

BEMIDJI CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, September 2, 2025

**Council Chambers
City Hall – 317 4th Street NW
6:00 PM**



ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

AMENDMENTS TO THE AGENDA

MINUTES

- 1) July 28, 2025 Work Session
August 4, 2025 Council Meeting

CONSENT AGENDA #1

Items in the Consent Agenda are approved with one motion without discussion/debate. The Mayor will ask if any Councilmember wishes to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- 2) Claims Submitted by Finance Officer in the Amount Of \$2,102,239.60
- 3) Claims Submitted by ASM Global for the Sanford Center in the Amount of \$44,540.01
- 4) Approve July Financials from ASM Global for the Sanford Center
- 5) 2025 Business License Approvals
- 6) Approve Special Event Permit for Blue Ox Marathon
- 7) Approve Temporary 1-4 Day Liquor License for Bemidji State University (September 13, 20, October 4)
- 8) Approve Temporary 1-4 Day Liquor License for Bemidji Jaycees (October 11)
- 9) Approve Change Order #3 for the Cameron Park Building Project
- 10) Authorize Grant Application to Region 2 Arts Council (Recreation Department)
- 11) Approve Purchase of Refuse Containers
- 12) Approve Professional Services Amendment #2 for WWTF Final Clarifier Project - City Project 23-03
- 13) Approve Amendment to the Lease Agreement and Purchase Agreement with BNSF for Rail Corridor Parcel
- 14) Approve Amended Bylaws for the Sustainability Commission
- 15) Resolution Amending Taxicab Fares for First City Taxi

CONSENT AGENDA #2

- 16) Claims Submitted by Finance Officer to VisitBemidji in the Amount of \$75,686.99

CITIZENS WITH BUSINESS BEFORE THIS COUNCIL-NOT ON AN AGENDA

Public Comment – Please give your name, address, and state your concern/comment. Visitors may share their concerns with City Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive or overly argumentative. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. COMMENTS WILL BE TAKEN UNDER ADVISEMENT BY THE COUNCIL.

NEW BUSINESS

- 17) Consider Sanford Center Storm Restoration Bids and Quotes

COUNCIL COMMITTEE REPORTS

CLOSED MEETING

Consider Potential Closed Session Pursuant to Minnesota Statutes Section 13D.05, Subd. 3(b) to discuss pending litigation with Northern Township concerning consolidated boundary adjustment petitions, File Numbers OAH 71-0330-40846 and OAH 71-0330-40869.

REOPEN MEETING

Reopen meeting if closed and consider possible action therefrom, if necessary.

UPCOMING MEETINGS

- 18) September 8 (5:30 pm) - Work Session
September 15 (6:00 pm) - Council Meeting
September 22 (5:30 pm) - Work Session

ADJOURN

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Work Session – July 28, 2025

DRAFT

Pursuant to due call and notice, a work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, July 28, 2025 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Prince presiding.

Upon roll call, the following Councilmembers were declared present: Prince, Fiskevold Gould (5:33), Peterson, Dickinson, Rivera, Eaton, Thayer.

Present: Rich Spiczka, Melissa Fahrenbruch, Michelle Miller, Jordan Lutz, Charles Biberg

Sustainability Commission

Jordan Lutz and Charles Biberg, Chair and Vice Chair of the Sustainability Commission, presented to the City Council about the Green Steps program, a voluntary sustainability initiative for Minnesota cities covering the following key points:

- The Green Steps program provides a framework of 29 best practices grouped into five categories, with 181 possible actions for cities to improve sustainability. The city is currently at Step 3, with Step 4 involving tracking and reporting progress on selected metrics, and Step 5 focusing on improving those metrics.
- Recent changes to the program have made it more flexible, allowing cities to choose which metrics to track rather than requiring a set list.
- The Commission recommended five focus areas for the city: efficient building operations (energy and water use benchmarking), waste reduction (especially at the Sanford Center), climate adaptation and resilience planning, urban tree canopy management, and efficient city fleet operations (including electric vehicle infrastructure).
- Much of the required data is already being collected by city departments, but a key challenge is identifying a staff member or position to coordinate data collection, reporting, and champion the program.
- Councilmembers discussed the importance of setting achievable goals, the need for staff capacity, and the value of the program as a framework for continuous improvement and community engagement.
- The program is supported by state agencies and provides opportunities for collaboration and resource sharing with other cities.
- There was consensus to move forward with assigning responsibility for the program, with the city manager to return with staffing options and time commitments.

The presentation emphasized the Green Steps program as a flexible, pragmatic framework for sustainability, highlighted the city's progress and opportunities, and focused on the need for dedicated staff support to ensure effective implementation and reporting.

ADJOURN

There being no further business, motion by Peterson, seconded by Eaton, to adjourn the meeting. Motion carried by unanimous voice vote. Meeting adjourned at 6:40 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Regular Meeting – August 4, 2025

DRAFT

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, August 4, 2025, at 6:00 p.m. in the Council Chambers of City Hall, Mayor Prince presiding.

