

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
April 18, 2022
at 5:00 PM

To watch this meeting live click or copy the link: <https://tinyurl.com/SPU-YouTube-Live>

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
 - 1a) Roll Call
2. **Communications**
3. **Consent Agenda**
 - C=> 3a) Approval March 29, 2022 Joint Meeting Minutes (GD)
 - C=> 3b) Approval of April 4, 2022 Minutes (GD)
 - C=> 3c) Approval of April 18, 2022 Agenda (KM)
 - C=> 3d) April 5, 2022 Warrant List
Account Credit Request/Deposit Refunds (KW)
 - C=> 3e) April 18, 2022 Warrant List (KW)
 - C=> 3f) Water Dashboard (LS)
 - C=> 3g) West Shakopee 115 kV Circuit Breaker (JA)
4. **Liaison Report** (JB)
5. **Public Comment Period.** The public comment period provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments should **not** exceed five minutes. The SPU President may adjust that time limit based upon the number of persons seeking to comment. This comment period may not be used to make personal attacks, to air personality grievances, or for political endorsements or campaigns. The public comments are intended for informational purposes only; Commissioners will not enter into a dialogue with commenters, and questions from Commissioners will be for clarification only.
6. **General Manager Report**
 - 6a) General Manager Report – Verbal (GD)
7. **Reports: Water Items**
 - 7a) Water System Operations Report – Verbal (LS)
 - 7b) West End Lower Bluff Utility Improvements Bid Award (JA)
8. **Reports: Electric Items**
 - 8a) Electric System Operations Report – Verbal (BC)
 - 8b) 2022 Reliability and Outage Report & Certificate (BC)

9. **Reports: Human Resources**
 - 9a) Drug and Alcohol testing for CDL Drivers (GD)

10. **Reports: General**
 - 10a) Marketing/Key Accounts Report – Verbal (SW)
 - 10b) First Quarter 2022 Financials (KW)

11. **Items for Future Agendas**

12. **Tentative Dates for Upcoming Meetings****
 - May 2, 2022
 - May 16, 2022
 - June 6, 2022
 - June 20, 2022

13. **Adjournment**

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
March 29, 2022
Joint Meeting with City Council

1. Call to Order. President Mocol called the March 29, 2022, Joint meeting of the Shakopee Public Utilities Commission to order at 6:00 PM at the Shakopee City Hall. President Mocol, Vice President Fox, Commissioner Brennan, Commissioner Krieg, and Commissioner Letourneau were present.
2. Communications. Vice President Fox noted that he was asked about electric vehicle rates.
3. Approval of Agenda. Vice President Fox moved approval of the Agenda; (3a) SPU Year in Review; (3b) SPU Service Territory, Water Tower and West Substation; (3c) EV Charging network update and future needs; (3d) West End and East End sewer lift station, force main and watermain extension; (3e) Canterbury Amphitheater public improvements; (3f) Downtown Streetlighting inventory and feasibility study. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

SPU Year In Review. Greg Drent, General Manager, shared and highlighted the past year project that SPU had completed. This list is quit lengthy and City Council wanted to "THANK" SPU for all the hard work getting so much completed.

Service Territory, Water Toer and West Substation. Mr. Drent, talked about the expansion of the service territory and agreement reach with MVEC. He also spoke about water tower #8 and the West Substation. Michael Kerski, Director of Planning & Development, spoke about the possible annexation expansion of the west end and how the preparation of the water tower and substation are helping with future development.

EV Charging Network update and future needs. Mr. Drent, share about the EV Charging stations and where they are going to be located in the city and the issues they have faced.

West end and East end sewer lift stations, force main and watermain extension. Steve Lillehaug, Public Works Director/City Engineer, shared information about the west and east end sewer lift station, force main project and watermain extension.

Canterbury Amphitheater public improvements. Mr. Kerski, shared information about the Canterbury Amphitheatre public improvements including the housing developments.

Downtown Streetlighting Inventory and Feasibility Study. Mr. Lillehaug spoke about the downtown streetlighting and that he is going to have a feasibility study done to see what we have

and how the city will proceed. The city will need SPU help and Mr. Lillehaug has been in contact with Brad Carlson, SPU's Electric Superintendent.

4. Future Agenda Items. President Mocol and Mayors Mars both commented on wanting to continue the conversation on the EV Chargers and look at the date once its SPU can starting collecting data. Vice President Fox suggested a Solar Panel feasibility study for SPU or City Buildings.

5. Dates for Upcoming Join Meetings. Future meeting will be scheduled as needed.

6. Adjourn. Motion by Vice President Fox, seconded by Commissioner Letourneau, to adjourn to the Monday, April 4, 2022 meeting, Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

Greg Drent, Commission Secretary

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
April 4, 2022
Regular Meeting

1. Call to Order. President Mocol called the April 4, 2022 meeting of the Shakopee Public Utilities Commission to order at 5:00 PM. President Mocol, Vice President Fox, Commissioner Brennan, and Commissioner Krieg were present.
2. Elections of Officers. Greg Drent, General Manager, opened the nominations for the office of President, Vice President, and Secretary, each for a one-year term. Commissioner Krieg nominated Kathi Mocol as President. There were no other nominations. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried. For the office of Vice President, President Mocol nominated Justin Krieg. There were no other nominations. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. For the office of Secretary, Commissioner Brennan nominated Greg Drent. There were no other nominations. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Commissioner Krieg moved to appoint Kayden Fox as the Alternate Representative to MMPA. Commissioner Brennan seconded the motion. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.
3. Approval of Consent Agenda. Vice President Fox moved approval of the Consent Agenda: (3a) March 21, 2022 Minutes; (3b) April 4, 2022 Agenda; (3c) April 4, 2022 Warrant List; (3d) Nitrate Results; (3e) MMPA March Meeting Update. Commissioner Krieg seconded the motion. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.
4. Liaison Report. Commissioner Brennan had nothing to share at this time.
5. Public Comment Period. No public comments were offered.
6. General Manager Report. Mr. Drent noted that SPU has a new MMUA Safety Representative, who is working to update employee training. Mr. Drent also highlighted pending projects, including design work for the Dean Lake Boulevard Development, clarifying fiber optic and intranet communications, the County Road 83 Project, data pulls for the Daffron transition to NISC, and the SPU audit.
7. Water Report. Lon Schemel, Water Superintendent, noted that Tank #8 has been filling every 5-6 days and currently provides approximately 250,000 gallons/week.
8. Electric Report. Brad Carlson, Electrical Superintendent, reported that no outages occurred since the last Commission meeting. He also noted pending electric projects, including tree trimming, boring for 3-phase at Whispering Waters, and demo of overhead power lines at Bowling Spring for new construction. Mr. Carlson then shared some photos from the APPA Line

Workers Rodeo in Austin, Texas. He commended Jack Schintz, who earned second place on the Apprentice written test.

9. Human Resources. Mr. Drent introduced Cindy Menke, SPU Accounting Tech/HR Specialist, who presented the proposed revised Personnel Policies, which were last updated in 2012. Ms. Menke explained the process of drafting the policies, including consultation with the City of Shakopee, information from the League of Minnesota Cities, and legal review by Flaherty and Hood. Commissioner Krieg moved to approve Res#2022-10 – Resolution to Adopt New Personnel Policies for Employees of the Shakopee Public Utilities Commission; Commissioner Brennan seconded the motion. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.

10. Marketing/Customer Service Report. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, noted that she and Mr. Drent met with Imagine Prints Solutions to discuss rebate and other service options. Ms. Walsh noted that the ribbon cutting for the SPU drive-through window will be Tuesday, April 12th at 8:00 a.m. She reported that the SPU website has been updated with a News & Education tab, which should make it easier for customers to find articles of interest.

11. Adjourn. Motion by Commissioner Brennan, seconded by Vice President Fox, to adjourn to the April 18, 2022 Meeting. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.

Greg Drent, Commission Secretary

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
April 18, 2022
at 5:00 PM

To watch this meeting live click or copy the link: <https://tinyurl.com/SPU-YouTube-Live>

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
1a) Roll Call
2. **Communications**
3. **Consent Agenda**
 - C=> 3a) Approval March 29, 2022 Joint Meeting Minutes (GD)
 - C=> 3b) Approval of April 4, 2022 Minutes (GD)
 - C=> 3c) Approval of April 18, 2022 Agenda (KM)
 - C=> 3d) April 5, 2022 Warrant List
Account Credit Request/Deposit Refunds (KW)
 - C=> 3e) April 18, 2022 Warrant List (KW)
 - C=> 3f) Water Dashboard (LS)
 - C=> 3g) West Shakopee 115 kV Circuit Breaker (JA)
4. **Liaison Report** (JB)
5. **Public Comment Period.** The public comment period provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments should **not** exceed five minutes. The SPU President may adjust that time limit based upon the number of persons seeking to comment. This comment period may not be used to make personal attacks, to air personality grievances, or for political endorsements or campaigns. The public comments are intended for informational purposes only; Commissioners will not enter into a dialogue with commenters, and questions from Commissioners will be for clarification only.
6. **General Manager Report**
 - 6a) General Manager Report – Verbal (GD)
7. **Reports: Water Items**
 - 7a) Water System Operations Report – Verbal (LS)
 - 7b) West End Lower Bluff Utility Improvements Bid Award (JA)
8. **Reports: Electric Items**
 - 8a) Electric System Operations Report – Verbal (BC)
 - 8b) 2022 Reliability and Outage Report & Certificate (BC)

9. **Reports: Human Resources**
9a) Drug and Alcohol testing for CDL Drivers (GD)

10. **Reports: General**
10a) Marketing/Key Accounts Report – Verbal (SW)
10b) First Quarter 2022 Financials (KW)

11. **Items for Future Agendas**

12. **Tentative Dates for Upcoming Meetings****
- May 2, 2022
- May 16, 2022
- June 6, 2022
- June 20, 2022

13. **Adjournment**

Proposed As Consent Item

3d

SHAKOPEE PUBLIC UTILITIES COMMISSION

Warrant List
Account Credit Request/Deposit Refunds
April 5, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

ADAMS, HOLLY	\$54.25
ADU, PATRICK G	\$54.70
ALI, SHUKRI	\$3.18
ALVAREZ, HUGO	\$89.67
ANDERSON, KATHY J	\$54.10
ANTHONY, AARON M	\$82.53
ARLINGTON RIDGE APTS	\$24.87
AVANA ADDISON	\$3.20
BACON, NATHAN	\$68.08
BROOKS, AUSTIN	\$29.04
BURNS, CHAD	\$76.00
BUTLER, BECKY	\$59.60
DALLMAN, KAREN	\$190.87
DAUGHERTY, BRETT S	\$57.45
DENK, MACKENZIE	\$66.34
DRESHER, NICHOLAS	\$36.86
DUALLE, KALTUN ABDI	\$29.93
DUELLO, DENIS	\$56.77
GANZ, TRAVIS	\$81.39
GRIFFIN, JACOB	\$84.74
HAGEN, TAYLOR	\$45.13
HANSEN, MORGAN	\$12.79
HANSON, VICTOR	\$58.30
HAUG, JANINE A	\$51.35
HENDRICKSON, NICHOLAS W	\$30.82
HENNEN, AMANDA	\$73.75
ISAKSON, AARON	\$37.58
JINADU, OLUKAYODE	\$53.55
JOHNSON, KATHRYN & BRIAN	\$159.68
JOHNSTON, GERALD	\$52.66
KALMYKOV, VITALIY	\$237.07
KAUP, KELLI	\$4.74
KEOLA, MANIRATH D	\$100.59
KISNER, ZACHARY	\$119.90
KOCINA, BRIAN	\$64.35
LEITH, CAROLINE & MATTHEW	\$39.92
LENNAR	\$153.02
LUNDERVILLE, BROCK & KARLA	\$48.66
LYON CONTRACTING INC	\$391.37
M.A. PETERSON DESIGNBUILD INC	\$406.75
MACKENTHUN, JENNIFER J	\$83.86
MADIGAN, GAYL	\$71.89
MARTINI, MAXWELL	\$68.80
MCFARLANE, PATRICK & MARCY	\$5.50
MCFAUL, KATHARINE	\$14.02
MCKENZIE, MARY JO	\$29.47
MEGER, RYAN P & EMILY	\$21.55
MINH, DAN	\$16.03
MOHYLA, VOLODYMYR	\$58.01
MONTOYA, JOSE	\$571.22
MORRISON, CARTER JOSEPH	\$63.59
MURPHY, EMILEE	\$15.58
NEOU, NEYTA	\$14.39
NGUYEN, RANDY	\$54.89
OLSON, TYANA	\$44.82
OMERTA INVESTMENTS LLC	\$440.93
OPENDOOR LABS INC	\$8.04
OWENS, PATRICIA	\$32.52
PAMBOU, JEAN	\$77.82
Q CARRIERS INC	\$460.02
R W O'BRIEN CONTRACTING LLC	\$176.25
REYES, ESMERALDA	\$40.00
ROCHE, KELLIE	\$63.80
ROMANO, SHAE	\$70.91
ROUGH RIDER CONTRACTING INC	\$42.84
SCHAMS, DAVE	\$65.05
SCHMITZ, ANDREW & KATE	\$25.77
SCOTT COUNTY CDA	\$8.93
SEMINARI, CHRISTINE	\$40.76
SENGER, JOSEPH	\$22.16

SHAKOPEE PUBLIC UTILITIES COMMISSION

Warrant List
Account Credit Request/Deposit Refunds
April 5, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

SHABOLDINA, LYUDMILA	\$51.71
SHAKOPEE AVENUE VENTURES	\$10.35
SIEBENALER, CHARLES A	\$102.68
SIGNPOST HOMES INC	\$6.24
SITU, WEI YI	\$27.86
SMASHBURGER SERVICING LLC	\$1,209.09
SOKOLOV, BONNIE	\$12.71
STAMP, BARBARA	\$49.20
STEINKOPF, LAURA	\$5.36
STROM, JASON & LARA	\$8.77
SURAJU, KARIMU	\$46.58
SWING, MICHAEL	\$18.82
ULMEN, MATTHEW PAUL	\$76.18
WHEELER, MONICA & JOHN	\$26.55
ZILLOW HOMES INC	\$53.89
ZILLOW INC	\$53.88
ZUBKEVYCH, ANTONINA	\$59.83

\$7,874.67


Presented for approval by: Director of Finance & Administration

Approved by General Manager

Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

American Messaging Services, LLC	\$1,561.25
ABDO LLP	\$18,097.75
ADAMS, KATIE J	\$106.70
ADLIN, ANNIE	\$500.00
ALTEC INDUSTRIES, INC	\$2,223.69
AMARIL UNIFORM CO.	\$1,408.94
AMAZON.COM.NVDC.INC	\$24,894.00
AMERICAN ENGINEERING TESTING INC	\$13,355.00
AMERICAN NATL BANK_ACH MASTERCARD	\$7,096.64
ANDREA AMANDA RAMNAUTH	\$4,051.43
APPLE FORD OF SHAKOPEE	\$993.68
APPLIANCE SERVICE & SALES CTR. INC.	\$944.84
ARAMARK REFRESHMENT SERVICES INC	\$139.08
ARROW ACE HARDWARE	\$3.65
BARTUSEK, RON	\$40.75
BERNDTSON, ROBERT	\$82.49
BLUUM OF MINNESOTA, LLC	\$1,850.00
BOLTON & MENK, INC	\$5,152.50
BORDER STATES ELECTRIC SUPPLY INC	\$13,914.12
CARLSON, BRADLEY	\$1,041.33
CARLSON, DAVID & KELLY	\$175.00
CDW LLC	\$20,731.29
CENTURY PROMOTIONAL ADVERTISING LLC	\$787.54
CHOICE ELECTRIC INC	\$16,274.91
CITY OF SHAKOPEE	\$7,271.71
CITY OF SHAKOPEE	\$484,268.84
CM CONSTRUCTION COMPANY	\$67,571.10
CORE & MAIN LP	\$11,144.56
CUSTOMER CONTACT SERVICES	\$358.69
DAILY PRINTING, INC.	\$2,314.55
DEL'S CONSTRUCTION COMPANY INC.	\$8,144.75
DEPUTY REGISTRAR # 135	\$1,363.25
DEWAELE, JEFFREY & KIRSTEN	\$175.00
DICK'S/LAKEVILLE SANITATION INC	\$336.25
DIVERSIFIED INSPECTIONS/INDEPENDENT	\$3,306.30
DRENT, GREG	\$58.75
ENRIGHT, MIKE	\$612.25
EXQUIVEL ARIAS	\$750.00
FERGUSON US HOLDINGS, INC.	\$2,681.79
FERRELLGAS	\$51.54
FIEBELKORN, KYLE	\$50.00
FLAHERTY & HOOD, PA	\$723.75
FLYTE HCM LLC	\$51.00
FRONTIER ENERGY, INC.	\$5,896.42
FURTHER	\$651.88
GENERAL ELECTRIC COMPANY	\$2,832.32
GEYEN, ROBERT	\$75.00
GLYNN, MARTIN	\$73.43
GOPHER STATE ONE-CALL	\$417.15
GRAYBAR ELECTRIC COMPANY INC	\$31,741.83
HACH COMPANY	\$1,151.31

