MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Board of Managers  
From: Mike Kinney  
Subject: 3rd Lake Pond Project Restoration & Closeout  
Date: March 15, 2018

Background/Discussion

As the Board may recall, the final restoration for this project had ran into several obstacles so as to complete it within the planned timeframe of late 2017. Late last summer resulted in an extensive amount of staff time attempting to work with residents, the contractor, engineer, City staff and others to come up with a final resolution to restoration items needed to close out the project. Given a combination of overall site conditions along with spring and early summer weather that resulted in a delayed start to the restoration, some residents expressed an ongoing displeasure of the quality of the restoration such that it appeared that any additional work by the contractor at the time was going to be met with dissatisfaction. As a result, I suggested and then contacted two other contractors for the District to consider for finalizing this work.

The one contractor, Shoreline Landscaping, had previous experience working on property along Log Lane so was willing to meet with residents and discuss the project as well as what was acceptable restoration in their eyes. From this effort, Shoreline Landscaping produced three quotes for different project areas and they are attached. The estimate of $7,960 for the Peterson property is more than adequate to complete the restoration of the remaining disturbed areas on this private property that was used for access to and around the north side of the pond itself. The estimate of $3,735 for the gully stabilization is also more than adequate for addressing some fairly minor issues within the drainage easement area of this parcel and will address some longer term stabilization elements in this area. The third estimate is for additional landscaping work on the Mueller property beyond the additional work suggested for the gully stabilization. The District had previously approved a change order with Peterson Companies to import additional black dirt and perform additional restoration last summer. As such, this work left the site in a notably improved condition compared to its original condition. Performing the gully work may result in some additional restoration but given the previous work, approving a smaller dollar amount to be added to the gully work would be adequate based on additional discussions with the contractor.

Regarding the quote from Prairie Restoration, Inc., it includes additional add-ons such as optional additional wildflower seedlings, mowing and other future maintenance through 2021. I recommend that the District incorporate all of these items for an amount not to exceed $6,255.

Staff will continue to work with additional coordination with the City of Forest Lake and BWSR as needed for this effort.

Recommended Motion

Manager ____________ moves to approve the project closeout based on the attached EOR Project Closeout memo and pay the final payment to Peterson Companies. Seconded by Manager ____________.
Manager __________ moves to approve the District Administrator to enter into agreements, upon review of legal counsel, with Prairie Restoration, Inc. for the amount not to exceed $____ and Shoreline Landscaping for the amount not to exceed $____ to complete project restoration efforts as part of the 3rd Lake Pond project. Seconded by Manager __________.

Attached: EOR Memo: Project closeout, Project Restoration Estimates
This memorandum is to provide a recommendation for Final Closeout of the Forest Lake (3rd Lake) Wetland Treatment Basin project.

**Project Summary**

This project was substantially completed by Peterson Companies, Inc. in February 2017. At the District’s request, Peterson Companies completed punchlist items throughout the spring and summer. It has been determined that final restoration will be completed by a 3rd Party contractor and that this contractor shall be released of that responsibility (and corresponding payment). As such, the Engineer has reviewed this project and finds the project in accordance with the design and overall intention of the grant. The Engineer has reviewed the attached final payment applications and is recommending final payment by the District, including final retainage.

**Review of Closeout Documentation**

On November 11, 2017, Peterson Companies submitted final closeout documentation to the Engineer. This package included:

- Consent of Surety to Final Payment
- Final Payment Applications 5 & 6 (These were submitted January 29, 2018 following a price deduct for restoration work).
- Minnesota Department of Revenue IC-134 Contractor Affidavit for Peterson Companies and their subcontractors (T.A. Schifsky & Sons, Inc. and Reliable Tree Service, Inc.)
- Subcontractor Payroll Report (T.A. Schifsky & Sons and Reliable Tree Service)
- Lien Waivers for all suppliers and subcontractors
- Peterson Companies Project Warranty
- Current Certificate of Insurance

**Recommendation**

The contractor, Peterson Companies Inc., is recommended for final payment and closeout of the Forest Lake (3rd Lake) Wetland Treatment Basin project.
# Estimate

