



SKAGIT COUNTY PUBLIC WORKS DEPARTMENT

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

Request for Proposals for Aquatic Vegetation Management

Lake Management District No. 4 (Clear Lake and Beaver Lake)

Summary

Skagit County Public Works and Lake Management District No. 4 for Clear and Beaver Lakes seek professional services from a qualified contractor for the purpose of aquatic plant management in Clear Lake and Beaver Lake 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:

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| • Issue RFP | Monday, March 10, 2025 |
| • Deadline for Proposal Submittal | Monday, March 31, 2025 |
| • Selection of Firm | Tuesday, April 5, 2025 |

Submittal Criteria

All proposals should be labeled "RFP LMD 4 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 Report.

You must be a contractor on the **MRSC Roster** to submit an RFP for this project.

Interested firms should submit the following:

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

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, products 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/telephone number.
- An example of an aquatic plant management Final 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. Additionally, certificate of insurance should name Skagit County as an additional insured that will be secured for the above by endorsement.
- Provide current Washington State Department of Agriculture Commercial Applicators License with Aquatic Endorsement.

Background



- **Clear Lake**

Clear Lake is approximately 200 acres in surface area with a mean depth of 23 feet and a maximum depth of 44 feet. The shoreline totals approximately 2.4 miles in length. A seasonal stream enters the lake from the northeast and represents the only surface water body that feeds the lake. The outlet located along the southern shoreline provides a connection to Beaver Lake and likely serves as a conduit that facilitates the spread of plant fragments between the lakes during rain and flood events. Extensive wetlands around the lake have been mapped by National Wetland Inventory (NWI) and provide valuable habitat for fish and wildlife. Most of the development around the lake occurs within the unincorporated community of Clear Lake, along the western shoreline, which supports low to moderate density residential development. Water lilies were present in most areas, with treated zones showing a reduction of at least 75%. Some younger plants had emerged since the treatment. Large swaths, particularly around docks and the C Street launch, were brought back to acceptable levels.

Scope of Work

The contractor will be responsible for securing the Aquatic Plant and Algae Management National Pollutant Discharge Elimination System (NPDES) General Permits for both Clear Lake and Beaver Lake from the Washington State Department of Ecology, and strictly adhering to permit requirements and herbicide application restrictions, surveying and mapping the locations of the invasive and nuisance native aquatic vegetation, visibly and securely posting public notices per permit requirements, applying aquatic herbicides or other approved aquatic plant management techniques, producing a detailed written project report at the end of each season, attending at least one (1) LMD4 Advisory Committee meeting each year, and maintaining active communications with Skagit County staff, the Lake Management District Advisory Committee, and lakeside residents.

- **Clear Lake:** In Clear Lake, the proposed project aims to survey and map invasive aquatic plants and aquatic plant densities, eradicate or control invasive Eurasian Milfoil, and control noxious fragrant waterlilies and nuisance submersed native aquatic plants. Eurasian Milfoil, if found, can be specifically targeted with a systemic herbicide or controlled in conjunction with native weed control to stay within budget. The native submersed aquatic plants have become problematic for some lake users and will be targeted for control along residential shorelines, docks, and swimming areas with a contact herbicide. Broadleaf pondweed (*Potamogeton amplifolius*) is the most problematic and difficult to control particularly in one area along the shallow northern residential shoreline. Aquathol K has proven to be more effective than Diquat in controlling this pondweed species in the soft sediment areas if within budget. Lilies will be targeted for control around docks and residential shorelines. The lilies and native aquatic plants are not targeted for control along the undeveloped shorelines. Per permit requirements, nuisance native aquatic plant control is limited to no more than 50% of the littoral zone (~6,300 feet) along residential shorelines, swimming areas, and docks where the weeds have become problematic for lake users. The County Parks Department must be notified at least **forty-eight (48) hours in advance** of the treatments so they can close beach access and give the public as much advanced notice of the beach closure as possible. There are two (2) parcels located along the eastern shoreline that have requested no treatments along their property. It is important for the contractor to communicate with lakefront property owners about the current aquatic weed growth conditions, what species are native and noxious, what plants are targeted for control and what plants cannot be controlled, and what herbicides are being applied and any restrictions, prior to and during treatments.
- **Beaver Lake:** No surveys or treatments will take place at Beaver Lake in 2025, will re-evaluate for the 2026 season.

Project Tasks:

The contractor will be responsible for the following project tasks each year:

Task 1: Aquatic Vegetation Surveys

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 during the spring (or early summer) to identify and map the density and distribution of invasive and nuisance aquatic vegetation throughout Clear Lake and determine what materials and how much will be applied. Surveys should include surface observation as well as the rake-toss technique along transects, GPS coordinates, and sonar BioBase or equivalent 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 Post-Treatment Survey

- Notify Skagit County staff in writing no less than three (3) workdays in advance of the survey date. The Contractor shall be prepared to accommodate county staff during all survey operations.
- Only if authorized by county staff and if budget allows, Contractor will conduct one (1) mid-summer brief post-treatment observational survey mid-summer (no more than three (3) weeks following treatments) to determine any lake areas that may require a secondary spot treatment.
- Conduct at least one (1) post-treatment aquatic vegetation survey in Clear Lake mid-September to map aquatic plant densities and evaluate the efficacy of aquatic herbicide treatments and to look for any new invasive aquatic plant growth and determine if follow-up treatments will be necessary.
- 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.

