



SKAGIT COUNTY PUBLIC WORKS DEPARTMENT

1800 Continental Place, Mount Vernon, WA 98273-5625
(360) 416-1400 FAX (360) 416-1405

Request for Proposals or Aquatic Vegetation Management

Lake Management District No. 2 (Lake McMurray)

Summary

Skagit County Public Works and Lake Management District No. 2 for Lake McMurray seek professional services from a qualified contractor for the purpose of aquatic plant management in Lake McMurray for a two (2) year contract (2025-2027). The County's needs are outlined in the following Request for Proposals (RFP).

Timeframe

The County will adhere to the following timeframe for selection of firm:

- Issue RFP Monday, March 10, 2025
- Deadline for Proposal Submittal Monday, March 31, 2025
- Selection of Firm Tuesday, April 7, 2025

Submittal Criteria

All proposals should be labeled "RFP LMD 2 Aquatic Plant Management" and sent to:

(*Preferred) Email to: evane@co.skagit.wa.us

OR mailed /delivered to:

Skagit County Public Works
Attn: Evan Emrick
1800 Continental Place
Mount Vernon, WA 98273-5625

All proposals must be received by 4:00 p.m. on Monday, March 31, 2025. Proposals will be limited to a maximum of twelve (12) pages, including cover letter and graphics. This page limit does not include the below requested copy of a Final Project Report.

You must be a contractor on the MRSC Roster to submit a proposal for this project.

Interested firms should submit the following:

- Statement of Qualifications
- Summary of approach to complete the Scope of Work (SOW)
- Cost Estimates

The proposal must contain the following information:

- The names of individuals (and the names of their respective employers) who will be providing aquatic plant management for this project, and their areas of expertise.

- Specific experience and/or relevant certifications/licenses of all individuals relative to this proposed project.
- A proposed outline detailing tasks, team composition, methods, equipment used, materials, and project schedule, including the number of hours required to complete each task or product (if applicable).
- A proposed budget based on the costs associated with the tasks outlined in this RFP.
- A description of any fines or penalties issued to the firm, or any individual working on the project, concerning permit and/or regulatory violations associated with aquatic plant management activities within the past ten (10) years.
- A minimum of three (3) project references. Include project name, date(s), description of project, and a contact name and telephone number.
- An example of an aquatic plant management Final Project Report (including maps) prepared within the last three (3) years. Report should cover a project similar in scope to the task outlined in this RFP.

Terms and Conditions

The selected firm will be required to enter into a Professional Services Agreement with Skagit County Public Works. In addition to demonstrating skills and abilities to conduct aquatic vegetation surveys and produce associated maps, the successful candidate must:

- Carry a Washington State Business License.
- Provide proof of comprehensive or commercial general liability, professional liability, and automobile liability insurance coverage in the amount of \$1,000,000 for the duration of the contract.
- Provide a Certificate of Insurance naming Skagit County as an additional insured that will be secured for the above by endorsement.
- If contracted to apply aquatic herbicides, the candidate must provide current Washington State Department of Agriculture Commercial Applicators License with Aquatic Endorsement.

Background

Lake McMurray



Lake McMurray 2024 Noxious Weed Survey

The Lake McMurray community has for several decades supported the management of invasive aquatic weeds threatening the lake through the Lake Management District (LMD). The LMD was formed decades ago when Eurasian Milfoil was the dominant problem in the lake. This noxious weed in 2000 was present in thick mats throughout the littoral area of the lake. The 2000 Sonar herbicide treatment removed Eurasian Milfoil from the lake and as of 2021 or 21 years later milfoil has not been detected since, until this summer. In the years since the community has focused on other noxious aquatic weed growth present. In the spring of 2021, an RFP was issued for this season's work. Aquatechnex was selected to implement the work plan in July, and we moved forward with the year's mission.