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

HANSON, TYLER	\$293.21
HARRIS MECHANICAL SERVICES LLC	\$147,909.00
HAWKINS INC	\$9,042.75
HD SUPPLY FACILITIES MAINTENANCE LTD	\$1,336.26
HENNEN'S AUTO SERVICE, INC.	\$93.20
HENRICKSEN PSG	\$41,022.91
HIGH FIVE ERECTORS II, INC.	\$1,338.25
HIGH POINT NETWORKS, LLC	\$34,764.00
HRExpertiseBP LLC	\$1,650.00
HURT, PAUL	\$500.00
IDEAL SERVICE CO, INC.	\$750.00
IMPACT MAILING OF MINNESOTA, INC.	\$15,750.47
INDELCO PLASTICS CORP	\$354.19
INNOVATIVE OFFICE SOLUTIONS LLC	\$17,392.52
INTERSTATE ALL BATTERY CTR	\$71.51
INTERSTATE POWER SYSTEMS INC	\$1,642.18
IVANCA DROUILLARD, MARTIN	\$418.52
John Henry Foster Minnesota Inc.	\$1,669.36
JANUSCH, JON	\$175.00
JOHN GREGORY JOHNSON	\$6,737.50
JT SERVICES	\$6,133.26
KAHLE, MATTHEW	\$356.95
KENDELL DOORS & HARDWARE, INC.	\$2,970.00
KLM ENGINEERING INC	\$2,600.00
KRUEGER EXCAVATING INC.	\$1,264.00
LEAGUE OF MINNESOTA CITIES	\$206.49
LOCATORS & SUPPLIES INC	\$1,414.72
LOCKE, PHETSOMPHONE	\$350.00
LOFFLER COMPANIES INC.	\$993.71
LOGISTICS INTERNATIONAL, LLC	\$13,091.00
MADREN, HANNA	\$325.00
MARCSTONE, LLC	\$2,135.36
MATHESON TRI-GAS INC	\$329.72
MCPHERSON, SUSAN	\$50.00
MINN DEPT OF HEALTH	\$28,804.41
MINN VALLEY TESTING LABS INC	\$840.40
MMPA c/o Avant Energy	\$2,967,823.71
MMUA	\$9,752.50
MN DEPT OF REVENUE ACH PAYMENTS	\$240,464.00
MRA-THE MANAGEMENT ASSOCIATION	\$36.00
NAGULSAMY, ANANDKUMAR	\$15.00
NAPA AUTO PARTS	\$603.43
NEMETH, MARK	\$500.00
NERI, SHAWN 377 HICKORY	\$500.00
NEVILLE, GERRY	\$176.68
NORTHERN STATES POWER CO.	\$4,024.08
NOVA FIRE PROTECTION, INC.	\$1,075.35
O'BRIEN, TYLER	\$78.21
OLSEN CHAIN & CABLE, INC.	\$213.42
PIONEER IND. INTERNATIONAL, INC.	\$2,432.00
POMP'S TIRE SERVICE INC	\$832.15
PROBEWELL LAB INC	\$13,635.00

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

ROTERT, JUSTIN	\$108.52
RW Beck Group, Inc, Leidos Eng. LLC	\$34,492.75
SCHINTZ, JACK	\$389.75
SCHUETT, CODY	\$137.34
SCOTT COUNTY - GOV CTR WEST	\$21,145.00
SHORT ELLIOTT HENDRICKSON INC	\$17,415.00
SMITH, JOSH	\$75.00
SOUTHWEST NEWS MEDIA DBA DIV. OF RED	\$655.77
STOCKER, JORDAN	\$70.09
TRIPLETT, GREG	\$186.62
TWIN CITY GARAGE DOOR CO.	\$855.00
TYCO FIRE & SECURITY (US) MGMT INC.	\$1,174.39
UPS STORE # 4009	\$41.08
VANKAYALA, SATHISH	\$10.00
VERIZON CONNECT FLEET USA LLC	\$523.95
VERIZON WIRELESS	\$326.89
VON BANK, JAMIE	\$642.11
VOURLOS, MICHAEL	\$20.01
WALSH, SHARON	\$1,010.67
WATER CONSERVATION SERVICE INC	\$486.91
WESCO DISTRIBUTION INC	\$337.53
WIER, SARA	\$50.00
WSB & ASSOCIATES, INC.	\$8,308.50
WYSAN PRECAST SERVICES, LLC	\$3,116.70
ZIEGLER INC	\$602.46

\$4,448,619.42


Presented for approval by: Director of Finance & Administration

Approved by General Manager

Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

American Messaging Services, LLC	\$1,561.25 Phone service 4/1-4/30/22
ABDO LLP	\$18,097.75 Accounting Services thru 3/31/22
ADAMS, KATIE J	\$106.70 Mileage reimb. from Jan - March
ADLIN, ANNIE	\$500.00 2022 Res. Cooling & Heating
ALTEC INDUSTRIES, INC	\$2,223.69 Winch line, Chainsaw scabbard
AMARIL UNIFORM CO.	\$1,408.94 FR Clothing for Electric dept and clothing for water dept. employees
AMAZON.COM.NVDC.INC	\$24,894.00 2022 HVAC Improvements
AMERICAN ENGINEERING TESTING INC	\$13,355.00 WO#2483 - Geotechnical Investigation and Report
AMERICAN NATL BANK_ACH MASTERCARD	\$7,096.64 March credit card charges Various WO#s
ANDREA AMANDA RAMNAUTH	\$4,051.43 April building service
APPLE FORD OF SHAKOPEE	\$993.68 Water dept. trk.635 oil change, instrum,
APPLIANCE SERVICE & SALES CTR. INC.	\$944.84 Dishwasher for small breakroom
ARAMARK REFRESHMENT SERVICES INC	\$139.08 Coffee for lunchrooms
ARROW ACE HARDWARE	\$3.65 Bolts & Builders
BARTUSEK, RON	\$40.75 Commercial Class A D.L.
BERNDTSON, ROBERT	\$82.49 141 Miles reimb.
BLUUM OF MINNESOTA, LLC	\$1,850.00 Service contract covers commission room
BOLTON & MENK, INC	\$5,152.50 WO#2568 - West End Lower Bluff Trunk Watermain
BORDER STATES ELECTRIC SUPPLY INC	\$13,914.12 3 lamp dimming ballast & WO#2464 \$13335.98 Meters for Electric Dept.
CARLSON, BRADLEY	\$1,041.33 WO#2583 - APPA Rodeo & T&O Conf. reimb.
CARLSON, DAVID & KELLY	\$175.00 2022 Star Clothes Washer rebate
CDW LLC	\$20,731.29 WO#2575 - \$16253.40 Microsoft Office Plan, \$3594.17-Display monitor for Water dept., \$820.81 - Docking stations, \$62.91 Wireless keyboard & Mouse
CENTURY PROMOTIONAL ADVERTISING LLC	\$787.54 Water dept. clothing
CHOICE ELECTRIC INC	\$16,274.91 WO#2588 \$651.46 Pumpphse #12, demo pumps, ballast, fittings, misc., WO#2470 - \$156233.45 SPU bldg
CITY OF SHAKOPEE	\$7,271.71 March Fuel usage
CITY OF SHAKOPEE	\$484,268.84 March SW \$366,650.39 & SD \$117,618.45
CM CONSTRUCTION COMPANY	\$67,571.10 WO#2470 - SPU bldg Construction
CORE & MAIN LP	\$11,144.56 \$1600.00 WO#2451 Iperl Meters, Inventory meters
CUSTOMER CONTACT SERVICES	\$358.69 Answering service 4/5-5/2/22
DAILY PRINTING, INC.	\$2,314.55 Shak. Pub Utilities Insert
DEL'S CONSTRUCTION COMPANY INC.	\$8,144.75 WO#2470 - Labor and materials for Feb. SPU General
DEPUTY REGISTRAR # 135	\$1,363.25 WO#2478 - Tabs and plates for new Truck-tractor
DEWAELE, JEFFREY & KIRSTEN	\$175.00 2022 Star Clothes Washer rebate
DICK'S/LAKEVILLE SANITATION INC	\$336.25 April garbage service
DIVERSIFIED INSPECTIONS/INDEPENDENT	\$3,306.30 Safety Inspections Units 643, &644
DRENT, GREG	\$58.75 Reimb. for iPad cases
ENRIGHT, MIKE	\$612.25 WO# 2583 - 2022 APPA Rodeo reimb.
EXQUIVEL ARIAS	\$750.00 2022 Res. Solar Rebate
FERGUSON US HOLDINGS, INC.	\$2,681.79 Cored plug, wog thrd, bush, pipe thread, VersaProbe repair, WO#2360 - \$1701.05 - Sleeve Dom for Water dept.
FERRELLGAS	\$51.54 Gallon dispenser rental 3/1/22-2/28/23
FIEBELKORN, KYLE	\$50.00 2022 Res. Energy Star Appliance Rebate
FLAHERTY & HOOD, PA	\$723.75 Total fees for prof. service on Handbook
FLYTE HCM LLC	\$51.00 March COBRA
FRONTIER ENERGY, INC.	\$5,896.42 March service Program Mgmt
FURTHER	\$651.88 Flex dental claim reimb.
GENERAL ELECTRIC COMPANY	\$2,832.32 Water dept. server & drivers
GEYEN, ROBERT	\$75.00 2022 Res. Energy Star Appliance Rebate
GLYNN, MARTIN	\$73.43 Reimb. for Headlight for W626

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

GOPHER STATE ONE-CALL	\$417.15 March locates
GRAYBAR ELECTRIC COMPANY INC	\$31,741.83 Various pipes & couplings
HACH COMPANY	\$1,151.31 Spadns, fluoride rgt for water dept.
HANSON, TYLER	\$293.21 WO#2583-2022 APPA Rodeo reimb.
HARRIS MECHANICAL SERVICES LLC	\$147,909.00 WO#2470 - SPU service center
HAWKINS INC	\$9,042.75 Cylinders of chlorine, ejector rebuild kits
HD SUPPLY FACILITIES MAINTENANCE LTD	\$1,336.26 Hach Fluoride Reagent & Insulated probe
HENNEN'S AUTO SERVICE, INC.	\$93.20 Elec. Dept. oil change
HENRICKSEN PSG	\$41,022.91 WO#2470 - New cubicles
HIGH FIVE ERECTORS II, INC.	\$1,338.25 WO#2470 - Final Retainage
HIGH POINT NETWORKS, LLC	\$34,764.00 WO#2504 - Off site cloud storage
HRExpertiseBP LLC	\$1,650.00 HR Services thru Feb. & March
HURT, PAUL	\$500.00 2022 Res. Cooling & Heating
IDEAL SERVICE CO, INC.	\$750.00 WO#2582 - Well 7 VFD Replacement
IMPACT MAILING OF MINNESOTA, INC.	\$15,750.47 March Statements & Collection letters
INDELCO PLASTICS CORP	\$354.19 Water dept. bulkhead fitting, coupling, pvc pipe, bushing
INNOVATIVE OFFICE SOLUTIONS LLC	\$17,392.52 WO#2470 - \$9947.00 - 11 sit stand work areas, 2 fire proof file cabinets, office supplies
INTERSTATE ALL BATTERY CTR	\$71.51 12 pack 9V Batteries
INTERSTATE POWER SYSTEMS INC	\$1,642.18 Labor on standby generator
IVANCA DROUILLARD, MARTIN	\$418.52 WO#2583 - APPA Lineworker rodeo E & O Conf.
John Henry Foster Minnesota Inc.	\$1,669.36 Maintenance contract for air compressors - Water dept.
JANUSCH, JON	\$175.00 2022 Star Clothes Washer rebate
JOHN GREGORY JOHNSON	\$6,737.50 WO#2472 - Phase 2 AMI project
JT SERVICES	\$6,133.26 Breakaway bolts
KAHLE, MATTHEW	\$356.95 WO#2583 - 2022 APPA Rodeo reimb.
KENDELL DOORS & HARDWARE, INC.	\$2,970.00 WO#2470 - SPU bldg Construction
KLM ENGINEERING INC	\$2,600.00 Pedestal Tank #1,#2, #3, #4,
KRUEGER EXCAVATING INC.	\$1,264.00 WO#2470 - Application #2
LEAGUE OF MINNESOTA CITIES	\$206.49 W.C.Claim for J.S. - Elec
LOCATORS & SUPPLIES INC	\$1,414.72 Deerskin Mechanics Glove.
LOCKE, PHETSOMPHONE	\$350.00 2022 Res. Cooling & Heating
LOFFLER COMPANIES INC.	\$993.71 Copier machine contract 4/1-6/3/22
LOGISTICS INTERNATIONAL, LLC	\$13,091.00 2022 LED Lighting & Controls in Warehse
MADREN, HANNA	\$325.00 2022 Res. Energy Star Appliance Rebate
MARCSTONE, LLC	\$2,135.36 WO#2470 - Cast stone for front office
MATHESON TRI-GAS INC	\$329.72 Nitrogen
MCPHERSON, SUSAN	\$50.00 2022 Res. Energy Star Appliance Rebate
MINN DEPT OF HEALTH	\$28,804.41 1st Qtr. Service Connections
MINN VALLEY TESTING LABS INC	\$840.40 Nitrate & Nitrite
MMPA c/o Avant Energy	\$2,967,823.71 March power bill
MMUA	\$9,752.50 2nd Qtr. Safety Management Program
MN DEPT OF REVENUE ACH PAYMENTS	\$240,464.00 March Sales & Use Tax
MRA-THE MANAGEMENT ASSOCIATION	\$36.00 Background check for E.S.
NAGULSAMY, ANANDKUMAR	\$15.00 2022 Res. Energy Star Lighting
NAPA AUTO PARTS	\$603.43 Windshield wash
NEMETH, MARK	\$500.00 2022 Res. Cooling & Heating
NERI, SHAWN 377 HICKORY	\$500.00 2022 Res. Cooling & Heating
NEVILLE, GERRY	\$176.68 161 Mile reimb.
NORTHERN STATES POWER CO.	\$4,024.08 March Power bill
NOVA FIRE PROTECTION, INC.	\$1,075.35 WO#2470 - Retainage Request
O'BRIEN, TYLER	\$78.21 WO#2583 - 2022 APPA Rodeo reimb.
OLSEN CHAIN & CABLE, INC.	\$213.42 Masterlinks
PIONEER IND. INTERNATIONAL, INC.	\$2,432.00 Shred documents thru 3/31/22
POMP'S TIRE SERVICE INC	\$832.15 Firestone AT2 tires for water dept.
PROBEWELL LAB INC	\$13,635.00 WO#2592 - Transformer site tester with wireless technology
ROTERT, JUSTIN	\$108.52 WO#2583 - 2022 APPA Rodeo reimb.
RW Beck Group,Inc, Leidos Eng. LLC	\$34,492.75 WO#2483 - March Inv. - West Sub. design

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 18, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

SCHINTZ, JACK	\$389.75	WO#2583 - 2022 APPA Rodeo reimb.
SCHUETT, CODY	\$137.34	WO#2583 - 2022 APPA Rodeo reimb.
SCOTT COUNTY - GOV CTR WEST	\$21,145.00	2022 HVAC & Drives
SHORT ELLIOTT HENDRICKSON INC	\$17,415.00	2021 Water Main. Const. thru 3/31/22
SMITH, JOSH	\$75.00	2022 Res. Energy Star Appliance Rebate
SOUTHWEST NEWS MEDIA DBA DIV. OF RED	\$655.77	March Legals
STOCKER, JORDAN	\$70.09	Substation school reimb.
TRIPLETT, GREG	\$186.62	180 Miles reimb.
TWIN CITY GARAGE DOOR CO.	\$855.00	WO#2470 - Payment #3 - Retainage
TYCO FIRE & SECURITY (US) MGMT INC.	\$1,174.39	Alarm & Detection monitor 5/1/22-4/30/23
UPS STORE # 4009	\$41.08	Elec. Dept. shipment
VANKAYALA, SATHISH	\$10.00	2022 Res. Energy Star Lighting
VERIZON CONNECT FLEET USA LLC	\$523.95	March vehicle service for all dept.
VERIZON WIRELESS	\$326.89	Cell phone/tablets 2/24-3/23
VON BANK, JAMIE	\$642.11	WO#2583 - Meal reimb. E&O Conf.
VOURLOS, MICHAEL	\$20.01	1st Qtr. Mileage reimb.
WALSH, SHARON	\$1,010.67	Promo Products - Lineworkers sticker sheet, Egg Hunt/Grab bag reimb. Grand Opening Food/Supplies reimb.
WATER CONSERVATION SERVICE INC	\$486.91	Leak locate 2063 Halli Road
WESCO DISTRIBUTION INC	\$337.53	Termination 15kv, bushings, fuse cup
WIER, SARA	\$50.00	2022 Res. Energy Star Appliance Rebate
WSB & ASSOCIATES, INC.	\$8,308.50	WO#2581 - Service for Feb. Pumpse #23
WYSAN PRECAST SERVICES, LLC	\$3,116.70	WO#2470 - SPU bldg Construction
ZIEGLER INC	\$602.46	8' Cutting Edge Kit, blade marker guild, weldment, wear shoe /spacers

