



STAFF REPORT

DATE: May 5, 2020

CONSENT

AGENDA ITEM: Approve Plans and Specifications and Order Advertisement for Bids for the Well No. 5 Connecting Watermain Improvements

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Kristina Handt, City Administrator
Marty Powers, Public Works Director
Chad Isakson, Assistant City Engineer

ISSUE BEFORE COUNCIL: Should the City Council approve the Plans and Specifications and order the Advertisement for Bids for the Well No. 5 Connecting Watermain Improvements?

BACKGROUND: On September 17, 2019 the City Council ordered the preparation of the plans and specifications for the Well No. 5 Connecting Watermain Improvements along 50th Street North. Construction of this watermain will complete a 12-inch watermain loop along 50th Street North to distribute water produced by the city's drinking water wells. The watermain will be located on the south side of 50th Street North from existing Well No. 4 to Lily Avenue. In order to safely construct the improvements 50th Street North will need to be closed down to one lane for the duration of the project (westbound traffic only) which is estimated to be 6-8 weeks. Local property owners will be able to access their homes on a daily basis. Services will be installed to each property the watermain passes. Connecting to city water is not required. Should the property owner choose to connect to watermain they will be subject to a lateral benefit charge and standard city fees.

The City of Lake Elmo has been working with the MN-DNR and MPCA to replace the lost capacity for Well No. 1 through the development and construction of Production Well No. 5 to be located in Tana Ridge Park. The improvements include Production Well No. 5, Pumphouse No. 5, and Well No. 5 Connecting Watermain Improvements.

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 June 2, 2020. Once received, bids will be reviewed by staff and a recommendation for awarding a contract will be prepared for council consideration at a future council meeting, tentatively scheduled for June 16, 2020.

FISCAL IMPACT: Total Project Costs are funded 90% through a Minnesota-3M 2018 Settlement Fund Grant. The remaining 10% city cost share is funded through the Water Core Fund. 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, *as part of the consent agenda*, a resolution approving the plans and specifications and ordering the advertisement for bids for the Well No. 5 Connecting Watermain Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

“Move to approve Resolution No. 2020-045, approving the plans and specifications and ordering the advertisement for bids for the Well No. 5 Connecting Watermain Improvements.”

ATTACHMENTS:

1. Resolution approving the plans and specifications and ordering the advertisement for bids for the Well No. 5 Connecting Watermain Improvements.
2. Location Map.
3. Project Schedule.
4. Advertisement for Bids.

Project Plans and Specifications available for review at City Hall.

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

RESOLUTION NO. 2020-045

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS FOR THE
WELL NO. 5 CONNECTING WATERMAIN IMPROVEMENTS**

WHEREAS, pursuant to a resolution passed by the City Council on the 17th day of September 2019, the City Engineer, together with Bolton & Menk, has prepared plans and specifications for the Well No. 5 Connecting Watermain 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 by following required electronic bidding procedures outlined by QuestCDN 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.

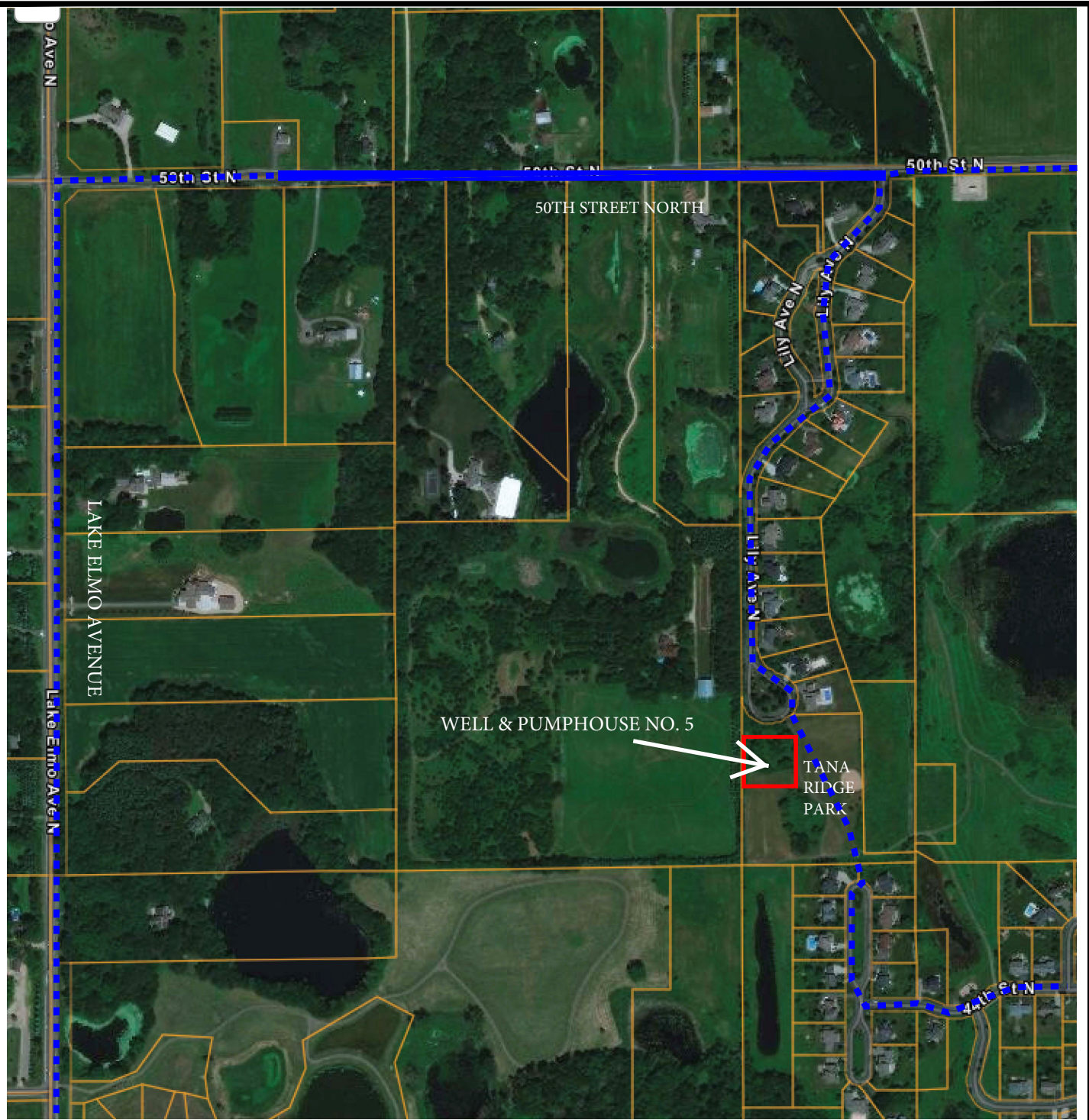
ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE FIFTH DAY OF MAY, 2020.

