



## STAFF REPORT

DATE: April 1, 2025

**REGULAR**

**TO:** City Council  
**FROM:** Jack Griffin, Sr. Project Manager  
**AGENDA ITEM:** Accept Bids and Award Contract for the Village Parkway UPRR Crossing Improvements  
**REVIEWED BY:** Nicole Miller, City Administrator  
Clarissa Hadler, Finance Director  
Marty Powers, Public Works Director  
Nate Stanley, City Engineer  
Chad Isakson, Assistant City Engineer

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### CORE STRATEGIES:

- |   |   |
|---|---|
| <input type="checkbox"/> Vibrant, inclusive, connected community      | <input type="checkbox"/> Efficient, reliable, innovative services |
| <input type="checkbox"/> Responsive, transparent, adaptive governance | <input type="checkbox"/> Balanced Finances now and future         |
| <input checked="" type="checkbox"/> Managed Growth                    | <input checked="" type="checkbox"/> Resilient Infrastructure      |

**BACKGROUND:** On January 21, 2025, the City Council approved the plans and specifications for the Village Parkway UPRR Crossing Improvements and authorized staff to advertise the project for bids. The Project was advertised on QuestCDN.com and in the Stillwater Gazette in accordance with the Minnesota Competitive Bidding requirements.

The Project includes a new at-grade railroad crossing over the Union Pacific Railroad to accommodate the future connection of Village Parkway from 30th Street North to CSAH-14, to provide vehicle and pedestrian connectivity to the Village center. A 12-inch trunk watermain crossing is also part of the Project, extending the trunk watermain across the Union Pacific Railroad for future connection on the north side.

**ISSUE BEFORE COUNCIL:** Should the City Council accept bids and award a contract for the Village Parkway UPRR Crossing Improvements?

**PROPOSAL DETAILS/ANALYSIS:** Bids were received and opened electronically on March 20, 2025. The City received 6 bids for this project, ranging from \$587,948.01 to \$1,102,220.60. New Look Contracting, Inc. provided the lowest bid in the amount of \$587,948.01. Following review and verification of the bid tabulations, the City Engineer and SEH, Inc., the engineering design consultant, are recommending that the Council award the contract to the lowest responsible bidder, New Look Contracting, Inc., as outlined in the attached letter.

The bids were originally scheduled to be received on February 20, 2025, but were delayed by addendum to allow time to obtain additional temporary easements and incorporate a temporary haul route for the Project. SEH, Inc. required additional design fees in the amount of \$9,000 for this work, including topographic surveying, plan revisions, easement research and preparation of easement documents, and coordination with Northern Natural Gas and VBWD.

**FISCAL IMPACT:** The Post-Bid Total Estimated Project Cost is \$1,454,000, including \$1,018,518 for the At-Grade Roadway Crossing and \$435,482 for the Trunk Watermain Crossing. Contractor bids came in slightly higher than estimated and additional costs have been included for the required haul route and haul route easement acquisition. Bids were also more heavily weighted toward the trunk watermain improvements with the Village Parkway roadway work coming in under budget (\$1,018,518 vs. \$1,065,000) and the trunk watermain improvements coming in over budget (\$435,482 vs. \$352,800). Once the project is constructed, the City will also be required to pay annual maintenance fees to the Union Pacific Railroad in the amount of \$14,730.

The street portion of the project will be paid for with cash from Fund 430 – Railroad Improvements. The watermain portion of the project will be paid for with cash from the Water Fund. A portion of the street improvements have been offset by “Railroad Crossing Improvement” fees collected from adjacent developments.

**RECOMMENDATION:** Staff is recommending that the City Council approve a Resolution accepting bids and awarding a contract for the Village Parkway UPRR Crossing Improvements. The recommended motion for this action is as follows:

**Motion to approve Resolution No. 2025-035, Accepting Bids and Awarding a Contract to New Look Contracting, Inc. for the bid amount of \$587,948.01, for the Village Parkway UPRR Crossing Improvements.”**

Staff is also recommending that the City Council approve an increase in the SEH, Inc. design services contract in the amount of \$9,000, and authorize the City Administrator to enter into a material testing contract in the not-to-exceed amount of \$10,000. These amounts are included in the Post-Bid Total Estimated Project s Cost. Proposals will be obtained from Braun Intertec and AET, Inc. The recommended motion for this action is as follows:

**“Move to approve an increase in the SEH, Inc. design services contract in the amount of \$9,000, and authorize the City Administrator to enter into a material testing contract with Braun Intertec in the not-to-exceed amount of \$10,000.”**

**ATTACHMENTS:**

1. Resolution Accepting Bids and Awarding a Contract for the Village Parkway UPRR Crossing Improvements.
2. Consultant’s Letter of Award Recommendation and Tabulation of Bids.
3. Post-Bid Total Estimate of Project Cost.
4. Location Exhibit.

