Artesian Well Sealing Scope of Work (Lump Sum)

The U.S. Fish and Wildlife Service is requesting a quote to seal two (2) artesian well per MN Rules 4725.3850 and Minnesota Statute 103I.301. Unused wells are required to be sealed and notice of the sealing registered with the state. A copy of the well sealing log will be provided to the Field Station and the Regional Environmental Compliance Coordinator. This work shall be conducted by a licensed contractor or a licensed well-sealing contractor per Minnesota Statues, Section 103I.301.

Both wells need to be sealed when the ground is frozen to ensure access to the site.

Note: A site visit will be conducted on June 24th, 2026, starting at 9:00 AM. Interested parties will meet at the Winona District Maintenance Shop, 3 Kansas Street, Winona, MN. We will travel to Well #1 and then to Well #2 so contractors can become familiar with the sites. Note: Contractors are encouraged to bring equipment with them to inspect well to determine if debris needs to be removed from 12 inch well or if it needs to be redrilled prior to sealing. This well requires approximately a mile walk to reach this location.

1. Well Locations and Description
   a. Well #1
      U.S. Fish and Wildlife Service
      Upper Mississippi River NFWR – Winona District
      Mathy Site
      Minnesota City, MN 55959

      Well Head – 12 inches
      Casing Depth – 140-150 feet deep (Estimated based on discussion with previous owner)
      Depth to Aquafer - Unknown

   b. Well #2
      U.S. Fish and Wildlife Service
      Upper Mississippi River NFWR – La Crosse District
      Site Name Miller Site
      La Crescent, MN 55947

      Well Head – 4 inches – Contractor should verify by digging down to verify casing diameter as top of well is currently covered in cement.
      Casing Depth – Unknown -
      Depth to Aquafer - Unknown - Contractor should contact Minnesota Department of Health Well Sealing Department to get estimate for depth of well.

2. The contractor will schedule work with the following personnel:
   a. Well #1 – Note: this well can only be accessed by crossing private property.
      Wendy Woyczik, Winona District Manager
      Phone: 507-454-7351

Cell: 608-780-8306
Email: wendy_woyczik@fws.gov

b. Well #2 – Note: There is a locked refuge gate that will need to be unlocked to gain access to the site.
Tim Miller, La Crosse District Manager
Phone: 608-779-2385
Cell: 608-304-5854
Email: tim_a_miller@fws.gov

c. Contracting Officer Representative
Robert McGinn, Regional Environmental Compliance Coordinator
Cell: 612-518-1237
Email: Robert_McGinn@fws.gov

3. Sealing of artesian well shall comply with all Minnesota Rule 4725.3850 Sealing Well or Boring and Minnesota Statute 103I.301 Well Sealing Requirements

   A. Well #1 – Mathy Site
      1. Access to the site requires crossing private property. Access to the site can be arranged by the UMR NWFR, Winona District Manager, Wendy Woyczik. The old access road has been reopened and is approximately eight (8) feet wide. Additional bushes and trees can be removed if needed for access to the site.
      2. Contractor will obtain a special use permit from UMR NWFR – Winona District to conduct this work.
      3. The station will remove the welded cap prior to site visit. Potential bidders shall bring necessary equipment to determine if the well has debris that needs to be removed or redrilled prior to sealing well.
      4. Work must be completed when trail is frozen to ensure access to the site and not to damage environment.
      5. Contractor shall ensure equipment is clean prior to accessing the site to prevent the introduction of invasive species onto the site.
      6. Seal artesian well
         a. Twelve (12”) diameter casing based on wells and it is reported to have between 100-150 feet of casing and then continues to the Mount Simon Aquafer. Contractor is responsible for confirming this information as the Service does not have well records for this well.
         b. Depth to Aquafer from casing is unknown. Contractor is responsible for contacting Minnesota Department of Health Well Sealing Department to get estimate for depth of well. Contractor is responsible for determining depth of well.
      7. Work will include removing welded metal cover from opening of well.

