



## STAFF REPORT

DATE: February 20, 2024

### **CONSENT**

**AGENDA ITEM:** Approve Plans and Specifications and Order Advertisement for Bids for the Stillwater Boulevard (CSAH 14) Trunk Watermain Improvements

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

**REVIEWED BY:** Clark Schroeder, Interim City Administrator  
Clarissa Hadler, Finance Director  
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 the Stillwater Boulevard (CSAH 14) Trunk Watermain Improvements?

**BACKGROUND:** In accordance with the City's Capital Improvement Plan, the extension of a 12-inch trunk watermain has been identified for construction in 2024. The proposed watermain will extend along segments of Stillwater Boulevard (CSAH 14) and Stillwater Lane from Jamaca Court to Klondike Avenue, and will connect the existing Jamaca Avenue trunk watermain to the watermain network in the Village area (see attached Project Exhibit).

The project will construct a critical trunk water transmission line that completes a primary watermain loop within the intermediate pressure zone, and provides a secondary transmission main to ensure a continued water supply under conditions of a trunk watermain repair/break. The trunk watermain improvement is also needed to meet the growing water supply delivery demands for the newly connected neighborhoods outside of the City growth areas, and was identified as an important water system improvement in the Clean Drinking Water Supply Plan (CDWSP) recently completed for the 3M Settlement Funds. The project will provide new water service stubs to 10 residential properties, 2 of which have private well advisories.

**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 March 19, 2024. Once received, bids will be reviewed by staff with results to be presented to council on April 2, 2024 to consider awarding a construction contract.

The overall scope of the project remains unchanged from the approved preliminary design, however the watermain installation and roadway improvement methods have been detailed and designed in accordance with the findings of the geotechnical investigations. The western segment of watermain will replace the existing 4-inch pipe through open cut trenching. The pipe will be replaced in its current location in the north boulevard of the County roadway. The remaining watermain segments will be installed through directional drilling along the shoulder of Stillwater Boulevard and beneath the roadway of Stillwater Lane.

Stillwater Lane roadway improvements will now include a full reconstruction rather than being reclaimed as originally proposed. The geotechnical investigation revealed an old concrete roadway beneath the existing bituminous surface making the original reclaim unfeasible. The street will be reconstructed to maintain its existing width of 22-ft. and approximate grade and will include new ribbon concrete curb and gutter. The post construction "No Parking" signage plan will prohibit parking on both sides of the street.

**FISCAL IMPACT:** The project will be substantially funded through the MPCA Grant in the amount of \$3,140,000 with a portion of funding that may be necessary through the water enterprise fund. No special

benefit assessments are proposed for these improvements. The Grant is set to expire on December 31, 2025. 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 Stillwater Boulevard (CSAH 14) Trunk Watermain Improvements. If removed from the *consent agenda*, the recommended motion for this action is as follows:

***“Move to approve Resolution No. 2024-021 Approving the Plans and Specifications and Ordering the Advertisement for Bids for the Stillwater Boulevard (CSAH 14) Trunk Watermain Improvements.”***

**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. 2024-021**

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR THE STILLWATER  
BOULEVARD (CSAH 14) TRUNK WATERMAIN IMPROVEMENTS**

WHEREAS, pursuant to City Council direction provided on October 3, 2023, the City Engineer, together with SEH, Inc., has prepared plans and specifications for the Stillwater Boulevard (CSAH 14) Trunk 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.

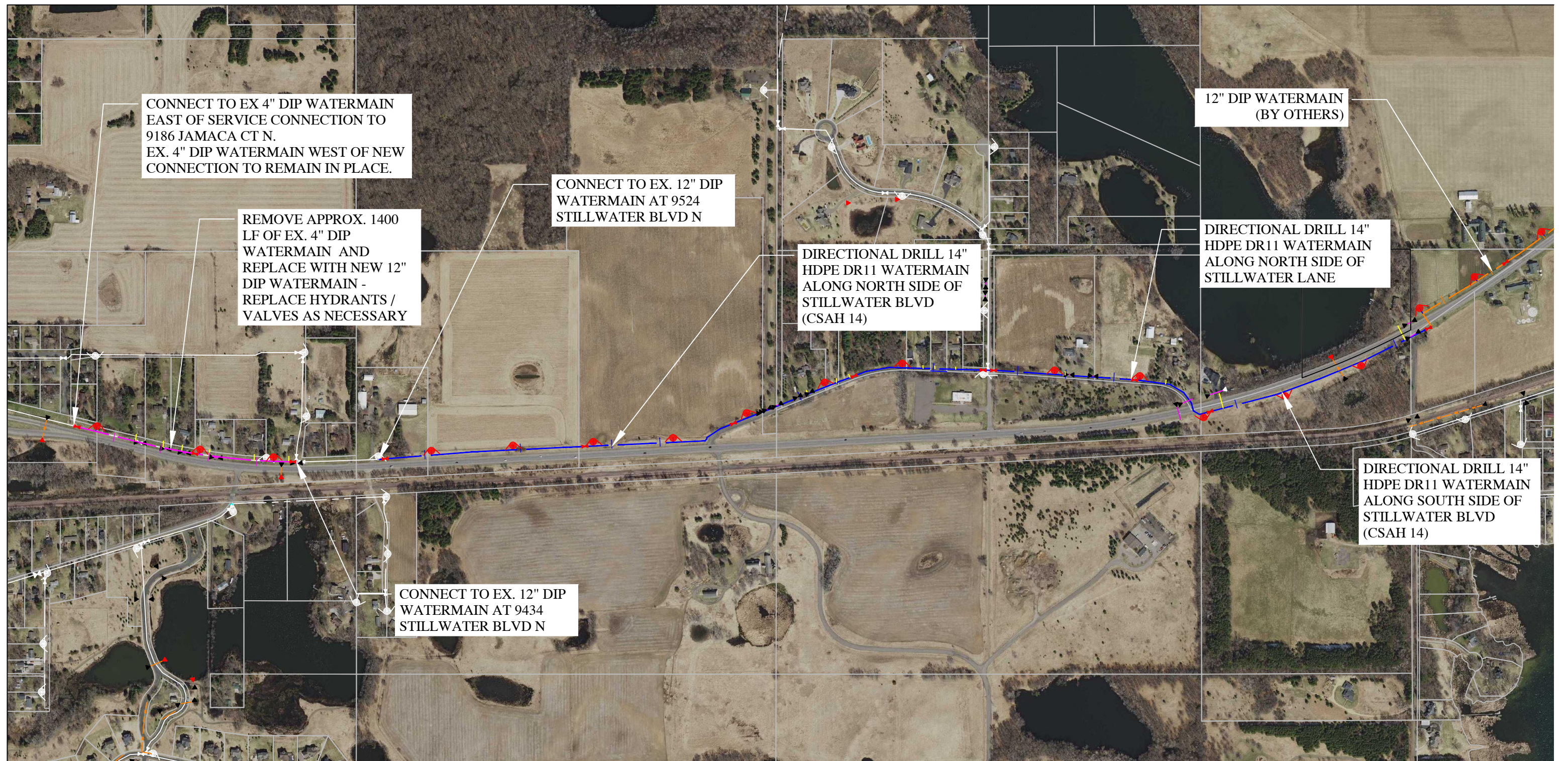
**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE TWENTIETH DAY OF  
FEBRUARY, 2024.**

