



Councilor Jennifer Hoffman Saccoman	City Administrator Greg Pruszinske
Councilor Jay Hildenbrand	City Clerk-Dep Admin Candie Seppala
Councilor James Bayliss	Finance Dir - Treasurer Sheena Mulner
Councilor John Schweiberger	City Attorney Andy Borland
Councilor Justin Fosso	Chief of Police Steve Estey
Councilor Chris Whitney	City Engineer Jesse Story
Mayor Pete Hyduke	

I. CALL TO ORDER:

II. APPROVAL OF THE AGENDA:

III. DEPARTMENT AND COMMITTEE REPORTS:

1. City Services Director Nick Arola

- a. Approve professional services agreements with Miriam Kero Consulting and Offer Resolutions for the same

IV. BIDS AND QUOTES:

1. City Administrator Greg Pruszinske

- a. Consideration and action to award the construction of Mine View Water and Sewer services to Bougalis Construction in the amount of \$168,000.00

2. City Engineering Jesse Story

- a. Consideration and action to award the Zim Road Bridge Construction SAP 131-597-001 project to KGM in the amount of \$562,773.25

V. ADJOURNMENT:



Request for Council Action

City Council Action

Description of Agenda Item

Professional services agreements to hire Miram Kero to submit grant applications on behalf of the City of Hibbing.

Strategic Initiative

Owner of Agenda Item

Nick Arola, City Services Director, 218.421.5565, nickarola@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Professional services agreements to hire Miram Kero to submit grant applications on behalf of the City of Hibbing.

1. MN Historical society - next phase of city hall repairs and reconstruction.
2. MN DOT Transportation alternatives grant - trails and accessibility, Bennett Park and/or Carey Lake
3. Age Friendly grant - walking path continuation and reconstruction of existing Bennett Park.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

2025 State Capital Projects Grants in aid grant - \$3750 MN State Historical Society	
2024 MN DOT - Transportation Alternatives Grant	\$3250
2024 Age Friendly grant	\$2500

Action Requested

Requesting council approval for all three separate agreements for three different grants and offer Resolutions fo the same

Attachments

1. Miriam Kero_Grant Writing Proposal MHS Capital Grants in Aid 2025
2. Miriam Kero_Grant Writing Proposal Transportation Alternatives 2024
3. Miriam Kero_Grant Writing Proposal Age Friendly 2024



Miriam Kero
Miriam Kero Consulting
208 East Park Drive
Hibbing, MN 55746

October 18, 2024

Betsy Olivanti
Community Development Director
City of Hibbing
401 East 21st St
Hibbing, MN 5746

Re: Proposal for 2025 State Capital Projects Grants-in-Aid Grant Application Writing Assistance

Dear Betsy,

Thank you for the opportunity to submit a proposal to the city of Hibbing for grant writing services. This document outlines the proposed scope of work and exclusions for assistance in writing a 2025 State Capital Projects Grants-in-Aid grant application. The State Capital Projects Grants-in-Aid supports historic preservation construction projects of a capital nature. The intended use of Hibbing's grant funds would be to implement the next phases of City Hall repair and reconstruction.

Based on previous years, the preapplication for this grant opportunity is expected to be due on January 26, 2025. The final grant application is expected to be due March 8, 2025.

SCOPE OF WORK

Task 1: Miriam Kero will hold a kickoff meeting with city of Hibbing.

Task 2: Miriam Kero will draft Preapplication text.

Task 3: Miriam Kero will submit the draft text to the Community Development Director/Director of City Services and hold a review meeting to gain feedback on the preapplication.

Task 4: Miriam Kero will revise the preapplication and submit to the MNHS.

Task 5: Upon receipt of MNHS pre-application feedback, Miriam Kero will hold a review meeting with the Community Development Director/Director of City Services.

Task 6: Miriam Kero will revise the final application text.

Task 7: Miriam Kero will hold a final review meeting with the city of Hibbing.

Task 8: Miriam Kero will submit the final application via Fluxx, notifying the Community Development Director/Director of City Services.

EXCLUSIONS

The city will provide project scope and budget details for the application.

Submission of grant reporting will be completed by the city.