8. Ground is not level. Contractors will need to determine if a pad needs to be constructed to perform work. If pad is needed, the contractor will be required to remove the pad after completion of the work.
9. Attaching extension to stop flow of water.
10. Remove casing as necessary and drill out well if required.
11. Perforation of well casing in confining lays per state code.
12. Removal of all debris removed from the well if present.
13. Sealing of well per Minnesota State Regulations.
14. Submitting Well and Boring Sealing Record to the state.
15. Providing copies of Well and Boring Sealing Record to Station and RECC.

B. Well #2 – Miller Site
1. Access to the site from Highway 26 intersection south of La Cresent. Drive approximately 0.6 miles south on CR26 to U.S. Fish and Wildlife Access Road. Schedule time with UMR NWFR – La Crosse District as road is blocked by a locked gate. Access is across a flat wet meadow prairie from the main road.
2. Contractor will obtain a special use permit from UMR NWFR – La Crosse District to conduct this work.
3. Work must be completed when trail is frozen to ensure access to the site and not to damage environment.
4. Contractor shall ensure equipment is clean prior to accessing the site to prevent the introduction of invasive species onto the site.
5. Seal artesian well
   a. Well head is encased in concrete. Note: casing may be broken at ground level as water was seen flow from this area.
   b. It is estimated to be a four (4") inch diameter casing. Contractor will will need to verify diameter by digging down around the pipe. The top of the well head is sealed with concrete.
   Note: Minnesota Well and Boring Sealing No: H187278 was the house well that was sealed on this property. It shows the Barn Well (Well #2) on the drawing for closure. The Well for the house had a 4" in diameter casing, the casing went down 112 feet, and the depth of the well was reported to be 253 feet. Contractor is responsible for contacting Minnesota Department of Health Well Sealing Department to get estimate for depth of well. Contractor is responsible for determining depth of well.
   c. Well will be required to be capped below grade to remove the hazard from hitting the abandoned well.
   d. A hazard tree is located at this site that will need to be removed prior to conducting work as limb maybe in the way to conduct work.
6. Attaching extension to stop flow of water.
7. Remove casing as necessary and drill out well if required.
8. Perforation of well casing in confining lays per state code.
9. Sealing of well per Minnesota State Regulations.
10. Submitting Well and Boring Sealing Record to the state.

