



DATE: November 16, 2021  
**CONSENT**

**AGENDA ITEM:** Approve Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Water Tower No. 3

**SUBMITTED BY:** Jack Griffin, City Engineer

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

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**ISSUE BEFORE COUNCIL:** Should the City Council approve the Plans and Specifications and Order the Advertisement for Bids for Water Tower No. 3?

**BACKGROUND:** In accordance with the City's Capital Improvement Plan, a new water tower (Water Tower No. 3) is planned for construction in 2022/2023 to support growth and development within the low-pressure zone areas of the city and to provide overall storage capacity for the city's water supply system. The city has obtained a site purchase agreement for a property located at the southwest corner of the intersection of Lake Elmo Avenue and Hudson Boulevard for the water tower location. On July 6, 2021, the City Council authorized the preparation of plans and specifications for the project.

**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 December 15, 2021.

The project includes a 1.0 Million Gallon composite elevated storage tank, similar in design and construction to the Inwood Water Storage Tank constructed in 2014. The welded steel storage tank will be elevated roughly 100 feet high by placing it on a large diameter reinforced concrete support tower. The tank overflow elevation will be set at the 1085 elevation as identified in the city's comprehensive water plan. The foundation design and construction will require over excavation by approximately 10 feet with import of granular fill materials due to the existing fill materials that were found on the site during geotechnical investigations. The project includes site and utility improvements, electrical and control improvements, and pressure reducing valve control station modifications necessary for a complete and functioning water storage tank. To integrate the tank communications and operations with the city's SCADA system, modifications are included for the pressure reducing valve located on Lake Elmo Avenue and the UPRR. Site work includes grading, restoration with seeding, access roadway with turnaround, and minor tree planting (five trees) to be placed for screening. The bid package also includes the painting of 2 City logos on the tank. The tank color and logo orientation can be determined after bids are received.

**FISCAL IMPACT:** The total estimated project cost is \$4,375,000. The improvements will be funded through the Water Enterprise Fund.

**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 Water Tower No. 3. If removed from the consent agenda, the recommended motion for this action is as follows:

*“Move to approve Resolution No. 2021-126 Approving the Plans and Specifications and Ordering the Advertisement for Bids for Water Tower No. 3.”*

**ATTACHMENTS:**

1. Resolution Approving Plans and Specifications, and Ordering Advertisement for Bids.
2. Location Map – Site Plan.
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. 2021-126**

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR WATER TOWER NO. 3**

**WHEREAS**, pursuant to City Council direction provided on July 6, 2021, the City Engineer, together with SEH, Inc., has prepared plans and specifications for Water Tower No. 3 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 SIXTEENTH DAY OF  
NOVEMBER, 2021.**

