



REQUEST FOR PROPOSAL

Gun Lake Improvement Board

May 8, 2024

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Description of Services



1811 4 Mile Road NE
Grand Rapids, MI 49525
phone 616.361.2664
fax 616.361.1493
progressiveae.com

The Consultant would provide the following services related to the implementation of the Gun Lake Improvement Project.

- A. Aquatic Plant Control Administration and Inspections: Four GPS guided surveys would be conducted between May and September annually on Gun Lake. These surveys would identify the type and distribution of aquatic plants as the season progresses. Prescriptive treatment maps would be created from the data collected during these surveys including proposed herbicides and dosage. The Consultant would coordinate and oversee the plant control work including follow-up surveys to gauge treatment effectiveness and to identify areas where re-treatment may be needed to meet compliance with contract terms. The Consultant would prescribe treatments in an environmentally sound and cost-effective manner. Contractor treatment invoices would be reviewed for accuracy and payment recommendations made to the Gun Lake Improvement Board (GLIB) based upon treatment results. Written records of all plant control activities would be maintained and provided to the Gun Lake Improvement Board throughout the project.
- B. Water Quality Monitoring: Collect samples from the three historical sample sites on Gun Lake during spring turnover (2-3 weeks after ice-off) and during late summer thermal stratification. Samples will be collected at ten-foot depth intervals and analyzed for temperature, dissolved oxygen, total phosphorus, pH, and total alkalinity. In addition, surface water chlorophyll-*a* concentrations and water transparency would be measured at each sampling site during each sampling event. Also, one high-flow sampling event and one low-flow sampling event would occur at the Cuddy Intercounty Drain and the Payne Lake outlet tributary to document pollution loadings to the lake. Samples collected from the tributaries will be analyzed for total phosphorus and total suspended solids and total discharge would be measured at each site during sample collection.
- C. Information and Education: Prepare and mail a professional newsletter to all residents in the Gun Lake Assessment District. The newsletter will include information on watershed management practices, such as lakeside lawn care and lakeside landscaping to protect water quality, along with updates on lake management efforts, water quality data and any changes and/or developments of the watercraft industry. As an alternative to the newsletter, the Consultant would create, design, maintain, and update a Gun Lake Improvement Board website containing everything mentioned previously, as well as periodic updates containing treatment schedules, treatment maps, meeting information, and other pertinent project information as deemed necessary by the GLIB.
- D. Stormwater Management - Natural Shoreline: Conduct a detailed survey of the shoreline annually using drone photography to help characterize the status of Gun Lake's shoreline including estimations of various categories of shoreline development and to document the presence and percentage of natural shoreline. This work element may be useful in identifying potential areas where targeted engineered shoreline softening could occur to improve habitat complexity and lakeshore habitat.



- E. Administration and Reporting: Attend all Gun Lake Improvement Board meetings and provide project updates and guide the GLIB with project administration including recommendation of future lake improvement projects not currently utilized that could be implemented for better lake management practices. Prepare monthly reports for distribution to the GLIB between March and October inclusive. Prepare and present an annual report to the GLIB at the October meeting of the GLIB. The annual report will include a summary of all lake management activities, water quality data and discussion, shoreline assessment data and discussion, a detailed accounting of plant control funds spent and budget information, and a budget forecast including recommendations for the following year.
- F. Hearing Assistance: The Consultant will prepare legal notices for public hearings to continue the program in the final year of the project (2027), assist in the preparation of the assessment roll, and assist the GLIB in preparing a budget for the new program. The Consultant shall also assist in legal mailings and publications for the public hearings and any other service deemed necessary by the Gun Lake Improvement Board.

PROGRESSIVE AE

WATER RESOURCES GROUP

Statement of Qualifications

The Water Resources Group

The Water Resources Group was established within Progressive AE's Civil Engineering Division in Grand Rapids, Michigan in 1984. The five full-time staff biologists/limnologists have over 50 years of combined experience working on a variety of lake and watershed management projects. The Water Resources Group is supported by civil engineers, landscape architects, and geographic information system specialists.

The Water Resources Group has worked closely with lake communities across Michigan to establish and coordinate the organizational framework required to bring projects to fruition. We are client-focused and client-driven, and have extensive experience working on projects large and small. We listen to our clients and formulate management strategies to address their specific needs. We pride ourselves in our ability to successfully complete projects on time and within budget. Effective communication with both the client and the public has been essential to this success.

This document provides an overview of the services and capabilities of Progressive AE's Water Resources Group.



“Our team is composed of experienced scientists who are passionate about preserving Michigan’s natural resources. We understand that the health of our lakes and watersheds is critical to the well-being of our communities. That’s why we work closely with our clients to develop tailored solutions that meet their unique needs.”