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

**RESOLUTION NO. 2025-035**

**A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT  
FOR THE VILLAGE PARKWAY UPRR CROSSING IMPROVEMENTS**

**WHEREAS**, pursuant to an advertisement for bids for the Village Parkway UPRR Crossing Improvements, bids were received, opened, and tabulated according to law, and bids were received complying with the advertisement; and

**WHEREAS**, bids were tabulated, checked and summarized to verify that all requirements of the submittal were met; and

**WHEREAS**, the project engineer reviewed the bids and has provided a letter recommending the award of the contract to the lowest responsible bidder, New Look Contracting, Inc., for the bid amount of \$587,948.01.

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

1. That the Mayor and City Clerk are hereby authorized and directed to enter into a Contract in the accordance with the above ordered Project, in the amount of the Contractor's lowest responsible bid, and according to the plans and specifications thereof approved by the City Council.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE FIRST DAY OF APRIL, 2025.**

**CITY OF LAKE ELMO**

(Seal)  
ATTEST:

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

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



Building a Better World  
for All of Us®

March 21, 2025

RE: Lake Elmo, MN  
Village Parkway UPRR Crossing  
Improvements  
City Project No. 2019.122  
SEH No. LAKMO 152477

Mr. Jack Griffin  
City of Lake Elmo  
3880 Laverne Ave. N  
Lake Elmo, MN 55042

On Thursday, March, 20, 2025 at 10:00 a.m., six (6) bids were received for the above-referenced project. The bids ranged from a high of \$1,102,220.60 to a low of \$587,948.01. The low bid received was submitted by New Look Contracting, Inc., of Rogers, MN in the amount of \$587,948.01.

	<b>Contractor</b>	<b>Total Bid</b>
1	New Look Contracting, Inc.	\$587,948.01
2	Pember Companies, Inc.	\$781,088.74
3	Minger Construction Co. Inc.	\$798,475.31
4	Urban Companies	\$813,781.90
5	A-1 Excavating LLC	\$834,539.40
6	Forest Lake Contracting, Inc.	\$1,102,220.60
	Engineer's Estimate	\$623,648.40

This contractor has completed similar street and utility work in other Twin Cities area communities and SEH engineers can conclude that New Look Contracting, Inc. has the experience and ability to complete a project of this size and scope. Accordingly, we recommend the project be awarded to New Look Contracting, Inc. in the amount of \$587,948.01, which compares favorably to the Engineer's Estimate shown above.

Please contact me if you need any additional information or wish to discuss further. I can be reached at 651.490.2055 or [shaupt@sehinc.com](mailto:shaupt@sehinc.com).

Sincerely,

Scott Haupt, PE  
Project Manager  
(Lic. MN, WI)

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s:\ko\lakmo\152477\6-bid-const\bidding docs\bids received\lake elmo\_village park\_recommendation letter.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer



