



## **MAYOR & COUNCIL COMMUNICATION**

**DATE:** April 5, 2016  
**REGULAR**  
**ITEM #** 5

**AGENDA ITEM:** Village City Property Sewer Service Connections– Receive Contractor Quotes and Award Contract

**SUBMITTED BY:** Chad Isakson, Assistant City Engineer

**THROUGH:** Kristina Handt, City Administrator

**REVIEWED BY:** Jack Griffin, City Engineer  
Cathy Bendel, Finance Director  
Mike Bouthilet, Public Works  
Nate Deprey, Library Director  
Greg Malmquist, Fire Chief

### **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:** Administrative; Fire Department; Library; Engineering.

**FISCAL IMPACT:** \$60,920.

The estimated amount of \$60,920 for sewer service improvements and associated connection fees for three City owned properties will be funded \$29,190 from the General Fund (101), \$15,810 from the Parks Fund (404) and \$15,920 from the Library Fund (206).

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

The City Council is respectfully requested to consider approving a contract with Capra's Utilities, Inc. to connect three City owned Village properties to sanitary sewer.

**LEGISLATIVE HISTORY/BACKGROUND INFORMATION:**

As part of the Downtown Phase 1 Street, Drainage and Utility Improvements completed in 2015, municipal sanitary sewer has been installed and made operational. Sewer service stubs were installed to four City owned properties, including Fire Station No. 1, the Library, Lions Park Shelter and the Parks Building. Per City Ordinance, property owners have one year to connect once sewer service has been made available.

At the direction of the City, engineering obtained three contractor quotes to complete sanitary sewer service connections for three of the four City owned buildings as follows:

- Fire Station No. 1 (SAC Determination of 4): Remove the existing septic tank and connect Fire Station No. 1 to the sewer service stub.
- Lions Park Shelter (SAC Determination of 1): Remove the existing septic tank and connect the Lions Park Shelter to the sewer service stub.
- Lake Elmo Library (SAC Determination of 2): Install the outside sewer service into the building and abandon the septic tank in place. Future interior plumbing to connect to the interior sewer will be completed at a later date as a separate contract.

Capra's Utilities, Inc. provided the lowest quote for each of the building connections as itemized below. Staff is familiar with the contractor and recommends them to complete this work.

City Property	Contractor Connection Costs	City SAC + Connection Fee (\$3,000 + \$1,000)*SAC	Met Council SAC (\$2,485*SAC)	Total Sewer Connection Costs
Fire Station No. 1	\$3,250	\$16,000	\$9,940	\$29,190
Lions Park Shelter	\$9,325	\$4,000	\$2,485	\$15,810
Lake Elmo Library*	\$2,950	\$8,000	\$4,970	\$15,920

*\* Lake Elmo Library work includes exterior sewer service pipe connected to building. Future interior plumbing modifications are still required before building sewer is operational.*

Staff also requests Council to provide direction on the Parks Building as it relates to connection of the building to the sanitary sewer system. The interior plumbing includes one bathroom along with area floor drains. The building is not currently occupied and is used primarily for storage.