\$4,448,619.42

Presented for approval by: Director of Finance & Administration

Approved by General Manager

Approved by Commission President

Monthly Water Dashboard

As of: March 2022

Shakopee Public Utilities Commission

ALL VALUES IN MILLIONS OF GALLONS

Element/Measure

Water Pumped/Metered

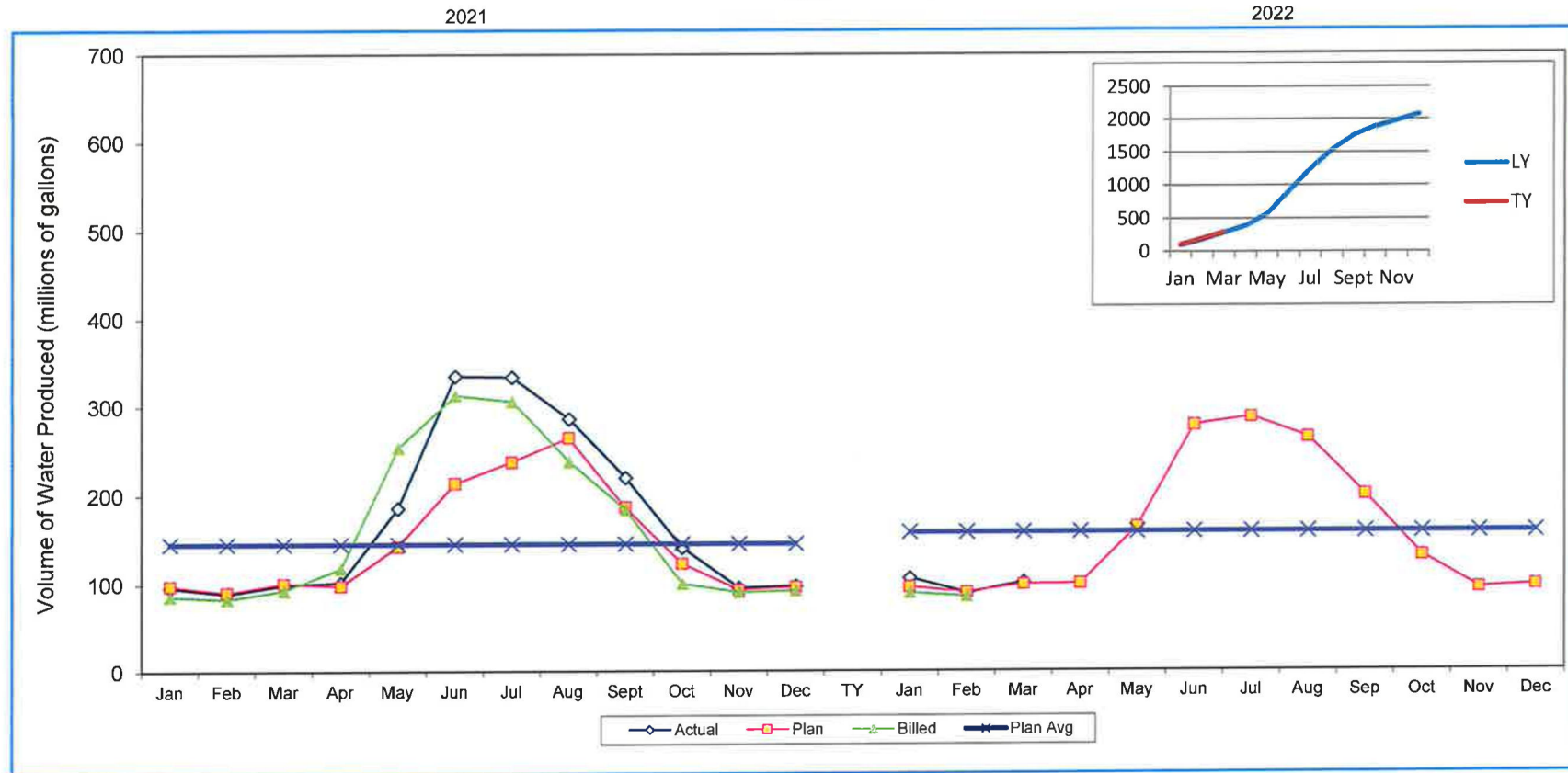
Monthly Avg

2019 139

2020 150

2021 173

Last 6 months actuals 141 95 97 106 89 101



LY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Actual	96	89	99	102	186	335	334	286	220	141	95	97		106	89	101									
Plan	98	91	101	98	143	214	238	265	187	123	93	96		96	90	99	100	164	278	287	264	200	131	94	97
YTD % *														110%	105%	104%									
Billed	86	83	93	118	254	313	306	238	184	100	90	92		89	85										

* Actual gallons pumped vs. Plan



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager *GD*
FROM: Joseph D. Adams, Planning & Engineering Director *Joseph D. Adams*
SUBJECT: West Shakopee Substation 115 kV Circuit Breaker
DATE: April 13, 2022

ISSUE

A 115 kV circuit breaker is required as a part of the protective equipment to be installed in the West Shakopee Substation.

BACKGROUND

The project engineer's cost estimate for the circuit breaker was \$100,000. Bid proposals were opened on April 11, 2022. One bid was received and evaluated by Kevin Favero of Leidos, see the attached letter report.

DISCUSSION

The one responsive bid was submitted by General Electric in the amount of \$93,500 for the circuit breaker and \$2,725 for optional engineer recommended spare parts.

RECOMMENDATION

Staff concurs with the project engineer's recommendation to award the contract to supply a 115 kV circuit breaker and optional engineer recommended spare parts for the West Shakopee Substation to General Electric for an amount not to exceed \$96,225.

REQUESTED ACTION

Staff requests the Commission award the contract to supply a 115 kV circuit breaker and recommended spare parts for the Shakopee Substation to General Electric for an amount not to exceed \$96,225.

April 13, 2022



Mr. Joe Adams
Shakopee Public Utilities
255 Sarazin Street
Shakopee, MN 55379

Subject: West Shakopee Substation 115 kV Breaker - Bid Evaluation

Dear Mr. Adams:

Per your request, we have reviewed and evaluated the bids received for supplying the West Shakopee Substation 115 kV¹ breaker. The West Shakopee Substation 115 kV breaker will protect the proposed West Shakopee power transformer for electrical faults on the load side of the breaker. The power transformer will convert 115 kV power to 12.47 kV power to supply circuits which will serve the western portion of Shakopee.

Bids were received by the published bid due time from one supplier:

- GE Grid Solutions, LLC ("GE")

The representatives for Hitachi Energy and Siemens had previously indicated they would submit a bid but no bids from those two suppliers were received.

Economic Evaluation

The bid was evaluated based on the purchase price. The GE bid is \$93,500 for the breaker plus \$2,725 for spare parts for a total of \$96,225. The engineer estimate was \$100,000. The GE bid package included a 5% bid bond. GE keeps spare parts (except the bushing) in stock (which can be delivered overnight) and does not recommend SPU purchase spare parts at this time.

¹ kV means kilo-volt which equals 1,000 volts.

Delivery Evaluation

The bid documents included three bid options relative to delivery:

- Option A: Delivery by January 31, 2023
- Option B: Delivery by fifteen days after road restrictions are removed in spring 2023. The delivery date is estimated to be May 5, 2023.
- Option C: Deliver by a date selected by the bidder.

Options A and B were included to provide delivery early enough to meet an in-service date before the 2023 summer peak load.

Option C was included to receive bids if no manufacturers could meet the Option A and Option B delivery dates.

The GE bid described delivery by 32 to 36 weeks after receipt of order. Based on an award on April 18, negotiations to resolve exceptions taken by GE (as described below) during the week of April 18, and a contract execution by April 25, delivery would be by January 2, 2023. The GE bid is for Option A, delivery by January 31, 2023. As described above, this delivery date would provide adequate time for installing, field testing, connecting, and energizing to meet the 2023 summer peak load.

GE Breaker

In 2015 GE purchased Alstom, the company from which SPU has previously purchased 115 kV breakers for the Shakopee Substation and the Pike Lake Substation. SPU management reports that the Alstom breakers have performed well. The drawings submitted with the GE bid indicate that the Alstom breaker technology will be used for the West Shakopee Substation breaker.

GE provided a list of end users (many large investor-owned utilities) showing over 380 breakers of the same model as to be supplied for this project purchased by other utilities since 2015, many with multiple purchases by the same utility.

The breaker will be manufactured in Charleroi, Pennsylvania in a facility certified to ISO 9001-2015 and ISO 14001-2015 and will not require overseas shipment. Since 1994, the factory has manufactured and delivered over 32,000 breakers worldwide.

GE Exceptions

GE took the following exceptions to the bid documents:

- The purchase order must be received within 30 days of the bid instead of a notice of award within 35 days and the bid remaining valid for 60 days as described in the bid documents. We consider this to be acceptable.
- GE accepts liquidated damages for late delivery at \$250 per day (instead of \$500 per day as described in the bid documents), limited to \$962 per week, and capped at \$9,620. We consider this to be acceptable.
- The performance bond will be supplied 15 days after receipt of a purchase order rather than having it available at the time the contract is signed. We consider this to be acceptable.
- The GE bid includes minor exceptions concerning technical issues related to the breaker design that eliminates the need for items included in the bid documents. We consider these to be acceptable.
- The GE bid includes standard GE terms and conditions that would take precedent over the general terms and conditions included in the bid package. We consider this to be acceptable provided the areas which we consider to be of main concern as described in the next two items are addressed.
- The GE bid includes commercial general liability insurance with a combined single limit of \$2,500,000 instead of \$2,000,000 per occurrence and \$4,000,000 aggregate as described in the bid documents and SPU Purchasing Policy. Increasing the aggregate amount might require an increase in the purchase price.
- The GE bid includes an increase in price and a requirement of progress payments if there is a delay. It does not specify whether the delay is due to GE or SPU. This needs to be clarified.

Summary

We recommend that SPU purchase the 115 kV breaker for West Shakopee Substation from GE for \$93,500 and some or all spare parts (at the discretion of SPU management) for up to \$2,725 for a total purchase price of up to \$96,225 with delivery by January 31, 2023, subject to successfully negotiating the issues described above.

Mr. Joe Adams

April 13, 2022

Page 4

The GE bid is lower than the engineer estimate and the GE 115 kV breaker technology (previously Alstom technology) is used industrywide in numerous installations and has performed well in other SPU substations. The delivery date will provide adequate time for the breaker to be installed, field tested, connected, and energized before the 2023 summer peak.

Let me know if you would like any additional analysis on this matter. Thank you for the opportunity to assist SPU with this assignment.

Sincerely,


Leidos Engineering, LLC


A handwritten signature in black ink that reads "Kevin Favero". The signature is written in a cursive, flowing style.

Kevin Favero, P.E.
Senior Project Manager



PO Box 470 • 255 Sarazin Street
 Shakopee, Minnesota 55379
 Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: West End Lower Bluff Utility Improvements Bid Award

DATE: April 14, 2022

ISSUE

The city received bids for the above referenced project on April 5, 2022. The project engineer Joshua Eckstein with Bolton & Menk, Inc. submitted the attached Award Recommendation Letter for review and action by the Utilities Commission. The construction contract will be handled like other similar joint projects with the City Council awarding the contract, including the water main extension at the April 19, 2022 Council meeting. SPU will reimburse the city for the water main construction costs per previous agreement.

BACKGROUND

The subject project will include the installation of a 12-inch diameter water main that will serve the west end of Shakopee south and east of Highway 169 in the 1st High Elevation Service District as described in the attached November 9, 2021 Bolton & Menk, Inc. Memorandum. The project also includes a sanitary sewer force main and lift station to serve that area of the city and points further south and west that were recently annexed from Jackson Township.

The cost of the water main project will initially be paid for out of the Trunk Water Main Fund. A Lateral Water Main Connection Charge will be established by resolution and recorded against the defined benefitting properties. When those benefitting properties are developed, and request water service SPU's Trunk Water Fund will be reimbursed via the collection of the Lateral Water Main Connection Charge. This will be in addition to all other standard requirements for water service.

DISCUSSION

SPU water main construction costs will total \$862,251.80 under the construction contract plus 5% or \$43,112.59 for "soft costs" for a total shown on the attached post bid costs split worksheet of \$905,364.39. SPU is directly contracting water main design services with Bolton & Menk per



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

the attached October 12, 2021 Bolton & Menk, Inc. proposal letter which are approximately \$37,250. The combined total of these project costs is now estimated to be \$942,614.39. SPU will also have internal costs to absorb for inspecting the water main construction. The 2022 Capital Projects budget for this project is \$1,300,000 and staff's expectation is that this project will come in under budget.

RECOMMENDATION

Staff recommends the Commission signify their concurrence with the bid award recommendation from Bolton & Menk, Inc. for the City Council to award the construction contract, including the 12 inch water main, to Northern Lines Contracting.



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
Fax: [952] 448-8805
Bolton-Menk.com

April 5, 2022

Shakopee Public Utilities
Attn: Joe Adams
P.O. Box 470
255 Sarazin St.
Shakopee, MN 55379

RE: West End Lower Bluff Utility Improvements - Award Recommendation Letter

Dear Mr. Adams:

Bids were received for the above referenced project on April 5, 2022. Seven bids were received and are tabulated below. The proposed work includes all materials and labor necessary to construct watermain and sanitary sewer facilities from Windermere Development to Old Brick Yard Road. The low bid was submitted by Northern Lines Contracting, of Bloomington, MN.

CONTRACTOR	TOTAL AMOUNT BID
Northern Lines Contracting	\$2,695,452.60
Ryan Contracting	\$2,788,131.70
Geislinger & Sons	\$2,831,000.00
Minger Construction	\$2,907,517.20
Northdale Construction	\$2,912,180.41
S.M. Hentges & Sons	\$3,095,694.15
Northwest Asphalt	\$3,168,019.32

Evaluation of the bids indicates the bidding process was competitive. The low bid submitted was 4% below the engineer's estimated amount of \$2,816,453 and 15% below the high bid of \$3,168,019.32.

The construction costs are split between Shakopee Public Utilities and the City of Shakopee, \$862,251.80 and \$1,833,200.80 respectively.

Northern Lines Contracting has successfully completed projects of this type in the past and thereby have shown themselves to be a responsible contractor. Based on the items above, we recommend the City award a contract in the amount of **\$2,695,452.60** to Northern Lines Contracting. I am open to discuss this information with you and answer any questions you or the City Council may have.

Respectfully Submitted,
BOLTON & MENK, INC.

Joshua Eckstein, P.E.

Cc: Brian Guldán, Bolton & Menk, Inc.

