Proposal for Professional Services

COR Wetland Mitigation Monitoring

City of Ramsey | October 12, 2020

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October 12, 2020

RE: City of Ramsey
COR Wetland Monitoring
SEH No. RAMSY 157566

Leonard Linton
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Mr. Linton:

Short Elliott Hendrickson Inc. (SEH®) is pleased to provide this Proposal for Wetland Monitoring Services to the City of Ramsey. The City is seeking proposals for wetland services to evaluate the wetland mitigation completed for the Ramsey Town Center (RTC), currently referred to as the Center of Ramsey (COR). These services include a review of what was completed, the current status of the wetland mitigation, and completion of plans to bring the site into compliance with the Minnesota Wetland Conservation Act.

SEH brings a strong natural resources team to this project, and is pleased to provide our qualifications and present our experienced group for delivering exceptional service on all types of natural resources management projects. Our team of specialists is knowledgeable in all facets of wetland delineations and habitat quality assessments throughout the upper Midwest. Furthermore, our collaborative approach to project delivery allows us to avoid potential constraints, maintain an aggressive project schedule to expedite implementation, and achieve project success.

This Proposal for Professional Services includes a scope, budget, and timeline for completion of a wetland evaluation, and development of plans to move the project forward.

Please feel free to contact me with any questions, or to discuss the information provided in this proposal. Feel free to contact me at 651.470.6027 or rbeduhn@sehinc.com if you need any additional information or have any questions.

Respectfully submitted,

Rebecca Beduhn, PWS, CPSS
Sr. Wetland Scientist | Project Manager

Deric Deuschle, CWD
Aquatic Ecologist | Principal

General Information

Building a Better World for All of Us®

Short Elliott Hendrickson Inc. (SEH®) is a 100% employee-owned company providing engineering, architectural, planning and environmental services to public and private clients throughout the country. Our more than 800 employee-owners deliver valuable solutions in the Environmental, Natural Resource, Infrastructure, Aviation, Transportation and Water/Wastewater markets. Our collective purpose and body of work is focused on Building a Better World for All of Us®.

"Building a better world" embodies our commitment to improving quality of life through smart design and implementation to provide safer roads and bridges, recreational opportunities through parks and trails; renewable energy and sustainable design; and cleaner air, drinking water, rivers and lakes. "For all of us" means we design customized solutions for our clients, including the residents and businesses in the communities we serve, employees in the companies we serve and citizens of the world.

Natural Resource Services

We help clients incorporate natural resources and environmental considerations in all of our projects. We deal daily with both renewable and nonrenewable resources, and appreciate that the prudent use them wisely. This philosophy is embedded on our responsibility to consider project footprints, alternatives and mitigation options through the phases of feasibility, design and implementation. Working as an extension of our clients' staff, we can manage projects from start to finish. We lead environmental work, manage the permitting process, provide design alternatives, manage the construction process and assist with compliance after completion of a project. We believe success is about working together in collaboration and partnership. We have longstanding relationships with our clients, serving as a strong member of their teams. We look forward to the opportunity to the City of Ramsey with the following capabilities and specialty services:

Capabilities

- Wetland Services, Including Functional Assessments
- Natural Resource Management Plans
- Biological Assessments
- Monitoring and Adaptive Management Strategies
- Prairie Restoration
- Invasive Species Management Plans
- Park and Recreation Planning
- NEPA Documentation and Environmental Assessments
- Shoreland and Stream Restoration
- Vegetation Inventories
- Threatened and Endangered Species Surveys
- Regulatory Program Management
- Grants, Easement Acquisition Processes, Boundary Survey and Financial Strategies

Short Elliott Hendrickson Inc:
Founded
1927

Has grown to
31
locations

Employing
800+
engineers, architects, planners, scientists and talented professionals

Who work together to serve
6 Markets:
Buildings, Energy, Environmental Infrastructure, Transportation and Water

An impressive
80%
of our clients are repeat customers

Project Understanding

The City of Ramsey is home to an abundance of natural resources including lakes, rivers, streams and wetlands. The residents and city officials have made the protection of natural resources a crucial component of a successful community. They understand the value of the Wetland Conservation Act and the preservation of wetland habitat.

Project Background

The City is seeking to comply with the wetland permit requirements of the 320-acre Ramsey Town Center development. While a wetland replacement plan was approved in 2005, and construction was completed, the City has been notified by the Lower Rum River Watershed Management Organization that the monitoring program is delinquent, and has requested that monitoring be resumed to assess the success of the proposed mitigation, with a goal of achieving regulatory compliance and termination of monitoring requirements.

Project Objectives

We understand that the City is seeking to meet the permit requirements of the original project.