**CITY OF LAKE ELMO**










(Seal)  
ATTEST:

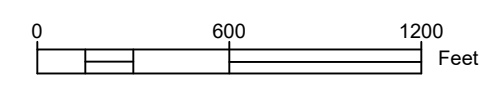
By: \_\_\_\_\_  
Charles Cadenhead  
Mayor

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



**LEGEND**

- |  |                          |   |                        |
|--|--------------------------|---|------------------------|
|  | EX. WATER MAIN           |  | PROPOSED WATER MAIN    |
|  | EX. HYDRANT              |  | PROPOSED HYDRANT       |
|  | EX. VALVE                |  | PROPOSED VALVE         |
|  | EXISTING STORM STRUCTURE |  | PROPOSED WATER SERVICE |
|  | EXISTING STORM SEWER     |   |                        |



PROJECT SCHEDULE  
CITY OF LAKE ELMO



STILLWATER BOULEVARD (CSAH 14) TRUNK WATERMAIN IMPROVEMENTS  
PROJECT NO. 2023.113

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OCTOBER 3, 2023	Council approves MPCA Grant Agreement, Orders preparation of Feasibility Report, and Orders preparation of Plans and Specifications.
OCTOBER 10, 2023	Council approves MPCA Grant Agreement Amendment #1.
FEBRUARY 8, 2024	Property owner informational meeting(s).
FEBRUARY 20, 2024	Council orders the Improvement, approves Plans and Specifications and orders Advertisement for Bids.
MARCH 19, 2024	Project Bid Date: Receive contractor bids.
APRIL 2, 2024	Council accepts Bids and awards Contract.
MAY 21, 2024	Conduct Pre-Construction Meeting and issue Notice to Proceed. <ul style="list-style-type: none"><li>• SEPTEMBER 30, 2024                      Substantial Completion.</li><li>• OCTOBER 31, 2024                      Final Completion.</li></ul>

**SECTION 0100 – ADVERTISEMENT FOR BIDS**

**STILLWATER BLVD. (CSAH 14) TRUNK WATER MAIN IMPROVEMENTS  
PROJECT NO. 2023.113**

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

Notice is hereby given that bids will be received online through QuestCDN.com until **10:00 am CST on Tuesday, March 19, 2024**, via [QuestCDN](https://questcdn.com) for furnishing all work and materials for the construction, complete in place, of the Stillwater Blvd. (CSAH 14) Trunk Water Main Improvements Project, consisting of the major work items in the following approximate quantities:

<b>EST. QTY</b>	<b>UNIT</b>	<b>ITEM</b>
2.5	AC	CLEAR & GRUB
8,267	SY	REMOVE PAVEMENT
5,387	CY	COMMON EXCAVATION
2,600	CY	SELECT GRANULAR BORROW
1,867	CY	CLASS 6 AGGREGATE BASE
1,765	TN	BITUMINOUS MIXTURE
650	LF	STORM SEWER (15")
5,200	LF	WATER MAIN (6" - 12" DIP)
3,360	LF	14" HDPE – DR11 WATER MAIN (HDD)
16	EA	HYDRANT
4,178	LB	DUCTILE IRON FITTINGS
6,350	LF	CONCRETE CURB & GUTTER
1,400	CY	TOPSOIL BORROW
3	AC	SEEDING
1	LS	TRAFFIC CONTROL

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

Bid Opening - STILLWATER BLVD. (CSAH 14) TRUNK WATER MAIN IMPROVEMENTS, PROJECT NO. 2023.113

**Please join my meeting from your computer, tablet or smartphone.**

<https://bit.ly/42FasBT>

**Or call in (audio only)**

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

Phone Conference ID: 890 010 588#

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. 8982880 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 \$42 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 February 20, 2024.

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: February 20, 2024

Julie Johnson, City Clerk  
City of Lake Elmo

**PUBLISHED:** QuestCDN.com: February 20, 2024  
Stillwater Gazette: February 23, 2024 and March 1, 2024