

**Environment and Natural Resources Trust Fund
2018 Request for Proposals (RFP)**

Project Title:

ENRTF ID: 154-D

Invasive Species Wash Site Innovation, Improvements, and Standards

Category: D. Aquatic and Terrestrial Invasive Species

Total Project Budget: \$ 908,023

Proposed Project Time Period for the Funding Requested: 2.5 years, July 2018 to December 2020

Summary:

Design and construction of innovative site improvements at five DNR offices for staff to clean equipment and contain invasive species so that they will not spread.

Name: Jason Peterson

Sponsoring Organization: MN DNR

Address: 500 Lafayette Road, Box 16
St. Paul MN 55155

Telephone Number: (651) 259-5488

Email jason.h.peterson@state.mn.us

Web Address <http://www.dnr.state.mn.us/aboutdnr/bureaus/mr/facilities.html>

Location

Region: Statewide

County Name: Statewide

City / Township:

Alternate Text for Visual:

The map is the state of Minnesota with the county boundaries. It includes red dots and locations of the 100 DNR power wash stations. The wash sites with priority are underlined.

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



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2018 Main Proposal

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PROJECT TITLE: Invasive Species Wash Site Innovation, Improvements and Standards

I. PROJECT STATEMENT

This proposal will fund the design and construction of innovative site improvements at five DNR offices for staff to clean equipment and contain invasive species so that they will not spread. The innovative improvements at these five wash sites will be used to establish standard designs and specifications for future improvements at other DNR wash sites. The standard designs will be made available to other state agencies and local units of government, including counties, cities, watershed districts, SWCDs and our NGO partners.

DNR operations are diverse and include field activities such as habitat management, outdoor recreation, wildfire suppression, and timber sale and mining inspections. DNR has equipped over 100 sites with pressure washers and other equipment to provide for the cleaning of equipment used in field operations. In most cases the existing infrastructure is insufficient to provide for the containment of invasive species, effectively manage runoff from washing activities, and provide for the safety of DNR staff. The equipment needs to have the invasive species seeds and plants in the dirt or the aquatic invasive species in washed equipment removed and contained. For example, one of the sites has a temporary block of the stormwater systems to avoid aquatic invasive species from entering fish rearing ponds and a river. A permanent pretreatment of the stormwater is the likely solution.

Three types of sites will be selected for this project:

- Sites where aquatic invasive species are being managed,
- Sites where terrestrial invasive species are being managed, and
- Sites where both types of invasive species are being managed.

The design standard elements will include a minimum of two of the following:

- a wash area in a location that can assure containment of invasive species,
- a terrestrial invasive species catchment, and
- an aquatic invasive species infiltration swale or filtration structure.

All designs will include consideration of requirements for staff safety. This project will reduce future costs associated with invasive species management because the design standards will be replicated at future sites.

II. PROJECT ACTIVITIES AND OUTCOMES

Activity 1: Identify the wash sites

Budget: \$0

The department’s invasive species committee prioritized the wash sites in 2012. Prioritization criteria included: the site drains directly to a resource, it is used daily, and the site is used more than ten hours per week. The committee will update the list of wash sites, survey new wash sites, and select the candidate sites for this project.

Outcome	Completion Date
1. Update the list of wash sites and survey managers of the new wash sites	August 3, 2018
2. Invasive species committee reprioritizes the list	August 10, 2018

Activity 2: Design and construct the wash sites

Budget: \$831,000

Project managers assigned and site analysis completed. Prepare and review the concepts. Prepare and review the construction documents. Prepare and advertise bid documents. Award the construction contracts. Coordinate the preconstruction meeting. Start construction after the road load limits have been lifted. Complete



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the construction phase.

Outcome	Completion Date
1. Construction documents completed and bids let	January 25, 2019
2. Construction completions	June 14, 2019

Activity 3: Develop the wash site standards

Budget: \$63,000

Inspect and monitor the wash sites for warranty items and evaluate the designs. Finalize the wash site standards and prepare the guidance documents, schematic plans, standard details and budgets. Publish the standards on the department’s internal webpage and communicate the standards to all the department employees and share the standards with other state agencies, counties, cities and townships.

