

**MEETING DATE:** October 8,2015

**TITLE:** Authorization to Hire Wenck Associates as District Engineer for 2016-2018

**RESOLUTION NUMBER:** 15-XXX

**PREPARED BY:** Lars Erdahl

**E-MAIL:** lerdahl@minnehahacreek.org

**TELEPHONE:** 952-641-4505

**REVIEWED BY:**  Administrator  Counsel  Program Mgr. (Name): \_\_\_\_\_  
 Board Committee  Engineer  Other

**WORKSHOP ACTION:**

<input checked="" type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input type="checkbox"/> Other (specify): _____	

**PURPOSE or ACTION REQUESTED:**

Approve the selection of Wenck Associates to provide engineering services to the MCWD for 2016-2018

**SUMMARY:**

Under Minnesota Statute 103B, the Minnehaha Creek Watershed District, is required to conduct a bi-annual review of its need for engineering services and the most effective way of meeting those needs.

A Request for Qualifications (RFQ) that described the role of District Engineer and the scope of services was prepared and e-mailed to qualified engineering firms in the metro area, Hennepin County, and posted on our website. A notice was published in the newspaper.

Wenck Associates was one of two firms to respond to our RFQ; several other firms expressed their desire to remain in the pool of engineers that the District works with but that they did not wish to submit a proposal as the District's Engineer. Based on the comparison of the submitted two firms qualifications, staff recommends continuing with Wenck Associates as the District's Engineer.

**RESOLUTION**

---

**RESOLUTION NUMBER:** 15-XXX

**TITLE:** **Authorization to Hire Wenck Associates as District Engineer for 2016-2018**

WHEREAS, every two years Minnesota Statutes require watershed districts to review and appoint consultant engineering service providers; and

WHEREAS, a Request for Qualifications for consultant engineering services was duly noticed, sent to qualified engineering firms in the Metropolitan area and posted to the District's website; and

WHEREAS, a Statement of Qualifications was received from the Wenck Associates; and

WHEREAS, the Board of managers received copies of all documents submitted for the RFQ to review; and

WHEREAS, Staff reviewed the Statements of Qualifications received and recommend selection of Wenck Associates; and

WHEREAS, Wenck Associates has provided the MCWD with excellent engineering services since 1992; and

WHEREAS, Wenck Associates is fully qualified to provide the engineering services needed by the MCWD; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Minnehaha Creek Watershed District Board of Managers; hereby appoints Wenck Associates as District Engineer for the MCWD for 2016 -2018.

BE IT FUTHER RESOLVED, that the District Administrator is authorized to negotiate and execute the engineering services agreement.

Resolution Number 15-XXX was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

\_\_\_\_\_  
Secretary Date:\_\_\_\_\_