- The primary task of the project will be to **evaluate credit shortages** of the project through assessment of project plans and permits, and to evaluate the condition and size of the existing wetlands onsite.
- Next, the project team will **design a vegetation establishment and monitoring** plan to monitor the progress of the site.
- Finally, **a strategy to address credit shortages** will be established to outline any future steps that may need to be completed to provide a means to find a successful outcome to meet the permit requirements of the original project. This may include new management plans, and potentially addressing shortages in wetland credits.

Project Approach

SEH proposes the following to achieve the project goals:

- **Review the Original Plans and determine wetland impacts.** The initial task will be to review and understand what was proposed and the work completed to date. This includes auditing the impacts to ensure they are accurate
- **Preform a routine on-site Wetland Delineation of the mitigation sites.** The two mitigation sites will be delineated using the 1987 Manual and Northeast Northcentral Regional Manual to quantify the amount of wetland present. The wetland boundaries will be mapped using GPS to allow for GIS analysis of total wetland area and calculation of each wetland community present.
- **Compare the wetland vegetation to proposed conditions and determine if performance standards are met.** SEH will complete an assessment of the quality of the vegetation present, and compare the current conditions to the proposed conditions and previously agreed upon performance standards. Data will be summarized in tabular format for a concise presentation of results.

- **Prepare a 5-year wetland vegetation management plan.** On the assumption that the vegetation present fails to meet the required performance standards, SEH will prepare a five year management plan that will strive to improve the quality of the wetlands so that success criteria are achieved. The plan will be prescriptive for initial actions, include contingencies for subsequent activities, and rely on adaptive management techniques to ensure the proper techniques are utilized.
- **Identify credit shortages.** On the assumption that the mitigation sites are deficient in the area of wetland created, and assuming that adjacent upland buffer is insufficient for making up the shortage through additional Public Value Credit, SEH will initially determine the shortage, and determine the costs and means to achieve compliance through purchase of wetland credits.
- **Prepare cost estimates for on-site mitigation**. As an alternative, and again on the assumption that the wetland mitigation is actually insufficient, SEH will also prepare an estimate of costs to do additional project specific mitigation. This may be on-site or within the City of Ramsey, and will include costs of construction, vegetation establishment, and 3-years of monitoring.
- **Communication plan.** Throughout the process, SEH will provide consistent updates and advice, and will collaborate on an approach that meets the City's needs.

Team Organization

SEH Natural Resources Team

Your project depends on a team with experience in the science, design, and complicated agency coordination required for implementation of a successful mitigation plan. Our team of wetland specialists has the necessary wetland ecology knowledge and extensive history working with the agencies that will participate in the approval of the mitigation plan for the City of Ramsey. We have selected our team members to offer the required technical expertise while also providing local knowledge and responsiveness from the northern twin cities area. The team below has experience working together on similar projects and will deliver mitigation work on time that complies with all applicable requirements.

Qualifications of our staff members are as follows:

Rebecca Beduhn, MS, PWS, CPSS – Sr. Scientist | Project Manager

Rebecca will be the Project Manager, and will coordinate with the City of Ramsey to define project needs and assign project staff as needed. Additionally, she will be the field team lead responsible for the completion of wetland delineation and data collection for completion of the assessments.

Ms. Beduhn is a Senior Scientist, Professional Wetland Scientist, and Certified Professional Soil Scientist with widespread knowledge of conducting wetland delineations and completing vegetative surveys throughout the Upper Midwest. Rebecca has delineated hundreds of wetlands in Anoka County alone, and works closely with the regulatory agencies. She has worked with the Lower Rum River WMO and the Technical Evaluation Panel members for many projects and has successfully completed many wetland monitoring projects. Rebecca is currently managing the monitoring efforts at Braemar Golf Course in Edina, a 600-acre wetland bank in Oak Grove, and a 200-acre wetland bank in Rochester.

Bailey Nelson, BS – Wetland Biologist

Bailey will be responsible for assisting in document preparation and determining restoration needs and/or credit calculations.

Ms. Nelson is a wetland delineator with a background in biology and chemistry. She has been part of several SEH project teams delivering complex wetland delineations, habitat assessments, monitoring of wetland mitigation sites, reporting and wetland permit applications. Bailey is also our GIS analyst responsible for doing area calculations and quantification of wetland crediting. Bailey is currently assisting with the wetland monitoring at Braemar Golf Course, the Ham Lake wetland bank, and is integrating drones and remote sensing into new data collection approaches.

Joel Asp, BS – Wetland Biologist

Joel will serve as wetland biologist, providing preliminary site assessments and technical guidance on vegetation establishment, monitoring and maintenance.