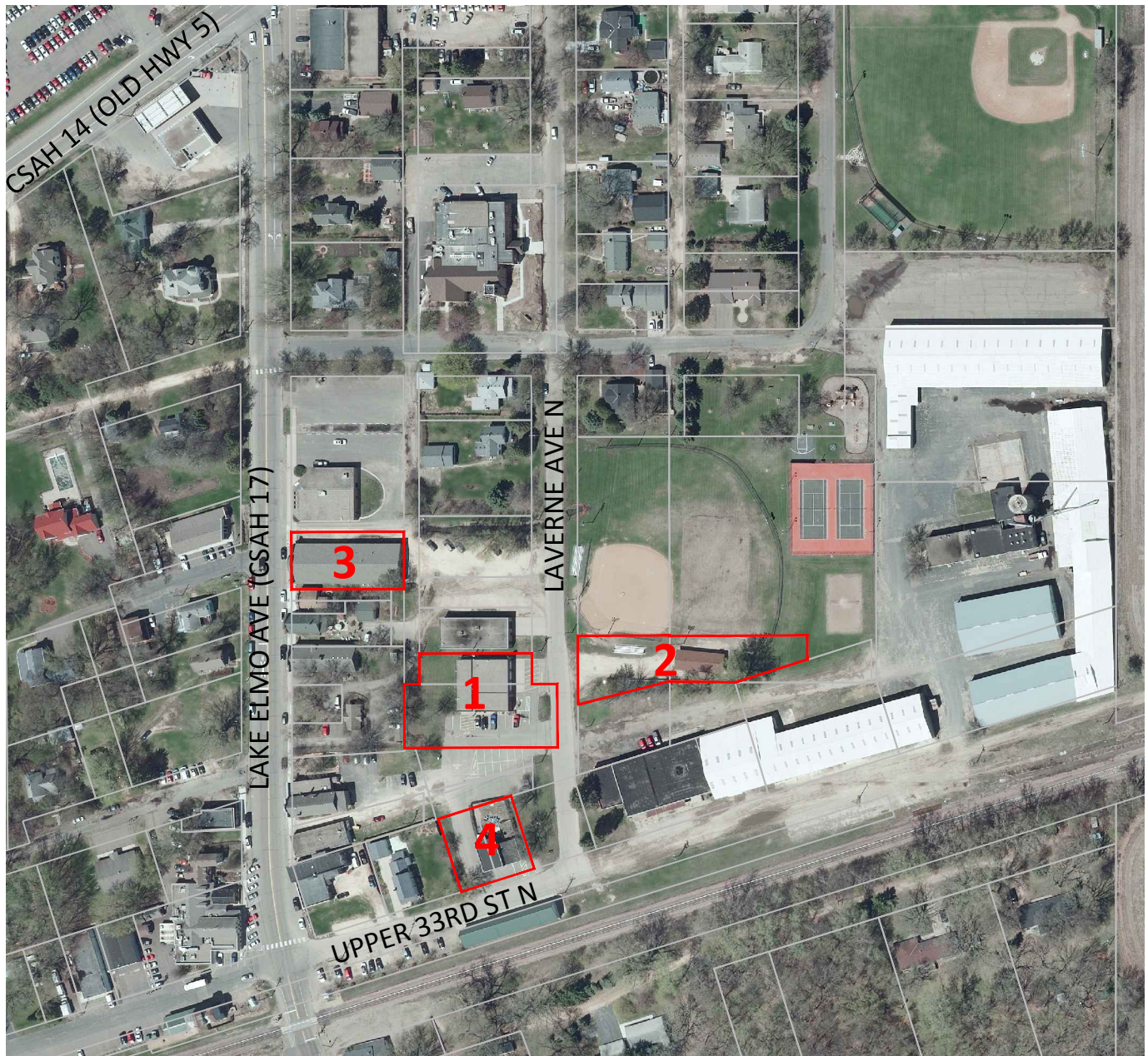
**RECOMMENDATION:**

Staff is recommending that the City Council approve a contract with Capra's Utilities, Inc. to connect three City owned Village properties to sanitary sewer. The recommended motion for the action is as follows:

***“Move to award a contract with Capra’s Utilities, Inc. to complete sanitary sewer service improvements for three City owned Village properties in the amount of \$15,525”.***

**ATTACHMENT(S):**

1. Property Location Map.
2. Capra Utilities Quote.



CITY OWNED PROPERTIES

1. FIRE STATION No. 1
2. LIONS PARK SHELTER
3. LAKE ELMO LIBRARY
4. PARKS BUILDING



**FOCUS**  
ENGINEERING

OLD VILLAGE  
PHASE 1 IMPROVEMENTS

CITY PROPERTIES AVAILABLE TO CONNECT  
TO MUNICIPAL SANITARY SEWER



Capra's Utilities Inc.  
2340 Leibel Street  
White Bear Lake, MN 55110  
(651)762-2500  
mike@capras.com  
www.capras.com



## PROPOSAL

### ADDRESS

Lake Elmo c/o Frank Borich  
3803 Laverne Ave  
Lake Elmo, MN 55042

PROPOSAL # 4328

DATE 03/14/2016

Fire Station

DESCRIPTION	AMOUNT
<b>Services</b> We will provide and install a new 4" schedule 40 PVC sanitary sewer line from the fire station to the property line stub.	1,750.00
<b>Services</b> We will pump out and remove the existing tank. We will back fill, compact and final grade the site upon completion.	1,200.00
<b>Services</b> Black dirt can be delivered and spread for an additional charge of \$350.00 per load. Seed and cover straw will be an additional charge of \$400.00 if requested.	
<b>Services</b> The Department of Labor and Industry will require us to submit a plumbing plan to them prior to installation. Creating the plans and plan review will be an additional \$300.00. If the City chooses to submit the plans there will be no charge. All City fees are to be paid at the owners expense.	300.00
1 1/2% per month charge on accounts over 30 days. All agreements contingent upon strike, accident or delays beyond our control. Any frost, ground water or rock excavation will be an extra charge. All private underground utilities are the responsibility of the Owner. Per Minnesota Statute 514.011: A lien will be filed if contract amount is not paid in full within 60 days of Invoice date.	
<b>TOTAL</b>	<b>\$3,250.00</b>