ABSTRACT OF BIDS

WEST END LOWER BLUFF UTILITY EXTENSION

BMI # 0M2.125399
CITY OF SHAKOPEE

BID DATE: 4/5/2022
TIME: 10:00 AM

TIME: 10:00 AM					Engineer's Estimate Bolton & Menk, Inc.		1 Northern Lines Contracting		2 Ryan Contracting		3 Geislinger & Sons		4 Minger Construction		5 Northdale Construction		6 S.M. Hentges & Sons		7 Northwest Asphalt	
ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BASE BID																				
1	2021.501	MOBILIZATION	1	LUMP SUM	\$134,000.00	\$134,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$118,000.00	\$118,000.00	\$49,250.00	\$49,250.00	29,958.00	\$29,958.00	125,000.00	\$125,000.00	123,570.00	\$123,570.00
2	2104.502	REMOVE MANHOLE (SAN)	1	EACH	\$1,000.00	\$1,000.00	\$850.00	\$850.00	\$2,500.00	\$2,500.00	\$350.00	\$350.00	\$870.00	\$870.00	1,314.29	\$1,314.29	850.00	\$850.00	600.00	\$600.00
3	2104.502	SALVAGE HYDRANT & VALVE	1	EACH	\$1,100.00	\$1,100.00	\$615.00	\$615.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$520.00	\$520.00	821.43	\$821.43	675.00	\$675.00	300.00	\$300.00
4	2104.503	REMOVE SEWER PIPE (SANITARY)	8	LIN FT	\$50.00	\$400.00	\$50.00	\$400.00	\$40.00	\$320.00	\$4.00	\$32.00	\$19.15	\$153.20	5.48	\$43.84	94.00	\$752.00	20.00	\$160.00
5	2104.518	REMOVE BITUMINOUS WALK	130	SQ FT	\$4.00	\$520.00	\$10.00	\$1,300.00	\$2.00	\$260.00	\$2.00	\$260.00	\$2.60	\$338.00	2.19	\$284.70	1.00	\$130.00	1.50	\$195.00
6	2106.507	EXCAVATION - COMMON (P)	38	CU YD	\$30.00	\$1,140.00	\$25.00	\$950.00	\$40.00	\$1,520.00	\$14.00	\$532.00	\$40.00	\$1,520.00	43.89	\$1,667.82	18.00	\$684.00	25.00	\$950.00
7	2211.509	AGGREGATE BASE CLASS 5	1630	TON	\$18.00	\$29,340.00	\$32.00	\$52,160.00	\$20.00	\$32,600.00	\$18.00	\$29,340.00	\$32.00	\$52,160.00	24.99	\$40,733.70	20.00	\$32,600.00	22.75	\$37,082.50
8	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	22	TON	\$95.00	\$2,090.00	\$305.00	\$6,710.00	\$215.00	\$4,730.00	\$300.00	\$6,600.00	\$360.00	\$7,920.00	304.50	\$6,699.00	275.00	\$6,050.00	215.00	\$4,730.00
9	2360.604	TYPE SP 9.5 WEARING COURSE MIX (2,C) 1.5" THICK (2 LIFTS)	28	SQ YD	\$60.00	\$1,680.00	\$80.00	\$2,240.00	\$100.00	\$2,800.00	\$78.00	\$2,184.00	\$52.25	\$1,463.00	77.70	\$2,175.60	49.00	\$1,372.00	100.00	\$2,800.00
10	2451.607	ROCK EXCAVATION IN TRENCH	65	CU YD	\$50.00	\$3,250.00	\$125.00	\$8,125.00	\$100.00	\$6,500.00	\$75.00	\$4,875.00	\$50.00	\$3,250.00	438.10	\$28,476.50	200.00	\$13,000.00	400.00	\$26,000.00
11	2503.602	CONNECT TO EXISTING SANITARY SEWER	1	EACH	\$2,750.00	\$2,750.00	\$40,000.00	\$40,000.00	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00	\$3,500.00	\$3,500.00	1,916.67	\$1,916.67	2,000.00	\$2,000.00	1,700.00	\$1,700.00
12	2503.603	12" FORCEMAIN HDPE PIPE SEWER	4960	LIN FT	\$131.00	\$649,760.00	\$95.00	\$471,200.00	\$120.00	\$595,200.00	\$103.00	\$510,880.00	\$151.50	\$751,440.00	146.07	\$724,507.20	148.00	\$734,080.00	160.90	\$798,064.00
13	2503.603	21" PVC PS115 PIPE SEWER	74	LIN FT	\$175.00	\$12,950.00	\$300.00	\$22,200.00	\$300.00	\$22,200.00	\$335.00	\$24,790.00	\$275.00	\$20,350.00	192.13	\$14,217.62	239.00	\$17,686.00	221.46	\$16,388.04
14	2503.603	21" PVC PS115 PIPE SEWER JACK & BORE (W/ STEEL CASING)	130	LIN FT	\$835.00	\$108,550.00	\$1,260.00	\$163,800.00	\$1,400.00	\$182,000.00	\$1,200.00	\$156,000.00	\$1,155.00	\$150,150.00	1,323.86	\$172,101.80	1,825.00	\$237,250.00	1,265.10	\$164,463.00
15	2503.603	12" WATERMAIN DUCTILE IRON CL 52 JACK & BORE (W/ STEEL CASING)	130	LIN FT	\$585.00	\$76,050.00	\$900.00	\$117,000.00	\$900.00	\$117,000.00	\$870.00	\$113,100.00	\$790.00	\$102,700.00	962.86	\$125,171.80	1,000.00	\$130,000.00	891.00	\$115,830.00
16	2504.602	CONNECT TO EXISTING WATERMAIN	1	EACH	\$2,500.00	\$2,500.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00	\$3,500.00	\$3,500.00	\$4,825.00	\$4,825.00	2,519.40	\$2,519.40	2,600.00	\$2,600.00	2,165.00	\$2,165.00
17	2504.602	INSTALL HYDRANT AND VALVE	1	EACH	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00	\$1,985.00	\$1,985.00	964.32	\$964.32	1,850.00	\$1,850.00	700.00	\$700.00
18	2504.602	6" GATE VALVE & BOX	5	EACH	\$4,400.00	\$22,000.00	\$2,500.00	\$12,500.00	\$3,000.00	\$15,000.00	\$2,000.00	\$10,000.00	\$2,600.00	\$13,000.00	2,409.84	\$12,049.20	2,550.00	\$12,750.00	2,350.00	\$11,750.00
19	2504.602	12" GATE VALVE & BOX	9	EACH	\$6,000.00	\$54,000.00	\$5,100.00	\$45,900.00	\$6,000.00	\$54,000.00	\$4,600.00	\$41,400.00	\$6,035.00	\$54,315.00	5,190.97	\$46,718.73	5,200.00	\$46,800.00	5,425.00	\$48,825.00
20	2504.602	HYDRANT	4	EACH	\$6,000.00	\$24,000.00	\$6,000.00	\$24,000.00	\$6,000.00	\$24,000.00	\$5,900.00	\$23,600.00	\$6,525.00	\$26,100.00	6,495.79	\$25,983.16	6,200.00	\$24,800.00	5,729.00	\$22,916.00
21	2504.603	6" WATERMAIN DUCTILE IRON CL 52	47	LIN FT	\$65.00	\$3,055.00	\$65.00	\$3,055.00	\$80.00	\$3,760.00	\$65.00	\$3,055.00	\$77.65	\$3,649.55	80.11	\$3,765.17	68.00	\$3,196.00	64.80	\$3,045.60
22	2504.603	12" WATERMAIN DUCTILE IRON CL 52	5260	LIN FT	\$100.00	\$526,000.00	\$91.00	\$478,660.00	\$100.00	\$526,000.00	\$93.00	\$489,180.00	\$96.20	\$506,012.00	108.69	\$571,709.40	94.00	\$494,440.00	101.02	\$531,365.20
23	2504.603	12" WATERMAIN DUCTILE IRON CL 52 (ZINC COATED)	85	LIN FT	\$140.00	\$11,900.00	\$140.00	\$11,900.00	\$150.00	\$12,750.00	\$120.00	\$10,200.00	\$141.20	\$12,002.00	126.59	\$10,760.15	118.00	\$10,030.00	120.60	\$10,251.00
24	2504.608	DUCTILE IRON FITTINGS (SANITARY)	1180	POUND	\$14.00	\$16,520.00	\$25.00	\$29,500.00	\$20.00	\$23,600.00	\$29.60	\$34,928.00	\$28.20	\$33,276.00	26.07	\$30,762.60	30.00	\$35,400.00	20.65	\$24,367.00
25	2504.608	DUCTILE IRON FITTINGS (WATERMAIN)	1800	POUND	\$14.00	\$25,200.00	\$18.00	\$32,400.00	\$13.00	\$23,400.00	\$12.60	\$22,680.00	\$15.80	\$28,440.00	19.97	\$35,946.00	21.00	\$37,800.00	13.95	\$25,110.00
26	2506.601	LIFT STATION	1	LUMP SUM	\$710,500.00	\$710,500.00	\$475,000.00	\$475,000.00	\$500,000.00	\$500,000.00	\$725,324.50	\$725,324.50	\$537,000.00	\$537,000.00	476,320.53	\$476,320.53	551,000.00	\$551,000.00	579,784.00	\$579,784.00
27	2506.601	LIFT STATION CONTROLS	1	LUMP SUM	\$50,000.00	\$50,000.00	\$160,000.00	\$160,000.00	\$125,000.00	\$125,000.00	\$130,000.00	\$130,000.00	\$140,000.00	\$140,000.00	130,788.00	\$130,788.00	133,000.00	\$133,000.00	224,700.00	\$224,700.00
28	2506.602	CONSTRUCT 96" DIA AIR RELEASE MANHOLE	2	EACH	\$11,000.00	\$22,000.00	\$80,000.00	\$160,000.00	\$80,000.00	\$160,000.00	\$70,000.00	\$140,000.00	\$77,000.00	\$154,000.00	79,058.92	\$158,117.84	87,350.00	\$174,700.00	77,917.00	\$155,834.00
29	2506.602	CONSTRUCT 96" DIA MAINTAINENCE MANHOLE	1	EACH	\$11,000.00	\$11,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$75,000.00	\$75,000.00	\$84,000.00	\$84,000.00	85,569.52	\$85,569.52	95,100.00	\$95,100.00	85,038.00	\$85,038.00
30	2506.603	CONSTRUCT 48" DIA SAN MANHOLE	41.2	LIN FT	\$1,100.00	\$45,320.00	\$550.00	\$22,660.00	\$500.00	\$20,600.00	\$450.00	\$18,540.00	\$514.00	\$21,176.80	700.48	\$28,859.78	930.00	\$38,316.00	442.00	\$18,210.40
31	2506.603	CONSTRUCT 84" DIA SAN MANHOLE	10.7	LIN FT	\$2,000.00	\$21,400.00	\$1,900.00	\$20,330.00	\$2,000.00	\$21,400.00	\$1,700.00	\$18,190.00	\$1,770.00	\$18,939.00	2,204.59	\$23,589.11	1,970.00	\$21,079.00	1,450.00	\$15,515.00
32	2521.518	6" CONCRETE WALK	537	SQ FT	\$20.00	\$10,740.00	\$21.00	\$11,277.00	\$10.00	\$5,370.00	\$22.00	\$11,814.00	\$21.00	\$11,277.00	23.21	\$12,463.77	15.00	\$8,055.00	22.00	\$11,814.00
33	2563.601	TRAFFIC CONTROL	1	LUMP SUM																

WEST END LOWER BLUFF UTILITY EXTENSION - POST BID COST SPLITS

CITY OF SHAKOPEE

BMI # 0M2.125399

DATE: 4/5/2022

ITEM NO.	MN/DOT SPEC NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT COST	TOTAL COST	NORTHERN LINES CONTRACTING			
							CITY OF SHAKOPEE		SPU	
							SANITARY SEWER		WATERMAIN	
							QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION	LUMP SUM	1	\$100,000.00	\$100,000.00	0.680	\$68,000.00	0.32	\$32,000.00
2	2104.502	REMOVE MANHOLE (SAN)	EACH	1	\$850.00	\$850.00	1	\$850.00		
3	2104.502	SALVAGE HYDRANT & VALVE	EACH	1	\$615.00	\$615.00			1	\$615.00
4	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	8	\$50.00	\$400.00	8	\$400.00		
5	2104.518	REMOVE BITUMINOUS WALK	SQ FT	130	\$10.00	\$1,300.00	65	\$650.00	65	\$650.00
6	2106.507	EXCAVATION - COMMON (P)	CU YD	38	\$25.00	\$950.00	38	\$950.00		
7	2211.509	AGGREGATE BASE CLASS 5	TON	1,630	\$32.00	\$52,160.00	838	\$26,816.00	792	\$25,344.00
8	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	22	\$305.00	\$6,710.00	22	\$6,710.00		
9	2360.604	TYPE SP 9.5 WEARING COURSE MIX (2,C) 1.5" THICK (2 LIFTS)	SQ YD	28	\$80.00	\$2,240.00	14	\$1,120.00	14	\$1,120.00
10	2451.607	ROCK EXCAVATION IN TRENCH	CU YD	65	\$125.00	\$8,125.00	46	\$5,750.00	19	\$2,375.00
11	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$40,000.00	\$40,000.00	1	\$40,000.00		
12	2503.603	12" FORCEMAIN HDPE PIPE SEWER	LIN FT	4,960	\$95.00	\$471,200.00	4960	\$471,200.00		
13	2503.603	21" PVC PS115 PIPE SEWER	LIN FT	74	\$300.00	\$22,200.00	74	\$22,200.00		
14	2503.603	21" PVC PS115 PIPE SEWER JACK & BORE (W/ STEEL CASING)	LIN FT	130	\$1,260.00	\$163,800.00	130	\$163,800.00		
15	2503.603	12" WATERMAIN DUCTILE IRON CL 52 JACK & BORE (W/ STEEL CASING)	LIN FT	130	\$900.00	\$117,000.00			130	\$117,000.00
16	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1	\$18,000.00	\$18,000.00			1	\$18,000.00
17	2504.602	INSTALL HYDRANT AND VALVE	EACH	1	\$1,500.00	\$1,500.00			1	\$1,500.00
18	2504.602	6" GATE VALVE & BOX	EACH	5	\$2,500.00	\$12,500.00			5	\$12,500.00
19	2504.602	12" GATE VALVE & BOX	EACH	9	\$5,100.00	\$45,900.00			9	\$45,900.00
20	2504.602	HYDRANT	EACH	4	\$6,000.00	\$24,000.00			4	\$24,000.00
21	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	47	\$65.00	\$3,055.00			47	\$3,055.00
22	2504.603	12" WATERMAIN DUCTILE IRON CL 52	LIN FT	5,260	\$91.00	\$478,660.00			5260	\$478,660.00
23	2504.603	12" WATERMAIN DUCTILE IRON CL 52 (ZINC COATED)	LIN FT	85	\$140.00	\$11,900.00			85	\$11,900.00
24	2504.608	DUCTILE IRON FITTINGS (SANITARY)	POUND	1,180	\$25.00	\$29,500.00	1180	\$29,500.00		
25	2504.608	DUCTILE IRON FITTINGS (WATERMAIN)	POUND	1,800	\$18.00	\$32,400.00			1800	\$32,400.00
26	2506.601	LIFT STATION	LUMP SUM	1	\$475,000.00	\$475,000.00	1	\$475,000.00		
27	2506.601	LIFT STATION CONTROLS	LUMP SUM	1	\$160,000.00	\$160,000.00	1	\$160,000.00		
28	2506.602	CONSTRUCT 96" DIA AIR RELEASE MANHOLE	EACH	2	\$80,000.00	\$160,000.00	2	\$160,000.00		
29	2506.602	CONSTRUCT 96" DIA MAINTAINENCE MANHOLE	EACH	1	\$85,000.00	\$85,000.00	1	\$85,000.00		
30	2506.603	CONSTRUCT 48" DIA SAN MANHOLE	LIN FT	41.2	\$550.00	\$22,660.00	41.2	\$22,660.00		
31	2506.603	CONSTRUCT 84" DIA SAN MANHOLE	LIN FT	10.7	\$1,900.00	\$20,330.00	10.7	\$20,330.00		
32	2521.518	6" CONCRETE WALK	SQ FT	537	\$21.00	\$11,277.00	537	\$11,277.00		
33	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$15,000.00	\$15,000.00	0.680	\$10,200.00	0.32	\$4,800.00
34	2564.602	STRUCTURE MARKER SIGN	EACH	10	\$125.00	\$1,250.00	5	\$625.00	5	\$625.00
35	2571.524	DECIDUOUS TREE 1.5" CAL B&B	TREE	38	\$725.00	\$27,550.00	19	\$13,775.00	19	\$13,775.00
36	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$1,900.00	\$1,900.00	0.5	\$950.00	0.5	\$950.00
37	2573.502	STORM DRAIN INLET PROTECTION	EACH	11	\$355.00	\$3,905.00	6	\$2,130.00	5	\$1,775.00
38	2573.503	SILT FENCE, TYPE MS	LIN FT	6,830	\$1.80	\$12,294.00	3415	\$6,147.00	3415	\$6,147.00
39	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	260	\$4.00	\$1,040.00	130	\$520.00	130	\$520.00
40	2574.507	COMMON TOPSOIL BORROW (LV)	CU YD	100	\$36.00	\$3,600.00	50	\$1,800.00	50	\$1,800.00
41	2574.508	FERTILIZER TYPE 3	POUND	822	\$1.00	\$822.00	411	\$411.00	411	\$411.00
42	2575.504	ROLLED EROSION PREVENTION PRODUCT CAT 20	SQ YD	13,010	\$1.50	\$19,515.00	6505	\$9,757.50	6505	\$9,757.50
43	2575.505	SEEDING	ACRE	4.11	\$160.00	\$657.60	2.055	\$328.80	2.055	\$328.80
44	2575.508	SEED MIXTURE 25-141	POUND	244	\$7.00	\$1,708.00	122	\$854.00	122	\$854.00
45	2575.508	HYDRAULIC BONDED FIBER MATRIX	POUND	14,386	\$1.50	\$21,579.00	7193	\$10,789.50	7193	\$10,789.50
46	2575.523	WATER	MGAL	120	\$45.00	\$5,400.00	60	\$2,700.00	60	\$2,700.00
TOTAL WITHOUT PRORATA ITEMS						\$2,580,452.60		\$1,755,000.80		\$825,451.80
PRORATA ITEMS						\$115,000.00		\$78,200.00		\$36,800.00
TOTAL ESTIMATED CONSTRUCTION COST:						\$2,695,452.60		\$1,833,200.80		\$862,251.80
SOFT COSTS:						\$409,752.75		\$366,640.16		\$43,112.59
TOTAL ESTIMATED PROJECT COST:						\$3,105,205.35		\$2,199,840.96		\$905,364.39



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

MEMORANDUM

Date: November 9, 2021
To: Joe Adams, Planning & Engineering Director, Shakopee Public Utilities
From: Josh Eckstein, P.E.
Subject: West End – Lower Bluff Trunk Watermain Extension
BMI Project No.: 0C1.1125796

Background

The impetus for this memo is a request by the Shakopee Public Utilities to evaluate the feasibility of a trunk watermain extension from the Windermere development to the west side of Old Brick Yard Road (County Road 69). This facility is known as the West End – Lower Bluff Trunk Watermain.