Mr. Asp is a Senior Biologist and Restoration Ecologist with over 26 years in natural resources services. He is a Minnesota Certified Wetland Delineator, and will provide detailed recommendations for a vegetative management plan. He will also support SEH field team through his years of experience working in complex wetland and upland restorations that are in natural or altered conditions. Joel is particularly familiar with practical implementation of restoration designs using appropriate land management techniques befitting the site and prescribed performance standards.

Deric Deuschle, MS, CWD – Principal | Practice Center Leader

Deric will provide technical QA/QC to staff as needed as well as be available for any long-term management recommendations as applicable.

Mr. Deuschle is a Senior Biologist with more than 20 years of experience in delineation, permitting, mitigation site design and monitoring, wetland bank development, and aquatic and terrestrial flora and fauna surveys. Deric's understanding of complex ecological systems is an advantage to clients and their projects as having a comprehensive view on factors in a large dynamic system are often critical to the success of a project. Deric has completed more than a dozen wetland monitoring projects, and will ensure that the current project similarly has a successful outcome.

Proposed Project Timeline

It is understood that the project is intended to start with understanding the history of the project, with field components starting early in the 2021 growing season. With these considerations, we propose the following schedule. This is dependent upon an assumed initial start of the growing season in May, 2021.

Task	Award of Project	Winter 2020-2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021
Project Kick off								
Authorization to proceed	X							
Review of Background materials	X	X						
Development of work plan		X						
Wetland Delineation and Credit Calculation								
Field delineation			X					
Field delineation review and TEP				X				
Report								
Vegetative Assessment				X	X			
Report Preparation				X	X	X		
Draft report submittal to COR							X	
Final report submittal to COR								X

Cost Estimate

Our fee for this work has been estimated to be $10,500. The fee would cover initial off-site assessments and crop slide reviews, wetland delineation field work, water level measurements, and preparation of the draft and final reports. Equipment, travel, and document preparation costs have also been included. This fee is proposed as a time and materials with a not to exceed without additional authorization.

Task	Hours	Costs	Expenses	Total Costs
Task 1: Project Management and Review of background information	18	$2,200	--	$2,200
Task 2: Complete wetland delineation	27	$2,500	$50	2550
Task 3: Vegetation Assessment, Quantify impacts and calculated credits	16	$1,900	--	$1,900
Task 4: 5 year vegetation plan	8	$1,050	--	$1,050
Task 5: Credit Shortage Correction - Banking	5	$500	--	$500
Task 6: Credit Shortage Correction - Design	19	$2,300	--	$2,300
Total	**93**	**$10,450**	**$50**	**$10,500**

Contract Terms and Conditions

SEH has worked previously with the City of Ramsey, and would utilize a standard Agreement for Professional Services format for contracting this project, similar to what has been used previously. We propose that the project be established as a not to exceed agreement based on time and materials, with invoicing completed monthly. While we proposed to use a standard agreement, terms and conditions may be negotiated so that both parties are in agreement.

Project Experience

The tasks requested by the City of Ramsey have been completed by SEH staff on numerous projects. Our SEH team offers relevant experience from publically funded mitigation sites throughout Minnesota. We will draw on lessons learned and best practices from this project experience, in addition to our extensive Anoka County involvement, to handle all required services for this project.

The following examples highlight our capabilities and demonstrate our ability to deliver wetland delineations and monitoring reports. References for these projects are also provided.

Ham Lake Wetland Bank

The Ham Lake Wetland Bank was designed and developed for the Metropolitan Airports Commission (MAC) in order to mitigate for wetland impacts associated with the expansion of the Blaine Airport, as well as to create a wetland system large enough to create additional credits for use on future MAC projects. The Ham Lake Wetland Bank site is a 125-acre site that was formerly a sod farm. SEH was able to successfully design and implement a wetland bank on this site by restoring the hydrology through a combined effort of grading portions of the site and installing a weir at the outlet to control water levels.

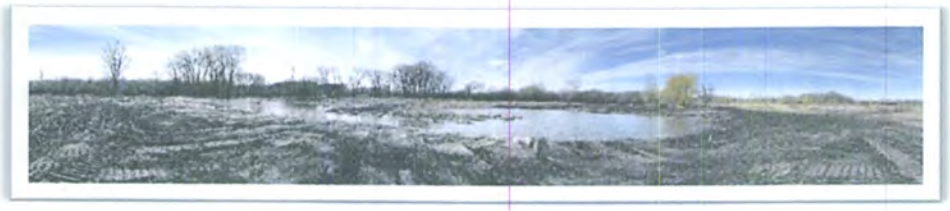
The creation of the wetland bank also included a comprehensive planting plan, which specified seed mixes necessary to create four different wetland habitat types, as well as native upland buffer. SEH has coordinated the maintenance of the site for more than 10 years with several restoration contractors. Activities have included prescribed burns, herbicide applications, reseeding and mowing.
Reference: Pat Mosites, Metropolitan Airports Commission, email: Pat.Mosites@mspmac.org. Phone: (612) 713-7499