**Date** | **Estimate #**
--- | ---
12/15/2017 | 2017-1517

**Name / Address**

CLFL WATERSHED  
44 Lake St South  
Forest Lake, MN 55025

**Contact Information**

**Terms** | **Due Date**
--- | ---
 | 12/15/2017

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
</table>
| Gully Stabilization | Gully / Stream Bed Stabilization  
Grade and stabilize a 22' long x 12' wide section of dry stream bed.  
- Remove and dispose of the existing landscape rock in the 22' section - $870.00  
- Grade banks of the stream bed in 22' x 12' area - $575.00  
- Re-shape and grade 22' x 12' area - $300.00  
- Remove soils off site as needed - $200.00  
- Import gabion sized rip-rap (2-6" river rock) - 7 tons - $630.00  
- Install stabilizing fabric - $110.00  
- Install rip rap - $1050.00  
| 1 | 3,735.00 | 3,735.00 |

**Total** | **$8,247.50**

---

Shoreline Landscaping reserves the right not to honor bid if not accepted within 30 days. Shoreline Landscaping guarantees all work for one year (Excluding acts of God). There is a 50% warranty on all plant material and plant labor per plant for 1 year. Shoreline Landscaping is not responsible for damage to sod, seed, or plant materials due to a lack of watering. We request 50% of the total estimate down on job start date. The remaining 50% is due upon completion of job. We reserve the right to apply a 1.5% finance charge per month to any invoice that has not been paid in full upon completion of job(s). Should there be any extra work added or changes in original job plan(s) the prices of the changes and/or extra work will be negotiated with the customer and a signed addendum will be added to original contract total before extra work is begun or changes in plan(s) take place. By signing below all parties involved agree that this is a legal binding contract.

**Web Site** | www.shorelinelandscaping.net
--- | ---
**Phone #** | 651-257-2655  
**Fax #** |  
**E-mail** | stephan@shorelinelandscaping.net
**Signature** |
**Shoreline Landscaping**

29159 Ivywood Trail
Chisago City, MN 55013

---

**Estimate**

<table>
<thead>
<tr>
<th>Date</th>
<th>Estimate #</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/15/2017</td>
<td>2017-1516</td>
</tr>
</tbody>
</table>

**Name / Address**

CLFL WATERSHED
44 Lake St South
Forest Lake, MN 55025

---

**Contact Information**

---

<table>
<thead>
<tr>
<th>Terms</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12/15/2017</td>
</tr>
</tbody>
</table>

---

**Item** | **Description** | **Qty** | **Cost** | **Total**
---|---|---|---|---
Landscaping | Shannon Peterson Property -
Size of re-grade and turf restoration area - 230' x 20' = 4600 sq ft
- Strip vegetation / soils and dispose of off site. - $4600 sq ft = $2300.00
- Import 3"s- 4"s of pulverized black dirt - $1500.00
- Install Black Dirt, Final grade, and prep soils for seed installation - $1350.00
- Seed 4600 sq ft - $1150.00
- Straw mulch - 4600 sq ft = $760.00
- Fertilizer and Broad Leaf Applications (3) = $900.00
Total for project = $7960.00 |

---

**Total** | **$7,960.00**

---

Shoreline Landscaping reserves the right not to honor bid if not accepted within 30 days. Shoreline Landscaping guarantees all work for one year (Excluding acts of God). There is a 50% warranty on all plant material and plant labor per plant for 1 year. Shoreline Landscaping is not responsible for damage to sod, seed, or plant materials due to a lack of watering. We request 50% of the total estimate down on job start date. The remaining 50% is due upon completion of job. We reserve the right to apply a 1.5% finance charge per month to any invoice that has not been paid in full upon completion of job(s). Should there be any extra work added or changes in original job plan(s) the prices of the changes and/or extra work will be negotiated with the customer and a signed addendum will be added to original contract total before extra work is begun or changes in plan(s) take place. By signing below all parties involved agree that this is a legal binding contract.

---

**Web Site** | **www.shorinelandscaping.net**
---|---
**Phone #** | **651-257-2655**
**Fax #** | **E-mail** | **stephan@shorinelandscaping.net**
---|---|---|---
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Landscaping</td>
<td>Steve Mueller Property&lt;br&gt;Size of grade and turf restoration area - 50' x 20' &amp; 50' x 25' = 2250 square feet&lt;br&gt;- Strip vegetation / soils and dispose of off site -2250 sq ft - $1125.00&lt;br&gt;- Import 3''s - 4''s of pulverized black dirt - $900.00&lt;br&gt;- Install Black dirt, Final grade, and prep soils for seed installation - $945.00&lt;br&gt;- Seed 2250 sq ft - $562.50&lt;br&gt;- Straw mulch 2250 square feet- $380.00&lt;br&gt;- Fertilizer and broad leaf applications (3) - $600.00&lt;br&gt;Total for grade &amp; turf restoration project = $4512.50</td>
<td>1</td>
<td>4,512.50</td>
<td>4,512.50</td>
</tr>
</tbody>
</table>
Proposal to Create a Native Landscape at the 3rd Lake Wetland Basin
Forest Lake, MN