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Core Services:

Limnological Evaluations
and Diagnostic Feasibility
Studies

Lake and Watershed
Management Plans

Aquatic Vegetation Surveys

Hydro-acoustic Mapping

Water Quality Monitoring

Wetland Delineation

Online Information and
Outreach

Geographic Information
System Analyses

Natural Shoreline
Restoration

Project Organization and
Financing Assistance

Expertise and Capabilities

Progressive AE has been a leading provider of lake and watershed management services for 40 years. Whether you're looking to improve water quality, monitor and control invasive species, or preserve natural habitat, we have the talent and expertise to help. Our water resource experts work with both public and private-sector clients to achieve their goals.

One of our primary areas of expertise is lake management consulting, which we consider our flagship service. We work closely with our clients to develop customized plans that take into account the unique characteristics of each lake and watershed. This service includes lake evaluations and feasibility studies, lake and watershed management plan development, aquatic plant control oversight, hydro-acoustic mapping, and water quality monitoring.

In addition to these technical lake management services, we also place a strong emphasis on public outreach and education through the development and administration of lake websites, reports, articles, and newsletters. We believe that by sharing our knowledge and expertise, we can help lake communities better understand the importance of lake management and the steps they can take to protect their local water resources.



The Water Resources Group offers a range of services that go beyond lake management to meet the diverse needs of our clients. Our geographic information systems specialists map out the precise boundaries and characteristics of natural areas, allowing for accurate and effective project management; our wetland delineation and natural shoreline restoration experts approach their work with a distinct understanding of the vital role these services play in conserving Michigan's water resources; and the assistance our team can offer in project organization and financing helps ensure that these vital management and conservation efforts have the resources and support they need to succeed.



References

Marble-Coldwater Lake Chain Improvement Project

Location: Branch County

Size of Lakes: 1,653 acres (Marble, Archer, Bartholomew, Mud, Long, and Coldwater Lakes)

Client: Marble-Coldwater Lake Improvement Board

Contact: Mike Hard, Branch County Drain Commissioner's Office

Phone: 517-279-4310



Huron River Chain of Lakes

Location: Washtenaw County, Michigan

Size of Lakes: 1,104 acres (Little Portage, Portage, Baseline, Tamarack, and Whitewood Lakes)

Client: Washtenaw County Board of Public Works

Contact: Lauren Koloski, Washtenaw County Water Resources Commissioner's Office

Phone: 734-222-6860



Austin Lake Improvement Program

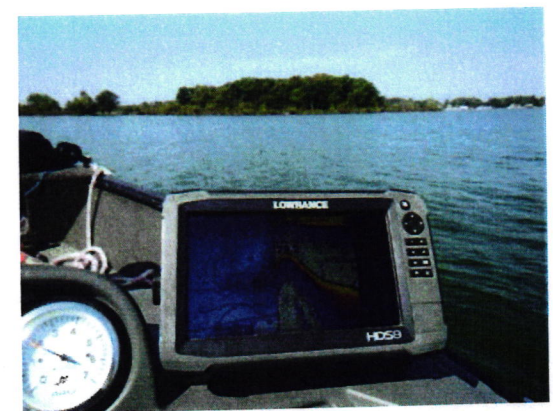
Location: Kalamazoo County, Michigan

Size of Lake: 1,133 acres

Client: Austin Lake Riparians and City of Portage

Contact: AJ Spicer, Austin Lake Riparian's President

Phone: 269-209-6276



Resumes of Key Staff



Paul Hausler

Water Resources Practice Leader

hauslerp@progressiveae.com

Phone: 616.447.3376

Over the past 31 years, Paul has been involved in all of Progressive AE's large water resource management projects. Paul is primarily responsible for conducting field investigations, water quality monitoring, and coordinating aquatic plant control projects.

Education

Bachelor of Science, Aquatic Biology, Grand Valley State University

Wetland Training Institute, Certificate of Wetland Delineator Certification Program

Natural Shoreline Professional Certification, Michigan State University—Cooperative Extension Service

Schoolcraft Township, Barton Lake

Marble-Coldwater Lake Improvement Board

Watervliet and Coloma Townships, Paw Paw Lake

Diamond Lake Association

Hodunk-Messenger Lake Improvement Board

Upper Straits Clean Lake Association

Village of Wolverine Lake

Wixom Lake Improvement Board

Lake Oakland Improvement Board

Presentations

- Wixom & Sanford Lakes, a Re-birth in Progress, Midwest Aquatic Plant Management Society, Columbus, Ohio
- The Fishery and Aquatic Invasive Species Control, Michigan Lakes and Streams Association, Crystal Mountain Resort, Michigan
- Lake Boards, a Half-Century of Cooperation & Accomplishment, Michigan Association of County Drain Commissioners, Mackinac Island, Michigan
- Collaborative research on invasive aquatic plant management, National Aquatic Plant Management Society, Grand Rapids, Michigan
- Using Bioassays to Effectively Manage Tolerance Issues in Select Milfoil Bio-types, Midwest Aquatic Plant Management Society, Cleveland, Ohio
- Houghton Lake, Michigan: A Challenge in Aquatic Plant Management, Midwest Aquatic Plant Management Society, Chicago, Illinois
- Evaluation of Renovate OTF to Control Eurasian Milfoil in Wixom Lake, Michigan, Midwest Aquatic Plant Management Society, Sandusky, Ohio