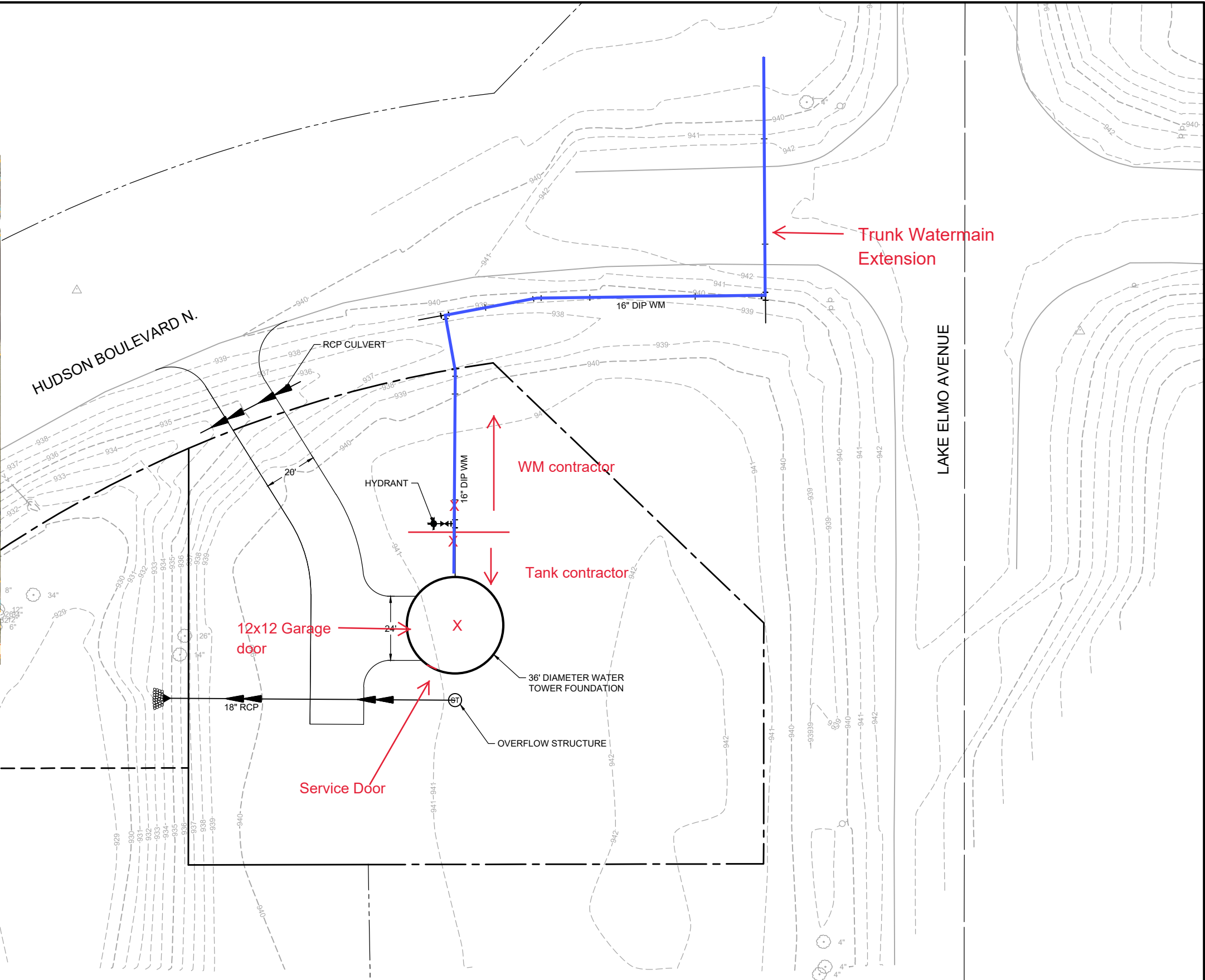
**CITY OF LAKE ELMO**

(Seal)  
ATTEST:

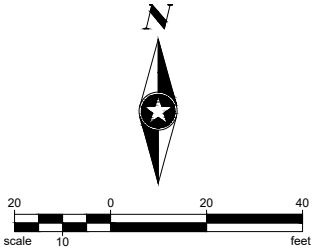
By: \_\_\_\_\_  
Charles Cadenhead  
Mayor

\_\_\_\_\_  
Julie Johnson  
City Clerk

X - 16-inch butterfly valves



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	FILE NO. 158735	<b>SITE PLAN</b> <b>WATER TOWER NO. 3</b> <b>LAKE ELMO, MINNESOTA</b>	<b>EXHIBIT</b> <b>NO. 2</b>
	DATE:		
	5/18/2021		

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

WATER TOWER NO. 3  
PROJECT NO. 2020.118

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JUNE 9, 2021	Authorize Geotechnical Investigation Services.
JUNE 22, 2021	Preliminary Design Scoping meeting with Public Works.
JULY 6, 2021	Approve Purchase Option Agreement for Elevated Storage Tank No. 3.
JULY 6, 2021	Authorize Plans and Specifications for Elevated Storage Tank No. 3. *Review preliminary design recommendations (tower style, materials and site plan)
JULY 9, 2021	Receive Preliminary Borings/Soil Classifications.
JULY 23, 2021	Receive Geotechnical Services Evaluation Report.
NOVEMBER 16, 2021	Approve Plans and Specifications for Elevated Storage Tank No. 3.
DECEMBER 16, 2021	Receive Contractor Bids.
JANUARY 4, 2022	Accept Bids and Award Contract.
JANUARY 25, 2022	Conduct Pre-construction meeting and issue Notice to Proceed.
2022 CONSTRUCTION	Foundation and Concrete Shaft Construction, On Ground Tank Fabrication, preliminary Site Work.
2023 CONSTRUCTION	On Ground Tank Painting, Raising Tank, Roof Assembly and Final Painting, Electrical-Controls and Final Site Work.
SEPTEMBER 30, 2023	Substantial Completion (water tower online and operational).
NOVEMBER 18, 2023	Final Completion (punch list and final paperwork).