Prepared for:
Mike Kinney

Prepared by:
Jeff West
Site Manager
jwest@prairieresto.com

Project Area:
5000 square feet

Prairie Restorations, Inc.
Two Oaks Office
PO Box 95
Scandia MN 55073
www.prairieresto.com
A. **Company Background**: [http://www.prairieresto.com/mission.shtml](http://www.prairieresto.com/mission.shtml) (Follow the blue links to learn more)

Prairie Restorations, Inc. (PRI) has been dedicated to the restoration and management of native plant communities for over 40 years. We are fortunate to have worked with thousands of clients on a wide variety of projects in both the public and private sectors throughout the Upper Midwest.

The PRI staff currently consists of 54 full-time professionals and about an equal number of seasonal employees which operate out of six Minnesota locations. Most of the staff has B.S. degrees in natural resource related fields such as biology, forestry, horticulture or wildlife. As a full service restoration company, PRI is able to provide our clients expertise and service in all facets of native landscape restoration. Along with consulting, design, installation and land management services, we also produce our own local ecotype seed and plant materials which are used on all of our projects.

The PRI Team is committed to and passionate about protecting and enhancing our valuable natural resources. It is this dedication that is brought to each and every one of our projects. We are proud to offer the best expertise, services and products available in the industry and appreciate the opportunity to provide you with this proposal.

B. **Project Overview**:

1. Establishing a native landscape ([http://www.prairieresto.com/establish_landscape.shtml](http://www.prairieresto.com/establish_landscape.shtml)) in this area will provide a long term, ecologically sound landscape that is adapted to the existing conditions of the site. This native landscape will not require irrigation, black dirt or other soil amendments. It will add a distinctive look to the property as well as provide valuable habitat for songbirds, butterflies, bees and other pollinators.

2. To establish this planting, the site will be treated with herbicide to kill existing weeds, tilled and harrowed to provide a smooth seedbed, seeded with native grasses and wildflowers, and mulched with straw and to protect the seeding and enhance germination.

3. An option is given to plant native wildflower and grass plugs within the project area to add diversity and color within the project area.

4. An estimate for 3 years of Establishment Period Vegetation Management is included in this proposal.

1. In areas with actively growing vegetation, apply an aquatic-approved glyphosate herbicide (Rodeo® or equivalent) as per manufacturer’s directions. Allow a minimum of 10 days before disturbing the vegetation with other procedures.

2. Remove the dead vegetation by implementing a prescribed burn using appropriate procedures, equipment and permits.

3. Harrow or rake the soil to stimulate weed seed germination.

4. Allow the site to green up, followed by an application of a glyphosate herbicide (Rodeo® or equivalent) as per manufacturer’s directions. Allow a minimum of 10 days before disturbing the vegetation with other procedures.

5. Respray with a glyphosate herbicide (Rodeo® or equivalent) if regrowth of vegetation occurs and when it reaches approximately 8" to 12" in height.

6. Harrow or rake the soil to create a smooth seedbed.

D. **Seed and Seeding:** [http://www.prairieresto.com/installation_seeding.shtml](http://www.prairieresto.com/installation_seeding.shtml)

1. Seeding dates will be in the spring or summer before August 10th or in the fall between September 20th and freeze-up.

2. The grass seed will be spread by hand broadcasting throughout the project area.

3. A raking will follow to incorporate the seed into the soil.

4. Following the raking, flower seed will be spread by hand broadcasting onto the soil surface.
5. The seed mixes will consist of the following species and amounts:

<table>
<thead>
<tr>
<th>Grass Seed</th>
<th>lbs / project area</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TO3 - Two Oaks Mixed Height Grass Mix:</strong></td>
<td></td>
</tr>
<tr>
<td>30% Little bluestem, 25% Side oats grama, 25% Big bluestem, 10% Indian grass, 8% Canada rye, 2% Switch grass all by PLS weight</td>
<td>1.5</td>
</tr>
</tbody>
</table>

| **TO9 – Two Oaks Lakeshore Grass Mix:**                |                    |
| 15% Fringed brome, 12% Big bluestem, 10% Wool grass, 9% American managrass, 8% Bottlebrush sedge, 6% River bulrush, 6% Blue joint grass, 6% Knotsheath sedge, 6% Pointed broom sedge, 6% Fox sedge, 4% Canada rye, 2% Cord grass, 1% Switch grass all by PLS weight | 0.5                |


**Note:** A cover crop will be sown along with the native grasses at a rate of approximately 25 lbs./acre. Cover crop is an annual grass species that germinates quickly and will reduce the risk of soil erosion on the site. Oats will be used for a spring or summer seeding, and winter wheat will be used for a fall seeding.

