



STAFF REPORT UTILITIES COMMISSION

Agenda Date: 3/4/2026
Agenda Section: Information Only

Department Origination: Public Works

Agenda Item: 2025 Water Supply Improvements - Wells 5 & 6 Monthly Update

Approval Required: No Action Required

BACKGROUND

The contract with SEH includes six (6) tasks to provide professional services associated with construction of two (2) additional water supply wells (Wells 5 & 6), raw watermain, and electrical components necessary to connect the wells to the Water Treatment Plant. The project includes bidding three (3) separate contracts to contractors and suppliers to expedite the construction timeline: (A) well construction, (B) utilities construction, and (C) electrical/control panel procurement.

Work Completed

- Overall: Continued check-in meetings with City staff.
- SEH prepared a project summary memo, including an updated Water Use Projections + Water Supply Trigger Chart. This chart was originally included in the Baxter Water System Planning and Hydraulic Model report.
- Contract A – Well Construction:
 - Work has been completed, final documentation was submitted, and final payment was made to Traut.
 - SEH updated a memo outlining several well field operational recommendations.
- Contract B – Raw Water Main and Electrical Improvements
 - Contractors (Pratt's and Holden) completed several punch list items for work in the vaults.
 - Coordination work with City Staff continues for project related work.
 - Seeding will be reviewed and minor seeding is expected in Spring 2026, thus the completion date was extended for Contract B via a previous change order.
- Contract C – Well Control Panels
 - IPS provided electronic files of the O&M manual for the control panels.
 - IPS provided Consent of Surety to Final Payment.
 - The Flow Meter in Well 5 was not working properly when the “empty pipe detection” setting was enabled. SEH will work with staff and the various contractors to review the setting and determine if the issue is resolved.

Work to be Completed

- Contract A – Well Construction
 - SEH will finalize the well field operational recommendations memorandum incorporating recent feedback from staff.
- Contract B - Raw Water Main and Electrical Improvements
 - Several punchlist items remain, including cleaning the control cabinets, painting the piping, and miscellaneous cleanup.

- Final turf establishment will be reviewed in Spring 2026 (Change Order 2 included a revised final completion date to move the date back to allow for turf growth and other cleanup if necessary next construction season.)
- Contract C – Well Control Panels
 - Final Documentation and updates to the control cabinet schematics have been requested from the Contractor.

FINANCIAL IMPLICATIONS

The project budget information is included in Exhibit A.

STAFF RECOMMENDATIONS

COUNCIL ACTION REQUESTED