## **SECTION 0100 – ADVERTISEMENT FOR BIDS**

**WATER TOWER NO. 3  
PROJECT NO. 2020.118  
SEH NO. LAKMO 161368**

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

Notice is hereby given that bids will be received online through QuestCDN.com until **2:00 PM CST on Thursday, December 16, 2021**, via [QuestCDN](https://questcdn.com) for furnishing all work and materials for the construction of the new 1,000,000 Gallon Lake Elmo Water Tower No. 3 Project, consisting of the major work items in the following approximate quantities:

EST. QTY	UNIT	ITEM
1	LS	WATER MAIN INSTALLATION
1	LS	SITE IMPROVEMENTS AND RESTORATION
1	LS	1,000,000 GALLON COMPOSITE ELEVATED WATER STORAGE TANK
1	LS	ASSOCIATED ELECTRICAL AND CONTROL IMPROVEMENTS
1	LS	PRV FLOW CONTROL STATION MODIFICATIONS

The bid opening will be conducted via Microsoft Teams, at which time they will be publicly opened and read aloud:

Bid Opening – WATER TOWER NO. 3, PROJECT NO. 2020.118

Thursday, December 16, 2021 at 2:00 p.m. (CST)

Please join my meeting from your computer, tablet or smartphone: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OTI4Y2ZiZmYtYTQ1NS00YzdhLWI2OTUtNzMxODZmMTg2NmRk%40thread.v2/0?context=%7b%22Tid%22%3a%22642f4553-88f1-43dc-9a29-90842cd19d4c%22%2c%22Oid%22%3a%2248472820-a408-4d5c-b262-d033b1c6fa20%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTI4Y2ZiZmYtYTQ1NS00YzdhLWI2OTUtNzMxODZmMTg2NmRk%40thread.v2/0?context=%7b%22Tid%22%3a%22642f4553-88f1-43dc-9a29-90842cd19d4c%22%2c%22Oid%22%3a%2248472820-a408-4d5c-b262-d033b1c6fa20%22%7d)

Or call in (audio only)

+1 872-242-7640,,750170616# United States, Chicago

Phone Conference ID: 750 170 616#

Any person monitoring the meeting remotely may be responsible for any documented costs. Message and data rates may apply.

Bids must be submitted electronically through QuestCDN no later than the date and time noted above, on the Proposal Forms provided in accordance with the Contract Documents, Plans and Specifications as prepared by Short Elliott Hendrickson Inc. (SEH®), [www.sehinc.com](http://www.sehinc.com), which are on file for inspection in the office of the City Clerk and City Engineer. For this project, the City will only be accepting online electronic bids through QuestCDN. To access the electronic bid form, download the project document and click the bidding button at the top of the advertisement.

Complete digital Proposal Forms, Plans, and Specifications for use by Contractors submitting a bid are available at [www.QuestCDN.com](https://www.QuestCDN.com). Digital plan documents may be downloaded for a non-refundable fee of \$30.00 by inputting Quest Project No. XXXXXXX on the website's Project search page. Please contact QuestCDN at (952) 233-1632 or [info@QuestCDN.com](mailto:info@QuestCDN.com) for assistance in free membership registration, downloading, and working with this digital project information.

For this project, bids will **ONLY** be received electronically. Contractors submitting an electronic bid will be charged an additional \$30 at the time of bid submission via the online electronic bid service QuestCDN.com. To access the electronic Bid Worksheet, download the project document and click the online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through Quest CDN for bids to be accepted. Bids shall be completed according to the Bidding Requirements prepared by SEH dated November 16, 2021.

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: November 16, 2021

Julie Johnson, City Clerk  
City of Lake Elmo

**PUBLISHED:** QuestCDN: November 19, 2021  
Stillwater Gazette: November 19 and December 3, 2021