

**MEETING DATE:** July 30, 2015

**TITLE:** Authorization to Contract with Wenck Associates to Develop Bid Documents and for Construction Oversight of Stormwater Pond Maintenance and Authorization to Solicit Bids for Stormwater Pond Maintenance

**RESOLUTION NUMBER:** 15-065

**PREPARED BY:** Laura Domyancich

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

**TELEPHONE:** 952-641-4582

**REVIEWED BY:**  Administrator  Counsel  Program Director: James Wisker  
 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): <b>FINAL ACTION July 30, 2015</b>	

**PURPOSE or ACTION REQUESTED:** Approval of a not to exceed expenditure of \$19,209 and authorization for the District Administrator to execute a contract for engineering services with Wenck Associates for facilitation of the bidding process and construction observation for sediment removal at Gleason Lake Ponds 2 and 3. Authorization to solicit bids for stormwater pond maintenance.

**PROJECT/PROGRAM LOCATION:** Gleason Lake Ponds 2 and 3 in Plymouth (Gleason Lake Creek Subwatershed).

**PROJECT TIMELINE:**

August 2015: Bid documents to be developed  
September 2015: Construction bids to be solicited  
December 2015: Award construction contract  
Winter 2015-2016: Stormwater pond maintenance and restoration to be completed

**PROJECT/PROGRAM COST:**

Fund name and number: Project Maintenance and Land Management (2003)  
Current Budget: \$466,000  
Expenditures to date: \$76,234  
Requested amount of funding: \$17,463 for facilitation of the bid process and construction oversight of two ponds on one site.

**PAST BOARD ACTION:**

- RES 10-002, January 7, 2010, Contract with Wenck Associates for sediment surveys of regional ponds

- RES 10-049, June 3, 2010, Contract with Wenck Associates for design and construction observation of stormwater pond dredging project
- RES 10-068, September 2, 2010, Contract for stormwater pond maintenance at Twin Lakes Pond and Amelia Pond
- RES 11-056, July 7, 2011, Authorization to Contract with Wenck Associates for Pond Sediment Surveys, to Solicit Bids for Regional Stormwater Pond Maintenance, and for Construction Management of Pond Maintenance
- RES 11-100, October 27, 2011, Authorization to Award Bid for the 2011-2012 Stormwater Pond Maintenance at Twin Lakes Pond, SW Calhoun Pond, and Gleason Lake Pond 1
- RES 13-045, April 25, 2013, Authorization to Award Contract to Wenck Associates, Inc. for Pond Sediment Surveys
- RES 14-045, May 8, 2014, Authorization to Award Contract for 2014 Pond Sediment Surveys
- RES 15-022, March 26, 2015, Authorization to Award Contract for 2015 Stormwater Pond Sediment Surveys

**SUMMARY:**

The MCWD Board of Managers has established a policy that dictates cyclical investigation and maintenance of its 28 stormwater ponds through cooperative agreements. In 2011, the Project Maintenance Program recommended pond sediment surveys of seven to ten ponds each year on a three-year rotation (*Attachment B*).

Pond sediment surveys conducted in May 2015 identified the need to maintain the Gleason Lake Ponds 2 and 3 and the Steiger Wetland Pond due to accumulated sediment and associated diminished wet volume. Gleason Ponds 2 and 3 will be maintained during the winter of 2015-16.

Staff are currently weighing the potential cost benefit of conducting maintenance on the Steiger Wetland pond compared to the water quality benefits that can be gained by alternative options. Wenck Associates have proposed, for example, that a better use of funding may be to install a sand-iron ring around the pond to filter phosphorus and to expand existing or construct new stormwater facilities downstream and closer to Steiger Lake. Other options for managing the Steiger Wetland Pond will be explored in 2015.

Staff anticipates completing the Gleason pond maintenance during frozen conditions in winter 2015-16. A contract for facilitation of the bidding process and construction observation is needed to begin the process. Engineering assistance is sought to develop bid documents, drawings, and technical specifications, facilitate bid and pre-construction meetings, observe construction, and provide as-built documentation. Estimated cost for the bid facilitation and construction oversight for all three ponds is \$17,463 (*Attachment A*). Staff requests this amount plus a 10% contingency budget for a not-to-exceed budget of \$19,209.



# Proposal



Responsive partner.  
Exceptional outcomes.

**To:** Laura Domyancich, Project and Land Technician, Minnehaha Creek Watershed District

**From:** Kirby Templin, P.E., Wenck Associates, Inc.  
Chris Meehan, P.E., CFM, Wenck Associates, Inc.

**Date:** July 23, 2015

**Subject:** Scope of Services for 2015-2016 Stormwater Pond Maintenance Project

## Scope of Work

Based on the results of the 2015 Stormwater Pond Sediment Survey, Minnehaha Creek Watershed District has decided to dredge the Gleason Lake 2 and Gleason Lake 3 ponds.

Wenck Associates, Inc. has prepared the following Scope of Services to provide a cost estimate of the design, bidding, and construction oversight for the 2015-2016 pond maintenance projects.

The estimated cost for these services is provided in Table 1 below. Each task includes the expected minimum level of effort using the most efficient discounted hourly rates that are currently used by MCWD along with direct expenses covering mileage, survey equipment, etc.