Accepted By

Accepted Date

Capra's Utilities Inc.  
2340 Leibel Street  
White Bear Lake, MN 55110  
(651)762-2500  
mike@capras.com  
www.capras.com



## PROPOSAL

### ADDRESS

Lake Elmo c/o Frank Borich  
3803 Laverne Ave  
Lake Elmo, MN 55042

PROPOSAL # 4330

DATE 03/14/2016

Parks building

DESCRIPTION	AMOUNT
<b>Services</b> We will provide and install a new 4" schedule 40 PVC sanitary sewer line from the parks building to the property line stub.	4,975.00
<b>Services</b> We will pump out and remove the existing tank.	1,200.00
<b>Services</b> We will need to insulate approximately 125' of the sanitary sewer pipe starting at the building and heading towards the sewer stub. We will insulate with 4" of Foamular 250 Rigid foam insulation and we will insulate 4' wide for the length of pipe as needed. The cost for the foam insulation is \$8.00 per lineal foot. We will back fill, compact and final grade the site upon completion. We will need to remove one concrete slab against the building to insulate and lower the sewer piping as needed.	1,000.00
<b>Services</b> We will replace the concrete slab that we are going to remove.	500.00
<b>Services</b> Two loads of crushed lime rock	800.00
<b>Services</b> One load of pulverized black dirt.	350.00
<b>Services</b> Seed and cover straw.	200.00
<b>Services</b> The Department of Labor and Industry will require us to submit a plumbing plan to them prior to installation. Creating the plans and plan review will be an additional \$300.00. If the City chooses to submit the plans there will be no charge. All City fees are to be paid at the owners expense.	300.00

1 1/2% per month charge on accounts over 30 days. All agreements contingent upon strike, accident or delays beyond our control. Any frost, ground water or rock excavation will be an extra charge. All private underground utilities are the

TOTAL

**\$9,325.00**

responsibility of the Owner.

Per Minnesota Statute 514.011: A lien will be filed if contract amount is not paid in full within 60 days of Invoice date.

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White Bear Lake, MN 55110  
(651)762-2500  
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## PROPOSAL

### ADDRESS

Lake Elmo c/o Frank Borich  
3803 Laverne Ave  
Lake Elmo, MN 55042

PROPOSAL # 4329

DATE 03/14/2016

Library

DESCRIPTION	AMOUNT
<b>Services</b> We will provide and install a new 4" schedule 40 PVC sanitary sewer line from the Library to the property line stub.	1,500.00
<b>Services</b> We will pump crush and fill the existing tanks as needed, Pumping crushing and filling of the tanks will be a separate mobilization. We will back fill, compact and final grade the site upon completion.	1,000.00
<b>Services</b> We may need 2-3 yards of clean sand fill to restore the road to its existing condition. We will attempt to salvage the material in place but will most likely need to bring some fill in.	75.00
<b>Services</b> We may need 2-3 yards of recycled base to restore the road to its existing condition. We will attempt to salvage the material in place but will most likely need to bring some fill in.	75.00
<b>Services</b> There will be no sod or black dirt restoration included. Black dirt can be delivered and spread for an additional charge of \$350.00 per load. Seed and cover straw will be an additional charge of \$200.00 if requested.	
<b>Services</b> The Department of Labor and Industry will require us to submit a plumbing plan to them prior to installation. Creating the plans and plan review will be an additional \$300.00. If the City chooses to submit the plans there will be no charge. All City fees are to be paid at the owners expense.	300.00
1 1/2% per month charge on accounts over 30 days. All agreements contingent upon strike, accident or delays beyond our control. Any frost, ground water or rock excavation will be an extra charge. All private underground utilities are the responsibility of the Owner. Per Minnesota Statute 514.011: A lien will be filed if contract amount is not paid in full within 60 days of Invoice date.	
<b>TOTAL</b>	<b>\$2,950.00</b>



Accepted By

Accepted Date