TABULATION OF BIDS

Village Parkway UPRR Crossing Improvements Lake Elmo, MN SEH No.: LAKMO 152477 Bid Date: 10:00 AM CST, on Tuesday, February, 18, 2025					Engineer's Estimate		New Look Contracting, Inc. 14045 Northdale Blvd, Rogers, MN 55374		Pember Companies, Inc. N4449 469th Street Menomonie, WI 54751		Minger Construction Co. Inc. 620 Corporate Drive, Jordan, MN-55352		Urban Companies 3781 Labore Rd. St. Paul, MN 55110		A-1 Excavating LLC 8237 State Highway 64, Bloomer, WI-54724		Forest Lake Contracting, Inc. 14777 Lake Drive, Forest Lake, MN-55025	
					\$623,648.40		\$587,948.01		\$781,088.74		\$798,475.31		\$813,781.90		\$834,539.40		\$1,102,220.60	
Line No.	Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$50,000.00	\$50,000.00	\$58,250.00	\$58,250.00	\$147,540.00	\$147,540.00	\$175,000.00	\$175,000.00	\$115,000.00	\$115,000.00	\$157,600.00	\$157,600.00	\$55,000.00	\$55,000.00
2	2101.505	CLEARING	ACRE	3	10,000.00	30,000.00	6,195.00	18,585.00	5,800.00	17,400.00	6,120.00	18,360.00	11,000.00	33,000.00	12,000.00	36,000.00	8,000.00	24,000.00
3	2101.505	GRUBBING	ACRE	0.4	15,000.00	6,000.00	10,935.00	4,374.00	10,250.00	4,100.00	10,800.00	4,320.00	10,000.00	4,000.00	16,000.00	6,400.00	15,000.00	6,000.00
4	2104.502	REMOVE CONCRETE MEDIAN NOSE	EACH	2	500.00	1,000.00	65.00	130.00	200.00	400.00	240.00	480.00	300.00	600.00	1,000.00	2,000.00	2,000.00	4,000.00
5	2104.501	SALVAGE 12"X6" REDUCER, 6" GV & BOX, &	LS	1	5,000.00	5,000.00	1,440.00	1,440.00	800.00	800.00	5,009.00	5,009.00	5,000.00	5,000.00	2,000.00	2,000.00	6,000.00	6,000.00
6	2104.502	SALVAGE TYPE III BARRICADE	EACH	4	100.00	400.00	112.00	448.00	100.00	400.00	110.00	440.00	100.00	400.00	100.00	400.00	100.00	400.00
7	2104.502	SALVAGE & INSTALL SIGN TYPE C	EACH	4	250.00	1,000.00	298.00	1,192.00	280.00	1,120.00	295.00	1,180.00	350.00	1,400.00	400.00	1,600.00	500.00	2,000.00
8	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	48	5.00	240.00	6.00	288.00	3.55	170.40	5.50	264.00	10.00	480.00	5.00	240.00	8.00	384.00
9	2104.503	REMOVE CURB & GUTTER	LF	270	10.00	2,700.00	6.00	1,620.00	7.00	1,890.00	8.65	2,335.50	10.00	2,700.00	6.00	1,620.00	15.00	4,050.00
10	2104.503	REMOVE FENCE	LF	50	10.00	500.00	9.00	450.00	8.00	400.00	4.15	207.50	10.00	500.00	10.00	500.00	18.00	900.00
11	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	342	6.00	2,052.00	6.75	2,308.50	6.75	2,308.50	9.30	3,180.60	15.00	5,130.00	10.00	3,420.00	13.00	4,446.00
12	2104.518	REMOVE CONCRETE WALK	SF	640	4.00	2,560.00	1.75	1,120.00	2.50	1,600.00	1.95	1,248.00	2.00	1,280.00	2.00	1,280.00	3.00	1,920.00
13	2105.607	COMMON EXCAVATION (EV)	CY	533	30.00	15,990.00	33.00	17,589.00	45.50	24,251.50	12.00	6,396.00	25.00	13,325.00	18.00	9,594.00	45.00	23,985.00
14	2105.609	SELECT GRANULAR BORROW - MOD 5%	TON	4000	25.00	100,000.00	18.00	72,000.00	20.20	80,800.00	25.50	102,000.00	18.00	72,000.00	18.00	72,000.00	21.00	84,000.00
15	2106.601	TEMPORARY ACCESS ROAD	LS	1	65,000.00	65,000.00	13,000.00	13,000.00	25,000.00	25,000.00	17,225.00	17,225.00	100,000.00	100,000.00	50,000.00	50,000.00	100,000.00	100,000.00
16	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	15	160.00	2,400.00	1.00	15.00	170.00	2,550.00	180.00	2,700.00	200.00	3,000.00	150.00	2,250.00	250.00	3,750.00
17	2211.509	AGGREGATE BASE CLASS 6	TON	682	40.00	27,280.00	32.00	21,824.00	30.00	20,460.00	48.85	33,315.70	42.00	28,644.00	24.00	16,368.00	70.00	47,740.00
18	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	60	5.00	300.00	5.00	300.00	3.20	192.00	4.45	267.00	4.60	276.00	5.00	300.00	3.00	180.00
19	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	35	180.00	6,300.00	258.00	9,030.00	145.00	5,075.00	245.00	8,575.00	253.00	8,855.00	120.00	4,200.00	100.00	3,500.00
20	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	100	120.00	12,000.00	154.00	15,400.00	165.60	16,560.00	163.70	16,370.00	169.00	16,900.00	120.00	12,000.00	105.00	10,500.00
21	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	100	120.00	12,000.00	148.00	14,800.00	111.50	11,150.00	161.50	16,150.00	167.00	16,700.00	120.00	12,000.00	105.00	10,500.00
22	2504.601	INSTALL 12"X6" REDUCER, 6" GV & BOX, & HYDRANT	LS	1	8,000.00	8,000.00	5,935.00	5,935.00	3,425.00	3,425.00	2,915.00	2,915.00	8,000.00	8,000.00	9,700.00	9,700.00	8,000.00	8,000.00
23	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1	2,500.00	2,500.00	2,850.00	2,850.00	2,765.00	2,765.00	5,650.00	5,650.00	10,000.00	10,000.00	8,900.00	8,900.00	8,000.00	8,000.00