The West End – Lower Bluff Trunk Watermain will serve future development within the Lower Bluff service area. Parcels south of Johnson Memorial Drive (Highway 169) between Chestnut Boulevard and the Windermere Development are anticipated to be developed in the near term. The City of Shakopee is currently developing plans and specifications for a municipal lift station and associated forcemain, in anticipation of development within this area. The planned municipal lift station and associated forcemain is scheduled to be constructed during the summer of 2022. A 12-inch trunk watermain was installed as part of the Windermere development in 2018 to the northwest corner of the development for future extension. It is anticipated that the property west of Old Brick Yard Road (County Road 69) will develop before the property between the Windermere development and Old Brick Yard Road. Municipal water and sewer utilities are not currently available in the West End – Lower Bluff area.

Proposed Improvements

A 12-inch trunk ductile iron pipe is proposed to be extended approximately 5,000 feet from the Windermere development to the west side of Old Brick Yard Road (County Road 69) near the intersection of Colburn Drive. This facility is intended to serve developing properties in that area. The proposed trunk watermain is designed to serve the ultimate buildout of the Lower Bluff area which is expected to occur over the next 10 to 20 years. The proposed alignment parallels the southern Highway 169 right-of-way and along the east Old Brick Yard Road right-of-way. See attached figure for alignment details. The selected alignment is parallel to the proposed City forcemain route in an effort to consolidate public utilities into a common corridor. A common corridor will also allow the use of common construction documents, inspection efforts and increase construction efficiency, all of which is anticipated to minimize cost. Common project tasks include topographic survey, gopher state one call and coordination, right-of-way and easement establishment, permits, plan and specification preparation, bidding administration, construction administration and many construction tasks.

Name: West End – Lower Bluff Trunk Watermain Design Considerations Memo
Date: November 9, 2021
Page: 2

The watermain is proposed to be installed along the property line to facilitate future lateral main connection as development occurs. The proposed profile will follow existing ground at an approximate bury depth of 7.5 feet, meeting standards for this type of facility.

An alternative alignment along the base of the bluff was discussed. However, all alternative alignments, of similar length, would cross private property (Norcor Properties and R&J Breeggemann Partnership) which will require easement acquisition. At this time easement acquisition, specifically through the Breeggemann property, is considered cost and logistically prohibitive.

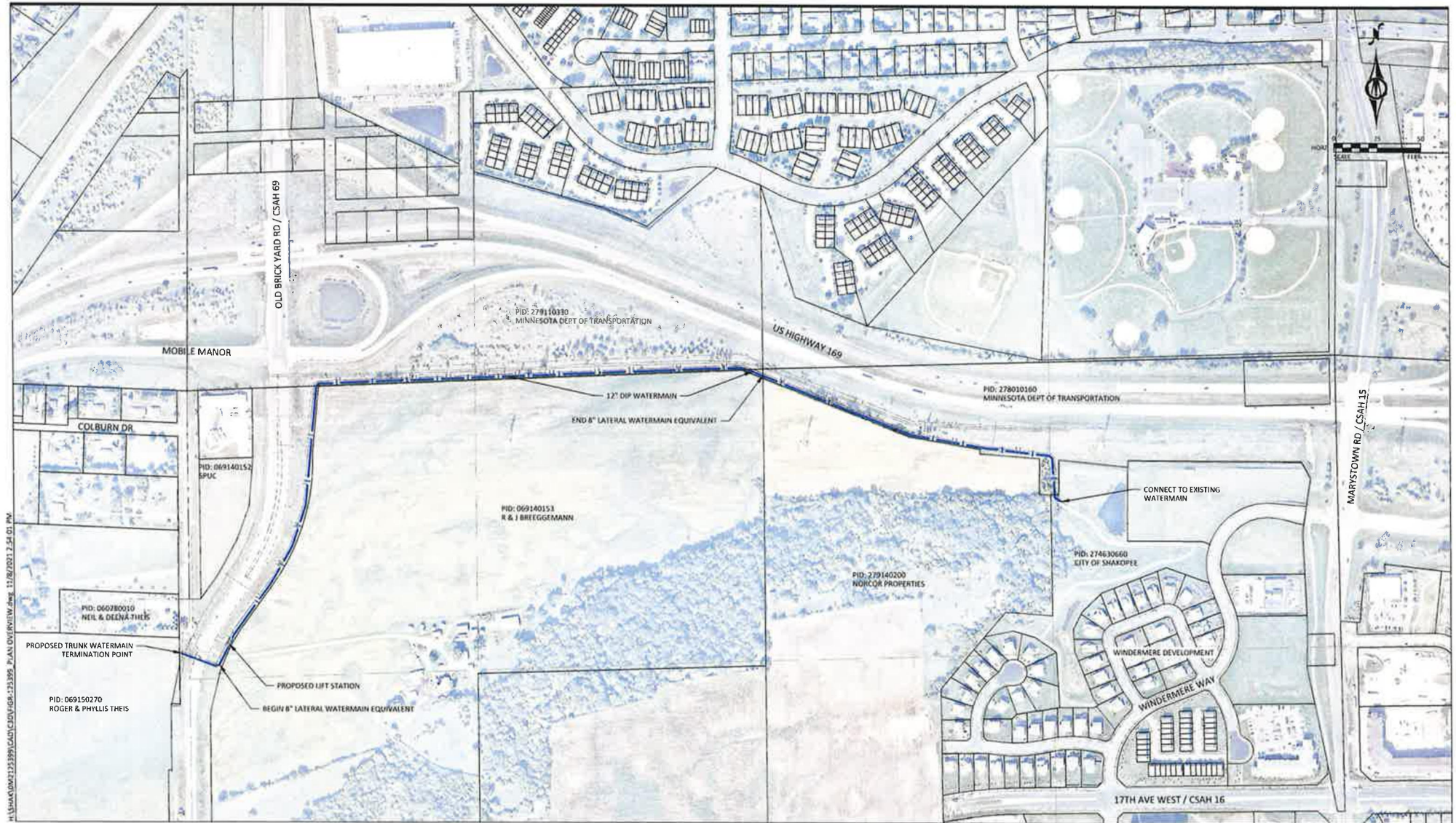
Proposed trunk watermain improvements include 12-inch diameter ductile iron pipe with isolation valves and flushing hydrants. Pipe, isolation valve and hydrant installation will follow Shakopee Public Utilities standards for spacing and location. Lateral service lines are not proposed at this time because exact connection locations are unknown. Lateral mains can be installed in the future, by the developer, without taking the trunk main out of service.

Cost Analysis

A cost estimate has been prepared for the proposed infrastructure improvements as outlined above. A detailed cost estimate is included at the end of this memo. It is anticipated that the entire project will be financed by the Shakopee Public Utilities Commission. The project is proposed to be funded with Lateral Watermain Equivalent and Trunk Funds. Costs attributed to the Lateral Watermain Equivalent funding group include costs to install an 8-inch watermain adjacent to the Breeggemann property. All other project costs have been attributed to the Trunk Fund. Various items are required by both watermain and forcemain facilities and these items have been split with the City of Shakopee. Funding splits are shown within the attached detailed cost estimate.

Recommendation

All improvements addressed within this memo are feasible from a technical standpoint. We recommend approval of a trunk watermain following the Highway 169 and Old Brick Yard Road (County Road 69) right-of-way from the Windermere Development to the west side of Old Brick Yard Road (County Road 69).



WEST END LOWER BLUFF TRUNK WATERMAIN EXTENSION

SHAKOPEE PUBLIC UTILITIES COMMISSION

BMI # 0C1.125796

DATE: 11/9/2021

ITEM NO.	MN/DOT SPEC NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT COST	TOTAL COST	SHAKOPEE PUBLIC UTILITIES			
							TRUNK WATERMAIN FUND		LATERAL WATERMAIN EQUIVALENT	
							QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION	LUMP SUM	1	\$45,000.00	\$45,000.00	1	\$45,000.00		
2	2101.501	CLEARING	ACRE	0.55	\$10,000.00	\$5,500.00	0.55	\$5,500.00		
3	2101.501	GRUBBING	ACRE	0.55	\$10,000.00	\$5,500.00	0.55	\$5,500.00		
4	2101.524	CLEARING	TREE	12	\$250.00	\$3,000.00	12	\$3,000.00		
5	2101.524	GRUBBING	TREE	12	\$250.00	\$3,000.00	12	\$3,000.00		
6	2104.502	SALVAGE HYDRANT	EACH	1	\$1,000.00	\$1,000.00	1	\$1,000.00		
7	2104.504	REMOVE BITUMINOUS WALK	SQ YD	30	\$5.00	\$150.00	30	\$150.00		
8	2211.509	AGGREGATE BASE CLASS 5	TON	222	\$28.00	\$6,216.00	222	\$6,216.00		
9	2453.602	BORING PIT	EACH	2	\$15,000.00	\$30,000.00	2	\$30,000.00		
10	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1	\$4,500.00	\$4,500.00	1	\$4,500.00		
11	2504.602	INSTALL HYDRANT	EACH	5	\$5,500.00	\$27,500.00	5	\$27,500.00		
12	2504.602	6" GATE VALVE AND BOX	EACH	5	\$4,000.00	\$20,000.00	5	\$20,000.00		
13	2504.602	12" GATE VALVE AND BOX	EACH	8	\$5,500.00	\$44,000.00	8	\$44,000.00		
14	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	45	\$60.00	\$2,700.00	45	\$2,700.00		
15	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	3,457	\$80.00	\$276,560.00			3457	\$276,560.00
16	2504.603	12" WATERMAIN DUCTILE IRON CL 52	LIN FT	1,662	\$125.00	\$207,750.00	1662	\$207,750.00		
17	2504.603	12" WATERMAIN DUCTILE IRON CL 52 JACK & BORE (W/ STEEL CASING)	LIN FT	115	\$340.00	\$39,100.00	115	\$39,100.00		
18	2504.603	12" WATERMAIN DUCTILE IRON CL 52 (OVERSIZED)	LIN FT	3,457	\$45.00	\$155,565.00	3457	\$155,565.00		
19	2504.608	PIPE FITTINGS	POUND	1,787	\$12.00	\$21,444.00	1787	\$21,444.00		
20	2521.518	3" BITUMINOUS WALK	SQ YD	30	\$25.00	\$750.00	30	\$750.00		
21	2563.601	TRAFFIC CONTROL	LUMP SUM	0.5	\$3,000.00	\$1,500.00	0.5	\$1,500.00		
22	2573.502	STORM DRAIN INLET PROTECTION	EACH	7	\$180.00	\$1,260.00	7	\$1,260.00		
23	2573.503	SILT FENCE, TYPE MS	LIN FT	5,376	\$3.50	\$18,816.00	5376	\$18,816.00		
24	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	1,000	\$6.00	\$6,000.00	1000	\$6,000.00		
25	2573.602	STABILIZED CONSTRUCTION EXIT	EACH	1	\$1,500.00	\$1,500.00	1	\$1,500.00		
26	2574.507	COMMON TOPSOIL BORROW (LV)	CU YD	200	\$37.00	\$7,400.00	200	\$7,400.00		
27	2575.604	EROSION CONTROL BLANKET CAT 3N/W SEED MIX 25-131	SQ YD	2,132	\$2.50	\$5,330.00	2132	\$5,330.00		
28	2575.604	HYDROMULCH TYPE BONDED FIBER MATRIX, W/ SEED MIX 25-131	SQ YD	4,972	\$2.00	\$9,944.00	4972	\$9,944.00		
SUBTOTAL CONSTRUCTION						\$905,985.00		\$629,425.00		\$276,560.00
10% CONSTRUCTION CONTINGENCY						\$90,598.50		\$62,942.50		\$27,656.00
TOTAL ESTIMATED CONSTRUCTION COST:						\$996,583.50		\$692,367.50		\$304,216.00
20% SOFT COSTS:						\$199,316.70		\$138,473.50		\$60,843.20
TOTAL ESTIMATED PROJECT COST:						\$1,195,900.20		\$830,841.00		\$365,059.20

NOTE:

ASSUMED QUANTITY AT 50% SPLIT WITH CITY OF SHAKOPEE



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

October 12, 2021

Joe Adams
Planning & Engineering Director
Shakopee Public Utilities
P.O. Box 470
255 Sarazin St.
Shakopee, MN 55379

RE: West End – Lower Bluff Service Area
Proposal for Watermain Design Services

Dear Mr. Adams:

Thank you for the opportunity to submit this proposal to perform engineering services for Shakopee Public Utilities. It is our understanding that Shakopee Public Utilities would like to include a 12-inch trunk watermain in the West End - Lower Bluff Lift Station and Forcemain project. This trunk watermain would run parallel to the proposed forcemain from the Windermere development to the proposed Lower Bluff Lift Station and to the west side of County Road 69. The proposed watermain would be installed along the south side of the proposed forcemain to facilitate service to future development of the Breeggemann parcel. Our understanding is that a brief feasibility study is required to verify alignment, design details and costs. Upon completion of the feasibility study, we will incorporate the watermain design into the Lower Bluff Lift Station and Forcemain plan set and construction documents which have been authorized for design by the City of Shakopee. We understand that Shakopee Public Utilities desires installation of the trunk watermain to be completed along with the forcemain which is scheduled to be completed by fall of 2022. Below is a task list for our proposed scope of work. Please note that some of these tasks are being completed as part of the lift station and forcemain design already authorized by the City of Shakopee.

Task 1 – Topographic Survey

- Complete topographic survey for the watermain route, and the surrounding area to collect data on private utilities, public utilities, and above ground infrastructure
- Obtain Gopher State One-Call utility locates
- Draft existing conditions
- Establish rights-of-way and easement areas
- Perform thorough property corner location & research within survey area

Task 2 – Feasibility Study

- Analyze alignment & profile options
- Analyze material, hydrant spacing and other design details
- Prepare cost analysis (8-inch & 12-inch)

Mr. Joe Adams
Date: October 12, 2021
Page: 2

Task 3 – Watermain Design

- Analyze construction materials & methods
- Prepare plans and specifications
- Perform private utility coordination
- Prepare project manual
- Prepare statement of estimated quantities
- Obtain all required permits
- Prepare preliminary and final engineer's estimate

Task 4 - Bidding Administration

- Prepare advertisement for bids
- Answer bidder's questions
- Issue addenda as needed
- Hold bid opening and tabulate the bids
- Review bids and prepare letter of award recommendation

We propose to complete the above design and bidding services for a total estimated fee of **\$37,250**. Our fees would be billed hourly and would not exceed the stated amount without prior authorization from Shakopee Public Utilities. This fee proposal is based on the assumption that there is sufficient space to install the trunk watermain parallel to the proposed forcemain within the existing easement. In the event the feasibility study determines that a different route is required, we will provide you with an updated scope and fee. It should also be noted that this proposal does not include any construction inspection or administrative costs. We will provide a scope and fee for construction related services once the project scope is finalized and prior to construction.

Thank you again for inviting Bolton & Menk, Inc. to offer you this proposal. We look forward to working with you on this project. If you have any questions or would like additional information, please do not hesitate to call me at 612-499-0533.

Sincerely,
Bolton & Menk, Inc.



Brian J. Guldán, PE
Principal Environmental Engineer

CC: Josh Eckstein, Bolton and Menk, Inc.



PO Box 470 • 255 Sarazin Street
 Shakopee, Minnesota 55379
 Main 952.445-1988 • Fax 952.445-7767
 www.shakopeeutilities.com

April 14, 2022

TO: Greg Drent, General Manager *GD*

FROM: Brad Carlson, Electric Superintendent *BTC*

Subject: Reliability and Outage Report

Background

American Public Power Association (APPA) recently honored 209 public power utilities with a "certificate of excellence" for reliable performance, as shown by comparing their outage records against nationwide data gathered by the Energy Information Administration.

The utilities that were recognized by the Association have been keeping track of their reliability data via the Association's web-based subscription service, called eReliability tracker, which lets utilities collect, categorize, and summarize their outage information. Subscribing utilities use the eReliability Tracker Service to store their outages and restoration data and run reports throughout the year. At the end of the year, the Association benchmarks their data against national statistics from EIA, which is a branch of the Department of Energy.