Rick Buteyn

Senior Water Resources Scientist

buteynr@progressiveae.com

Phone: 616.447.3351

Rick has ten years of experience with Progressive AE in the water resources division. He is primarily responsible for conducting aquatic plant surveys, water quality monitoring, and coordinating lake improvement projects.

Education

Dordt College

Bachelor of Arts in Environmental Science

Saltwater Inc.

Acted as a fisheries observer in the Bering Sea and Gulf of Alaska under the National Marine Fisheries Service office within NOAA. Primary responsibilities were fish identification, data collection, and regulation compliance and documentation.

Pentwater Lake Improvement Board

Crooked Lake Improvement Board

Thompson Lake Improvement Board

Wiggins Lake Improvement Board

Ryerson Lake Improvement Board

Clifford Lake Improvement Board

Big Crooked Lake Improvement Board

Canadian Lakes Property Owners Corporation

Cowden Lake Improvement Board

Townline Lake - Lake Improvement Board

Sherman Township Board, Crystal Lake

Thunder Lake Improvement Board

Tri-Lakes Improvement Project

Winfield Lake Improvement Board

Presentations

- Establishing a Lake Management Plan, Michigan Inland Lakes Virtual Convention, September 2022



Luke Aaron

Water Resources Scientist

aaronl@progressiveae.com

Phone: 616.447.3377

Education

Bachelor of Science,
Freshwater Science & Sustainability,
Western Michigan University

Wetland Delineator Certification
Wetland Training Institute

Luke began working with Progressive AE's water resources group in 2019. He is responsible for conducting field investigations, water quality monitoring, waterbody mapping and assisting in aquatic plant control projects.

Representative Projects:

Aloha Township, Long Lake

Goguc Lake Improvement Board

Stone Lake Improvement Board

Penn Township, Donnell Lake

Pavillion Township, Pickerel Lake

Colfax Township Board, Clear Lake

Yankee Springs Township, Barlow Lake

Gull Lake Quality Organization

Muskellunge Lake Improvement Board



Hailee Lamorandier

Field Scientist

lamorandier@progressiveae.com

Phone: 616.447.3326

Education

Grand Valley State University
*Bachelor of Science, Natural Resources
Management*

*Bachelor of Science, Environmental and
Sustainability Studies*

Hailee started working with Progressive AE's water resources team in 2023. She is responsible for conducting field investigations, water quality monitoring, natural shoreline restoration, and assisting in plant control projects.

Representative Projects:

Hutchins Lake Improvement Board

Miner Lake Improvement Board

Lake Templene Improvement Board

Schoolcraft Township Board, Barton Lake

Yankee Springs Township Board, Cobb Lake

Long Lake Governmental Lake Board

Colon Township Lake Board

Brady and Pavilion Townships, Indian Lake

Gourdneck Lake Governmental Lake Board

Cost Proposal

Please see below for cost proposal breakdown by year:

| Service | 2025 Cost | 2026 Cost | 2027 Cost |
|--|-----------------------|-----------------------|-----------------------|
| Aquatic Plant Control Administration & Inspection | \$18,000 | \$18,000 | \$18,000 |
| Water Quality Monitoring | \$7,500 | \$7,500 | \$7,500 |
| Information and Education | \$7,000 \$5,750* | \$7,000 \$3,000* | \$7,000 \$3,000* |
| Stormwater Management - Natural Shoreline | \$4,250 | \$4,250 | \$4,250 |
| Administration & Reporting | \$12,500 | \$12,500 | \$12,500 |
| Hearing Assistance | N/A | N/A | \$5,500 |
| TOTAL ANNUAL COST | \$49,250 \$48,000* | \$49,250 \$45,250* | \$54,750 \$50,750* |

*Alternate: Create, design, maintain, and update Gun Lake Improvement Board website.



Thank You!

We greatly appreciate this opportunity to present our qualifications, experience, project vision and approach to you for this transformational project. The individual signing this document is a principal of Progressive AE and authorized to bind the firm.

We are extremely excited about the prospect of working with you and your team to create, execute and realize your vision for this project.

We look forward to hearing back from you soon!

Jeff Roman (May 7, 2024 14:50 EDT)

Jeffrey M. Roman, PE
Director of Engineering

Paul Hausler
Water Resources Practice Leader

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Contact Us

Michigan Offices

Phone: 616.361.2664

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