COST ESTIMATE

SCOPE OF WORK	Subtotal	HOURS
Task 1: Miriam Kero will hold a kickoff meeting with city of Hibbing.	375	3
Task 2: Miriam Kero will draft Preapplication text.	1000	8
Task 3: Miriam Kero will submit the draft text to the Community Development Director/Director of City Services and hold a review meeting to gain feedback on the preapplication.	375	3
Task 4: Miriam Kero will revise the preapplication and submit to the MNHS.	250	2
Task 5: Upon receipt of MNHS pre-application feedback, Miriam Kero will hold a review meeting with the Community Development Director/Director of City Services.	375	3
Task 6: Miriam Kero will revise the final application text.	250	2
Task 7: Miriam Kero will hold a final review meeting with the city of Hibbing.	1000	8
Task 8: Miriam Kero will submit the final application via Fluxx, notifying the Community Development Director/Director of City Services.	125	1
Total	3750	30

Thank you for the opportunity to assist with this project. Please let me know if you have any questions or comments with respect to this proposal.

Sincerely,



Miriam Kero
Owner, Miriam Kero Consulting



Miriam Kero
Miriam Kero Consulting
208 East Park Drive
Hibbing, MN 55746

October 18, 2024

Nick Arola
Director of City Services
City of Hibbing
401 East 21st St
Hibbing, MN 5746

Re: Proposal for 2024 Transportation Alternatives Grant Application Writing Assistance

Dear Nick:

Thank you for the opportunity to submit a proposal to the city of Hibbing for grant writing services. This document outlines the proposed scope of work and exclusions for assistance in writing a 2024 MDOT Transportation Alternatives grant application.

The letter of intent for this grant opportunity is due on November 1, 2024. The final grant application is due Friday, January 10, 2025, at 4:30 PM.

SCOPE OF WORK

Task 1: Miriam Kero will hold a kickoff meeting with city of Hibbing.

Task 2: Miriam Kero will complete a Letter of Intent and submit to MDOT by November 1, 2024 (assuming timely council approval of the grant-writing contract).

Task 3: Miriam Kero will draft application text.

Task 4: Miriam Kero will review the draft text with the Director of City Services.

Task 5: Miriam Kero will revise the final application text

Task 6: Miriam Kero will submit the final application via email to Travis Houle copying Director of City Services by 4:30 PM Friday, January 10, 2025.

EXCLUSIONS

The city will provide project scope and budget details for the application.

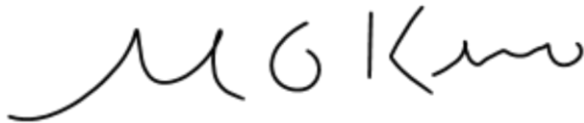
Submission of grant reporting will be completed by the city.

COST ESTIMATE

SCOPE OF WORK	Subtotal	HOURS
Task 1: Miriam Kero will hold a kickoff meeting with city of Hibbing.	375	3
Task 2: Miriam Kero will complete Letter of Intent and submit to MDOT by November 1, 2024 (assuming timely council approval of the grant-writing contract).	750	6
Task 3: Miriam Kero will draft application text.	1000	8
Task 4: Miriam Kero will review the draft text with the Director of City Services.	375	3
Task 5: Miriam Kero will revise the final application text	375	3
Task 6: Miriam Kero will submit the final application via email to Travis Houle copying Director of City Services by Friday, January 10, 2025 – Deadline for applicants to submit full applications.	375	3
Total	3250	26

Thank you for the opportunity to assist with this project. Please let me know if you have any questions or comments with respect to this proposal.

Sincerely,



Miriam Kero
Owner, Miriam Kero Consulting



Miriam Kero
Miriam Kero Consulting
208 East Park Drive
Hibbing, MN 55746

October 10, 2024

Nick Arola
Director of City Services
City of Hibbing
401 East 21st St
Hibbing, MN 5746

Re: Proposal for 2024 Age-Friendly Grant Writing Assistance

Dear Nick:

Thank you for the opportunity to submit a proposal to the city of Hibbing for grant writing services. This document outlines the proposed scope of work and exclusions for assistance in writing a 2024 Age Friendly grant application to fund a walking path around Bennet Park.

The grant application is due Friday, November 8, 2024, by 4:00 pm CST. As a rural community with a population under 20,000, a grant application for this project meets key grant priority criteria and implements one of the projects noted in the community walkability study.