Utilities that placed in the top quartile of reliability nationwide, as measured against the EIA's data on System Average Interruption Duration Index, or SAIDI, received the certificate of excellence, the EIA information comes from the agency's annual surveys of electric power utilities via EIA 861.

SPU System Overview

I am pleased that SPU has achieved the certificate of excellence in reliability in 2017, 2018, 2019, 2020, and 2021. We work hard to make sure the downtime to our customers is minimal. We have a very aggressive tree trimming policy and this is a substantial reason storm related damage is usually minimal. We also require a 30-minute response time on all after-hours outages. Our linemen take pride in the installation and maintenance of our electric system and it shows in our reliability numbers.

We use eReliability to track outages and use the software for benchmarking to proactivity maintain the electric system. We are able to use the data on our system to identify our worst performing circuits. These circuits get additional attention to address the problems. We were able to identify the issues that squirrels were causing on our system so we are currently adding pole wrap, and additional conductor covering to address the problem areas. We were also able to put a pole inspection program in place to find all rotten poles on our system and replace them before they cause an outage.

It is an honor for the utility to get this award five years in a row. We address any problems on our system to continue our success. We will make every effort possible to achieve this award in the future.

SPU will be posing about CERTIFICATE OF EXCELLENCE IN RELIABILITY from APPA.

SHAKOPEE PUBLIC UTILITIES
2022
RELIABILITY AND OUTAGE REPORT



SHAKOPEE PUBLIC UTILITIES COMMISSION
2022 ELECTRIC OUTAGE AND RELIABILITY REPORT

Electric System Reliability is the ability of an electric system to perform its functions under normal and extreme circumstances.

Overall system design, substation and distribution design, fusing schemes, and the many independent system components for the electric distribution system impacts fundamental reliability.

Data on Outages of Shakopee Public Utilities (SPU) Electrical System were acquired throughout the year. The responding SPU line crew, at the end of the electrical outage, completes the outage report. The report information includes the cause of the electrical outage, substation circuit number, number of customers, date, estimated time the outage occurred and the time when the electricity was restored. At the end of the year, the outage data was compiled and is described in the first part of this report. As a procedure, Shakopee Public Utilities Engineering and Operations analyze these statistics to determine areas of concentration for electrical system improvement.

Shakopee Public Utilities Reliability Indices are also derived from this data and are reported in the later part of the report. We are required by Minnesota State Statute 216B.029 to provide this report, annually, to the Utility's Governing Body.

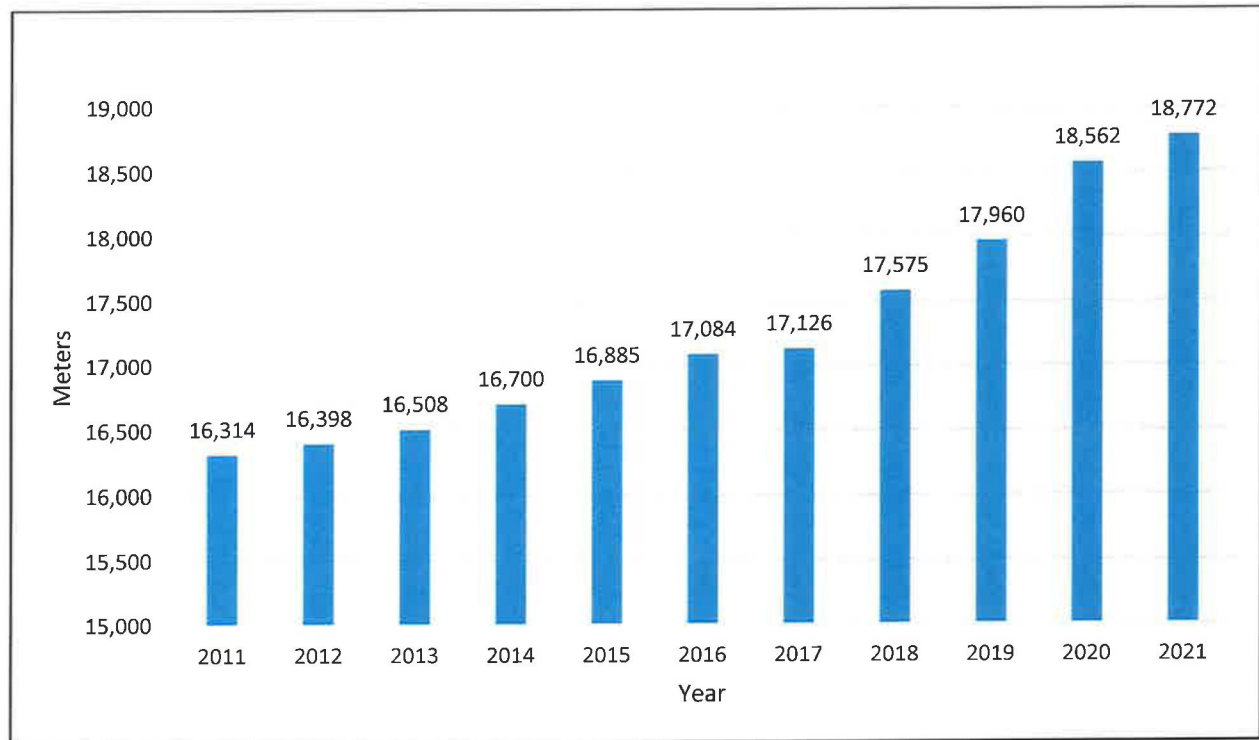
The Shakopee Electric Department provides customer service, constructs and maintains SPU's electric distribution system and the City of Shakopee street light system. SPU electric distribution system consists of approximately 22% overhead and 78% underground facilities. The system has 5 substations with 34 distribution circuits. There are 321.9 miles of underground lines and 85.6 miles of overhead lines. The system includes 5,841 power poles, 614 overhead transformers and 2,521 pad mount transformers for the underground areas.

How the Shakopee Public Utilities Planning and Engineering Department designs the electric system and how the Electric Department constructs, operates and maintains it and how the Line Crews respond to the outages; continues to leave a positive impact on the SPU Electrical System Reliability Performance. The reliability statistics are the basis for good decision making. In

general, reliability statistics are excellent for self-evaluation and provide a method to assess the performance and dependability of SPU's electric distribution system. They also can be utilized to compare statistics with previous SPU and other Electric Companies Reliability Statistics.

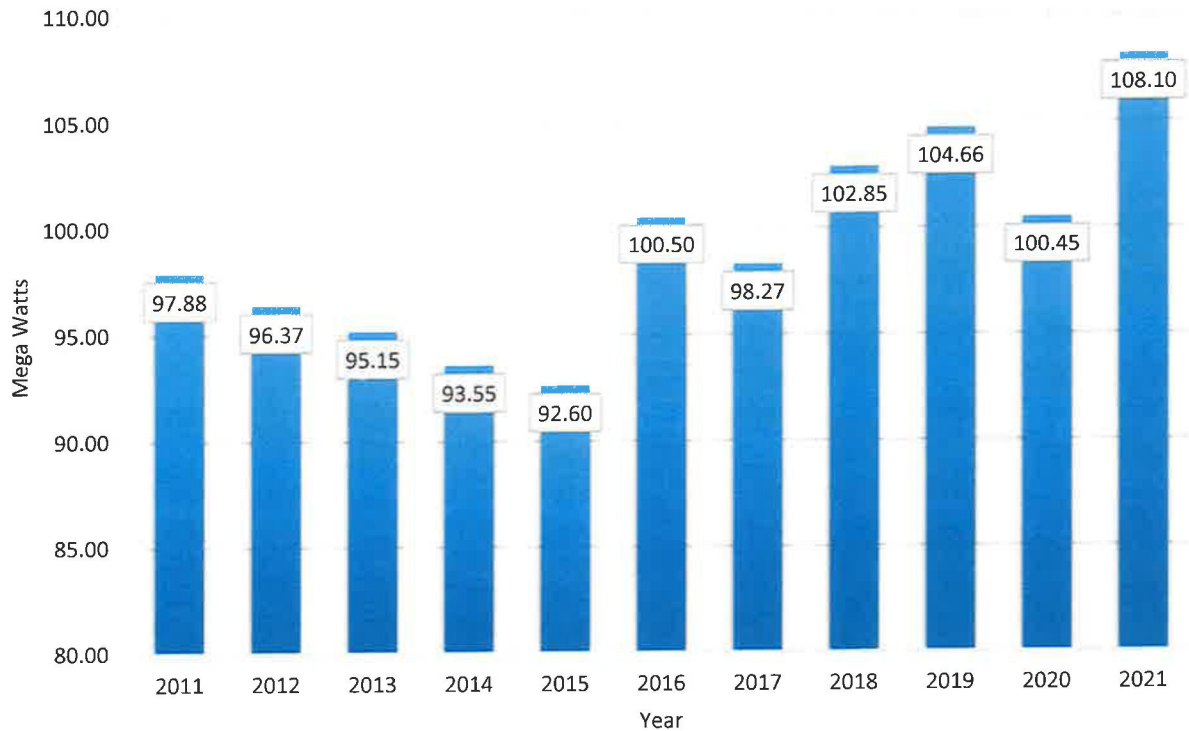
Shakopee Public Utilities Electric Meters

Shakopee Utilities 2021 customer's number reached **18,772** electric meters. SPU has had continued growth in electric meters as shown in the graph below.



Coincidental Peak System Demand

Shakopee Public Utilities 2021 15-Minute Coincidental Peak Electric System Demand was 108.10 Mega Watts.



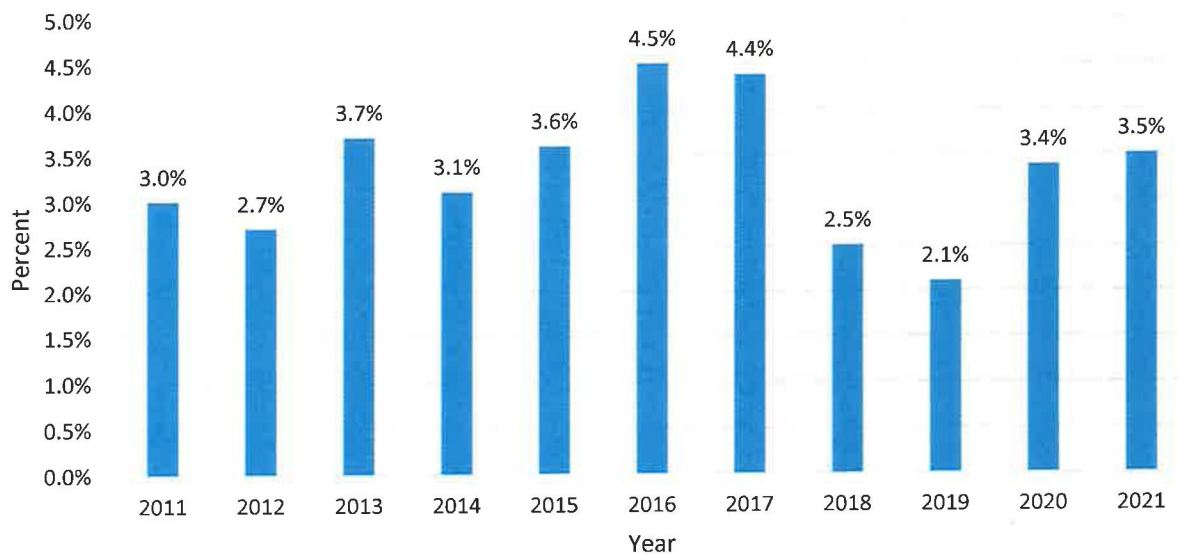
Mega Watt Hour Purchased and Delivered

SPU purchased 463,903 MWh and sold 444,485 MWh of electricity during 2021.



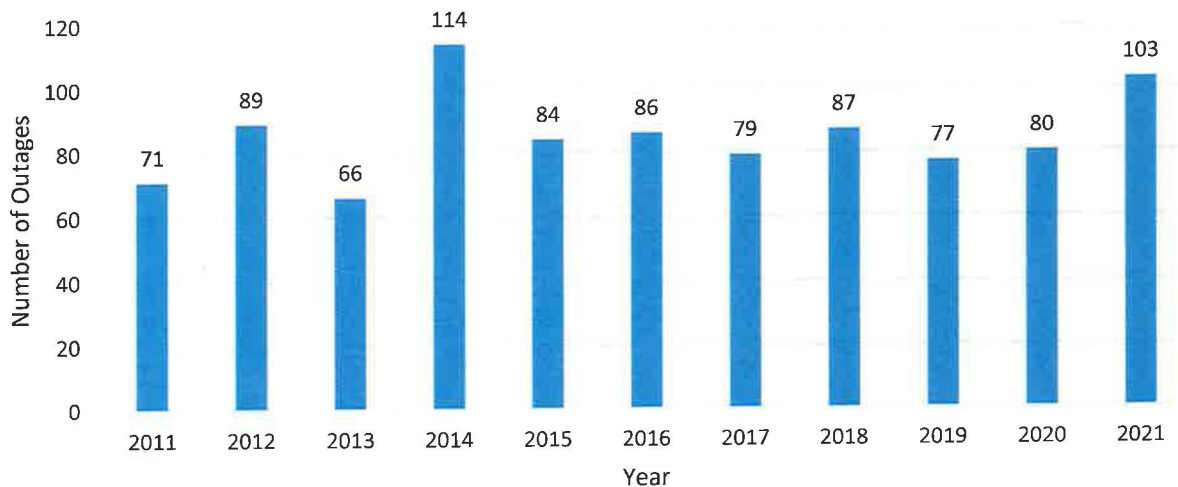
Unaccounted for KWH (Line Loss)

Line Loss is the difference between the amount of total kilowatt-hours purchased and the total kilowatt-hours delivered. All electric companies have unaccounted loss of kWh associated with the operation of a distribution system. Common reasons for the losses are impedance and reactance in conductors, transformer excitation current, magnetizing inductance, power theft and inaccurate metering. Keeping track of losses reflects the efficiencies of the design and operation of the system. Shakopee Utilities did not account for 15,987,516 kWh of power during 2021. This is a loss of 3.5%, which is up from 3.4% in 2020 of the power purchased.



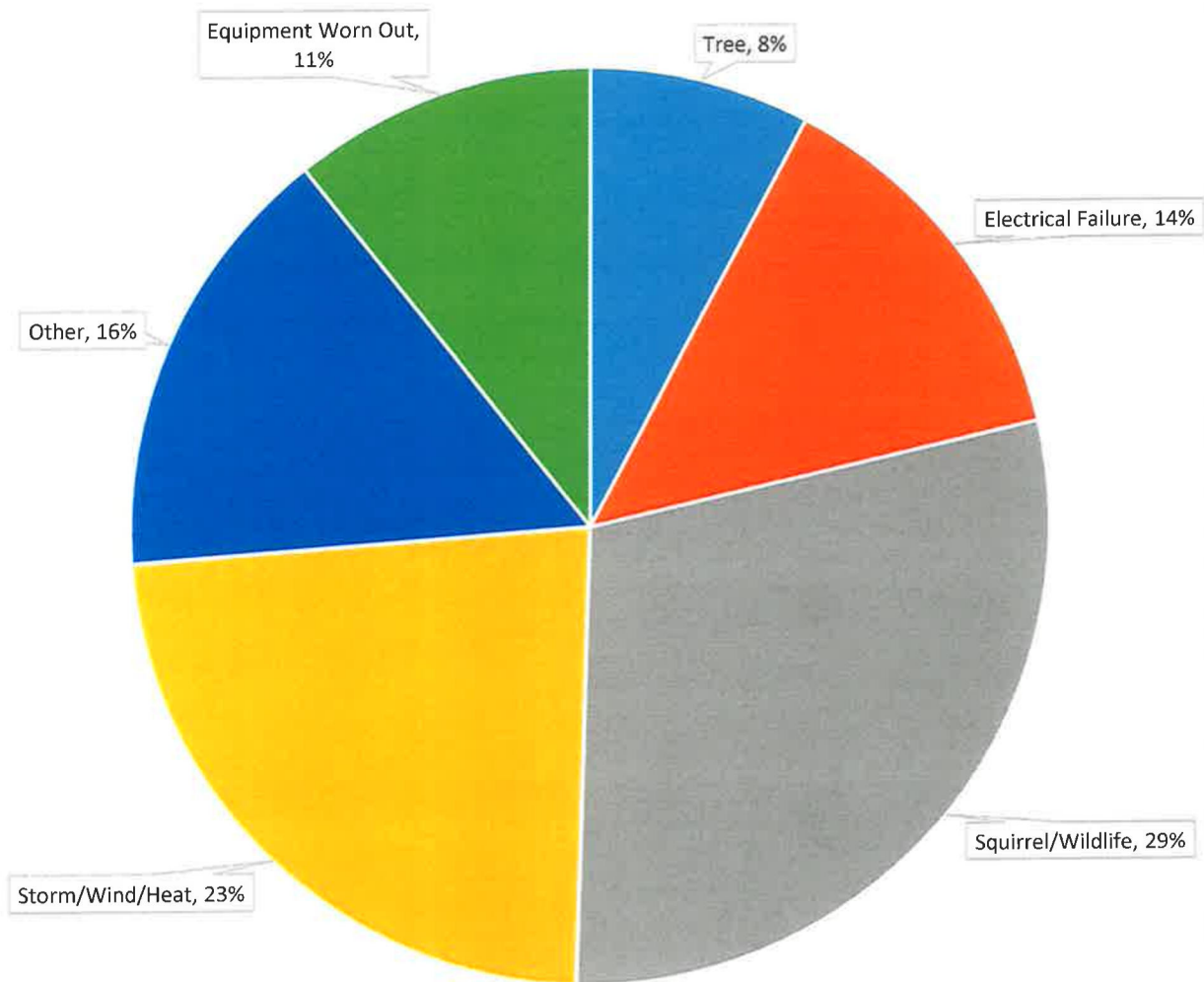
Outage Response

SPU has recorded outages for over a 25-year period. During 2021, SPU Crews responded to 103 outages on the electric distribution system.