Outcome	Completion Date
1. Present, publish and communicate standards	September 1, 2020

III. PROJECT STRATEGY

A. Project Team/Partners

The people identified in the following chart will lead the effort for the department. We anticipate sharing the results of this effort with counties, cities, watershed districts, NGO partners, other state agencies, utilities and interested businesses.

Role	Name(s)	Position	ENRT funded
Identify the wash sites	Laura Van Riper, Julie Siems, Neil Vanderbosch, Jesse Roberts, Susan Burks, Wayne Lukachek, and Jason Peterson	Invasive species committee	No
Design and construct the wash sites and standards	Jason Peterson and engineer or landscape architect	Project principal and managers	Yes

B. Project Impact and Long-Term Strategy

This project will help to advance the Governor’s directives (e.g. 2017 Year of Water Action) to stop the spread of aquatic and terrestrial invasive species throughout the State. This project will also save money through the standardization of designs and specifications for the remaining 95 wash sites and any other future wash sites. Standardized designs for wash station infrastructure will also result in lower future construction costs.

C. Timeline Requirements

The project will commence in July of 2018 and be completed by June 30, 2020.

2018 Detailed Project Budget

Project Title: Invasive Species Wash Site Innovation, Improvements, and Standards

IV. TOTAL ENRTF REQUEST BUDGET 2.5 years

<u>BUDGET ITEM</u>	<u>AMOUNT</u>
Personnel:	N/A
Professional/Technical/Service Contracts:	\$ 894,000
A. Design wash sites (site analysis, concepts, construction documents, and award contracts) and construct wash sites (five wash sites @ \$141,000 per site)	\$ 831,000
B. Develop wash sites standards	\$ 63,000
Travel:	N/A
Additional Budget Items:	\$ 14,023
*Direct and Necessary expenses: HR Support (~\$0), Safety Support (~\$0), Financial Support (~\$11,680), Communication Support (~\$1,271), IT Support (~\$0), and Planning Support (~\$1,072) necessary to accomplish funded programs/projects.	
TOTAL ENVIRONMENT AND NATURAL RESOURCES TRUST FUND \$ REQUEST =	\$ 908,023

*Direct and Necessary expenses include Department Support Services (Human Resources, IT Support, Safety, Financial Support, Communications Support, and Planning Support). Department Support Services are described in the agency Service Level Agreement and billed internally to divisions based on rate that have been developed for each area of service. These services are directly related to and necessary for the appropriation. Department leadership services (Commissioner's Office and Regional Directors) are not assessed. Those elements of individual projects that put little or no demand on support services such as large single-source contracts, large land acquisitions, and funds that are passed through to other entities are not assessed. Direct and Necessary costs for those activities.

V. OTHER FUNDS

<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>	<u>Status</u>
Other Non-State \$ To Be Applied To Project During Project Period:	N/A	N/A
Other State \$ To Be Applied To Project During Project Period:	N/A	N/A
In-kind Services To Be Applied To Project During Project Period:	N/A	N/A
Past and Current ENRTF Appropriation:	N/A	N/A
Other Funding History:	N/A	N/A