24	2504.602	12" GATE VALVE & BOX	EACH	1	7,500.00	7,500.00	6,380.00	6,380.00	5,775.00	5,775.00	7,275.00	7,275.00	10,000.00	10,000.00	9,200.00	9,200.00	10,000.00	10,000.00
25	2504.603	12" WATER-MAIN DUCTILE IRON CL 52	LF	25	120.00	3,000.00	237.00	5,925.00	181.00	4,525.00	214.00	5,350.00	300.00	7,500.00	380.00	9,500.00	400.00	10,000.00
26	2504.603	36" STEEL CASING PIPE (JACKED) (INCLUDES 12" DIP	LF	120	1,200.00	144,000.00	1,739.00	208,680.00	2,450.00	294,000.00	1,975.00	237,000.00	1,250.00	150,000.00	2,660.00	319,200.00	4,500.00	540,000.00
27	2504.608	DUCTILE IRON FITTINGS	LB	593	12.00	7,116.00	12.00	7,116.00	12.40	7,353.20	12.00	7,116.00	15.00	8,895.00	1.00	593.00	10.00	5,930.00
28	2521.518	5" CONCRETE WALK	SF	1655	8.00	13,240.00	7.75	12,826.25	7.60	12,578.00	8.25	13,653.75	10.00	16,550.00	8.00	13,240.00	12.00	19,860.00
29	2521.518	6" CONCRETE WALK	SF	353	12.00	4,236.00	18.25	6,442.25	7.75	2,735.75	17.40	6,142.20	19.00	6,707.00	18.00	6,354.00	27.00	9,531.00
30	2531.503	CONCRETE CURB & GUTTER DESIGN B618 (TIP-OUT)	LF	365	25.00	9,125.00	32.25	11,771.25	40.00	14,600.00	36.15	13,194.75	44.00	16,060.00	32.00	11,680.00	33.00	12,045.00
31	2531.503	CONCRETE CURB & GUTTER DESIGN B624	LF	390	30.00	11,700.00	34.25	13,357.50	42.00	16,380.00	39.10	15,249.00	46.00	17,940.00	34.00	13,260.00	36.00	14,040.00
32	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	35	80.00	2,800.00	95.00	3,325.00	82.35	2,882.25	94.00	3,290.00	106.00	3,710.00	90.00	3,150.00	167.00	5,845.00
33	2531.602	CONCRETE MEDIAN NOSE-SPECIAL	EACH	3	1,000.00	3,000.00	722.00	2,166.00	455.00	1,365.00	640.00	1,920.00	700.00	2,100.00	800.00	2,400.00	800.00	2,400.00
34	2531.618	TRUNCATED DOMES	SF	56	100.00	5,600.00	72.25	4,046.00	58.00	3,248.00	72.40	4,054.40	75.00	4,200.00	71.00	3,976.00	80.00	4,480.00
35	2563.601	TRAFFIC CONTROL	LS	1	7,500.00	7,500.00	250.00	250.00	1,500.00	1,500.00	1,670.00	1,670.00	60,000.00	60,000.00	1,000.00	1,000.00	3,000.00	3,000.00
36	2563.602	INSTALL TYPE III BARRICADE	EACH	4	1,000.00	4,000.00	310.00	1,240.00	290.00	1,160.00	305.00	1,220.00	400.00	1,600.00	400.00	1,600.00	500.00	2,000.00
37	2563.602	TEMPORARY TYPE III BARRICADE (TO BECOME	EACH	6	1,000.00	6,000.00	445.00	2,670.00	420.00	2,520.00	440.00	2,640.00	500.00	3,000.00	500.00	3,000.00	550.00	3,300.00
38	2564.502	OFF ROAD STRUCTURE MARKER	EACH	1	500.00	500.00	197.00	197.00	185.00	185.00	195.00	195.00	125.00	125.00	150.00	150.00	150.00	150.00
39	2564.518	SIGN PANEL TYPE C	SF	52.22	70.00	3,655.40	58.00	3,028.76	55.20	2,882.54	58.00	3,028.76	75.00	3,916.50	70.00	3,655.40	80.00	4,177.60
40	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	500.00	1,000.00	170.00	340.00	140.00	280.00	170.00	340.00	400.00	800.00	200.00	400.00	300.00	600.00
41	2573.503	SILT FENCE, TYPE MS	LF	1063	4.00	4,252.00	5.00	5,315.00	2.30	2,444.90	2.45	2,604.35	4.00	4,252.00	3.00	3,189.00	3.00	3,189.00
42	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	600	4.00	2,400.00	5.00	3,000.00	2.60	1,560.00	5.00	3,000.00	6.00	3,600.00	4.00	2,400.00	3.00	1,800.00
43	2574.507	COMMON TOPSOIL BORROW (PULVERIZED) (LV)	CY	200	40.00	8,000.00	36.00	7,200.00	53.50	10,700.00	50.00	10,000.00	55.00	11,000.00	5.00	1,000.00	70.00	14,000.00
44	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SY	1950	4.00	7,800.00	2.50	4,875.00	1.55	3,022.50	1.95	3,802.50	3.00	5,850.00	2.00	3,900.00	2.00	3,900.00
45	2575.505	SEEDING (INCLUDES SEED, HYDRAULIC SOIL	ACRE	2.5	2,000.00	5,000.00	790.00	1,975.00	3,750.00	9,375.00	7,240.00	18,100.00	6,000.00	15,000.00	1,000.00	2,500.00	5,000.00	12,500.00
46	2575.605	HYDRAULIC MULCH MATRIX	ACRE	2.5	1,500.00	3,750.00	1,975.00	4,937.50	1,540.00	3,850.00	3,175.00	7,937.50	3,000.00	7,500.00	1,000.00	2,500.00	1,900.00	4,750.00
47	2582.503	12" SOLID LINE MULTI COMP	LF	16	12.00	192.00	12.00	192.00	8.50	136.00	8.90	142.40	12.70	203.20	10.00	160.00	8.00	128.00
48	2582.503	24" SOLID LINE MULTI COMP	LF	68	15.00	1,020.00	23.00	1,564.00	17.00	1,156.00	18.00	1,224.00	13.30	904.40	20.00	1,360.00	16.00	1,088.00
49	2582.518	PAVT MSSG PREF THERMO GR IN	SF	76	20.00	1,520.00	36.00	2,736.00	26.50	2,014.00	27.85	2,116.60	29.90	2,272.40	30.00	2,280.00	25.00	1,900.00
50	2582.518	CROSSWALK PREF THERMO GR IN	SF	168	15.00	2,520.00	20.50	3,444.00	14.90	2,503.20	15.60	2,620.80	17.30	2,906.40	15.00	2,520.00	14.00	2,352.00
TOTAL BID PRICE					\$623,648.40		\$587,948.01		\$781,088.74		\$798,475.31		\$813,781.90		\$834,539.40		\$1,102,220.60	

