



STAFF REPORT

DATE: October 15, 2024

CONSENT

AGENDA ITEM: Approve Plans and Specifications and Order Advertisement for Bids for the Well No. 2 Generator Equipment

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Nicole Miller, 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. 2 Generator Equipment?

BACKGROUND: On February 20, 2024 the City Council approved the preliminary findings and recommendations to proceed with design phase engineering for an Anion Exchange (IX) Treatment facility for Well 2 using paired 8-ft diameter and 15-ft tall steel pressure vessels. The MPCA Grant Agreement for the full Project design and construction was approved on October 1, 2024.

PROPOSAL DETAILS/ANALYSIS: The plans and specifications have been completed for the procurement of the Well No. 2 Generator Equipment, consisting of a replacement 150 KW natural gas engineer generator, delivered to the site. The procurement package is ready to be advertised for contractor bids with a bid date scheduled for November 7, 2024. 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 November 19, 2024.

FISCAL IMPACT: The Project Costs will be funded through a MPCA Grant through the 3M 2018 Settlement Funds in the amount of \$2,283,000.

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 ad for bids for Well No. 2 Generator Equipment. If removed from the *consent agenda*, the recommended motion for the action is as follows:

“Move to approve Resolution No. 2024-111, approving the plans and specifications and ordering the advertisement for bids for the Well No. 2 Generator Equipment.”

ATTACHMENTS:

1. Resolution approving the plans and specifications and ordering the advertisement for bids.
2. Advertisement for Bids.

Project Plans and Specifications available for review at City Hall.

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

RESOLUTION NO. 2024-111

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR WELL NO. 2 GENERATOR EQUIPMENT**

WHEREAS, pursuant to a motion passed by the City Council on the 20th day of August 2024, the City Engineer, together with Stantec Consulting Services, Inc. is preparing plans and specifications to provide PFAS treatment at Well 2; and

WHEREAS, the Project is being implemented through multiple bid packages to deliver the improvements on an accelerated schedule; and

WHEREAS, the plans and specifications have been prepared for the Well No. 2 Generator Equipment, and such plans and specifications have been presented to the Council for approval.

NOW, THEREFORE, BE IT RESOLVED,

1. Such plans and specifications, a copy of which are 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 10 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 FIFTEENTH DAY OF
OCTORBER, 2024.**

CITY OF LAKE ELMO

(Seal)
ATTEST:

By: _____
Charles Cadenhead, Mayor

Julie Johnson, City Clerk

**WELL NO. 2 GENERATOR EQUIPMENT
PROJECT NO. 2023.115**

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

Notice is hereby given that bids will be received online through QuestCDN.com until 11:00 AM CST, on Thursday, November 7, 2024, via QuestCDN for furnishing all work and materials for the construction, complete in place, of the Well No. 2 Generator Equipment, consisting of the major work items in the following approximate quantities:

1 each natural gas engine generator delivered to the site.

The bid opening will be conducted via Zoom Meeting, at which time the bids will be publicly opened and read aloud:

Lake Elmo Well No. 2 Well Pump Equipment Bid Opening
Thursday, November 7, 2024 10:45 AM – 11:15 AM (CDT)

<https://us06web.zoom.us/j/84092977142>

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 Stantec Consulting Services, Inc., www.stantec.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. Digital plan documents may be downloaded for a non-refundable fee of \$30.00 by inputting **Quest Project No. 9361509** 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.

Direct inquiries to Engineer's Project Manager, Ryan Capelle, at (612) 712-2025 and ryan.capelle@stantec.com.

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 bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted. Bids shall be completed according to the Bidding Requirements prepared by Stantec dated September 17, 2024.

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 QuestCDN for bids to be accepted. Bids will only be accepted from Contractors who purchase Bidding Documents as specified above.

No bid will be considered unless submitted online prior to the time noted above for the closing of the bids, and accompanied by a 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: October 8, 2024

Julie Johnson, City Clerk
City of Lake Elmo

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Stillwater Gazette: October 18, 2024