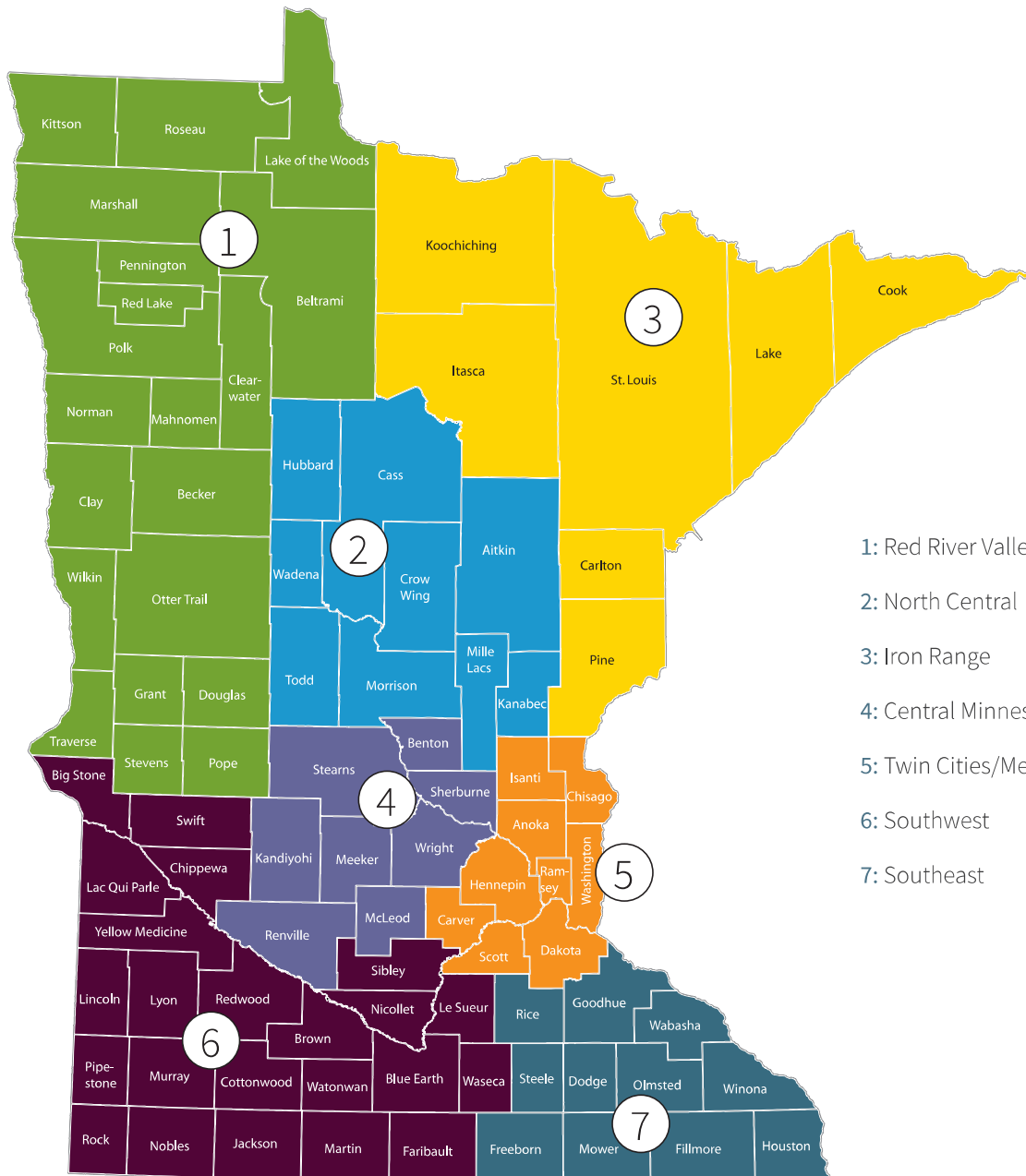
[k.erickson@gordian.com](mailto:k.erickson@gordian.com)

**GORDIAN**<sup>®</sup>  
Building knowledge



Contract # 071415-GGI

## Contract service areas



1: Red River Valley

2: North Central

3: Iron Range

4: Central Minnesota

5: Twin Cities/Metro

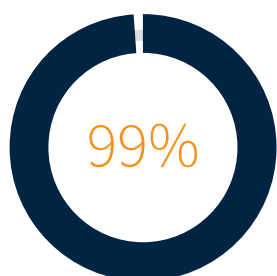
6: Southwest

7: Southeast

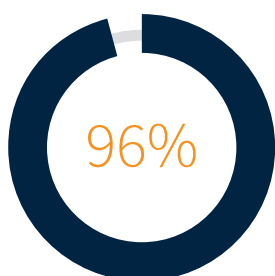
# Let's look at the latest numbers

According to the latest construction industry research\*, people are 60% more satisfied with the indefinite delivery indefinite quantity (IDIQ) construction projects compared to traditional design-bid-build construction.