CITY OF LAKE ELMO

(Seal)
ATTEST:

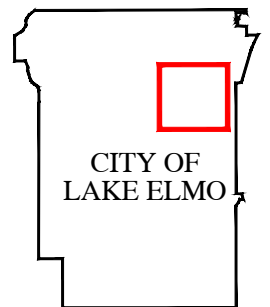
By: _____
Mike Pearson
Mayor

Julie Johnson
City Clerk



LEGEND

-  WELL NO. 5 CONNECTING WATERMAIN
-  EXISTING TRUNK WATERMAIN



FOCUS
ENGINEERING, inc.

WELL NO.5 PUMPHOUSE
PROJECT NO. 2019.129

LOCATION MAP
WELL NO. 5 PUMPHOUSE

PROJECT SCHEDULE
CITY OF LAKE ELMO

FOCUS ENGINEERING, inc.

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

WELL NO. 5 CONNECTING WATERMAIN
PROJECT NO. 2019.128

APRIL 2020

SEPTEMBER 17, 2019	Council orders the preparation of Plans and Specifications.
MAY 5, 2020	Council approves Plans and Specifications and orders Advertisement for Bids.
JUNE 2, 2020	Receive Contractor Bids.
JUNE 16, 2020	Council accepts Bids and awards Contract.
JUNE 30, 2020	Conduct Pre-Construction Meeting and issue Notice to Proceed.
OCTOBER 9, 2020	Substantial Completion (Contractor has 60 days to complete the work once mobilized to the site)

SECTION 0100 – ADVERTISEMENT FOR BIDS

**WELL NO. 5 CONNECTING WATERMAIN
PROJECT NO. 2019.128**

**FOR THE CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

Notice is hereby given that sealed bids will be received online through www.questcdn.com, publicly opened, and read aloud by representatives of the City of Lake Elmo, Minnesota, at City Hall, 3880 Laverne Avenue N. Suite 100, Lake Elmo, Minnesota 55042, at 10:00 AM CDST, on Tuesday, June 2, 2020. Bids are for furnishing all work and materials for the construction, complete in place, of the Well No. 5 Connecting Watermain Project, consisting of the major work items in the following approximate quantities:

10 EA	Clear and Grub Tree
245 LF	6" – 12" DIP Watermain
2,360 LF	14" HDPE Watermain, Directional Drill
230 LF	Water Service, Directional Drill
120 LF	Water Service
450 SY	Patch Bituminous Street
250 CY	Topsoil Borrow (CV)
2,200 SY	Turf Establishment

LABOR RATES - MINIMUM WAGE REQUIREMENTS: This project is being funded by the City of Lake Elmo, Minnesota, and the State of Minnesota through the Minnesota Pollution Control Agency. The project is subject to prevailing wages as established by the Minnesota Department of Labor and Industry.

Bids must be submitted on the Proposal Forms provided in accordance with the Contract Documents, Plans and Specifications as prepared by Bolton & Menk, Inc., www.bolton-menk.com, which are on file for inspection in the office of the City Clerk and City Engineer.

Complete digital Proposal Forms, Plans, and Specifications for use by Contractors submitting a bid are available at www.QuestCDN.com. Digital plan documents may be downloaded for a non-refundable fee of \$45.00 by inputting Quest Project No. 7051136 on the website's Project search page. Please contact QuestCDN at (952) 233-1632 or info@QuestCDN.com for assistance in free membership registration, downloading, and working with this digital project information.

A Bid shall be submitted online no later than the date and time prescribed. For this project the City will only be accepting online electronic bids through Quest CDN. Prospective bidders must be on the planholders list through Quest CDN for bids to be accepted.

No bid will be considered unless submitted online no later than the date and time noted above for the closing of the bids, and accompanied by a certified check, cash, or bid bond in an amount not less than five percent (5%) of the total bid as a guarantee that the bidder, if successful, will enter into a contract with the City to perform the work described in the proposal. This deposit will be subject to forfeiture as provided by law. The deposits for the three lowest bidders will be retained by the City until the contract has been awarded and executed but not longer than sixty (60) days. No bid may be withdrawn for a period of sixty (60) days following the bid opening.

The City reserves the right to reject any or all bids, to waive informalities or to award the contract to the lowest responsible bidder, in the best interest of the City. For Bids exceeding \$50,000, the Bidder shall submit to the City a

signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3 on the Responsible Contractor Verification Form included with the Bid Proposal.

Dated: May 5, 2020

Julie Johnson, City Clerk
City of Lake Elmo

PUBLISHED: QuestCDN.com: May 8, 2020
Stillwater Gazette: May 8, 2020