# Minnehaha Creek Watershed District

REQUEST FOR BOARD ACTION

**MEETING DATE**: February 23, 2017 TITLE: Authorization to Enter into Contract for Vegetation Maintenance at 3 Sites **RESOLUTION NUMBER: 17-013** PREPARED BY: Laura Domyancich **TELEPHONE**: 952-641-4582 **E-MAIL:** Idomyancich@minnehahacreek.org **REVIEWED BY:** □Administrator □ Counsel □ Program Mgr.: Tiffany Schaufler ☐ Board Committee ☐ Engineer ☐ Other **WORKSHOP ACTION:** ☐ Advance to Board mtg. Consent Agenda. ☐ Advance to Board meeting for discussion prior to action. ☐ Refer to a future workshop (date): ☐ Refer to taskforce or committee (date): ☐ Return to staff for additional work. ☐ No further action requested. ☑ Other (specify): Not reviewed at Board Workshop. Seeking approval at February 23, 2017 Board Meeting.

### **PURPOSE or ACTION REQUESTED:**

Final authorization is requested to enter into a contract with Minnesota Native Landscapes (MNL) for two years of vegetation maintenance at Minnehaha Preserve and Stieger Wetland Restoration and one year of vegetation maintenance at the Six Mile Marsh Prairie Restoration in the amount of \$73,940 and establish a not-to-exceed budget of \$81,344.

### PROJECT/PROGRAM LOCATION:

Minnetrista and Victoria, MN. See Attachment 1: Sites Map

#### PROJECT TIMELINE:

2017-2018

#### PROJECT/PROGRAM COST:

Fund name and number: Project Maintenance and Land Management, 200-2003-4320

Current budget: \$683,310 Expenditures to date: \$3,654.66

Requested amount of funding: \$81,344

#### PAST BOARD ACTIONS:

- May 6, 2003: RES 03-008, Approval to Include Vegetation in District Maintenance Policy
- November 20, 2003: RES 03-048, Award Kestrel Contract for Design and Maintenance Plan for Vegetation at Regional Ponds
- May 13, 2004: RES 04-021, Accept Kestrel Plans for Buffer Designs/Maintenance at Regional Ponds

- July 22, 2004: RES 04-030, Award 2-year Contract to Kestrel for Vegetation Maintenance and Oversight at Regional Ponds
- May 1, 2008: RES 08-031, Award Contract to Kestrel for Inspections, Oversight, and Reporting on Vegetation Maintenance for Regional Pond Sites for Growing Season 2008
- December 11, 2008: RES 08-098, Authorize Staff to Solicit Bids for 5 Years of Vegetation Maintenance at 10 Sites and Award Kestrel Contract to Prepare Bidding Documents and Technical Specifications
- June 11, 2009: RES 09-053, Award 5-year Contract for Vegetation Maintenance of District Projects
- April 24, 2014: RES 14-036, Award Contract for Vegetation Maintenance at 10 District Project Sites
- February 25, 2016: RES 16-014, Authorization to Enter into Contracts for Vegetation Maintenance at 17 Sites

#### SUMMARY:

In 2003, the District adopted a policy in which the District maintains vegetation established as part of District projects. This action was in response to the finding that project partners may not have the expertise, budget, or oversight needed for ongoing vegetation maintenance and that the District is best equipped to ensure that the maintenance is regular and consistent. MCWD will be managing vegetation at a total of 21 sites throughout the District under contracts executed in 2016, agreements with Great River Greening, and this proposed contract. This contract initiates ongoing vegetation maintenance at 3 sites where construction warranty maintenance or short-term contracts have ended.

Long-term maintenance is needed to preserve investments at these 3 sites. Therefore, the District has solicited quotes for vegetation management from four contractors and has received 4 quotes for a scope of work providing for management of these three sites for a period of 2 years. The quotes received are listed below:

CONTRACTOR	Minnehaha Preserve, Six Mile
	Marsh Prairie, and Stieger
	Wetland Contract Quote
Minnesota Native	\$73,940*
Landscapes	
Applied Ecological	\$83,442
Services	
Prairie	\$86,900
Restorations, Inc.	
Wetland Habitat	\$147,625
Restorations	

<sup>\*</sup> Low Quote

Staff recommends awarding the Minnehaha Preserve, Six Mile Marsh Prairie, and Stieger Wetland contract for vegetation maintenance to Minnesota Native Landscapes in the amount of \$73,940 and establish a not-to-exceed budget of \$81,344.

## **RESOLUTION**

RESOLUTION	NUMBER: <u>17-013</u>	
TITLE:	Authorization to Enter into Contracts for Vegetation Maintenance at 3 Sites	
WHEREAS,	the Minnehaha Creek Watershed District (MCWD) engages in regional capital improvement projects as described in its Water Resources Management Plan; and	
WHEREAS,	the MCWD has constructed various regional treatment facilities that include a vegetation component; and	
WHEREAS,	the MCWD Board of Managers has amended the maintenance policy to include maintenance of vegetation planted in conjunction with capital projects, but not including mowing of lawns or general landscaping of the project site; and	
WHEREAS,	MCWD staff has solicited quotes for vegetation maintenance services for the Minnehaha Preserve, Six Mile Marsh Prairie, and Stieger Wetland Restoration and has received quotes from 4 contractors, and Minnesota Native Landscapes submitted a low and responsive quote of \$73,940.	
NOW, THERE	FORE, BE IT RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Minnesota Native Landscapes in the amount of \$73,940 for Minnehaha Preserve, Six Mile Marsh Prairie, and Stieger Wetland Restoration vegetation maintenance and	
BE IT FURTH	ER RESOLVED that the Board establishes a project maintenance budget in the not-to-exceed amount of \$81,344 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount.	
Resolution Nu Motion to ado	mber 17-013 was moved by Manager, seconded by Manager  ot the resolution ayes, nays,abstentions. Date:  Date:	

# Attachment 1: Sites Map