<table>
<thead>
<tr>
<th>Wildflower Seed</th>
<th>oz / project area</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TO3 – Two Oaks Mixed Height Forb Mix:</strong></td>
<td></td>
</tr>
<tr>
<td>13% Purple prairie clover, 11% Hoary vervain, 10% White prairie clover, 9% Black-eyed Susan, 7% Leadplant, 6% Golden Alexander, 5% Common ox-eye, 4% Fragrant hyssop, 4% Meadow blazing star, 4% Stiff goldenrod, 3% Canada milk vetch, 3% Wild indigo, 3% Canada tick trefoil, 3% Bush clover, 3% Yellow coneflower, 3% Showy goldenrod, 2% Common milkweed, 2% Wild bergamont, 2% Smooth aster, 1% Yarrow, 1% Grass-leaved goldenrod, 1% Prairie rose all by PLS weight</td>
<td>3</td>
</tr>
<tr>
<td><strong>TO9 – Two Oaks Lakeshore Forb Mix:</strong></td>
<td></td>
</tr>
<tr>
<td>14% Swamp milkweed, 10% Blue vervain, 8% Golden alexander, 7% Boneset, 7% Joe-pye weed, 6% Purple prairie clover, 6% Tall blazing star, 6% Black-eye susan, 4% Sweet flag, 4% Blue flag iris, 4% Meadow blazing star, 4% Ironweed, 3% Obedient plant, 3% New England aster, 3% Red-stalked aster, 2% Sneezeweed, 2% Wild bergamont, 2% Tall meadow rue, 1% Yarrow, 1% Canada anemone, 1% Grass-leaved goldenrod, 1% Mountiain Mint all by PLS weight</td>
<td>2</td>
</tr>
</tbody>
</table>


E. **Erosion Control:**  [http://www.prairieresto.com/installation_erosion.shtml](http://www.prairieresto.com/installation_erosion.shtml)

1. Cover crop will be sown along with the native grasses.
2. The seeded areas will be mulched with clean straw at a rate of 1.5 tons per acre.
F. Plants and Planting:

1. Optionally, the planting can be further diversified with wildflower and/or grass plants (plugs or 4 inch pots). These will be planted individually in appropriate microhabitats throughout, or in designated areas of the project. The plants used will consist primarily of species other than those previously seeded.

2. From the following list a minimum of 8 species will be used.

3. Plant a total of 180 plugs.

### Wildflowers

- Canada anemone (*Anemone canadensis*)
- Swamp milkweed (*Asclepias incarnata*)
- Flat-topped aster (*Doellingeria umbellata*)
- Grass-leaved goldenrod (*Euthamia graminifolia*)
- Northern bedstraw (*Galium boreale*)
- Bottle gentian (*Gentiana andrewsii*)
- Sneezeweed (*Helenium autumnale*)
- Meadow blazing star (*Liatris ligulistylis*)
- Tall blazing star (*Liatris pycnostachya*)
- Turk's cap lily (*Lilium michiganense*)
- Obedient plant (*Physostegia virginia*)
- Mountain mint (*Pycnanthemum virginianum*)
- Yellow coneflower (*Ratibida pinnata*)
- Meadow rose (*Rosa blanda*)
- Cup plant (*Silphium perfoliatum*)
- New England aster (*Symphyotrichum novae-angliae*)
- Red-stalked aster (*Symphyotrichum puniceum*)
- Tall meadow rue (*Thalictrum dasycarpum*)
- Ironweed (*Vernonia fasciculata*)
- Culver's root (*Veronicastrum virginicum*)

### Grasses and Sedges

- Plains oval sedge (*Carex brevior*)
- Bottlebrush sedge (*Carex comosa*)
- Pointed broom sedge (*Carex scoparia*)
- Stalk-grained sedge (*Carex stipata*)
- Tussock sedge (*Carex stricta*)
- Fox sedge (*Carex vulpinoidea*)
- Cord grass (*Spartina pectinata*)
G. **Management:** [http://www.prairieresto.com/management_overview.shtml](http://www.prairieresto.com/management_overview.shtml)

1. Management (maintenance) plays a vital role in the eventual success of any native landscape installation, especially during the establishment period. Active management of your native landscape is highly recommended to give the project the best opportunity for long term success.