Outage Causes

The leading cause of power outages on SPU electrical system was due to trees. SPU had thirty (30) outages by animals and fourteen (14) by electrical failure on its electric distributions system. Twenty-five of the animal outages were caused by squirrels. Sixteen outages are categorized under other which includes: overload, vehicle accident, utility maintenance and repair, non-utility fire, load swap and contractor dig.



To evaluate the reliability of the electrical system, reliability indices are used. The most commonly used reliability indices are **SAIFI**, **SAIDI**, **CAIDI** and **ASAI**. The definitions of these indices are described below and are consistent with IEEE Std. 1366-2003 “IEEE Guide for Electric Power Distribution Reliability Indices”.

SAIFI - System Average Interruption Frequency Index

The average number of sustained outages that a customer would experience in a year.

$$\text{SAIFI} = \frac{\text{Total Number of Customer Interruptions (>5 minutes)}}{\text{Total Number of Customers Served}}$$

SPU 2021 SAIFI 0.20

SAIDI – System Average Interruption Duration Index

The average amount of time a customer on the utility’s system spent without power during the year.

$$\text{SAIDI} = \frac{\text{Number of Customer-Minutes Interrupted (>5 minutes)}}{\text{Total Number of Customers Served}}$$

SPU 2021 SAIDI 15.52 minutes

CAIDI – Customer Average Interruption Duration Index

The average amount of time a customer can expect to be without power when they lose power.

$$\text{CAIDI} = \frac{\text{Number of Customer-Minutes Interrupted (>5 minutes)}}{\text{Number of Customers Interrupted (>5 minutes)}}$$

SPU 2021 CAIDI 76.16 minutes

ASAI – Average Service Availability Index

Represents the fraction of time that a customer has received power during the year 2021.

$$\text{ASAI} = \frac{\text{Customer Hours Service Availability}}{\text{Number of Customers X (No. of hours/year)}}$$

SPU 2021 ASAI 99.997

Shakopee Utilities Ten Year Statistics

SAIFI – System Average Interruption Frequency Index

The average number of sustained outages that a customer would experience in a year.



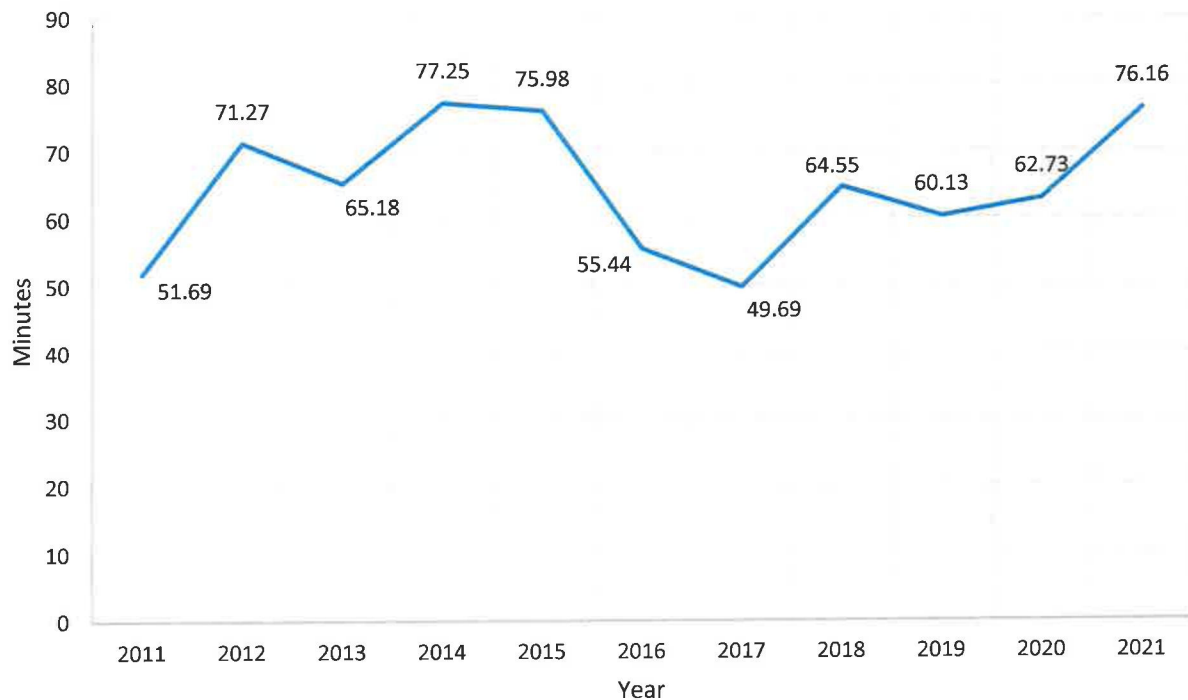
SAIDI – System Average Interruption Duration Index

The average amount of time a customer on the utility's system spent without power during the year.



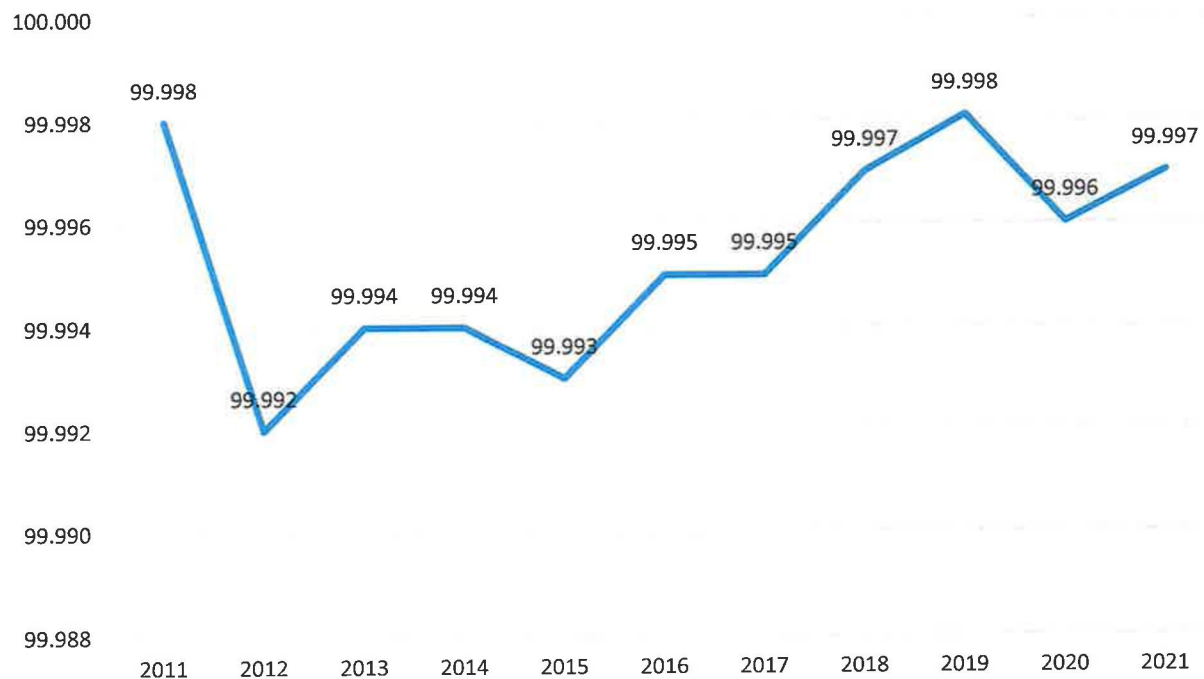
CAIDI – Customer Average Interruption Duration Index

The average amount of time a customer can expect to be without power when they lose power.



ASAI – Average Service Availability Index

Represents the fraction of time that a customer has received power during the year 2021.



Comparison with Xcel Energy

	SPU 2021	Xcel Metro West 2020 Proposed	Xcel South East 2020 Proposed
SAIFI	0.20	0.79	0.76
SAIDI	15.52	79.37	94.82
CAIDI	76.16	100.55	122.04

(The Resource Publication, MMUA, 2021)

Comparison with Regional Public Power Utilities and National Average

Shakopee Public Utilities participated in the American Public Power Association (APPA) 2021 Annual Benchmarking Report of public owned power systems. The results of the survey were published in March 2020. Minnesota is in APPA's Region 3 with North Dakota, South Dakota, Nebraska, Kansas, Iowa and Missouri.

	SPUC 2021	Region 3 Average 2021	National Average 2021
SAIFI	0.20	0.60	0.15
SAIDI	15.52	67.87	51.16
CAIDI	76.16	93.52	125.89
ASAI	99.997	99.987	99.991

Respectfully Submitted,

Brad Carlson

Electric Superintendent

April 2022



CERTIFICATE OF EXCELLENCE IN RELIABILITY

This is to acknowledge that

Shakopee Public Utilities

has significantly exceeded the average for all U.S. electric utilities
for reliable electric service. The utility participates in the American Public Power
Association's e-Reliability Tracker service to track its power outages
and restoration against national benchmarks.*

*As reported by the Energy Information Administration

MARCH 31, 2022

A handwritten signature in black ink, appearing to read "Alex Hofmann", followed by a horizontal line.

Alex Hofmann
Vice President, Technical and Operations Services



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

DATE: March 31, 2022
TO: SPU Commissioners
FROM: Greg Drent, General Manager *GD*
Subject: Drug and Alcohol testing for CDL Drivers

Background: SPU has a drug and alcohol testing program for employees who have a CDL license and operate commercial vehicles. Shakopee Utilities Drug and Alcohol Program follows a compliance guide made up of a consortium with Minnesota Municipal Utilities Association (MMUA). In 2020 there was a requirement for all CDL license holders to register with the Federal Motor Carriers Safety Administration (FMCSA) as required by law. SPU follows these guidelines but has not had a formal policy approved by the commission.

Attached is SPU Drug and Alcohol Testing Program

Action: Approve SPU Drug and Alcohol Testing Program for SPU's CDL drivers



Personnel Policies

DRUG & ALCOHOL TESTING

Effective: 5/1/2022

Drug & Alcohol Testing Program

Shakopee Public Utilities employees who are required to hold a CDL for their job are subject to the policy below.

Shakopee Public Utilities Drug and Alcohol Program follows a compliance guide made up of a Consortium the with Minnesota Municipal Utilities Association (MMUA). All CDL license holders are required to register with the Federal Motor Carriers Safety Administration (FMCSA) as required by law.

1. Types of Testing. All employees with CDL license are subject to Drug and Alcohol testing in the following circumstances
 - a. Job Applicant Testing. Shakopee Public Utilities requires all applicants who have received conditional offers of employment and hold a CDL license to undergo drug and alcohol testing. If the offer of conditional employment is subsequently withdrawn, SPU will notify the applicant of the reason for the withdrawal.
 - b. Random Testing. An employee in a position in which impairment caused by drug or alcohol usage would threaten the health or safety of any person may be required to undergo random drug and alcohol testing. In addition, quarterly random tests are required by Federal Law and SPU's policy.
 - c. Reasonable Suspicion Testing. Any employee may be required to undergo drug and alcohol testing if there is a reasonable suspicion that the employee: (a) is under the influence of drugs or alcohol; or (b) has engaged in the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on SPU property or operating a Utility vehicle, machinery or equipment; or (c) has sustained a personal injury arising out of and in the course of employment, or caused another person to sustain a personal injury; or (d) has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.
 - d. Treatment Program Testing. Any employee may be required to undergo drug and alcohol testing if the employee has been referred by SPU for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under SPU's insurance, in which case the employee may be requested or required to undergo drug or alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two years

following completion of any prescribed chemical dependency treatment program.

2. **Testing Procedure.** Any department head or the General Manager may order drug and alcohol testing. Before undergoing drug or alcohol testing, the employee shall complete a form (1) acknowledging that the employee has been given a copy of SPU's drug and alcohol policy, and (2) indicating consent to undergo the drug and alcohol testing.
3. **Testing Laboratory.** A laboratory meeting all requirements of state law, including those set forth in Minn. Stat. Sec. 181.953, shall handle all drug and alcohol testing.
4. **Test Results.** Within three days of obtaining the final test results, the testing laboratory shall provide SPU with a written report indicating the drug(s), alcohol or their metabolites tested for, the types of tests conducted, and whether the test produced negative or positive results.

Within three working days after receipt of the test result report, SPU shall inform the employee in writing of a negative test result on an initial screening test, or of a negative or positive test result on a confirmatory test.

5. **Rights of Employees and Job Applicants.** Employees and applicants have a right to request and receive a copy of the test result report. If an employee or applicant test positive for drug use, SPU will give written notice of the right to explain the positive test.

Within three working days after notice of a positive test result on a confirmatory test, the employee or applicant may submit information to SPU to explain that result or may, within five working days after notice of the positive test result, request a confirmatory retest at the employee's or the applicant's own expense. If the confirmatory retest does not confirm the original positive test result, SPU will not take any adverse personnel action against the employee or applicant based on the original confirmatory test and will reimburse the employee for the expense of the retest.

6. **Consequences for Refusal to Test.** Employees and job applicants have the right to refuse to undergo drug and alcohol testing. However, failure to comply with SPU's drug and alcohol policy, and refusal to take a drug and alcohol test upon request shall subject an employee to discipline, including discharge. If an applicant refuses to test, the job offer will immediately be withdrawn.
7. **Discipline.** An employee who has a positive test result on a confirmatory test, when this is the first such result for the employee, will be subject to discipline but shall not be discharged unless (1) the employee has been given an opportunity to participate in either a drug or alcohol counseling or rehabilitation program,

whichever is more appropriate, as determined by SPU after consultation with a certified chemical use counselor or a physician trained in the diagnosis and treatment of chemical dependency, and (2) the employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program as evidenced by withdrawal from the program before its completion or a positive test result on a confirmatory test after completion of the program.

An employee that tests positive for a 2nd time or gets a 2nd DWI will automatically have their employment terminated.

Participation in the specified program will be at the employee's own expense or pursuant to coverage under SPU's insurance. All other employees obtaining a positive test result will be subject to discipline including discharge.

8. Classification of Data. Test result reports are private data on individuals as defined by Minnesota Statutes Chapter 13.

EMPLOYEE ACKNOWLEDGEMENT OF DRUG & ALCOHOL TESTING POLICY

I hereby acknowledge that I have received a copy of Shakopee Public Utilities' Drug & Alcohol Testing Policy. I understand that the contents of this Drug and Alcohol Testing policy is for general information and guidance, and it does not constitute a contract. I further understand that all contents in this Drug & Alcohol Testing Policy are subject to change in accordance with applicable laws, but employees will be advised of any changes.

I have entered into my employment relationship with Shakopee Public Utilities voluntarily and acknowledge that there is no specified length of employment. Employees have the right to terminate the employment relationship with Shakopee Public Utilities at any time, with or without notice, for any reason. With the exception of qualified veterans, Shakopee Public Utilities has the same right to terminate the employment relationship at any time, with or without notice, for any reason not prohibited by law. Shakopee Public Utilities retains sole discretion to add, delete, or change anything contained in this Drug and Alcohol Testing policy except employment-at-will.

I understand and agree that no employee or representative of Shakopee Public Utilities has the authority, at present or in the future, to promise me any benefit or make any agreement with me, oral or written, which in any way conflicts with this Drug & Alcohol Testing policy or any of these statements, and that no person other than the General Manager has the authority to change any policy, benefit, rule or procedure as stated in this Drug and Alcohol Testing policy.

I understand it is my responsibility to read and understand the contents of this Utility Drug and Alcohol Testing Policy. If I do not understand any provision of the book, I shall contact my Department Head or Human Resources for clarification.

I agree to return this Drug and Alcohol Testing Policy to Shakopee Public Utilities upon my separation from employment.

Employee Signature _____

Print Name _____

Date _____

Note: Employees will be required to acknowledge receipt of the Employee Drug and Alcohol Testing policy by signing this acknowledgement.

