

## elm creek Watershed Management Commission

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January 2, 2019

Sean Plemmons  
State Register Editor  
Communications Media Division  
Department of Administration  
660 Olive Street  
St. Paul, MN 55165

via email: sean.plemmons@state.mn.us

Request for Interest Proposals  
Professional Services for Technical, Wetland, Legal and Administrative Consulting

Dear Editor:

Please publish the enclosed Request for Interest Proposals in your next edition of the *State Register*. Your invoice, along with an Affidavit of Publication, should be mailed to the address above to my attention. Thank you.

Sincerely,



Judie A. Anderson  
Administrator

JAA:tim  
Encls.

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**Request for Interest Proposals - Professional Services for Administrative, Legal, Technical and Wetland Consulting**

Pursuant to Minnesota Statutes Annotated 103B.227.subd. 5., the Elm Creek Watershed Management Commission hereby solicits Letters of Interest for administrative, legal, technical and wetland consulting services for the fiscal years of 2019 and 2020. The annual budget for all services for the Commission for the year 2019 is \$ 943,296.

All wetland consulting services will be performed under the direction of the Commission's Technical Advisor and may include conducting annual monitoring, preparing annual monitoring reports, preparing as-built plans, performing duties as a member of Technical Evaluation Panels, or other duties as assigned by the technical advisor on behalf of the Commission. The Consultant must identify the dollar amount of fixed and/or hourly fees and costs to be charged for providing the services to the Commission and separately identify the rate for any overhead cost items to be billed.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest should be submitted on or before February 1, 2019, to:

Doug Baines, chair  
Elm Creek Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth, MN 55447  
(NO CALLS)

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