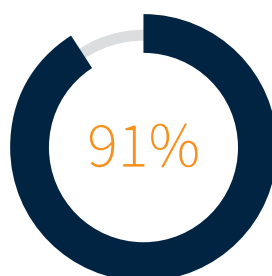
Other benefits of previously procured construction projects:



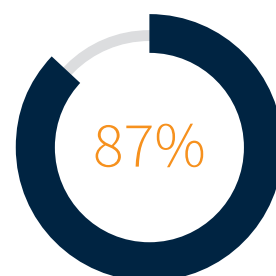
Recommended



Satisfactory Results

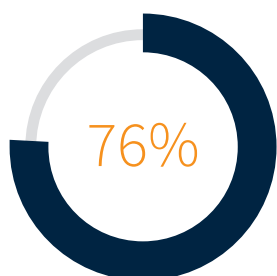


On Budget



On Time

Increased efficiency — procurement, design, construction, post construction:



Administrative costs

24% reduction compared to  
other construction methods

\*From a 2016 study from Arizona State University about indefinite delivery indefinite quantity construction contracting.

For information about Sourcewell, contact:

Zach Heidmann

Contract Administrator

218-895-4195

[zach.heidmann@sourcewell-mn.gov](mailto:zach.heidmann@sourcewell-mn.gov)

**Sourcewell**   
Formerly NJPA

[www.sourcewell-mn.gov](http://www.sourcewell-mn.gov)

To: Sourcewell ezIQC Contract Administration  
From: Marcus Miller, Sourcewell General Counsel and Dir. of Government Relations  
Date: January 2021  
RE: Legal Authority for Indefinite Quantity Construction Contracts Using Best Value

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#### Formation and Purpose:

Sourcewell is a local unit of government and public agency created by the Minnesota legislature as a service cooperative. Minn. Stat. § 123A.21 (2020). As such, Sourcewell is a local unit of government pursuant to the Minnesota Constitution. Minn. Const. art. XII, sec. 3. Sourcewell was established with the statutory purpose to assist members in meeting specific needs which are more efficiently delivered cooperatively than by an entity individually. § 123A.21, Subd. 2. These programs included joint and cooperative purchasing services. Id. at Subd. 7(23).

All Sourcewell employees are government employees. Minn. Stat. § 353.01 Subd. 6(b) (2020). Sourcewell is governed by an eight-member board made up of local elected officials including county commissioners, city council members, mayors, and school board members. § 123A.21 Subd. 4. Member agencies include eligible government, education, and non-profit entities. Id. at Subd. 3.

#### Joint Powers Authority:

Sourcewell's indefinite quantity and delivery construction contracts (IQCC) are made available to Minnesota members through the joint exercise of powers law Minn. Stat. § 471.59 (2020). Sourcewell, on behalf of itself and participating members, has conducted a joint competitive solicitation process resulting in the award of IQCC construction contracts for use in Minnesota. Members may access contracts upon the execution of the Sourcewell membership agreement by a participating member's governing board.

#### Procurement Process: Best Value Alternative

Sourcewell follows the Minnesota Uniform Municipal Contract law when soliciting contracts. Minn. Stat. § 471.345 (2020). Under this law, Sourcewell has the option of awarding contracts for the construction, alteration, repair, or maintenance of property over \$175,000 by sealed bids or by using a best value method. Id. at Subd. 3a. Best value permits an awarding entity to utilize a request for proposals (RFP) method when awarding contracts. Minn. Stat. § 16C.28 Subd. 1(a)(2) (2020). Sourcewell has chosen to award its contracts using the best value procurement method since it allows consideration of evaluation criteria beyond simply price. Id. at Subd. 1b. Criteria used to determine which contracts represent the best value are defined in the Sourcewell RFP. Id. at Subd. 1(c).

Sourcewell specifically evaluates additional criteria including responsiveness, technical qualifications, past performance, and price when determining contract awards based on a best value method.

Use of the best value method allows Sourcewell to jointly procure construction contracts to meet the needs of its members in Minnesota. Because of the indefinite nature of the work at the time Sourcewell solicits and awards its construction contracts, an anticipated volume is used to inform potential contractors about the contract opportunity. This allows interested parties to prepare and respond with their most competitive price factors.

Additional best value factors are used to determine which responding contractors, considering both price and other criteria, are needed to fulfill the expected volume of work. This may result in multiple contract awards under a single solicitation.

Sourcewell has contracted with Gordian to provide third party administration and software support for its IQCC contracts. This system is known as “ezIQC.” Contractors awarded following the IQCC best value competitive process utilize the ezIQC system to process work orders from purchasing agencies.