SCOPE OF WORK

Task 1: Miriam Kero will attend the webinar, review the grant application, and orchestrate a kickoff meeting with the city of Hibbing.

Task 2: Miriam Kero will draft grant application text including the required forms and attachments.

Task 3: Miriam Kero will provide draft grant application draft to the city, and Kero will coordinate a review meeting of the text.

Task 4: Miriam Kero will make final revisions and email the final application to mn.dhs.agefriendlymn@state.mn.us by November 8, 4:00 PM.

EXCLUSIONS

The city will create/provide a SWIFT account for the application.

Project estimates will be obtained and provided by the city.

The city will be responsible for review and signature of grant assurances.

Submission of grant reporting will be completed by the city.

COST ESTIMATE

	Cost	Hours
Task 1: Miriam Kero will attend the webinar, review the grant application, and orchestrate a kickoff meeting with the city of Hibbing.	500	4
Task 2: Miriam Kero will draft grant application text including the required forms and attachments.	1250	10
Task 3: Miriam Kero will provide draft grant application draft to the city, and Kero will coordinate a review meeting of the text.	250	2
Task 4: Miriam Kero will make final revisions and email the final application to mn.dhs.agefriendlymn@state.mn.us by November 8, 4:00 PM.	500	4
Total	2500	20

Thank you for the opportunity to assist with this project. Please let me know if you have any questions or comments with respect to this proposal.

Sincerely,



Miriam Kero
Owner, Miriam Kero Consulting



Request for Council Action

City Council Action

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Attachments

None



Request for Council Action

City Council Action

Consideration and action to award the construction of Mine View Water and Sewer services to Bougalis Construction in the amount of \$168,000.00

Description of Agenda Item

Construction Contract to Bougalis Construction for the Mine View Water and Sewer Services

Strategic Initiative

Owner of Agenda Item

Greg Pruszinske, City Administrator, 218.969.4850, gregpruszinske@hibbingmn.gov
Jesse Story, City Engineer-Director of Public Works, 218.969.0629, jessestory@hibbingmn.gov
Nick Arola, City Services Director, 218.421.5565, nickarola@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

City Council consideration and action to award a construction contract for water and sewer services to the Mine View. The City has received two quotes for the work. Both quotes are attached.

Board/Commission/Committee Actions(s):

The project has been reviewed and debated with the Hibbing City Council, HPUC, and engineering

Budgetary/Fiscal Impact

See attached quotes

Action Requested

Consideration and action to award the construction of Mine View Water and Sewer services to Bougalis Construction in the amount of \$168,000.00

Attachments

1. RCA_Mine View_Water and Sewer Services
2. FILE_8902
3. Hibbing Mineview Proposal



Request for City Council Action

City Council Action

Approved

Denied

Amended

Tabled

Attachments: No

Main Agenda X

Consent Agenda _____

Description of Agenda Item: Consideration and Action: Construction Contract to Bougalis Construction for the Mine View water and sewer services.

Strategic Initiative: Thriving Destination and Regional Leader.

Owner of Agenda Item/Department/email address/Phone:

Jesse Story, City Engineer

Nick Arola, City Services Director

Greg Pruszinske gpruszinske@ci.hibbing.mn.us_218-312-1600

Introduction/Background/Justification/Key Issues/Legal

City Council consideration and action to award a construction contract for water and sewer services to the Mine View. The city has received two quotes for the work. Both quotes are attached.

Board/Commission/Committee Actions(s): the project has been reviewed and debated with the Hibbing City Council, HPUC and engineering.

Budgetary/Fiscal Impact: See Attached Quotes

Action Requested: Motion and action to award construction of Mine View Water and Sewer services to Bougalis Construction in the amount of \$167,000.00.



