



Jess L. Greenwood, P.E.
Public Works Director – County Engineer

2140 Pioneer Road
Red Wing, MN 55066
Office: (651) 385.3025

TO: Honorable County Commissioners
Scott Arneson, County Administrator

FROM: Jess L. Greenwood, Public Works Director

RE: 06 October 2026 County Board Meeting
Cannon Falls Request for Gravel Road Grading and Maintenance

Date: 30 September 2026

Summary

It is requested that the County Board review a request for proposal for gravel road grading and maintenance services from the City of Cannon Falls.

Attachment

RFP – Cannon Falls

Background

Public Works staff received a Request for Proposal (RFP) from the City of Cannon Falls on September 16, 2026. The RFP details a request for gravel road grading and maintenance services for approximately 1.67 miles of road comprised of five different segments.

Goodhue County operates three motor graders to perform gravel road blading and maintenance for its approximately 60 miles of gravel roadway. There is a motor grader located at the Red Wing, Zumbrota, and Kenyon shops. The closest gravel road to Cannon Falls is CSAH 17 making this request reasonable as staff will already be in the area. The City estimates a total of 15 hours of service annually for all five roads which would not overly burden County staff. Under this proposal, the County would retain its priority for blading and maintenance.

Compensation is proposed in two pieces; 1. Equipment billed using Mn/DOT rental rates, and 2. Labor billed at the County's hourly rates. If the Board is interested in working with the City of Cannon Falls, staff will need to determine the appropriate rates and schedules of which they are based on. A Joint Powers Agreement would then be drafted, reviewed by both agencies, and executed if the respective parties are in agreeance.

The term of the agreement is requested to run from January 1, 2027 through December 31, 2029 with a termination clause allowing either party to terminate with 60 days' written notice.

Staff seek the Board of Commissioners interest and direction prior to responding to the City of Cannon Falls request.

"To effectively promote the safety, health, and well-being of our residents"



REQUEST FOR PROPOSAL FOR GRAVEL ROAD GRADING AND MAINTENANCE SERVICES

City of Cannon Falls to Les Eggert, Goodhue County

Date: September 16, 2026
From: Jed Petersen, Public Works Director
To: Les Eggert, Goodhue County

PURPOSE

The City of Cannon Falls would like to contract with Goodhue County for routine grading and maintenance of the City's five gravel roads.

The City currently maintains five gravel roads totaling approximately 1.67 miles:

Road	Approximate Length
Cannon Industrial Boulevard	0.24 miles
Archie Swenson Access Road	0.43 miles
Spring Garden Road	0.42 miles
280th Street	0.36 miles
71st Avenue Way	0.22 miles
TOTAL	1.67 miles

PROPOSED SERVICES

The City is requesting that Goodhue County provide a motor grader and operator to grade these roads at least three times per year.

Grading would generally take place in the spring, summer, and fall, with timing coordinated between the City and County based on road conditions, weather, and County availability.

Additional grading could be requested if conditions warrant and County staff and equipment are available.



Routine work would include maintaining the crown, addressing washboarding and potholes, and pulling loose aggregate back onto the roadway.

ESTIMATED SERVICE TIME

For planning purposes, the City estimates approximately 15 grader hours per year for all five roads. This is a conservative estimate; the City would be billed for actual time worked.

COUNTY ROAD MAINTENANCE PRIORITY

The City understands that County road maintenance and other County responsibilities will take priority over City work.

City grading would be scheduled around County operations, staffing, equipment availability, and weather.

The City and County would coordinate scheduling as needed.

COMPENSATION

The City is requesting compensation for work to be based on the following rates, and would reimburse Goodhue County for actual time worked. If these are not acceptable, the City requests that the County present the rate schedule for the work to be split into hourly equipment rates and hourly labor rates.

- 1) Equipment would be billed using the current MnDOT Commissioner's Equipment Rental Schedule.
- 2) Operator labor would be billed at Goodhue County's applicable hourly rate.

Goodhue County would invoice the City for the work performed.

MATERIALS AND ADDITIONAL WORK

The City would remain responsible for the cost of gravel or aggregate.

Any work beyond routine grading would be discussed with the City before additional costs are incurred.



TERM OF AGREEMENT

The proposed agreement would run from January 1, 2027, through December 31, 2029.

After the initial term, the agreement will be renewed annually unless either party provides 60 days' written notice.

Either party could terminate the agreement with 60 days' written notice.

COORDINATION

The Public Works Director would serve as the point of contact for scheduling and coordination.

The City would provide reasonable advance notice when requesting grading, with work to be completed within the County's schedule.

REQUEST

The City of Cannon Falls requests that Goodhue County consider providing gravel road grading and maintenance for the five roads listed above.

This would provide the City with a practical way to maintain its limited gravel road system using County equipment and experienced operators.

If this proposal is acceptable, The City will work with you and County staff to finalize an agreement.

Submitted by:

Jed Petersen

Public Works Director

City of Cannon Falls

507-263-9344