Scope of Work:



Skagit County Public Works is seeking a contractor to survey and map invasive aquatic plants such as Eurasian watermilfoil and curly leaf pondweed and control noxious waterlilies. In 2022-2024, surveys identified milfoil. The noxious fragrant white waterlilies will be targeted for control with a combination of both herbicides and manual/mechanical harvesting. The lilies will primarily be controlled with herbicides along residential shorelines, docks, and other problem areas where they impair beneficial uses of the lake. The undeveloped areas will not be targeted. However, no herbicides will be sprayed within 1/4 mile of the potable water intake. Only manual /mechanical harvesting of lilies would



Image: Lake McMurray Eurasian Milfoil detections 2024

occur within the 1/4 mile no spray zone. The lilies will be harvested and removed for a minimum of one (1) cut depending on costs and if its within budget. There should be a least four (4) weeks in between each cut. The contractor will also be responsible for the proper disposal of the lilies, away from the lake shoreline, which the McHaven Resort community can assist with. Skagit County staff and the McHaven Resort must be contacted at least three (3) days prior to aquatic plant control operations to allow for enough time to shut off the water intake pump, move boats, and make other arrangements for their lake communities. The contractor will produce a detailed annual aquatic plant control project report, attend at least one (1) LMD2 Advisory Committee meeting, and maintain active communications with Skagit County staff, the Lake Management District Advisory Committee, and shoreline residents.

Project Tasks:

The contractor would be responsible for some or all the following project tasks depending on costs, available funding and the scope of work approved by the LMD2 Advisory Committee and County staff.

Task 1: Aquatic Vegetation Surveys and Mapping

1.1 Pre-Treatment Survey

- Notify Skagit County staff in writing no less than three (3) workdays in advance of the survey dates. The Contractor shall be prepared to accommodate county staff during all survey operations.
- Conduct one (1) pre-treatment aquatic vegetation survey (include surface observations as well as rake toss and sonar mapping) during the spring (or early summer) to identify and map the density and distribution of noxious aquatic vegetation throughout Lake McMurray. Surveys should include surface observation as well as the rake-toss technique along transects, GPS coordinates, and BioBase or equivalent sonar mapping technology to accurately map plant densities.
- Communicate the survey results to county staff, including recommended actions and estimated costs that may serve as the basis for developing a task assignment for additional work under this contract.

1.2 Aquatic Plant Control Maps

- Produce maps illustrating the treatment area, invasive aquatic plant species, and aquatic plant densities, including sonar maps (pre- and post- treatments). Project specifications and Federal Geographic Data Committee standard metadata must be provided for all maps.

Task 2: Aquatic Plant Management

2.1 Aquatic Plant and Algae Management General Permit

- The Contractor is responsible for applying, obtaining, and complying with the Aquatic Plant and Algae Management General Permit for Lake McMurray from the Washington State Department of Ecology and providing a copy of the permit and pesticide application records to the County staff.
- All contractor personnel applying the aquatic herbicide shall be approved as Washington State Licensed aquatic herbicide applicators.

2.2 Hydraulic Project Approval (HPA) Permits

- Obtain the necessary permits and comply with all permit requirements for the mechanical harvesting and removal of aquatic weeds in Lake McMurray.

2.3 Public Notification

- Notify county staff and McHaven, Inc. no less than three (3) days prior to the application of any herbicides or aquatic weed harvesting.
- Comply with all State and local public notification requirements for herbicide treatments and provide the county with copies of all notifications and newspaper publications.
- Visibly and securely post notices on docks and along the shoreline (facing the properties), and boat launch per permit requirements before applying herbicides and remove the signs after the reentry period has expired.
- Provide a copy of the notices to county staff.

2.4 Herbicide Treatments

- Only if authorized by County staff, perform aquatic herbicide treatments to control milfoil and fragrant white waterlilies along the shoreline and around docks and swimming areas. Herbicide treatments must remain outside the ¼ mile buffer no spray zone of the McHaven potable water intake.
- Apply aquatic herbicides in accordance with the label specifications and permit requirements.
- Take precautionary measures and protect from harm existing populations of any state-listed sensitive plants located near the treatment sites.