October 4, 2024

Jesse Story
City of Hibbing

Revised Quote: Mine View Water & Sewer System

I am quoting installing a potable water system to the new mine view building to include the following scope:

- Mobilization
- Construct a new 10' x 12' slab on grade wood frame structure to house the pump system to include:
 - 6" thick slab with #4 rebar @ 16" o.c. and thickened 12" perimeter footings with an emergency floor drain piped to the adjacent ditch; one course of 4" block, pinned to the floor and anchor bolts installed.
 - 2 x 4" construction with plywood sheathing exterior and steel sheathing finish, steel sheathing on purlins at interior walls and ceiling, one foot overhang at roof with wrapped soffit and fascia, two louvers installed in the walls at opposite sides of the building, one 36" galvanized steel man door & frame with security hinges and with lever lockset keyed to City of Hibbing keying system, one 5' x 6' roll up garage door with internal locking system.
- Electrical to include:
 - 100 amp 3 phase service, meter base and overhead mast
 - Wire 3 phase pump
 - Install inside light and switch
 - Install security light
 - Install 2 receptacles
- Furnish and install Aqua Force e-MT variable speed boosting pump system per attached submittal.
- Interior plumbing complete to include connect booster pump to incoming water, water meter, ball valve, drain tee; and connect to outgoing water including ball valve, and drain tee.
- Install incoming water from the HPU service curb stop located within 20' of the new building.
- Install approximately 2,500 lineal feet of 2" HDPE pipe from the new shed to 5' outside the new mine view bldg..
- Chlorinate, flush, and bacteria test our installation.
- Backfill all with existing excavated materials.
- Any recycled asphalt required to "finish" the pipe install path or disturbed areas to be furnished to the job site by the City of Hibbing.
- Furnish and install a 2000G septic tank and approximately 350' of 4" pvc piping from the existing sewer pipe to the new septic tank.

Lump Sum for the above scope of work \$168,000.00

Not included items:

- City of Hibbing building permit
- HPU fees to bring power and water to the pump building location.
- MN DOLI plan review (if applicable)

The above pricing is subject to adjustment based upon fluctuating materials and labor cost.

Thank you for the opportunity; please advise.

Regards,

A handwritten signature in black ink, appearing to read 'Nick Bougalis', written over a white background.

Nick Bougalis
m: (218) 969-7424
e: nick@bougalisinc.com

Bougalis, Incorporated · 800 Greyhound Blvd · Hibbing, MN 55746
Tel: (218) 362-8415 · Fax: (218) 362-8416 · <https://www.BougalisInc.com>

George Bougalis and Sons Co.

3402 15th Ave E
Hibbing, MN 55746 US
basinfo7@bougalisandsons.com
www.bougalisandsons.com



Estimate

ADDRESS
Hibbing, City of
401 East 21st Street
Hibbing, MN 55746 US

SHIP TO
Hibbing Mine View
Water & Sewer
Hibbing MN 55746

ESTIMATE 1556
DATE 10/04/2024
EXPIRATION 11/04/2024
DATE

DATE		DESCRIPTION	QTY	RATE	AMOUNT
10/04/2024	30.2600 Utilities	<p>Sewer & Water per quote request</p> <p>We propose to furnish all labor & material to complete the following scope of work:</p> <ul style="list-style-type: none"> - Mobilization - Construct a new 10' x 12' slab on grade wood frame structure to house the pumping system to include: <ul style="list-style-type: none"> -6" thick slab with #4 rebar @ 16" o.c. and thickened 12" perimeter footings -Emergency floor drain piped to the adjacent ditch -One course of 4" block pinned to the floor and anchor bolts installed. -2" x 4" construction with plywood sheeting exterior and steel sheeting finish, steel sheeting on the purlins at interior walls and ceiling, one foot overhang at the roof with wrapped soffit and fascia, two louvers installed in the walls at opposite sides of the building -One 36" galvanized steel man door & frame with security hinges with lever lockset keyed to City of Hibbing keying system -One 5' x 6' roll up garage door with internal locking system. Electrical to Include: <ul style="list-style-type: none"> - 100 amp 3 phase service, meter base and overhead mast - Wire 3 phase pump - Install inside light and switch - Install security light - Install 2 receptacles - Furnish and install Aqua Force e-MT variable speed boosting pump system - Interior plumbing complete to include 	1	224,680.00	224,680.00

connect booster pump to incoming water, water meter, ball valve, drain tee, and connect to outgoing water including ball valve and drain tee.

- Install incoming water from HPU service curb stop located within 20 feet of the new building.
- Install 2500 feet of 2" HDPE pipe at a depth of 2 feet from the new pump house to 5 feet outside the new mine view building.
- Chlorinate, flush and bacteria test after installation.
- Backfill with existing excavated materials, or city supplied materials.
- Provide Septic Design and county permit fee
- Furnish and install a 2000 gallon septic tank and approximately 350 feet of 4" PVC piping from the existing sewer pipe at the mine view building to the new septic tank.

