Trailblazer Joint Powers Board
Parking Lot Repair & Maintenance Project
Executive Summary
August 24, 2026

Name of Organization:	**Trailblazer Joint Powers Board**
Address:	**207 West 11th Street** **Glencoe, MN 55336**
Primary Contact:	**Gary Ludwig, Executive Director** **gludwig@trailblazertransit.com** **320.864.1000**
Project Manager:	**Scott, Vos** **scott@vosconstruction.com** **507.326.7901**
Due Date for Quotes:	**Wednesday, September 2, 2026 (no later than 6:00pm)**
Send Quotes to:	**gludwig@trailblazertransit.com**

A) Background:

Trailblazer Joint Powers Board is the legal name of a local government entity that operates a public transit system called Trailblazer Transit, which is funded by state and federal tax dollars. Trailblazer constructed a facility in Glencoe that was originally completed in 2011. Since then, the parking lot has developed several areas of concern that require repair, especially in one area where a sinkhole has formed. This sinkhole has been repaired twice before, but only superficial repairs were completed that did not address the underlying issue, which is believed to be the use of inadequate soil around the drain structure.

B) Scope/Summary:

Trailblazer seeks quotes to complete the following work no later than November 1, 2026:

1) Valley Gutter Catch Basin: Repair the sinkhole and settlement around the catch basin located in the valley gutter on the west side of the parking lot.
2) North Catch Basin: Repair the settlement around the drain on the north side of the office portion of the building.
3) Trench Crack (i.e. Pavement Non-conformity): Repair the settlement around the crack that developed across the entire parking lot on the northeast side of the office building next to the meeting room stairs.
4) Motorcycle Pad Catch Basin: Repair the settlement around the catch basin on the far northeast corner of the parking lot.
5) General Asphalt Maintenance: Seal cracks, sealcoat entire parking lot, and striping.

Special Notes:

- Contractor to provide allowance for special inspections. Contractor to be responsible for coordination of inspections.
- See attached site plan for a visual overview of the project segments.
- Chosen Valley Testing, Inc. completed a report with geotechnical recommendations for the repairs. The report is included as part of this solicitation packet.
- Project Manager Scott Vos provided the technical guidance necessary to develop the details for the work that Trailblazer needs completed.
- All concrete installations must be a minimum of 7 inches thick with appropriate rebar reinforcement, per included plans.

C) Details of Work to be Completed:

1) Valley Gutter Catch Basin Sinkhole Repair (MH/CB G on plans)

a) Dig a hole to the bottom of the drain structure (estimated to be 7 feet from the surface) and 20 feet in diameter centered on the manhole cover.
b) Starting at the outer edge of the 20-foot diameter hole, additional material (soils, asphalt, concrete) will need to be removed at an upward slope to within two feet of the existing curb.
c) Leave the existing drain structure and piping intact.
d) Complete inspection of drain structure and piping and report on condition before proceeding. *NOTE: Any additional work to repair or replace the drain structure or piping will need to be quoted and receive authorization prior to proceeding with this portion of the project. Any additional costs to repair or replace the drain structure and/or piping would increase the cost of the project.*
e) Complete inspection of soils around the drain structure and report on conditions before proceeding. *NOTE: Any additional work to remove the drain structure to correct the soils underneath it would need to be quoted and to receive authorization prior to proceeding with any additional soil corrections beyond what is prescribed in this document.*
f) The Project Manager must provide authorization to proceed after inspections.
g) After the drain structure, piping, and soils are deemed acceptable, fill the open hole around drain structure and piping with clean aggregate not to exceed 1.5 inches. Specify the type of aggregate to be used in your quote. Please refer to the geotechnical report for recommendations regarding aggregate options. Compact the aggregate and perform testing to ensure proper compaction.
h) Replace asphalt base to match exiting conditions.
i) Perform roll test after new asphalt base is installed.
j) Install concrete for valley gutter only at appropriate slopes for proper drainage.

k) Install asphalt in remaining open areas.
l) No new curb sections should need to be replaced for this portion of the project unless damaged during other repair work.
m) Refer to asphalt diagram for installation specifications.