1.3 Aquatic Plant Control Maps

- Produce maps, using BioBase or equivalent mapping product, illustrating the treatment area, invasive aquatic plant species, and aquatic plant densities (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 Clear and Beaver Lakes 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 Public Notification

- Notify Skagit County staff in writing no less than three (3) workdays in advance of the treatment date.
- Comply with all State and local public notification requirements for herbicide treatments and provide the County with copies of notifications.
- Contact the County Assessor's Office to get the most current mailing addresses of property owners within the boundaries of the Lake Management District and mail notices at least ten (10) days in advance of the treatments.
- Coordinate with the Skagit County Parks Department to visibly post beach closure notices at the Clear Lake public swim beach prior to applying herbicides.

- Visibly post notices on docks, along the shoreline and boat launch at Clear Lake per permit requirements before applying herbicides.
- Post the “limited boat-use” request at the public boat launch to reduce boating activity for twenty-four (24) hours to provide more effective plant control.
- Adhere to permit requirements for removing notices after herbicide treatments are applied.

2.3 Lake Herbicide Treatments

Submersed aquatic vegetation treatments should occur no later than the week of July 15th, depending on lake and weather conditions, and if approved by County Staff and the LMD Advisory Committee.

- Eradicate or control Eurasian Milfoil (if present) with an approved herbicide that specifically targets Milfoil or in conjunction with controlling the nuisance submerge aquatic plants.
- Control submersed nuisance native aquatic plants along residential shorelines with an approved contact herbicide.
- Apply a secondary treatment in early August if warranted and if it is within budget.
- Control noxious fragrant waterlilies along residential shorelines with approved herbicides.
- Apply aquatic herbicides in accordance with the label specifications and permit requirements.
- Perform water quality monitoring as required by the NPDES permit to monitor residual herbicides.
- Take precautionary measures and protect from harm existing populations of any state-listed sensitive plants located near the treatment sites.

Task 3: Project Reports: A final report shall be submitted electronically no later than December 15 of each year, to Skagit County Public Works staff. The report will summarize pre- and post- treatment plant densities, areas treated, the type and amount of herbicide used, treatment results, and recommendations for the following treatment season. The report will include:

- Map showing pre-treatment plant densities of submersed aquatic plants using BioBase or equivalent sonar mapping.
- Map detailing the treatment areas and the aquatic plant species targeted.
- Map showing post-treatment plant density of submersed aquatic plants using BioBase or equivalent sonar mapping.
- Estimated acreage treated for each targeted aquatic plant species.
- A description of methods, herbicides, and equipment used.
- An assessment of the overall efficacy of the herbicide treatment.
- A copy of all permits and pesticide application records.
- Recommended aquatic plant control actions including aquatic plant species targeted for control, recommended herbicides, acreage to be controlled, and estimated costs for continued management.

Task 4: Communications

- Maintain active communication with Skagit County staff (email preferred) and shoreline residents, recreational boaters, and fishermen.
- Provide a brief written description of the work accomplished on all invoices. Include copies of all publications and written materials 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 make recommendations for the subsequent year.
- Provide communications with Clear Lake residents prior to and during treatments to answer any questions or concerns they might have.

Annual Estimated Schedule of Work (2 Year Contract)*

Date	Task
May/June	Pre-Treatment Aquatic Vegetation Survey

June/July	Apply herbicide treatments to control aquatic plants
July- August	Brief post-treatment observational survey to determine if a secondary treatment is necessary (if within budget).
Mid-September	Post-Treatment Aquatic Vegetation Survey
December 15	Annual Project Reports Due
January-February	Attend the annual advisory committee meeting to report results and recommendations

**Skagit County Public Works reserves the right to modify the annual schedule of work.*

Selection Criteria

The proposals will be evaluated by the Lake Management District No. 4 Advisory Committee and Skagit County Public Works staff based on the following criteria:

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

Project Cost Estimates

Note: For consistency, please use this type of format for cost estimates. Unit prices for all items, all extensions, and total amount of bid including sales tax shall be shown. The actual treatment quantity will be based on pre-treatment survey results, treatment costs, and the available budget. The total contract amount and tasks will depend on available funding and the scope of work approved by the LMD4 Advisory Committee.

Item #	Description	Quantity	Unit	Unit Price (including sales tax)	Total Amount (including sales tax)
1	Pre-treatment aquatic vegetation survey and mapping using BioBase	1	Per Survey	\$	\$
2	Brief post-treatment observational survey to determine degree of secondary treatment (if within budget and authorized)	1	Per Survey	\$	\$
3	Post-treatment aquatic vegetation survey and mapping to analyze success of treatments and to look for new infestations using BioBase	1	Per Survey	\$	\$
4	Washington State Department of Ecology's Aquatic Plant and Algae Management NPDES General Permit	2	Per Permit	\$	\$
5	Annual project report (electronic)	1	Per Report	\$	\$
6	Public meetings and communications	1	Per Meeting	\$	\$
7	Public treatment notifications mailed to property owners	35	Per Notice	\$	\$
8	Public treatment notifications posted on docks, shorelines, and public boat launch	35	Per Notice	\$	\$
9	Limited boat use notice posted at the public boat launch	1	Per Notice	\$	\$
10	Noxious water lily and limited spatterdock control with systemic herbicide (specify the herbicide that would be applied)	10	Per Acre	\$	\$
11	Submersed nuisance native aquatic weed control with contact herbicide (specify the herbicide that would be applied)	20	Per Acre	\$	\$
12	Submersed nuisance native aquatic weed control in areas with soft sediment and hard to control aquatic plant species with herbicide (specify the herbicide that would be applied)	5	Per Acre	\$	\$
13	Secondary nuisance native aquatic weed control, if within budget and authorized (specify the herbicide that would be applied)	15	Per Acre	\$	\$
14	Noxious Eurasian water milfoil with herbicide, only if present (specify the herbicide that would be applied).	1	Per Acre	\$	\$
TOTAL BID (Including Washington State Sales Tax @ 8.6%):					\$