2.5 Manual/Mechanical Harvest and Removal of Lilies

- Manually/mechanically harvest and remove fragrant white waterlilies at least one (1) time per season, around docks and along the residential shorelines within ¼ mile of the McHaven water intake.
- The Contractor shall launch the harvester at the public boat launch and take precautions to protect the lake shorelines and take before and after photos.
- The Contractor will be responsible for removing and properly disposing of the waterlilies, away from the lake shoreline, in coordination with McHaven Resort.

Task 3: Project Reports

- Provide County staff with a detailed annual project report submitted electronically by December 15 of each year. The report will include:
 - Maps showing aquatic plant density and cover of submersed aquatic plants and any invasive plants, if found
 - Maps detailing the areas of aquatic plant control
 - Photos of aquatic plant control
 - Estimated acreage of aquatic plants controlled
 - A description of methods, herbicides, and equipment used
 - An assessment of the overall effectiveness of the aquatic plant control methods used
 - A proposal of recommended actions for continued management including species of aquatic plants to be controlled, estimated acreage for each species of aquatic plants to be controlled, and control methods to be applied
 - Description of methods used during the pre-treatment aquatic vegetation survey including a summary of the density and distribution of noxious aquatic vegetation throughout Lake McMurray with reference to maps, as appropriate

Task 4: Communications

- Maintain active communication with County staff, Lake Management District Advisory Committee, and shoreline property owners.
- Maintain active communication regarding planned aquatic plant management activities with McHaven, Inc.

- All invoices must include a brief written description of the work accomplished. In addition, copies of all publications and written materials must be provided along with the related invoices.
- Attend at least one (1) Lake Management District Advisory Committee meeting each year to discuss aquatic plant management issues and concerns, treatment results from the prior year and be prepared to make recommendations for the subsequent year.

Estimated Schedule of Work (2-year contract - 2025-2027)*

Date	Task
May/June	Aquatic vegetation survey and mapping
June– Aug	Control milfoil and fragrant white waterlilies
December 15	Annual project report due
January-February	Attend Advisory Committee meeting to provide the annual report and recommendations

**Note: County reserves the right to modify the annual schedule of work.*

Selection Criteria

The proposals will be evaluated by the Lake Management District No. 2 Advisory Committee and Skagit County Public Works staff based on the following criteria:

- Qualifications of firm
- Work performance
- Scope of work approach
- Cost Estimates

Project Cost Estimates

Note: For consistency, please use this format, or something similar, for providing cost estimates. Unit prices for all items, all extensions, and total amount of bid shall be shown. The total contract amount and tasks shall depend on cost estimates, available funding, the scope of work approved by the LMD2 Advisory Committee, and the actual acreage of aquatic plants to be controlled as determined by the pre-treatment aquatic plant survey.

Item #	Description	Quantity	Unit	Unit Price (including sales tax)	Total Amount (including sales tax)
1	Pre-treatment aquatic vegetation survey and mapping	1	Survey	\$	\$
2	Post-treatment aquatic vegetation survey- primarily surface observations to evaluate results	1	Survey	\$	\$
3	Washington State Department of Ecology's Aquatic Plant and Algae Management NPDES General Permit	1	Permit	\$	\$
4	Annual project report (electronic)	1	Report	\$	\$
5	Public meetings and communications	1	Meeting	\$	\$
6	Public notifications for aquatic herbicide applications must be mailed to property owners prior to treatment	110	Notice	\$	\$
8	Aquatic herbicide application notices visibly and securely posted along the shoreline and boat launch per NPDES permit requirements	110	Notice	\$	\$
9	Milfoil control with herbicides (specify active ingredient that would be applied).	5	Acre	\$	\$
	fragrant white water lily control with herbicides (specify active ingredient that would be applied).	6	Acre	\$	\$
10	Manually/mechanically harvest and remove fragrant white waterlilies along residential shorelines within ¼ no spray zone— approximately 3 acres. At least one (1) cut per season. The undeveloped shorelines will not be targeted for lily control.	5	Day	\$	\$
TOTAL BID (Including Washington State Sales Tax @ 8.6%):					\$