

**MEETING DATE:** February 25, 2016

**TITLE:** Authorization to Enter into Contracts for Vegetation Maintenance at 17 Sites

**RESOLUTION NUMBER:** 16-014

**PREPARED BY:** Laura Domyancich

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**REVIEWED BY:**  Administrator  Counsel  Program Mgr.: Tiffany Schaufler  
 Board Committee  Engineer  Other

**WORKSHOP ACTION:**

<input 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 checked="" type="checkbox"/> Other (specify): Not reviewed at Board Workshop. Seeking approval at February 25, 2016 Board Meeting.	

**PURPOSE or ACTION REQUESTED:**

Authorization to enter into contracts with:

Wetland Habitat Restorations for three years of vegetation maintenance for the Small Site Buffers and Shorelines in the amount of \$50,862 and establish a not-to-exceed budget of \$55,948;

Prairie Restorations, Inc. for three years of vegetation maintenance for the Pond Buffers in the amount of \$44,560 and establish a not-to-exceed budget of \$49,016;

Prairie Restorations, Inc. for one year at the County Road 26 Remeander Large Site Restoration and three years of vegetation maintenance for the Johnson/Rolling Hills and Independence Wetland Large Site Restorations in the amount of \$40,590 and establish a not-to-exceed budget of \$44,649 and

Prairie Restorations, Inc. for one year of vegetation maintenance for the Six Mile Marsh Prairie Restoration in the amount of \$31,847 and establish a not-to-exceed budget of \$35,031.

**PROJECT/PROGRAM LOCATION:**

See Attachment 1: Sites Map

See the table below for a breakdown on the four project contracts and associated sites.

Small Site Buffers & Shorelines	Pond Buffers	Large Site Restoration	Six Mile Marsh Prairie Restoration
Broin Property	Gateway Pond	Independence Wetland	Six Mile Marsh Prairie Restoration
MCWD Office Buffer	Amelia Pond	CR 26 Remeander	
Minnehaha Creek Headwaters Shoreline	Knoll Pond	Johnson/Rolling Hills Restoration	
Long Lake Ponds & Shoreline	SW Calhoun		
Diercks Property	Cedar Meadows		
Our Lady of the Lake Raingarden	Twin Lakes Park		
Gideon Glen			

**PROJECT TIMELINE:**

2016-2018

**PROJECT/PROGRAM COST:**

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

Current budget: \$546,429

Expenditures to date: \$2,408

Requested amount of funding: \$184,644

**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

## 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. The District has actively been managing the vegetation at 10 project sites throughout MCWD: Nokomis ponds (Gateway, Amelia, Knoll), SW Calhoun pond, Cedar Meadows, Twin Lakes Park pond, Minnehaha Creek Headwaters shoreline, Long Lake ponds and shoreline, Independence Wetland, and Gideon Glen. In 2014, the District entered into a 2-year vegetation maintenance contract with Wetland Habitat Restorations (WHR) to maintain these 10 sites. The contract with WHR expired at the end of 2015.

As more recent capital projects have reached the end of their warranty period and maintenance and management goals have been refined for District lands, the number of sites where vegetation maintenance is needed has grown to 17. Proposed maintenance for the 17 sites has been divided between four contracts in an effort to group sites geographically, to group similar management approaches and required equipment, and to align technical abilities of individual contractors with specific management techniques. In addition, organizing the work into four separate contracts as defined will facilitate staff's oversight and administration of the work.

Ongoing maintenance is needed to preserve the investment at these 17 sites. Therefore, the District has solicited quotes for vegetation maintenance from four contractors and has received four quotes for three contracts and two quotes for the Six Mile Marsh Prairie Contract. The quotes received are listed below:

CONTRACTOR	Small Site Buffers & Shoreline	Pond Buffers	Large Site Restorations	Six Mile Marsh Prairie
Prairie Restorations, Inc.	\$65,235	\$44,560*	\$40,590*	\$31,847*
Wetland Habitat Restorations	\$50,862*	\$65,300	\$41,443	N/A
Minnesota Native Landscapes	\$61,350	\$52,940	\$52,405	\$43,645
Applied Ecological Services	\$88,840	\$54,100	\$101,978	N/A

\* Low Quote

Staff recommends awarding the Small Site Buffers and Shorelines contract to Wetland Habitat Restorations for three years of vegetation maintenance in the amount of \$50,862 and establish a not-to-exceed budget of \$55,948;

Staff recommends awarding the Pond Buffers contract to Prairie Restorations, Inc. for three years of vegetation maintenance in the amount of \$44,560 and establish a not-to-exceed budget of \$49,016;

Staff recommends awarding the Large Site Restorations contract to Prairie Restorations, Inc. for one to three years of vegetation maintenance in the amount of \$40,590 and establish a not-to-exceed budget of \$44,649;

Staff recommends awarding the Six Mile Marsh Prairie contract to Prairie Restorations, Inc. for one year of vegetation maintenance in the amount of \$31,847 and establish a not-to-exceed budget of \$35,031.

## RESOLUTION

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**RESOLUTION NUMBER: 16-014**

**TITLE: Authorization to Enter into Contracts for Vegetation Maintenance at 17 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, the MCWD entered into a 2-year contract with Wetland Habitat Restorations to perform vegetation maintenance for Lake Calhoun Ponds, Cedar Meadows, Twin Lake Park pond, Nokomis ponds, Long Lake Park ponds, Headwaters Park, Independence wetland, and Gideon Glen that expired in 2015; and

WHEREAS, MCWD staff has solicited quotes for vegetation maintenance services for the Small Site Buffers and Shorelines locations and has received quotes from four contractors, and Wetland Habitat Restorations submitted a low quote of \$50,862; and

WHEREAS, MCWD staff has solicited quotes for vegetation maintenance services for the Pond Buffers locations and has received quotes from four contractors, and Prairie Restorations, Inc. submitted a low quote of \$44,560; and

WHEREAS, MCWD staff has solicited quotes for vegetation maintenance services for the Large Site Restorations locations and has received quotes from four contractors, and Prairie Restorations, Inc. submitted a low quote of \$40,590; and

WHEREAS, MCWD staff solicited quotes for vegetation maintenance services for the Six Mile Marsh Prairie location and has received quotes from two contractors, and Prairie Restorations, Inc. submitted a low quote of \$31,847.

NOW, THEREFORE, BE IT RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Wetland Habitat Restorations in the amount of \$50,862 for the Small Site Buffers and Shorelines vegetation maintenance and that the Board establishes a Small Site Buffers and Shorelines project maintenance budget in the not-to-exceed amount of \$55,948 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount; and

BE IT FURTHER RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Prairie Restorations, Inc. in the amount of \$44,560 for the Pond Buffers vegetation maintenance and that the Board establishes a Pond Buffers project maintenance budget in the not-to-exceed amount of \$49,016 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount; and

BE IT FURTHER RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Prairie Restorations, Inc. in the amount of \$40,590 for the Large Site Restorations vegetation maintenance and that the Board establishes a Large Site Restorations project maintenance budget in the not-to-exceed amount of \$44,649 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount; and

BE IT FURTHER RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Prairie Restorations, Inc. in the amount of \$31,847 for the Six Mile Marsh Prairie vegetation maintenance and that the Board establishes a Six Mile Marsh Prairie Restoration project maintenance budget in the not-to-exceed amount of \$35,031 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount.

Resolution Number 16-014 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

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

# Attachment 1: Sites Map

