



STAFF REPORT

DATE: May 15, 2018

REGULAR

ITEM #: 17

AGENDA ITEM: Old Village Phase 4 Street, Drainage, and Utility Improvements – Accept Bids and Award Contract

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Kristina Handt, City Administrator
Rob Weldon, Public Works Director
Chad Isakson, Project Engineer

ISSUE BEFORE COUNCIL: Should the City Council accept bids and award a contract for the Old Village Phase 4 Street, Drainage and Utility Improvements?

BACKGROUND: On February 20, 2018 the City Council ordered the preparation of the plans and specifications for the Old Village Phase 4 Street, Drainage and Utility Improvements. The improvements include the extension of lateral sanitary sewer mains along 32nd Street North, east of Lake Elmo Avenue, and along 36th Street North/Layton Avenue North. The improvements include the reconstruction of the existing streets with concrete curb and gutter, the addition of storm sewer improvements to improve drainage to the extent possible within the project limits and right-of-way, the replacement of the aged watermain, and a sanitary sewer service stub extended to the property line for each benefitting property. The project also consists of the installation of a regional storm sewer outfall pipe as another extension of the City's regional downtown storm sewer system and considers the addition of a trail extension along 36th Street North to connect Lion's Park to the VFW Park.

The scope of improvements remains consistent with the preliminary plans that were presented to the City Council on February 20th, 2018. Park improvements were added to the scope of improvements based on staff direction and as part of the project restoration.

PROPOSAL DETAILS/ANALYSIS: Bids will be received, publicly opened, and read aloud on Thursday, May 10, 2018. The Tabulation of Bids and engineer's recommendation for the award of the contract will be presented to the City Council at the meeting.

As a part of this award Staff is requesting Council to provide the City Administrator authorization to purchase individual grinder stations from a supplier in the not-to-exceed amount of \$50,000 and enter into a material testing contract in the not-to-exceed amount of \$20,000. Additionally, staff is recommending that the City Council approve a supplemental task order with SEH to provide construction observation services in an amount not to exceed \$160,000. Each of these items are budgeted in the total cost figures presented below and are necessary to complete the project.

The City Council approved the Plans and Specifications for the Old Village Phase 4 Street, Drainage, and Utility Improvements on April 17, 2018 and authorized staff to advertise the Project for bids. The Project was advertised on QuestCDN.com and in the Oakdale-Lake Elmo Review in accordance with the Minnesota Competitive Bidding requirements.

FISCAL IMPACT: Approval of this resolution commits the council to enter into a construction contract for the project. The estimated total cost for the Old Village Phase 4 improvements is \$2,152,000 with the street and drainage improvements estimated at \$1,086,000; the sanitary sewer improvements estimated at \$460,000; the watermain improvements estimated at \$374,000; and the park and trail improvements at \$232,000. The street, drainage, and sanitary improvements are proposed to be assessed against the benefitting properties consistent with the City's Special Assessment Policy and the Old Village Sewer Assessment Policy.

RECOMMENDATION: Staff is recommending that the City Council approve a resolution accepting bids and awarding a contract per the engineer's recommendation as presented at the meeting, for the Old Village Phase 4 Street, Drainage and Utility Improvements. Staff is also recommending that the City Council authorize the City Administrator to purchase individual grinder stations from a supplier in the not-to-exceed amount of \$50,000, enter into a material testing contract in the not-to-exceed amount of \$20,000, and authorize a supplemental task order with SEH to provide construction observation services in an amount not to exceed \$160,000. The recommended motions for these actions are as follows:

“Move to approve Resolution No. 2018–058, accepting bids and awarding a contract per the engineer’s recommendation as presented at the meeting for the Old Village Phase 4 Street, Drainage, and Utility Improvements.”

and

“Move to authorize the City Administrator to purchase individual grinder stations from a supplier in the not-to-exceed amount of \$50,000; to enter into a material testing contract in the not-to-exceed amount of \$20,000; and to approve a supplemental task order with SEH to provide construction observation services in an amount not to exceed \$160,000.”

ATTACHMENTS:

1. Resolution Accepting Bids and Awarding a Contract for the Old Village Phase 4 Street, Drainage, and Utility Improvements.
2. Project Schedule.

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

RESOLUTION NO. 2018-058

**A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT
FOR THE OLD VILLAGE PHASE 4 STREET, DRAINAGE, AND UTILITY
IMPROVEMENTS**

WHEREAS, pursuant to an advertisement for bids for the Old Village Phase 4: Street, Drainage, and Utility 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, [REDACTED], for the amount of \$ [REDACTED].

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 FIFTEENTH DAY OF
MAY, 2018.**

CITY OF LAKE ELMO

(Seal)
ATTEST:

Julie Johnson
City Clerk

By: _____
Mike Pearson
Mayor

PROJECT SCHEDULE
CITY OF LAKE ELMO

FOCUS ENGINEERING, inc.

Cara Geheren, P.E. 651.300.4261
Jack Griffin, P.E. 651.300.4264
Ryan Stempski, P.E. 651.300.4267
Chad Isakson, P.E. 651.300.4283

OLD VILLAGE PHASE 4: STREET AND UTILITY IMPROVEMENTS
PROJECT NO. 2017.157

SEPTEMBER 5, 2017	Council authorizes preliminary design and preparation of the Feasibility Report.
FEBRUARY 20, 2018	Council orders the preparation of Plans and Specifications.
APRIL 17, 2018	Presentation of Feasibility Report. Council accepts Report and calls Improvement Hearing and Assessment Hearing. Approve Plans and Specifications and Order Advertisement for Bids.
MAY 10, 2018	Receive Contractor Bids.
MAY 15, 2018	Public Improvement Hearing and Final Assessment Hearing. Council <u>Orders the Improvement</u> (requires 4/5th vote); Adopts the Final Assessments. Council accepts Bids and awards Contract.
JUNE 5, 2018	Conduct Pre-Construction Meeting and issue Notice to Proceed. <ul style="list-style-type: none">•OCTOBER 27, 2018 Substantial Completion.•JUNE 21, 2019 Final Completion.

DECEMBER 2017