**VILLAGE PARKWAY UPRR CROSSING IMPROVEMENTS**  
**PROJECT NO. 2019.122**  
**CITY OF LAKE ELMO, MINNESOTA**

**DATE: MARCH 2025**

<b>ENGINEER'S OPINION OF PROBABLE COST - POST BID</b>	<b>VILLAGE PARKWAY</b>	<b>TRUNK WATERMAIN</b>	<b>TOTAL PROJECT</b>
Estimated TOTAL Construction Cost	\$310,466	\$277,482	\$587,948
Contingencies at 10%	\$16,452	\$14,000	\$30,452
Easement Acquisition (UPRR Easement)	\$22,000	\$20,000	\$42,000
Engineering Services: Preliminary and Final Design	\$72,100	\$65,000	\$137,100
Engineering Services: Construction Administration:	\$19,000	\$16,000	\$35,000
Construction Observation:	\$13,000	\$12,000	\$25,000
Geotechnical Engineering:	\$8,500	\$7,500	\$16,000
Legal, Fiscal and Administration:	\$9,000	\$8,000	\$17,000
Estimated UPRR Signal Improvements	\$335,000		\$335,000
Estimated UPRR Surface Crossing Improvements	\$200,000		\$200,000
Estimated UPRR Track Monitoring Costs (Est. Pending)	\$13,000	\$12,000	\$25,000
UPRR Pipeline Crossing Permits and License Fees		\$3,500	\$3,500
<b>Total Estimated Project Cost:</b>	<b>\$1,018,518</b>	<b>\$435,482</b>	<b>\$1,454,000</b>
 Annual UPRR Signal Maintenance Cost (at \$278.25 per Unit: 41 Units)	 \$11,408		
Annual UPRR Surface Maintenance Cost	\$3,322		



# VILLAGE PARKWAY UPRR CROSSING IMPROVEMENTS

Village Parkway by City  
or future development

Village Parkway UPRR  
Crossing by City

Village Parkway by  
Easton Village and  
Northport developers

15

32ND ST N

30TH ST N

