

**Professional Services Agreement
Hess Lake Improvement Project
2021**

This agreement is made and entered into this ____ day of _____, 202_, by and between the Hess Lake Improvement Board, hereinafter called the "Lake Board," and Progressive AE, hereinafter called the "Consultant."

In consideration of the covenants contained herein, the parties hereto agree as follows:

SECTION 1 – SERVICES

The Consultant will provide the following services related to the implementation of the Hess Lake Improvement Project:

A. AQUATIC PLANT CONTROL

1. Prepare contract documents for the nuisance aquatic plant control program.
2. Provide support data and documentation to assist with the acquisition of Department of Environment, Great Lakes, and Energy (EGLE) permits for the plant control project.
3. Conduct three GPS-guided surveys of the lake during the growing season to determine the scope of work to be conducted by the plant control contractor.
4. Provide geo-referenced maps to the plant control contractor to guide plant control work.
5. Conduct surveys of the lake to evaluate contractor performance.
6. Coordinate plant control activities to ensure work proceeds in an environmentally sound and cost-effective manner.
7. Confer with an authorized Lake Board representative regarding nuisance aquatic plant growth and contractor performance.
8. Maintain a written record of the date, scope, and cost of plant control activities and prepare an annual summary of plant control activities including dates of treatment, herbicides applied, acres treated, and plants targeted.
9. Conduct a late-season hydroacoustic survey of the entire lake and measure plant bio-volume (i.e., the height of plants in the water column).
10. Conduct a late-season point-intercept survey in which GPS reference points would be established at 300-foot intervals along the shoreline and across the entire lake. At each reference point, a thatch rake would be used to collect plant samples and the type and relative abundance of each plant species would be recorded.

B. WATERSHED MANAGEMENT

1. Prepare and mail shoreland management guidelines to all lake residents. The guidelines would include information on lakeside landscaping, fertilizer practices, septic system maintenance, and things lake residents can do to protect the lake. Prepare an electronic version of the document for posting on the Hess Lake Association website.
2. Contact the Muskegon River Watershed Assembly regarding management activities underway in the Hess Lake watershed and evaluate opportunities to coordinate efforts.

C. PROJECT ADMINISTRATION

1. Attend Lake Board meetings and assist the Board with project administration.
2. Review contractor invoices and guide the Lake Board in making payments to the plant control contractor.
3. Contact the Michigan Department of Environment, Great Lakes, and Energy and initiate discussions regarding requirements to obtain a Rule 97 Certification of Approval for a possible alum treatment of Hess Lake.
4. Contact the United States Geological Survey to obtain information on the status of the harmful algae bloom (HAB) monitoring on Hess Lake.

SECTION 2 – PAYMENTS TO THE CONSULTANT

For services performed, the Lake Board agrees to pay the consultant as follows:

- A. The cost of the services outlined in Section 1(A) will be \$12,500.
- B. The cost of the services outlined in Section 1(B) will be \$6,000.
- C. The cost of the services outlined in Section 1(C) will be \$6,500.

The total cost of the services outlined herein is \$25,000. The Consultant will bill for its services on a stipulated sum basis at a rate of \$6,250 per quarter.

The Hess Lake Improvement Board and Progressive AE hereby execute this agreement.

PROGRESSIVE AE

By: _____
Rick Buteyn
Water Resources Specialist

By: _____
Anthony Groves
Water Resources Practice Leader

HESS LAKE IMPROVEMENT BOARD

By: _____
Authorized Representative
Hess Lake Improvement Board