Minnehaha Creek Watershed District

REQUEST FOR BOARD ACTION

MEETING DATE: September 11, 2014 TITLE: Authorization to contract with Wenck Associates to develop a 2014 Flood Report **RESOLUTION NUMBER: 14-074** PREPARED BY: Tiffany Schaufler **TELEPHONE**: 952-641-4513 **E-MAIL:** tschaufler@minnehahacreek.org **REVIEWED BY:** □Administrator ☐ Counsel ☐ Program Director (Name): □ 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.

PURPOSE or ACTION REQUESTED:

Authorization to contract with Wenck Associates, Inc. for \$29,800 and establish a not-to-exceed budget of \$32,780 for engineering services related to developing a 2014 Flood Report which includes performing an assessment on the six major creeks within the District.

PROJECT/PROGRAM LOCATION:

Minnehaha Creek, Painter Creek, Six Mile Creek, Gleason Lake Creek, Long Lake Creek, Classen Creek

PROJECT TIMELINE:

Wenck Associates will begin data collection and the stream assessment tasks in mid-September. The final flood report will be completed in November 2014.

PROJECT/PROGRAM COST:

Fund name and number: Operations & Maintenance, 2501

Current budget: \$326,000 Expenditures to date: \$78,155

Requested amount of funding: \$32,780

SUMMARY:

At the June 26, 2014 Board Meeting, staff provided a high water update which included a high-level summary on the conditions across the District. Now that the high water levels have receded, District staff along with Wenck Associate staff will begin to develop a report which will summarize all the acquired data from the 2014 flood event, including the hydrologic system response, District response, community response, infrastructure damage, financial implications, District program recommendations, and future planning needs.

As part of the information gathering for the 2014 flood report, Wenck Associates staff will also be assessing Minnehaha Creek, Painter Creek, Six Mile Creek, Gleason Lake Creek, Long Lake Creek, and Classen Creek with District staff. During the assessment of these creek systems, Wenck and District staff will be looking for major bank erosion, slope failures, erosion around channel crossings, channel obstructions, and damage to infrastructure. If any major damage is found during the stream assessments those repairs will be coordinated with the District's FEMA representative.

RESOLUTION

| RESOLUTION | N NUMBER: | <u>14-074</u> |
|---------------|--|---|
| TITLE: | Authorization | to contract with Wenck Associates to develop a 2014 Flood Report |
| WHEREAS, | | , 2014 through June 30, 2014 timeframe was the wettest on record and resulted in water conditions throughout the Minnehaha Creek Watershed District (MCWD); |
| WHEREAS, | at the June 26, 2014 Board Workshop, District staff provided a high water update to the Board of Managers; and | |
| WHEREAS, | District staff has continued to gather information throughout the 2014 high water conditions and will use that information to develop a report that summarizes all the acquired data from the 201 flood event; and | |
| WHEREAS, | Wenck Associates, Inc. has submitted a proposal that details specific tasks necessary to assist in developing the 2014 Flood Report, including an assessment of the six major creeks within the District; and | |
| WHEREAS, | MCWD governance policy requires written quotes or a qualification based selection process for professional services in excess of \$25,000; and | |
| WHEREAS, | staff is recommending deviation from this policy based on a proposal to develop a 2014 Flood Report that has been provided by Wenck Associates, Inc., who given their role as the District engineer, previous work on the 2003 Stream Assessment, and unique knowledge of the hydrologic and hydraulic behavior of the Minnehaha Creek watershed and the organizational goals of the District, is uniquely qualified to perform the proposed work; and | |
| NOW, THERE | authorize the not-to-exceed | RESOLVED that the Minnehaha Creek Watershed District Board of Managers District Administrator to execute a contract with Wenck Associates, Inc. for the amount of \$32,780 to develop a 2014 Flood Report which includes performing an or the six major creeks within the District. |
| Motion to ado | umber 14-074 w pt the resolution | vas moved by Manager, seconded by Manager n ayes, nays,abstentions. Date: Date: |
| Secretary | | |