2. During the germination year, the project area may need to be mowed to control annual weed development. If a “closed” canopy of weed cover develops, it should be mowed to aid in the growth of the prairie seedlings by reducing competition. Mowing may also be necessary if the weeds are about to set seed. Optimum cutting height, depending on the wildflower species present, is typically 4 to 6 inches. It is important that the clippings are finely mulched in order to prevent smothering. PRI can provide the mowing services if desired. Please refer to the cost section of this proposal for a mowing quote.

3. In years following the first growing season, Integrated Plant Management (IPM) services are utilized to control annual, biennial and perennial weed species within the developing native landscape. Typical IPM services include spot herbicide spraying, spot mowing, herbicide wicking or hand weeding. These services are billed on a per trip cost agreed upon prior to the growing season. Rough estimates are provided in the cost section of this proposal for these future management activities.

4. Prescribed burning is a highly effective management tool and may be recommended for your project as it matures. Burning stimulates native species to grow more robustly and also help to deter the presence of many non-native and/or woody species. Prescribed burning, when recommended, will be provided as a separate lump sum cost.

5. In lieu of burning, or during years when the site is not burned, a Spring Dormant Mowing can be used to “clean up” previous year’s growth and set the table for the new growing season. This mowing would occur early in the spring, as soon as conditions permit. Spring Dormant Mowing, when recommended, will be provided as a separate lump sum cost.
H. **Anticipated Management:**

The following table conveys the anticipated management procedures for your project during the first 3 growing seasons. Estimates for these procedures are provided in the cost section of this proposal.

<table>
<thead>
<tr>
<th>Year</th>
<th>Projected Management Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>Complete site mowings to control annual weed canopy (1 or 2 mowings as needed). Project monitoring</td>
</tr>
</tbody>
</table>
| 2019 | Complete site mowing  
Integrated Plant Management (IPM) – includes spot spraying, spot mowing, wicking, hand weeding, and other techniques to control weeds and invasive species (3 visits are typical)  
Project monitoring |
| 2020 | Integrated Plant Management (IPM) – includes spot spraying, spot mowing, wicking, hand weeding, and other techniques to control weeds and invasive species (3 visits are typical)  
Project monitoring |
| 2021 | Spring burn to encourage native plant growth and to help deter the presence of non-native and woody species.  
Integrated Plant Management (IPM) – 3 visits are typical  
Project monitoring |
I. Costs:

Project Installation:

The installation work as outlined above can be completed for the lump sum of.......................... $3100

Optional wildflower seedlings (180 @ $2.25 each) .............................................. $405

Vegetation Management:

Germination year management quote: Complete site mowings as needed (1 to 3 mowings are typical) .... $150/mowing

Future Management Estimates:

Growing season 2019 (assumes 3 IPM/mow visits) .............................................. $450
Growing season 2020 (assumes 3 IPM visits) .......................................................... $600
Growing season 2021 (assumes 3 IPM visits and a prescribed burn) ........ $1250

Please note: The Future Management Estimates are meant to convey typical management costs for projects of similar size and characteristics. Prior to each growing season, you will receive a specified quote from your project manager detailing the recommended management strategies and associated costs for your project.

PRI will provide a follow-up consultation approximately 1 month after the completion of the project (if the project was seeded in the fall, the consultation will occur the following spring). The Restorationist (or salesperson) will meet with the project owner to assess the status of the project, answer any questions, and provide any necessary recommendations. This follow-up consultation will be provided at no additional cost.
J. **Contract:**

If you accept the proposal as written and want to proceed with the project, please sign the contract below.

**Owner** (print): ___________________________ **Date:**___________________

Signed: _____________________________ **Title:**___________________

**Project Name:** _______________________ **Contract Value:** $______________

**Contractor:** *Prairie Restorations, Inc.*

Signed: _________________________________ **Date:** _______________

**Jeff West – Site Manager**  
Prairie Restorations, Inc.  
PO Box 95  
21120 Ozark Court North  
Scandia MN 55073

A 20% down payment is required at this time. Please return a copy of the signed contract, along with payment for 20% of the total project cost. The remainder of the contract will be billed upon completion.

K. **Notes:** Please note that this proposal is valid for 1 month (from the date on the proposal). If the proposal is accepted after the 1 month period, PRI reserves the right to modify the proposal based on cost fluctuations and material availability.

*Restoration outline prepared by Prairie Restorations, Inc. (PRI), Princeton, Minnesota*