2) North Catch Basin Repair (MH/CB F on plans)

a) Remove up to 25 feet of concrete curb on the control joints.
b) Dig a hole three (3) feet down from top of asphalt and with a five-foot radius from center of manhole cover. The hole should only be dug in the parking lot and should not extend beyond the curbline.
n) Leave the existing drain structure and piping intact.
c) No additional sloping is required for this portion of the parking lot repair.
d) Complete inspection of drain structure and piping and report on condition before proceeding. *NOTE: Any additional work to repair or replace the drain structure or piping will need to be quoted and receive authorization prior to proceeding with this portion of the project. Any additional costs to repair or replace the drain structure and/or piping would increase the cost of the project.*
e) Complete inspection of soils around the drain structure and report on conditions before proceeding. *NOTE: Any additional work to remove the drain structure to correct the soils around or underneath it would need to be quoted and to receive authorization prior to proceeding with any additional soil corrections beyond what is prescribed in this document.*
f) The Project Manager must provide authorization to proceed after inspections.
g) Afte the drain structure, piping, and soils are deemed acceptable, fill the open hole around drain structure and piping with clean aggregate not to exceed 1.5 inches. Specify the type of aggregate to be used in your quote. Please refer to the geotechnical report for recommendations regarding aggregate options. Compact the aggregate and perform testing to ensure proper compaction.
h) Install concrete curbs with appropriate slopes for proper drainage.
i) Replace asphalt base to match exiting conditions.
j) Perform roll test after new asphalt base is installed.
k) Install asphalt in remaining open areas.
l) Refer to asphalt diagram for installation specifications.

3) Trench Crack Repair (Referred to as Pavement Non-conformity on plans)

o) Remove approximately 8 feet of concrete curb on the north side of the driveway and approximately 12 feet of curb on the south side along the control joints.

a) Dig a trench 3 feet down and 4 feet wide along the entire length of the crack that traverses the entire driveway (approximately 28 feet north/south).
b) Starting at the outer edge of the 4-foot wide trench, slope upward and outward 8 feet on both sides for a total size hole of approximately 20 feet (east to west) by 28 feet (north to south).
c) Complete inspection of soils and report on conditions before proceeding. *NOTE: Any additional work to correct the soils around the trench would need to be quoted and to receive authorization prior to proceeding with any additional soil corrections beyond what is prescribed in this document*.
d) The Project Manager must provide authorization to proceed after the inspection.
e) After the soil conditions are deemed acceptable, fill the open hole with clean aggregate not to exceed 1.5 inches. Specify the type of aggregate to be used in your quote. Please refer to the geotechnical report for recommendations regarding aggregate options. Compact the aggregate and perform testing to ensure proper compaction.
f) Install concrete curbs with appropriate slopes for proper drainage.
g) Replace asphalt base to match exiting conditions.
h) Perform roll test after new asphalt base is installed.
i) Install asphalt in remaining open areas.
j) Refer to asphalt diagram for installation specifications.

4) Motorcycle Pad Catch Basin Repair (MH/CB C on plans)

a) Remove existing concrete motorcycle pad.
b) Remove approximately 28 feet of existing concrete curb on the north side and 18 feet on the east side.
c) Dig a hole three (3) feet down from top of asphalt and approximately 18 feet square underneath the existing motorcycle pad. The hole should only be dug in the parking lot and should not extend beyond the curbline.
d) No additional sloping is required for this portion of the parking lot repair.
e) Complete inspection of drain structure and piping and report on condition before proceeding. *NOTE: Any additional work to repair or replace the drain structure or piping will need to be quoted and receive authorization prior to proceeding with this portion of the project. Any additional costs to repair or replace the drain structure and/or piping would increase the cost of the project*.
f) Complete inspection of soils around the drain structure and report on conditions before proceeding. *NOTE: Any additional work to remove the drain structure to correct the soils around or underneath it would need to be quoted and to receive*

authorization prior to proceeding with any additional soil corrections beyond what is prescribed in this document.

g) The Project Manager must provide authorization to proceed after inspections.
h) Afte the drain structure, piping, and soils are deemed acceptable, fill the open hole with clean aggregate not to exceed 1.5 inches. Specify the type of aggregate to be used in your quote. Please refer to the geotechnical report for recommendations regarding aggregate options. Compact the aggregate and perform testing to ensure proper compaction.
i) Install concrete curbs with appropriate slopes for proper drainage.
j) Install concrete motorcycle pad with appropriate slope for proper drainage. The size should be approximately 15 feet east/west and 15 feet north/south.
k) Install asphalt in remaining open areas.
l) Refer to asphalt diagram for installation specifications.

5) General Asphalt Maintenance
   a) Use a router to prepare all cracks for hot seal treatment. The router should be no less than ½ inch by ½ inch.
   b) Clean cracks and apply hot seal treatment.
   c) Ensure spaces between asphalt and any concrete are properly sealed.
   d) Remove debris and dirt from existing asphalt to prepare asphalt to sealcoating.
   e) Apply sealcoating to entire parking lot.
   f) Restripe entire parking lot according to plan. However, the standard parking stalls should be 10 feet wide. There should also be lettering added for the handicap stalls.