



## STAFF REPORT

DATE: April 17, 2018  
**REGULAR**  
ITEM #: 21

**AGENDA ITEM:** Old Village Phase 4 Street and Utility Improvements – Resolution Approving Plans and Specifications and Ordering Advertisement for Bids

**SUBMITTED BY:** Jack Griffin, City Engineer  
**REVIEWED BY:** Kristina Handt, City Administrator  
Rob Weldon, Public Works Director  
Chad Isakson, Project Engineer

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**ISSUE BEFORE COUNCIL:** Should the City Council approve the plans and specifications and order advertisement for bids for the Old Village Phase 4 Street and Utility Improvements?

**BACKGROUND:** On February 20, 2018 the City Council ordered the preparation of the plans and specifications for the Old Village Phase 4 Street and Utility Improvements. The improvements include the extension of lateral sanitary sewer mains along 32<sup>nd</sup> Street North, east of Lake Elmo Avenue, and along 36<sup>th</sup> Street North/Layton Avenue North. The improvements include the reconstruction of the existing streets with concrete curb and gutter, the addition of storm sewer improvements to improve drainage to the extent possible within the project limits and right-of-way, the replacement of the aged watermain, and a sanitary sewer service stub extended to the property line for each benefitting property. The project also consists of the installation of a regional storm sewer outfall pipe as another extension of the City's regional downtown storm sewer system and considers the addition of a trail extension along 36<sup>th</sup> Street North to connect Lion's Park to the VFW Park.

The scope of improvements remains consistent with the preliminary plans that were presented to the City Council on February 20<sup>th</sup>, 2018. Park improvements were added to the scope of improvements based on staff direction and as part of the project restoration.

**PROPOSAL DETAILS/ANALYSIS:** The plans and specifications have been completed for the improvements and are ready to be advertised for contractor bids. A bid date has been scheduled for May 10, 2018. Once received, bids will be reviewed by staff and with recommendations to be presented to council on May 15, 2018 to award a contract.

**FISCAL IMPACT:** The estimated total cost for the Old Village Phase 4 Street and Utility Improvements is \$2,152,000. The improvements are proposed to be partially assessed against the benefitting properties consistent with the City's Special Assessment Policy. The project is funded through the issuance of general obligation bonds and special assessments.

Approval of this motion does not commit the council to the project costs. Once contractor bids are received, the actual construction costs will be known and the council will be asked to consider entering into a contract to complete the work.

**RECOMMENDATION:** Staff is recommending that the City Council approve Resolution 2018-045 approving the plans and specifications and ordering the advertisement for bids for the Old Village Phase 4 Street and Utility Improvements. The recommended motion for the action is as follows:

*“Move to approve Resolution No. 2018–045, approving the plans and specifications and ordering the advertisement for bids for the Old Village Phase 4 Street and Utility Improvements.”*

**ATTACHMENTS:**

1. Resolution approving the plans and specifications and ordering the advertisement for bids for the Old Village Phase 4 Street and Utility Improvements.
2. Location Map.
3. Project Schedule.
4. *Project Plans and Specifications available for review at City Hall.*

**CITY OF LAKE ELMO  
WASHINGTON COUNTY  
STATE OF MINNESOTA**

**RESOLUTION NO. 2018-045**

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR THE  
OLD VILLAGE PHASE 4 STREET AND UTILITY IMPROVEMENTS**

**WHEREAS**, pursuant to a resolution passed by the City Council on the 20th day of February 2018, the City Engineer, together with SEH, Inc., has prepared plans and specifications for the Old Village Phase 4 Street and Utility Improvements and has presented such plans and specifications to the Council for approval.

**NOW, THEREFORE, BE IT RESOLVED,**

1. Such plans and specifications, a copy of which is on file at Lake Elmo City Hall, and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and posted online with Quest Construction Data Network (QuestCDN.com) an advertisement for bids upon the making of such improvements under such approved plans and specifications. The advertisement shall be published for at least 21 days, shall specify the work to be done, and shall state that sealed bids provided to the City Clerk prior to the specified bid date and time and accompanied by a bid bond or cashier's check made payable to the City of Lake Elmo in an amount not less than 5% of the amount of such bid will be considered.