Kelsey Round Lake Park Wetland Monitoring

SEH Scientists completed wetland delineations and permitting for the construction of the Andover High School, which included the design and monitoring of two wetland mitigation sites within Kelsey Round Lake Park. Approximately 2.5 acres of wetland was created, and includes adjacent upland buffer for Public Value Credits. SEH oversaw the construction of the sites, including grading plan revisions and management for invasive species. The sites were monitored to verify success criteria were met, and were approved by the Lower Rum River Watershed Management Organization, which completed the project requirements and terminated the need for additional monitoring. The sites are actively managed by the City of Andover, and remain high quality wetlands.
Reference: David Berkowitz, City of Andover, email: D.Berkowitz@andovermn.gov. Phone: (763) 767-5133

Braemar Golf Course Wetland Monitoring

SEH Worked with the City of Edina for the reconstruction of the driving range, Academy Course and consolidation of the main course from 27 to 18 holes. As part of this we also completed wetland permitting and the design, construction oversight, and monitoring tasks. Approximately 8 acres of wetland and upland buffer were restored as compensation for less than a half-acre of impact. In addition to the wetland mitigation, a total of 30 acres of native prairie and oak savanna were incorporated into the design of the courses. Coordination of the monitoring is being completed with the Nine Mile Creek Watershed District and the U.S. Army Corps of Engineers.
Reference: Tom Swenson, City of Edina Parks and Rec Dept.
email: TSwenson@EdinaMN.gov. *Phone:* (952) 826-0317



Gamehaven Wetland Mitigation Bank

SEH prepared a Wetland Bank Plan and Mitigation Banking Instrument which proposes the restoration of approximately 200 acres of drained farmland into wetland and upland native vegetation. Pre-project preparations included hydrology monitoring, wetland delineations, soil investigations, and coordination of herbicide applications and prescribed burns to control invasive species. The bank plan required multiple years of data gathering. A major concern of the restoration is the extent of invasive species present, which is proposed to be moderated through completion of a soils inversion as part of the grading plan. This management practice is an innovative solution to invasive species by burying the weed seeds, and at the same time exposes the historic seedbank to the surface.

Reference: Matt Crawford, City of Rochester
email: mcrawford@rochestermn.gov. Phone: (507) 328-2411

Maplewood Mogren Wetland Mitigation Site

The City of Maplewood hired SEH to provide design, planning and construction oversight services for a regional treatment pond and a multi-cell wetland mitigation area. SEH coordinated the overall planning and design of the stormwater and wetland systems for the Maplewood Mall Area Transportation Improvements (MMATI) project.

Anoka County Wetland Delineations

SEH staff have a long history of completing wetland delineation and mitigation within Anoka County, which has a unique challenge due to the dominance of the Anoka Sand Plain and the associated groundwater fluctuations present. Since 2000, SEH staff have completed hundreds of wetland delineation for Anoka County, and the multiple cities and townships.

Additional Wetland Mitigation Banks

SEH has worked with both public entities and private landowners to develop and implement many mitigation plans. A short list of some of our additional site work is included for reference. On each of these project, SEH assisted project proposers with several key tasks, which are outlined below.

Lake Superior Wetland Bank (Sax-Zim, MN)
Critical Tasks under the responsibility of SEH : Wetland mitigation planning documents, Site Design, Agency Approval of Plan, Vegetation Survey, Tree survey, Annual Monitoring Report, Invasive Species Control

Deer River Wetland Bank (Itasca Co., MN)
Critical Tasks under the responsibility of SEH : Wetland mitigation planning documents, Site Design, Agency Approval of Plan, Construction Oversight, Vegetation Survey, Annual Monitoring Report, Invasive Species Control

Haywire Point Wetland Bank (Palisade, MN)
Critical Tasks under the responsibility of SEH : Wetland mitigation planning documents, Site Design, Agency Approval of Plan, Vegetation Survey, Annual Monitoring Report, Invasive Species Control

Hardrives Wetland Bank (St. Cloud, MN)
Critical Tasks under the responsibility of SEH : Wetland mitigation planning documents, Site Design, Vegetation Survey, Annual Monitoring Report, Invasive Species Control, Credit Administration

Bluff Creek Wetland Mitigation Bank (Douglas Co., WI)
Critical Tasks under the responsibility of SEH : Wetland delineation, Site Design, Agency Approval of Plan, Vegetation Survey, Annual Monitoring Report, Invasive species control, Threatened and Endangered Plant Survey