

MEETING DATE: March 22, 2018

TITLE: Authorization to Enter into Contract for Vegetation Maintenance at 4 Sites

RESOLUTION NUMBER: 18-034

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): Seeking approval at March 22, 2018 Board Meeting.	

PURPOSE or ACTION REQUESTED:

Final authorization is requested to enter into a contract with Applied Ecological Services for one year of vegetation maintenance at the Laketown Wetland Restoration, Six Mile Marsh Prairie Restoration, Long Lake Creek Wetland Restoration, and Methodist Hospital Wetland Restoration in the amount of \$29,365 and establish a not-to-exceed budget of \$32,302.

PROJECT/PROGRAM LOCATION:

Victoria, Minnetrista, Long Lake, and St. Louis Park, MN. See Attachment 1: Sites Map

PROJECT TIMELINE:

2018

PROJECT/PROGRAM COST:

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

Current budget: \$754,198

Expenditures to date: \$6,392.05

Requested amount of funding: \$32,302

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
- February 23, 2017: RES 17-013, Authorization to Enter into Contract for Vegetation Maintenance at 3 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 23 sites throughout the District under contracts executed in 2016 and 2017, agreements with Great River Greening, and this proposed contract. This contract initiates ongoing vegetation maintenance at 4 sites where construction warranty maintenance has ended (Long Lake Creek Wetland), where grant-funded management is limited in scope and additional management is needed (Six Mile Marsh Prairie), and where new maintenance obligations are being initiated (Laketown Wetland and Methodist Hospital Wetland). With this contract framework, all contracts for vegetation management at the 23 sites will expire at the end of 2018 and new contracts will be entered in 2019.

Long-term maintenance is needed to preserve investments at these four sites. Therefore, the District has solicited quotes for vegetation management from four contractors and has received three quotes for a scope of work providing for management of these four sites for a period of one year. Staff has considered seeking quotes for management of each of these sites individually, but administrative savings were found by grouping the management of these four sites under one contract. The quotes received are listed below:

CONTRACTOR	Laketown Wetland, Six Mile Marsh Prairie, Long Lake Creek Wetland, and Methodist Hospital Wetland Contract Quote
Applied Ecological Services	\$29,365*
Minnesota Native Landscapes	\$37,365
Prairie Restorations, Inc.	\$50,770

* Low Quote

Staff recommends awarding the Laketown Wetland, Six Mile Marsh Prairie, Long Lake Creek Wetland, and Methodist Hospital Wetland contract for vegetation maintenance to Applied Ecological Services in the amount not-to-exceed \$29,365 and establish a not-to-exceed budget of \$32,302.

ATTACHMENT:

Attachment 1: Vegetation Management Site Map

RESOLUTION

RESOLUTION NUMBER: 18-034

TITLE: **Authorization to Enter into Contracts for Vegetation Maintenance at 4 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 Laketown Wetland, Six Mile Marsh Prairie, Long Lake Creek Wetland, and Methodist Hospital Wetland and has received quotes from three contractors, and Applied Ecological Services submitted a low and responsive quote of \$29,365.

NOW, THEREFORE, BE IT RESOLVED that the District Administrator is authorized, on advice from District Counsel, to enter into a contract with Applied Ecological Services in the amount of \$29,365 for Laketown Wetland, Six Mile Marsh Prairie, Long Lake Creek Wetland, and Methodist Hospital Wetland, and

BE IT FURTHER RESOLVED that the Board establishes a project maintenance budget in the not-to-exceed amount of \$32,302 and authorizes the District Administrator, in his judgement, to authorize change orders obligating the District up to that amount.

Resolution Number 18-034 was moved by Manager _____, seconded by Manager _____.
Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: _____.

Secretary Date: _____

Vegetation Management at 23 Sites - 2018