**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SEVENTEENTH DAY OF APRIL,  
2018.**

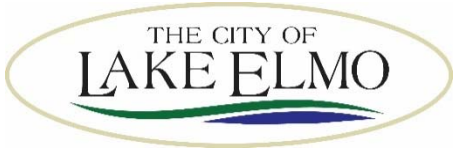
**CITY OF LAKE ELMO**

By: \_\_\_\_\_

Mike Pearson  
Mayor

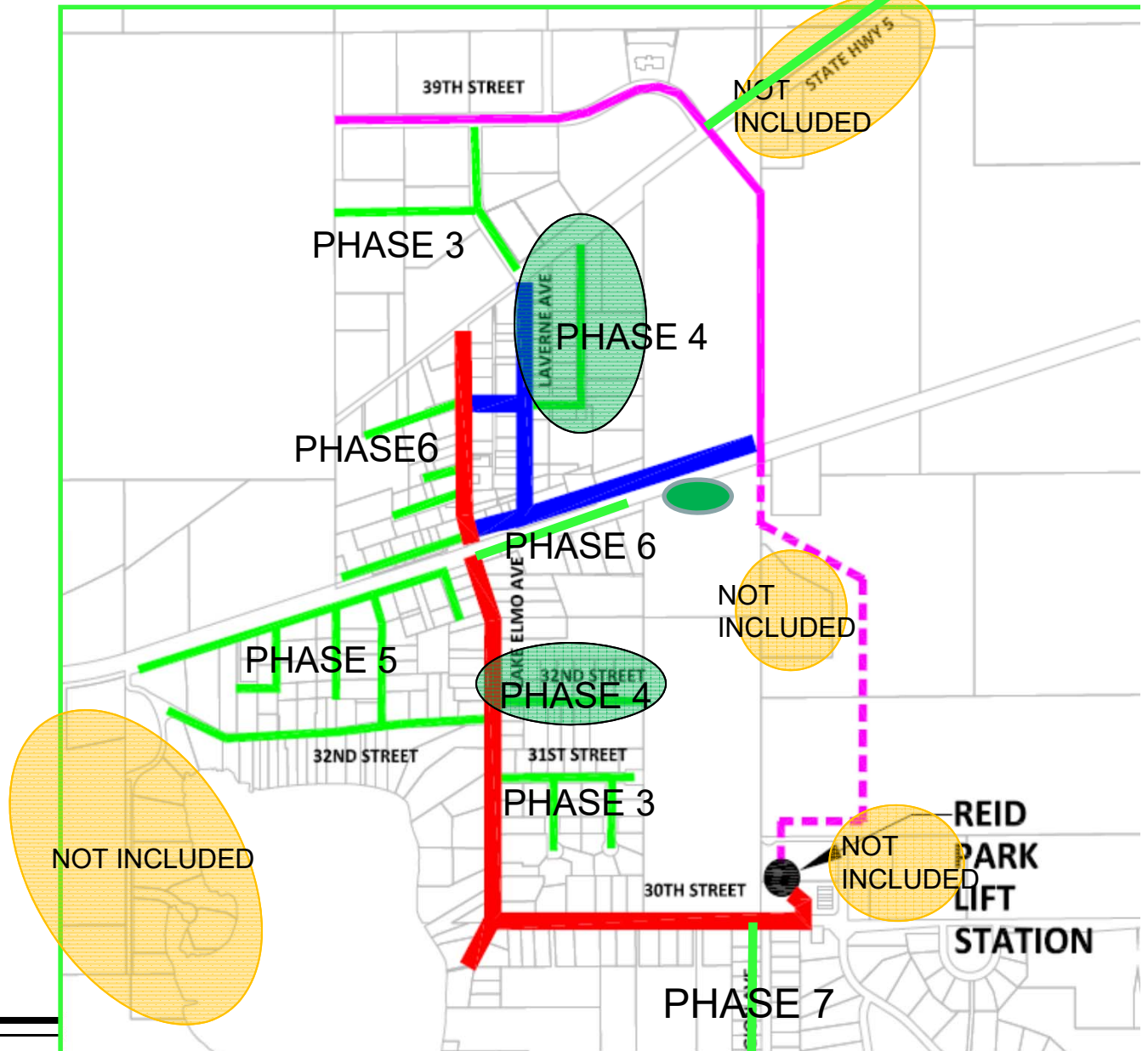
(Seal)  
ATTEST:

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Julie Johnson  
City Clerk



# OLD VILLAGE CIP – PHASING PLAN

Old Village Capital Improvement Plan  
Phasing Plan; Schedule and  
Assessment Methodology



SEPTEMBER 6, 2016

Cara Geheren, P.E. 651.300.4261  
Jack Griffin, P.E. 651.300.4264  
Ryan Stempski, P.E. 651.300.4267  
Chad Isakson, P.E. 651.300.4283

OLD VILLAGE PHASE 4: STREET AND UTILITY IMPROVEMENTS  
PROJECT NO. 2017.157

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- SEPTEMBER 5, 2017 Council authorizes preliminary design and preparation of the Feasibility Report.
- FEBRUARY 20, 2018 Council orders the preparation of Plans and Specifications.
- APRIL 17, 2018 Presentation of Feasibility Report. Council accepts Report and calls Improvement Hearing and Assessment Hearing. Approve Plans and Specifications and Order Advertisement for Bids.
- MAY 10, 2018 Receive Contractor Bids.
- MAY 15, 2018 Public Improvement Hearing and Final Assessment Hearing. Council Orders the Improvement (requires 4/5th vote); Adopts the Final Assessments. Council accepts Bids and awards Contract.
- JUNE 5, 2018 Conduct Pre-Construction Meeting and issue Notice to Proceed.  
•OCTOBER 27, 2018 Substantial Completion.  
•JUNE 21, 2019 Final Completion.