- This copy is to be removed and placed in the employee's personnel file –



PO Box 470 • 255 Sarazin Street
 Shakopee, Minnesota 55379
 Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

DATE: April 14, 2022
TO: Greg Drent, General Manager *GD*
FROM: Kelley Willemssen, Director of Finance & Administration *kw*
SUBJECT: First Quarter 2022 - Financial Reports

Current Status

As part of first quarter 2022 Financial reports, we continued the practice of providing a component of analytical review. For the Water and Electric Operating Revenue and Expense budget to actual and the Water and Electric Revenue and Expense report ending for each respective period, you will see comments at the bottom of each page. In addition to the analytical review, there are a few important points to note.

- The budget is projected on an annual basis rather than a monthly basis so the information in the First Quarter 2022 financial reports equates to 25% of the annual budget.
- The audit presentation has been rescheduled to the commission meeting being held on May 2nd. Clifton Larson Allen (CLA) will be in-person for the presentation.
- SPU's investment portfolio is well diversified among short-term fixed income securities permitted by Minnesota Statute 118A.04. During periods of rising and falling interest rates, the market value will either increase or decrease in value, however, unless those securities are sold prior to maturity that increase or decrease will only result in an unrealized gain or loss. Communication between SPU staff and PFM Asset Management is on-going. We continue to work on cash flows and monitoring liquidity in the portfolio to fund upcoming CIP projects. PFM will present updates to the commission end of second quarter.

Included in this report are the following statements & documents:

- Combined Statement of Revenues, Expenses and Changes in Fund Net Position
- Combined Statement of Revenues, Expenses and Changes in Fund Net Position without unrealized loss from investments
- Electric Operating Revenue and Expense – Budget to Actual (with analytics)
- Water Operating Revenue and Expense– Budget to Actual (with analytics)
- Relationship between interest rates & market value
- Market value Return vs. Book Value Return

Request

The Commission is requested to accept First Quarter 2022 Financial Reports

SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Year to Date Actual - March 2022			Year to Date Budget - March 2022			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W) \$ %		YTD Actual v. Budget B/(W) \$ %		YTD Actual v. Budget B/(W) \$ %	
OPERATING REVENUES	\$ 12,774,368	965,405	13,739,773	13,020,519	1,378,677	14,399,196	(246,151)	-1.9%	(413,272)	-30.0%	(659,423)	-4.6%
OPERATING EXPENSES						-						
Operation, Customer and Administrative	10,482,849	915,157	11,398,007	11,016,446	1,093,284	12,109,730	533,597	4.8%	178,127	16.3%	711,724	5.9%
Depreciation	665,171	438,543	1,103,714	665,171	438,544	1,103,714	0	0.0%	0	0.0%	0	0.0%
Total Operating Expenses	11,148,020	1,353,700	12,501,721	11,681,617	1,531,828	13,213,445	533,597	4.6%	178,127	11.6%	711,724	5.4%
Operating Income	1,626,348	(388,296)	1,238,052	1,338,903	(153,151)	1,185,751	287,445	21.5%	(235,144)	-153.5%	52,301	4.4%
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	149,574	121,929	271,504	90,127	47,341	137,468	59,447	66.0%	74,589	157.6%	134,036	97.5%
Interdepartment Rent from Water	22,500	-	22,500	22,500	-	22,500	-	0.0%	-	-	-	0.0%
Investment Income	(737,376)	(171,387)	(908,763)	168,347	69,608	237,955	(905,723)	-538.0%	(240,995)	-346.2%	(1,146,718)	-481.9%
Interest Expense	(412)	(24)	(436)	(16,239)	(548)	(16,787)	15,827	97.5%	524	95.6%	16,351	97.4%
Total Non-Operating Revenue (Expense)	(565,715)	(49,481)	(615,196)	264,735	116,401	381,135	(830,449)	-313.7%	(165,882)	-142.5%	(996,331)	-261.4%
Income Before Contributions and Transfers	1,060,633	(437,777)	622,856	1,603,637	(36,751)	1,566,886	(543,004)	-33.9%	(401,026)	1091.2%	(944,030)	-60.2%
CAPITAL CONTRIBUTIONS	-	1,448,196	1,448,196	173,231	610,604	783,834	(173,231)	-	837,592	137.2%	664,362	84.8%
MUNICIPAL CONTRIBUTION	(704,078)	(72,000)	(776,078)	(696,919)	(23,153)	(720,072)	(7,160)	-1.0%	(48,847)	-211.0%	(56,006)	-7.8%
CHANGE IN NET POSITION	\$ 356,555	938,419	1,294,974	1,079,949	550,700	1,630,649	(723,394)	-67.0%	387,719	70.4%	(335,675)	-20.6%

SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Year to Date Actual - March 2022			Year to Date Budget - March 2022			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W) \$ %		YTD Actual v. Budget B/(W) \$ %		YTD Actual v. Budget B/(W) \$ %	
OPERATING REVENUES	\$ 12,774,368	965,405	13,739,773	13,020,519	1,378,677	14,399,196	(246,151)	-1.9%	(413,272)	-30.0%	(659,423)	-4.6%
OPERATING EXPENSES						-						
Operation, Customer and Administrative	10,482,849	915,157	11,398,007	11,016,446	1,093,284	12,109,730	533,597	4.8%	178,127	16.3%	711,724	5.9%
Depreciation	665,171	438,543	1,103,714	665,171	438,544	1,103,714	0	0.0%	0	0.0%	0	0.0%
Total Operating Expenses	11,148,020	1,353,700	12,501,721	11,681,617	1,531,828	13,213,445	533,597	4.6%	178,127	11.6%	711,724	5.4%
Operating Income	1,626,348	(388,296)	1,238,052	1,338,903	(153,151)	1,185,751	287,445	21.5%	(235,144)	-153.5%	52,301	4.4%
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	149,574	121,929	271,504	90,127	47,341	137,468	59,447	66.0%	74,589	157.6%	134,036	97.5%
Interdepartment Rent from Water	22,500	-	22,500	22,500	-	22,500	-	0.0%	-	-	-	0.0%
Investment Income			-			-	-	0.0%	-	0.0%	-	0.0%
Interest Expense	(412)	(24)	(436)	(16,239)	(548)	(16,787)	15,827	97.5%	524	95.6%	16,351	97.4%
Total Non-Operating Revenue (Expense)	171,662	121,905	293,567	96,388	46,793	143,181	75,274	78.1%	75,113	160.5%	150,387	105.0%
Income Before Contributions and Transfers	1,798,009	(266,390)	1,531,619	1,435,290	(106,359)	1,328,932	362,719	25.3%	(160,032)	150.5%	202,688	15.3%
CAPITAL CONTRIBUTIONS												
MUNICIPAL CONTRIBUTION	-	1,448,196	1,448,196	173,231	610,604	783,834	(173,231)	-	837,592	137.2%	664,362	84.8%
	(704,078)	(72,000)	(776,078)	(696,919)	(23,153)	(720,072)	(7,160)	-1.0%	(48,847)	-211.0%	(56,006)	-7.8%
CHANGE IN NET POSITION	\$ 1,093,931	1,109,806	2,203,737	911,602	481,092	1,392,694	182,329	20.0%	628,714	130.7%	811,043	58.2%

SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE

	YTD Actual 3/31/2022	YTD Budget 3/31/2022	YTD Actual v. Budget Increase (decrease)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 4,862,477	5,138,114	(275,637)	94.6
Commercial and Industrial	7,645,006	7,590,531	54,475	100.7
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	<u>12,507,482</u>	<u>12,728,645</u>	<u>(221,162)</u>	<u>98.3</u>
Forfeited Discounts	51,728	72,134	(20,406)	71.7
Free service to the City of Shakopee	29,078	31,192	(2,113)	93.2
Conservation program	186,080	188,550	(2,470)	98.7
Total Operating Revenues	<u>12,774,368</u>	<u>13,020,519</u>	<u>(246,151)</u>	<u>98.1</u>
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	8,924,254	9,022,912	(98,658)	98.9
Distribution operation expenses	129,004	194,010	(65,006)	66.5 (1)
Distribution system maintenance	199,272	226,008	(26,736)	88.2
Maintenance of general plant	110,106	88,134	21,972	124.9 (2)
Total Operation and Maintenance	<u>9,362,634</u>	<u>9,531,063</u>	<u>(168,429)</u>	<u>98.2</u>
Customer Accounts				
Meter Reading	33,874	42,738	(8,864)	79.3
Customer records and collection	176,546	176,112	434	100.2
Energy conservation	(105,703)	186,523	(292,226)	(56.7) (3)
Total Customer Accounts	<u>104,717</u>	<u>405,373</u>	<u>(300,655)</u>	<u>25.8</u>
Administrative and General				
Administrative and general salaries	166,304	227,001	(60,698)	73.3 (4)
Office supplies and expense	76,903	69,236	7,667	111.1
Outside services employed	100,684	132,790	(32,106)	75.8 (5)
Insurance	34,206	32,710	1,495	104.6
Employee Benefits	501,620	528,100	(26,480)	95.0
Miscellaneous general	135,782	90,173	45,609	150.6 (6)
Total Administrative and General	<u>1,015,498</u>	<u>1,080,010</u>	<u>(64,512)</u>	<u>94.0</u>
Total Operation, Customer, & Admin Expenses	<u>10,482,849</u>	<u>11,016,446</u>	<u>(533,597)</u>	<u>95.2</u>
Depreciation	665,171	665,171	0	100.0
Total Operating Expenses	<u>\$ 11,148,020</u>	<u>11,681,617</u>	<u>(533,597)</u>	<u>95.4</u>
Operating Income	<u>\$ 1,626,348</u>	<u>1,338,903</u>	<u>287,445</u>	<u>121.5</u>

Item Explanation of Items Percentage Received/Expended Less than 80% or Greater than 120% and \$ Variance Greater than \$15,000.

- (1) Variance due to less miscellaneous distribution expenses than projected through March 2022.
- (2) Variance due to increase maintenance costs of general plant, distribution plant, and the building operations center than projected through March.
- (3) Variance due to less energy conservation expenses than budgeted for through March 2022. Variance should be stabilized throughout the year when expense
- (4) Variance due to less payroll expenses than budgeted for through March 2022. Unfilled position budgeted for the full year.
- (5) Variance due to less outside service expenses than budgeted for through March 2022.
- (6) Variance due to a large accounts payable invoice paid to MMUA for utility member dues in January 2022 and some safety training. Variance should be stabilized

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

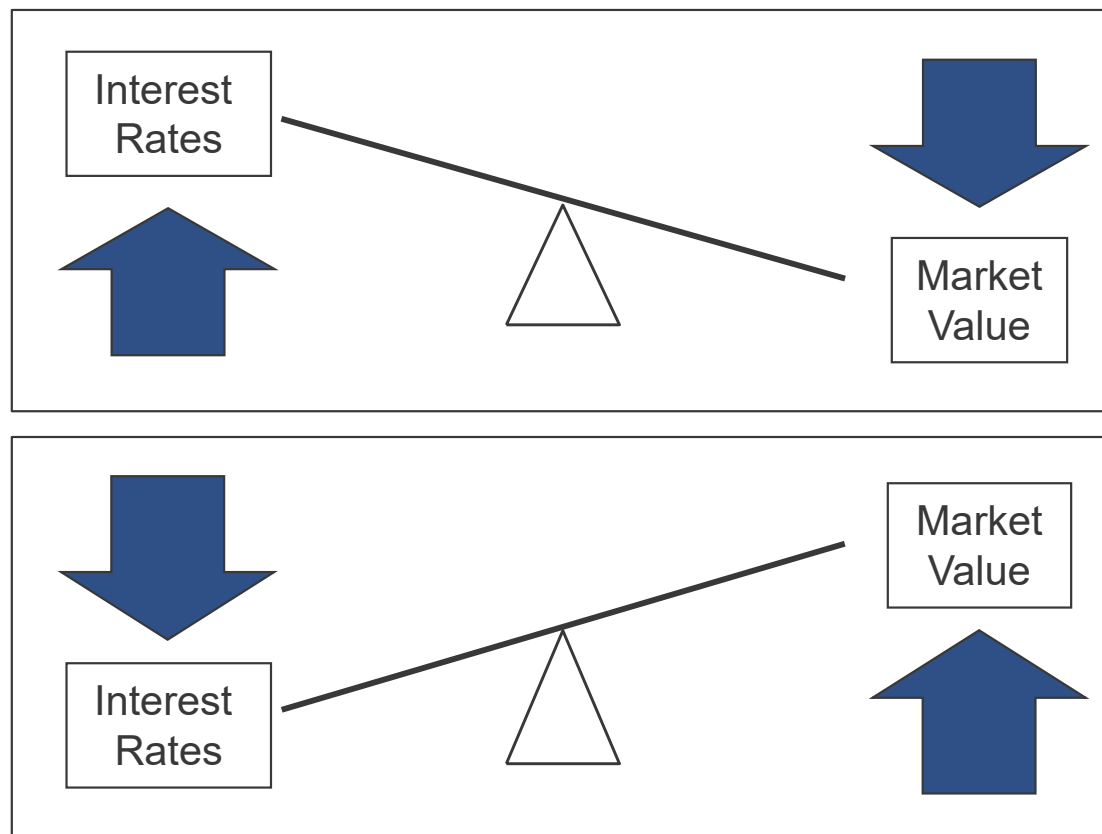
	YTD Actual 3/31/2022	YTD Budget 3/31/2022	YTD Actual v. Budget Increase (decrease)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 962,346	1,374,004	(411,658)	70.0 (1)
Forfeited Discounts	3,059	4,672	(1,614)	65.5
Total Operating Revenues	965,405	1,378,677	(413,272)	70.0
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	144,827	165,804	(20,977)	87.3
Pumping and distribution maintenance	104,169	193,110	(88,941)	53.9 (2)
Power for pumping	111,393	101,610	9,783	109.6
Maintenance of general plant	12,583	20,316	(7,733)	61.9
Total Operation and Maintenance	372,973	480,840	107,867	77.6
Customer Accounts				
Meter Reading	18,980	24,576	(5,595)	77.2
Customer records and collection	55,953	64,582	(8,628)	86.6
Energy conservation	316	-	316	#DIV/0!
Total Customer Accounts	75,249	89,158	13,908	84.4
Administrative and General				
Administrative and general salaries	104,460	151,347	(46,887)	69.0 (3)
Office supplies and expense	26,231	41,799	(15,568)	62.8 (4)
Outside services employed	34,806	67,146	(32,340)	51.8 (5)
Insurance	8,616	13,928	(5,312)	61.9
Employee Benefits	213,960	194,942	19,018	109.8
Miscellaneous general	78,862	54,125	24,737	145.7 (6)
Total Administrative and General	466,935	523,287	56,352	89.2
Total Operation, Customer, & Admin Expenses	915,157	1,093,284	178,127	83.7
Depreciation	438,543	438,544	(0)	100.0
Total Operating Expenses	\$ 1,353,700	1,531,829	178,128	88.4
Operating Income	\$ (388,296)	(153,152)	(235,143)	253.5

Item Explanation of Items Percentage Received/Expended Less than 80% or Greater than 120% and \$ Variance Greater than \$15,000.

- (1) Variance due to less revenues from residential, commercial, and industrial water sales than projected through March 2022.
- (2) Variance due to less maintenance expenses for pumping equipment, valves, meters, and hydrants than budgeted for through March 2022.
- (3) Variance due to less employee compensation than projected through March 2022. Unfilled position budgeted for full year.
- (4) Variance due to less office supplies purchased than budgeted for through March 2022.
- (5) Variance due to less outside service expenses than budgeted for through March 2022.
- (6) Variance due to increase regulatory commmission expenses, marketing costs, and other miscellaneous expenses than budgeted for through March 2022.

Relationship Between Interest Rates & Market Value

- ▶ Market values move inversely to interest rates.



Market Value Return vs. Book Value Return

- An entity buys \$1,000,000 par value of 5-Year Treasury Notes at a yield of 5%. The Notes have a coupon of 5% and were purchased at par.

Scenario - After 3 Months	Total Return	Book Value Return
Interest Rates Are Unchanged	Market Value of Securities \$1,000,000 Accrued Interest <u>12,500</u> Total \$1,012,500 Total Return = 5.00%	Book Value of Securities \$1,000,000 Accrued Interest <u>12,500</u> Total \$1,012,500 Book Value Return = 5.00%
Interest Rates Have Increased by 25 Basis Points	Market Value of Securities \$989,528 Accrued Interest <u>12,500</u> Total \$1,002,028 Total Return = 0.81%	Book Value of Securities \$1,000,000 Accrued Interest <u>12,500</u> Total \$1,012,500 Book Value Return = 5.00%
Interest Rates Have Decreased by 25 Basis Points	Market Value of Securities \$1,010,446 Accrued Interest <u>12,500</u> Total \$1,022,946 Total Return = 9.49%	Book Value of Securities \$1,000,000 Accrued Interest <u>12,500</u> Total \$1,012,500 Book Value Return = 5.00%

