



## MAYOR & COUNCIL COMMUNICATION

**DATE:** February 2, 2016  
**REGULAR**  
**ITEM #** 11

**AGENDA ITEM:** Inwood Water Booster Station Improvements – Approve Plans and Specifications and Order Advertisement for Bids

**SUBMITTED BY:** Chad Isakson, Project Engineer

**THROUGH:** Clark Schroeder, Interim City Administrator

**REVIEWED BY:** Jack Griffin, City Engineer  
Mike Bouthilet, Public Works

### **SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item.....City Engineer
- Report/Presentation .....City Engineer
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate.....Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

**POLICY RECOMMENDER:** Engineering.

**FISCAL IMPACT:** None.

The Inwood Booster Station Improvements are being completed in conjunction with the Inwood Trunk Watermain Improvements which is being bid as a separate construction package. The project is scheduled to be paid through a combination of the City's Water Enterprise Fund, bonding, and MN-DEED grants.

Approval of this resolution 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.

### **SUMMARY AND ACTION REQUESTED:**

The City Council is respectfully requested to consider approving the plans and specifications and ordering the advertisement for bids for the Inwood Water Booster Station. The recommended motion for this action is as follows:

***“Move to approve Resolution No. 2016-07, approving the plans and specifications and ordering the advertisement for bids for the Inwood Water Booster Station.”***

**LEGISLATIVE HISTORY/BACKGROUND INFORMATION:**

In accordance with the 2016 Capital Improvement Plan, the City is proposing to build a booster station necessary to deliver City water service to support the growth and development in the I-94 corridor. This project is part of the overall water system master plan and will help to provide water service to the new developments between Keats Avenue and Inwood Avenue, including Savona (Lennar), Boulder Ponds (Excelsior Group), Hammes Estates, Inwood PUD (Hans Hagen), and the existing properties within the Eagle Point Business Park.

On January 21, 2014, the council authorized the preparation of plans and specifications for the Inwood Booster Station. Then on April 15, 2014 the project was put on hold and the bid date delayed until such a time that the City Administrator could secure the MN-DEED Water System Grant. The project funding has now been secured and the design consultant, MSA Professional Services, Inc., has completed the construction documents for the improvements to be constructed in 2016.

The improvements include the construction of a 40-foot by 28-foot structure to house pumps, discharge piping, electrical equipment, and chemical feed equipment. The structure will be a slab on grade with masonry load bearing walls and a protective/water resistant ceiling. The exterior architecture follows the direction provided by Council at the October 6, 2015 Council meeting including a prairie style roof, and stone veneer siding on the two more visible building sides.

**RECOMMENDATION:**

Staff is recommending that the City Council approve the plans and specifications and order the advertisement for bids for the Inwood Water Booster Station Improvements. The recommended motion for this action is as follows:

***“Move to approve Resolution No. 2016-07, approving the plans and specifications and ordering the advertisement for bids for the Inwood Water Booster Station.”***

**ATTACHMENT(S):**

1. Resolution 2016-07 Approving Plans and Specifications and Ordering Advertisement for Bids.
2. Location Map.
3. Project Schedule.
4. Inwood Booster Station Improvements Plans and Specification (*available for review at City Hall*).

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

**RESOLUTION NO. 2016-07**

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR THE INWOOD  
BOOSTER STATION**

**WHEREAS**, pursuant to a resolution passed by the City Council on the 21st day of January 2014, the City Engineer, together with MSA Professional Services, Inc. has prepared plans and specifications for the Inwood Booster Station and has presented such plans and specifications to the Council for approval.

**NOW, THEREFORE, IT IS HEREBY 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 to the City Clerk 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 SECOND DAY OF  
FEBRUARY 2016.**

**CITY OF LAKE ELMO**

By: \_\_\_\_\_  
Mike Pearson  
Mayor

(Seal)

ATTEST:

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

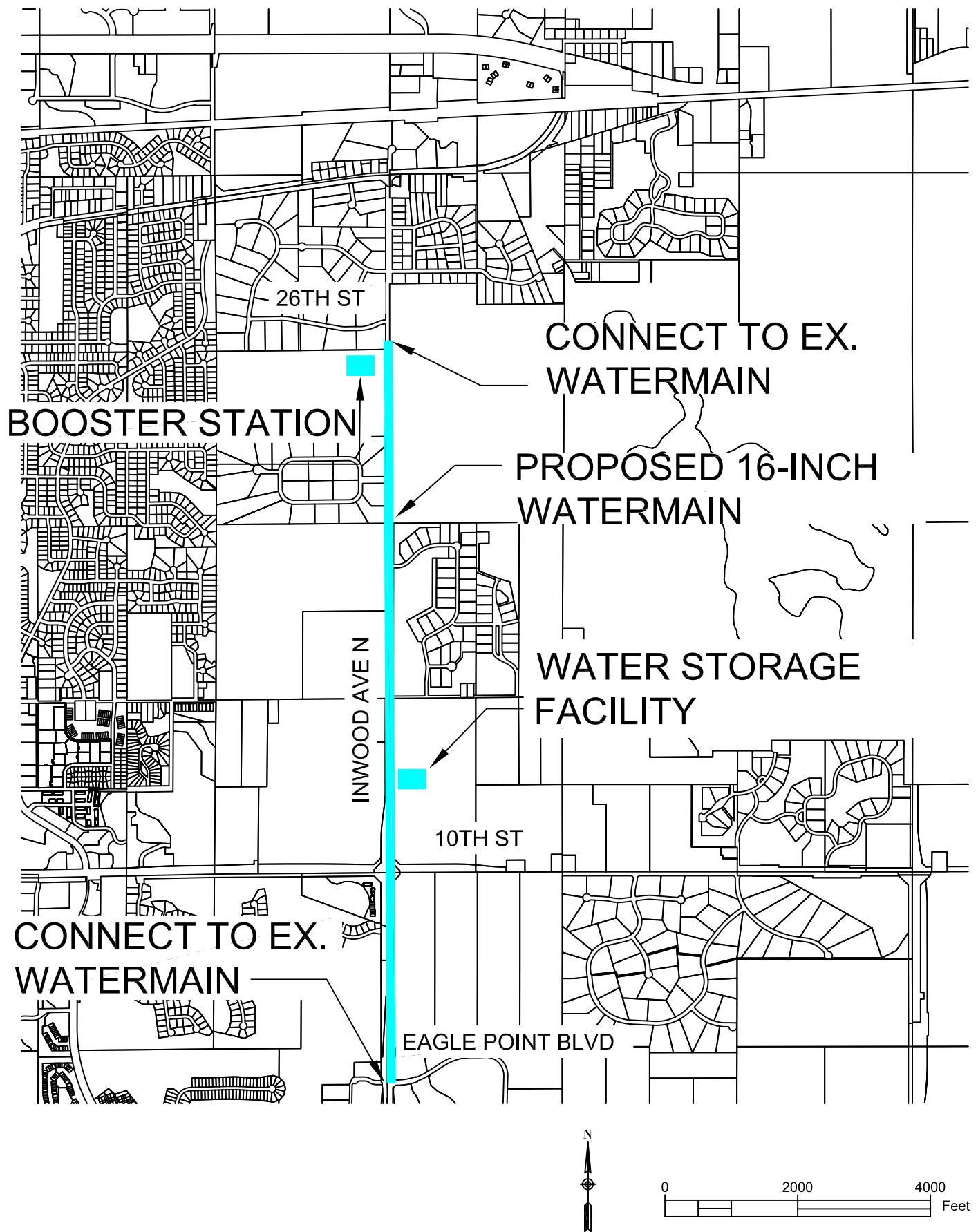


FIGURE NO. 1

## LOCATION MAP

INWOOD BOOSTER STATION, TRUNK WATERMAIN  
AND WATER TOWER IMPROVEMENTS

**FOCUS**  
ENGINEERING

PROJ. NO. 2014.130  
LAKE ELMO, MINNESOTA  
OCTOBER, 2015

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

INWOOD BOOSTER STATION  
PROJECT NO. 2014.129

*JANUARY 2016*

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January 21, 2014 Council Orders the Improvement for the Inwood Booster Station and the preparation of Plans and Specifications.

*Project is delayed due to delay in receipt of MN-DEED Water System Grant.*

February 2, 2016 Council approves Plans and Specifications and orders Advertisement for Bids.

March 3, 2016 Receive Contractor Bids.

March 15, 2016 Council accepts Bids and awards Contract.

April 14, 2016 Conduct Pre-construction meeting and issue Notice to Proceed.

October 31, 2016 Substantial Completion (booster station online and operational).

January 15, 2017 Final Completion (punch list and final paperwork).