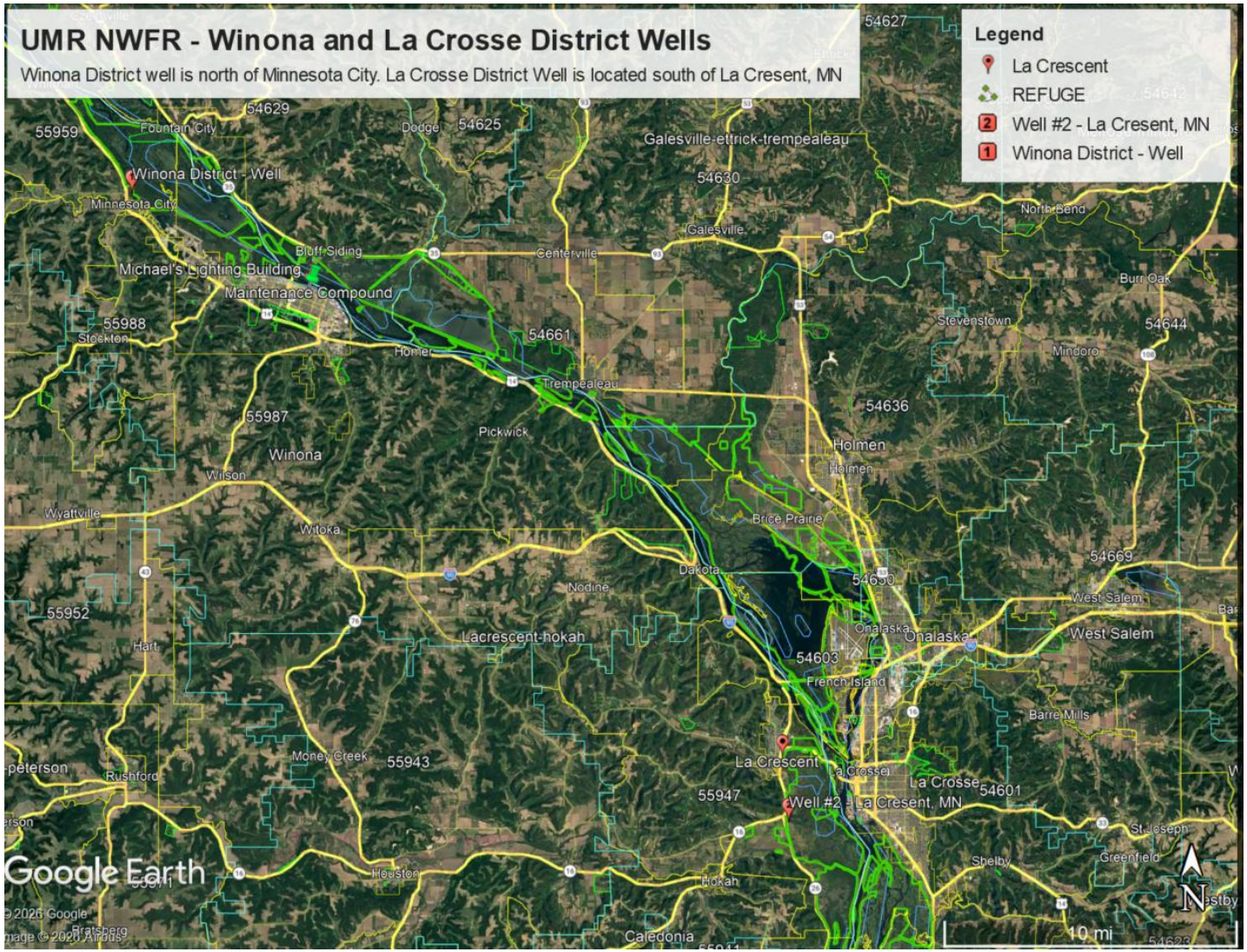
11. Providing copies of Well and Boring Sealing Record to Station and RECC.
12. Removal of all debris including: remove concrete casing, remove four (4”) piping that water is flowing from.
13. Remove hazard tree if necessary to seal well. If required provide cost to remove. (Optional item depending on available funds. Service will remove if cost is prohibited.)
14. Remove all metal (pipe and culvert leading from cattle tank to stream. (Optional depending of available funding.)
15. Remove cement cattle trough (5 feet x 29 inches x 18 inches) (Optional depending of available funding.)
16. Provide manifest for all material disposed of from site.

3. Complete well-selling reports and records within 60 days of completion of the work required by state laws and regulations. Copies of the reports and records shall be submitted to the State of Minnesota Health Department, U.S. Fish and Wildlife Service – UMR NFWR Winona District and La Crosse District Office, and Rob McGinn, Regional Environmental Compliance Coordinator.

Attachment 1 – Artesian Wells Location Maps
Attachment 2 – Photos
Attachment 3 - Well Records

Attachment 1 –

Artesian Well Map Showing Both Wells



UMR NWFR - Winona District Well #1

Access to this site is through private property. Access must be arranged with Wendy Woyczik, District Manager.
Red ouline shows boundry for this property that is owned by U.S. Fish and Wildlife Service

UMR NWFR - La Crosse District Well #2
Access to this site is through a gated road and then across open prairie that has to be frozen to access this site.
Legend
Well #2 - La Cresent, MN
Well #2 Path
Scenic Pkwy
pper Misissippi River National Wildlife and Fish Refuge
Great River Rd
Well #2 - La Cresent, MN
Veterans Pkwy
Google Earth
© USFWS
© 2026 Google
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1000 ft

Attachment 2 - Photos

Well #1 Photo:

Well has a welded cover over the well head.

Well #2 Photos:

Well Head with Cement, Cement Trough, and metal pipe discharge, Hazard Tree that may be in the way.

Trough, Right hand bottom discharge from trough, and pipe running to creek

Metal culvert running from trough area to creek.

Wood line in background is where accesses road is located and prairie that will be driven across to access site.

Attachment 3 – Well Records

See Attached Files:

a) Winona Well #1 Disclosure Certificated - 2007 WDC 440038
b) La Crosse Well #2 Well Sealed on Same Property - 2009 WDC 453234
c) La Crosse Well #2 sealed well H187278 House Well - Shows Barn Well