Notes:

- Power will be supplied to the new pump house building by others
- Additional Piping will be invoiced at a per foot price
- Winter work conditions not included

Indemnification and Hold Harmless Agreement - To the extent permitted by law, the above owner, agrees to defend, indemnify and hold harmless George Bougalis and Sons, Co. ("General Contractor") and its officers, directors, agents and employees from and against any and all claims, injuries, suits, liens, judgments, settlements, fines, damages, losses and expenses, including reasonable legal fees and costs, arising in whole or in part and in any manner from the acts, omissions, breach, or default of contract, in connection with the performance of any work for Owner by General Contractor, its officers, directors, agents, employees and subcontractors, except for injuries and damages caused by the sole negligence of General Contractor. This agreement shall survive the termination of any agreement between Owner and General Contractor.

SUBTOTAL	224,680.00
TAX	0.00
<hr style="border-top: 1px dashed #000;"/>	
TOTAL	\$224,680.00

Accepted By

Accepted Date



Request for Council Action

City Council Action

Consideration and action to award the Zim Road Bridge Construction SAP 131+-597-001 project to KGM in the amount of \$562,773.25

Description of Agenda Item

Bid Opening Results for the Zim Road Bridge Construction SAP 131-597-001

Strategic Initiative

Owner of Agenda Item

Jesse Story, City Engineer-Director of Public Works, 218.969.0629, jessestory@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

We opened bids for the Zim Road Bridge Project. We received 5 bids for the project. KGM had the low bid in the amount of \$562,773.25. The project funding will be split between bridge bond funds and local funds (under the budgetary impact).

Board/Commission/Committee Actions(s):

None

Budgetary/Fiscal Impact

The low bid is from KGM in the amount of \$562,773.25. The engineers estimate on the project was \$651,361.00. We will be receiving \$501,797.25 in State Bridge Bond Funds towards the project, the additional \$60,976.00 will be funded with local funds. There will also be additional costs for inspection services from LHB and testing services from Braun Intertec that I will bring to the council for approval at a future meeting.

Action Requested

Consideration and action to award the Zim Road Bridge Construction SAP 131+-597-001 project to KGM in the amount of \$562,773.25

Attachments

1. Zim Road Bridge Project Construction SAP 131-597-001



Request for City Council Action

City Council Action

Approved

Denied

Amended

Tabled

Attachments: Yes

Main Agenda x

Consent Agenda _____

Description of Agenda Item:

Bid Opening results for the Zim Road Bridge Construction SAP 131-597-001

Owner of Agenda Item/Department/email address/Phone:

Jesse Story, Hibbing City Engineer, jstory@ci.hibbing.mn.us, 218-262-3486

Introduction/Background/Justification/Key Issues/Legal

We opened bids for the Zim Road Bridge Project. We received 5 bids for the project. KGM had the low bid in the amount of \$562,773.25. The project funding will be split between bridge bond funds and local funds (under the budgetary impact).

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

The low bid is from KGM in the amount of \$562,773.25. The engineers estimate on the project was \$651,361.00. We will be receiving \$501,797.25 in State Bridge Bond Funds towards the project, the additional \$60,976.00 will be funded with local funds. There will also be additional costs for inspection services from LHB and testing services from Braun Intertec that I will bring to the council for approval at a future meeting.

Action Requested: Requesting council approval to award the project to KGM.

131-597-001 Zim Rd. Bridge - Bid Opening

BID OPENING: October 15, 2024 11:00 AM

DATE	CONTRACTOR NAME	Addendum No. 1 Received (Y/N)	Bid Bond (Y/N)	Bid Amount
9/24/2024	Casper Constr.	Y	Y	\$749,000.00
9/24/2024	Utility Systems of America	Y	Y	\$859,690.00
9/24/2024	Bougalis & Sons	-	-	-
9/24/2024	KGM	Y	Y	\$562,773.25
9/24/2024	Northland Constructors	Y	Y	\$676,000.00
9/30/2024	Ulland Bros.	Y	Y	\$683,544.00