**Table 1. Services and Budget for Design, Bidding Preparation, and Construction Observation<sup>1</sup>**

		Design, Bidding and Construction of Pond Maintenance at Gleason Ponds 2 & 3						
Task	Hourly Rate	Chris M \$175	Kirby T. \$125	Mark S. \$100	Admin \$100	Expenses	Total	
1	Kick-off Mtg w/MCWD staff	1	2			\$25	<b>\$450</b>	
2	Prep Front-end Bidding Docs	0.5	4	2			<b>\$788</b>	
3	Drawings	1	2	24		\$100	<b>\$2,925</b>	
4	Technical Specifications		8				<b>\$1,000</b>	
5	Assemble/Distribute Bidding Documents		2		4	\$500	<b>\$1,150</b>	
6	Pre-Bid Meeting		3				<b>\$375</b>	
7	Bid Opening		1.5				<b>\$188</b>	
8	Bid Tab	1	1.5				<b>\$363</b>	
9	Permitting		12				<b>\$1,500</b>	
10	Preconstruction Meeting		4				<b>\$500</b>	
11	Construction Observation <sup>2</sup>	1		60		\$500	<b>\$6,675</b>	
12	As-built documentation		2	12		\$100	<b>\$1,550</b>	
Total:		4.5	42	98	4		<b>\$17,463</b>	

<sup>1</sup> Wenck Associates will perform all duties and responsibilities of the Engineer as described in the contract documents.

<sup>2</sup> \$600 per day of construction—6 hours at each site per day, email updates to MCWD staff.

**Laura Domyancich**  
Project and Land Technician  
Minnehaha Creek Watershed District  
July 23, 2015



Wenck appreciates the opportunity to provide you with our proposal. If you have any questions or comments regarding this proposal, please call Kirby at (763) 252-6834 or Chris at (763) 252-6844.

If this proposal is acceptable, please sign and return.

Sincerely,

WENCK ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Kirby Templin', written over a horizontal line.

Kirby Templin, P.E.  
Project Manager

A handwritten signature in black ink, appearing to read 'Chris Meehan', written over a horizontal line.

Chris Meehan, P.E.

ACCEPTED BY:

Minnehaha Creek Watershed District

\_\_\_\_\_  
Laura Domyancich, Project and Land Technician

\_\_\_\_\_  
(Date)

**Attachment B: MCWD Stormwater Pond Inventory**

Subwatershed & Pond	Installed	Last Surveyed	Last Survey Results	Year Dredged	Cost	Amt. Removed (yd <sup>3</sup> )	Maint. Responsibility
<b>Minnehaha Creek</b>							
60th and 1st Pond	2000	2013	N Bay: 0' sediment; SW Bay: ~3.1'; SE Bay: ~0.8'				Minneapolis
Cedar Meadows-Basin 1	1996	2010, 2014	Insignificant amount	2004	\$41,574	2750	MCWD
Excelsior Pond	2013						MCWD
Nokomis-Amelia	2001	2010	Maintenance needed	2011	\$48,175	2147	MCWD
Nokomis-Gateway	2001	2010	2% wet volume lost				MCWD
Nokomis-Knoll	2001	2005, 2013	W Bay: ~0.2' of sediment; Central Bay: ~0.2' ; E Bay: ~0.7'				MCWD
SW Calhoun-Cells 1	1999	2011, 2014	Maintenance needed	2012	\$116,039	2024	MCWD
SW Calhoun-Cells 2	1999	2007, 2011	Insignificant amount	2004			MCWD
Pamela Park cell 1	2001	2011, 2015	36% accumulated sediment				Edina first, then MCWD
Pamela Park cell 2	2001	2011, 2015	21% accumulated sediment				"
Pamela Park cell 3	2001	2011, 2015	Insignificant amount				"
Twin Lakes Pond	1996	2007	4% accumulated sediment	2004	\$19,945	3403	MCWD
		2011, 2014	Maintenance needed	2012	\$99,359	2080	
<b>Long Lake Creek</b>							
County Road 6 Pond	1998	2005, 2011	Insignificant amount				MCWD
Deer Hill Pond-North	1996	2007, 2013	~0.4' depth of sediment				MCWD
Deer Hill Pond-South	1996	2007	Insignificant amount				MCWD
Long Lake Park North	1996	2010, 2014	Insignificant amount	2004	\$16,578	2410	MCWD
Long Lake Park South	1996	2010, 2014	Insignificant amount	2006			MCWD
<b>Gleason Lake Creek</b>							
Gleason Lake North 1	1995	2011, 2015	0% accumulated sediment	2012	\$62,995	900	MCWD
Gleason Lake North 2	2008	2011, 2015	57% accumulated sediment				MCWD
Gleason Lake North 3	2008	2001, 2015	68% accumulated sediment				MCWD
Glenbrook Pond	1994	2013	W Pond: ~0.6' of sediment; Central Pond: ~1.0'; E Pond ~2.4'				Wayzata
<b>Lake Minnetonka</b>							
Lakeside Pond	1994	2010, 2014	30% wet volume lost				Wayzata
Gideon Glen	2006						Shorewood
Swan Lake	2008	2014					MCWD
<b>Painter Creek</b>							
Johnson/ Rolling Hills	2008	2013, 2015	21% accumulated sediment				MCWD
Painter Marsh	1985	2010, 2015	23% accumulated sediment				MCWD
South Katrina Pond	1985	2011, 2015	5% accumulated sediment				MCWD
<b>Six Mile Creek</b>							
Steiger Wetland Pond	1989	2015	Maintenance needed; 75% accumulated sediment				MCWD/City of Victoria

2014 Surveys  
2015 Surveys  
2016 Surveys