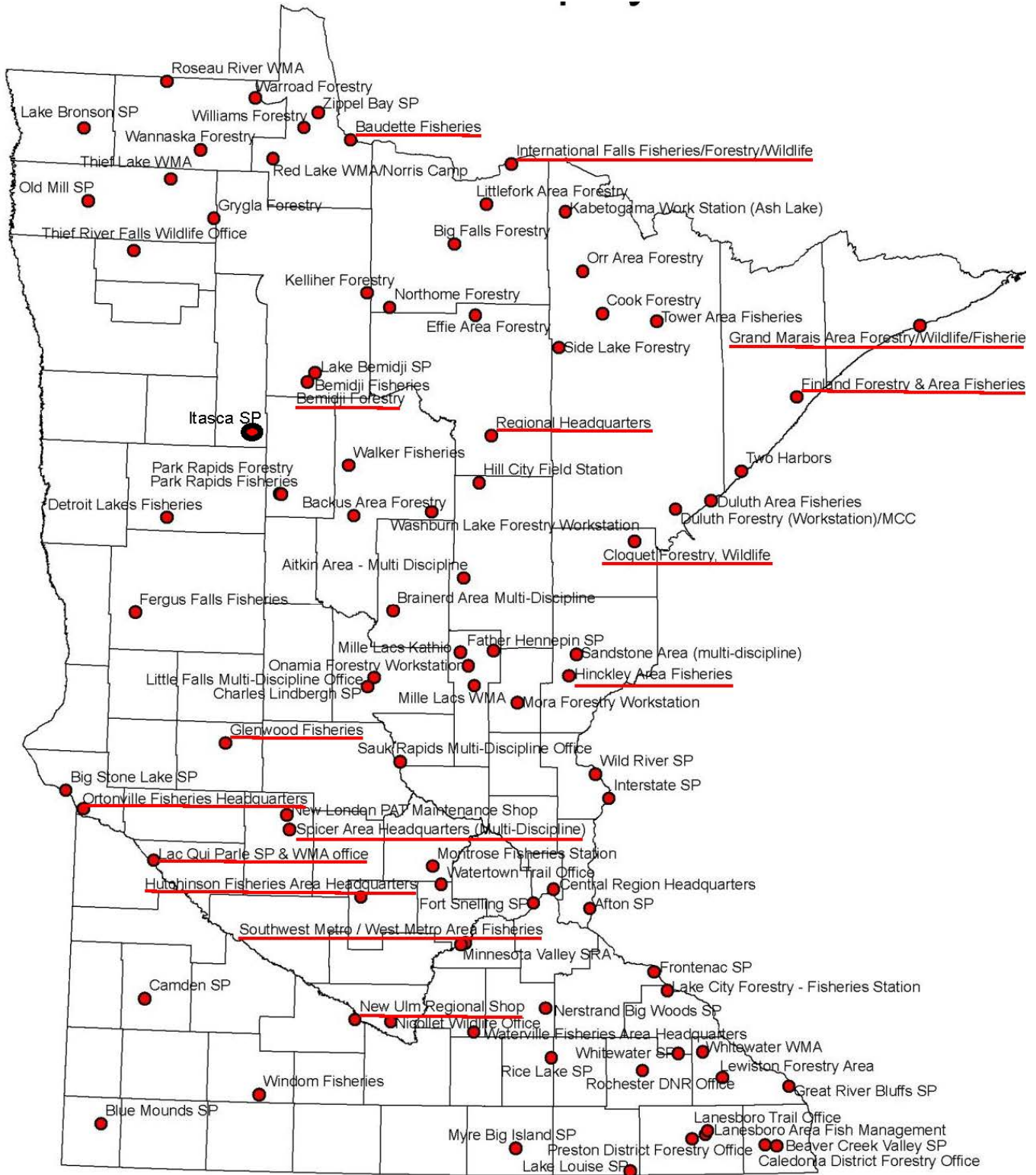


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MAP AND VISUALS



Prioritized DNR Wash Sites



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VI. PROJECT MANAGER QUALIFICATIONS AND ORGANIZATION

Project Manager: Jason H. Peterson, Principal Landscape Architect
Organization: Department of Natural Resources, Operations Services Division
Address: 500 Lafayette Road, St. Paul, MN 55155
Telephone: 651-259-5488
Email: jason.h.peterson@state.mn.us

Qualifications

Jason supervises the landscape architecture group that is responsible for designing recreation development projects. He has been part of the landscape architecture group at the DNR for over 19 years. The landscape architecture group manages projects that range in scale from a wildlife observation platform to a campground with camping, cabins and day use areas.

He is also the Operations Services Division representative on the DNR Invasive Species operation order committee since the beginning in 2006. Part of this role included managing the wash site survey and prioritization project.

Organization

The DNR mission is to work with citizens to conserve and manage the state's natural resources, to provide outdoor recreation opportunities, and to provide for commercial uses of natural resources in a way that creates a sustainable quality of life.

The Operations Services Division facility program provides facilities that are safe, accessible, support employee productivity and model environmental sustainability and energy use. The DNR owns and actively maintains 2,700 buildings, encompassing 2.9 million square feet of floor space at over 200 locations statewide, and with replacement values of about \$365 million.