

**MEETING DATE:** December 18, 2014

**TITLE:** Approval to Amend the Agreement between Three Rivers Park District and MCWD to Perform Analytical Laboratory Services of *Escherichia coli* (*E. coli*) Analysis from April 2015 through October 2016

**RESOLUTION NUMBER:** 14-103

**PREPARED BY:** Yvette Christianson, Water Quality Manager

**E-MAIL:** ychristianson@minnehahacreek.org      **TELEPHONE:** 952-641-4514

**REVIEWED BY:**  Administrator       Counsel       Program Mgr. (Name): Craig Dawson  
 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): <u>Not reviewed at a workshop</u>	

**PURPOSE or ACTION REQUESTED:**

Approval of amending the agreement with Three Rivers Park District’s analytical laboratory to continue service of *Escherichia coli* (*E. coli*) analysis for MCWD from April 2015 through October 2016.

**PROJECT/PROGRAM LOCATION:**

Minnehaha Creek Watershed District – Water Quality Program

**PROJECT TIMELINE:**

Water quality sample analysis services from April through October 2015 and April through October 2016.

**PROJECT/PROGRAM COST:**

Fund name and number: Hydrological Data Monitoring, 2201-500-4520  
2015 budget: \$119,453 (*Escherichia coli* analysis is part of Monitoring, Data and Laboratory Analysis Costs)  
Expenditures to date: \$0  
Requested amount of funding: 2015: \$7,936; 2016: \$8,432  
Is a budget amendment requested? No  
Is additional staff requested? No

**PAST BOARD ACTIONS:**

- February 7, 2013, Resolution Number 13-016
  - Approval to Amend the Agreement between Three Rivers Park District and MCWD to Perform Analytical Laboratory Services of *Escherichia coli* Analysis from April 2013 through October 2014

- March 24, 2011, Resolution Number 11-024
  - Approval of Three Rivers Park District's Analytical Laboratory to Provide *Escherichia coli* Analysis Services for MCWD from April 2011 through October 2012

**SUMMARY:**

Three Rivers Park District's (TRPD) analytical laboratory has proven its ability to successfully provide excellent service to MCWD by providing a 1-day turnaround time, respond to questions and concerns in a timely manner, provide electronic reporting and flexible billing methods, have easy accessibility for sample drop offs for *Escherichia coli* sample analysis services (6-hour holding time), and continue to have competitive prices.

A contract was established between MCWD and TRPD to provide *Escherichia coli* analysis services for MCWD from April through October 2010. Due to the reliability and excellent service, an agreement between MCWD and TRPD was amended for April 2011 through October 2012 and April 2013 through October 2014.

The cost for services is consistent with the 2015 Water Quality workplan and budget. The 2015 workplan anticipates the continuation of a two-year service agreement testing for *E. coli* in future years.

Based on competitive prices, ease of accessibility, and proven positive working relationships, MCWD staff is requesting to continue working with TRPD in the analysis of *Escherichia coli* for an additional two years, April 2015 through October 2016.

**RESOLUTION**

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**TITLE: Approval to Amend the Agreement between Three Rivers Park District and MCWD to Perform Analytical Laboratory Services of *Escherichia coli* (*E. coli*) Analysis from April 2015 through October 2016**

WHEREAS, Based on competitive pricing, ease of accessibility, and proven positive working relationships, MCWD chose Three Rivers Park District's (TRPD) analytical laboratory to provide *Escherichia coli* analysis services from April through October 2010; and

WHEREAS, Due to their reliability and excellent service, an agreement between MCWD and TRPD was once again established for *Escherichia coli* analysis services from April 2011 through October 2012 and April 2013 through October 2014; and

WHEREAS, TRPD's analytical laboratory has proven its ability to successfully provide excellent service to MCWD by providing a 1-day turnaround time, respond to questions and concerns in a timely manner, and providing electronic reporting and flexible billing methods; and

WHEREAS, The cost for services is consistent with the 2015 Water Quality workplan and budget; and

WHEREAS, MCWD's water quality monitoring staff recommends the approval of Three Rivers Park District's analytical laboratory to provide *Escherichia coli* sample analysis services from April through October 2015 and April through October 2016; and

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers; hereby authorizes the District Administrator to amend the agreement with Three Rivers Park District's analytical laboratory to provide *Escherichia coli* sample analysis services from April 2015 through October 2016.

Resolution Number 14-103 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

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

Attachment 1

Three Rivers  
Park District  
Board of  
Commissioners

October 22, 2014

Penny Steele  
District 1

Yvette Christianson  
Water Quality Specialist  
Minnehaha Creek Watershed District  
15320 Minnetonka Boulevard  
Minnetonka, MN 55345

Dear Ms. Christianson:

Jennifer DeJournett  
District 2

Re: Proposed Rates for Total and E. Coliform Testing

Daniel Freeman,  
Vice Chair  
District 3

The Three Rivers Park District Water Resource laboratory is proposing the following rates for the analysis of surface water samples for total coliform and e. coliform samples for the period of April 2015 through October 2015 and from April 2016 through October 2016. These rates would include all sample preparation and analysis and reporting and supplying sterile sample containers. Samples would be accepted any weekday with the exception of Fridays.

John Gunyou,  
Chair  
District 4

1) Sampling period 2015

\$16.00 per sample x 31 weeks at 16 samples per week, total 496 samples = \$7,936.00

2) Sampling period 2016

John Gibbs  
District 5

\$17.00 per sample x 31 weeks at 16 samples per week, total 496 samples = \$8,432.00

Analysis would be completed following EPA approved methods. Data would be submitted electronically the day following sample delivery.

Larry Blackstad  
Appointed  
At Large

We appreciate your request for our laboratory services. If you have any questions or need additional information please feel free to contact me at your convenience at (763) 694-7854 or [dalmquist@threeriversparkdistrict.org](mailto:dalmquist@threeriversparkdistrict.org).

Steve Antolak  
Appointed  
At Large

Sincerely,



Dean Almquist  
Water Resource Specialist  
Three Rivers Park District

Boe Carlson  
Superintendent