Upon roll call, the following Councilmembers were declared present: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer.

Staff Present: City Manager Rich Spiczka, City Engineer Sam Anderson, Fire Chief Justin Sherwood, City Clerk Michelle Miller

AMENDMENTS TO AGENDA

Mayor Prince called for any amendments to the agenda. **Motion by Peterson, seconded by Dickinson, approving the agenda as presented. Motion carried by unanimous voice vote.**

MINUTES

The following minutes were presented for approval:

- June 2, 2025 Council Meeting
- June 9, 2025 Special Meeting
- June 16, 2025 BEDA Meeting
- June 16, 2025 Council Meeting

Motion by Eaton, seconded by Peterson, approving minutes as presented. Motion carried by unanimous voice vote.

CONSENT AGENDA #1

Mayor Prince called for any amendments to be made to Consent Agenda. The following Consent Agenda items were presented for approval. **Motion by Rivera, seconded by Thayer, to approve Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the Amount of \$3,103,409.84
2. Claims Submitted by ASM Global for the Sanford Center in the Amount of \$165,019.80
3. Approve June Financials from ASM Global for the Sanford Center
4. 2025 Business License Approvals
5. Approve Special Event Permit for Bemidji Downtown Alliance
6. Approve Special Event Permit for Headwaters Alliance for Suicide Prevention
7. Approve Special Event Permit for Bemidji State University Alumni
8. Declare Surplus Equipment and Authorize Disposal (Fire)
9. Approve Professional Services Agreement for Airport Fence Realignment
10. Approve Bid to Naylor Heating for History Center HVAC Improvement (\$255,454)
11. **RESOLUTION NO. 6637:** Accepting Donation from Bemidji Noon Rotary Club and Shield 616
12. **RESOLUTION NO. 6638:** Accepting Donation from Confidence Learning Center of East Gull Lake

Motion carried by the following roll call vote: Yeas: Peterson, Thayer, Fiskevold Gould, Prince, Rivera, Eaton, Dickinson.

CONSENT AGENDA #2

Mayor Prince called for any items to be pulled from consent agenda #2. The following Consent Agenda item was presented for approval. **Motion by Eaton, seconded by Thayer, approving Consent Agenda #2 as follows:**

1. Claims Submitted by Finance Officer for Visit Bemidji in the Amount of \$54,429.63

Motion carried by the following roll call vote: Yeas: Prince, Rivera, Thayer, Dickinson, Eaton, Fiskevold Gould. Abstain: Peterson due to his role as the Executive Director of Visit Bemidji.

CITIZENS WITH BUSINESS NOT ON AGENDA

- C.T. Marhula, 4524 Birchmont Drive NE #10, addressed the council, urging them to authorize a bonus of at least \$1,500 for monthly staff within the next 30 days. He requested the council to instruct staff to explore all options for the upcoming renewal of electric and gas utility franchises, including a potential city takeover through eminent domain, citing potential profits for economic development. He pleaded for a zero-increase budget, emphasizing the financial burden on citizens due to significant storm damage costs not covered by insurance.

PUBLIC HEARING**2025-2029 Capital Improvement Plans for City of Bemidji**

Spiczka explained that recent additions to the CIP plan are placeholders to provide flexibility for future funding for storm-related and other projects. While the Lake Bemidji North water/sewer extension has a funding source, other unfunded items include potential Sanford Center repairs (for non-storm related issues discovered during damage assessment), park restoration (for uninsured features like trees and buildings), the rail corridor project (for matching grant sources), and Nielson Reise building repairs (due to newly discovered damage). It was clarified that inclusion in the CIP does not trigger spending but is crucial for the city to seek grants and utilize other funding sources, as some grants require projects to be part of the future plan.

Pursuant to published notice a public hearing was held regarding input on the 2025-2029 Capital Improvement Plan for the City of Bemidji. Mayor Prince opened the Public Hearing at 6:12 p.m.

- Councilmembers asked about the rationale for including certain items, such as park restoration, storm damage repairs, and the Sanford Center, and clarified that some items are placeholders for potential future needs.
- There was discussion about the process for updating the CIP, with staff noting it is typically reviewed and amended annually, and new items can be added as needs are identified.
- Councilmembers raised specific concerns, such as ensuring solar projects and park facilities (like the Gordon Falls Park shelter) are not forgotten in future updates.

Hearing no comments, Mayor Prince closed the Public Hearing at 6:27 p.m.

RESOLUTION NO. 6639: Adopting the 2025-2029 Capital Improvement Plan for the City of Bemidji was offered by Councilmember Eaton, who moved its adoption, and upon due second by Councilmember Peterson passed by the following unanimous roll call vote: Yeas: Eaton, Prince, Peterson, Thayer, Dickinson, Rivera, Fiskevold Gould.

COUNCIL COMMITTEE UPDATES

- Councilmember Fiskevold Gould attended the CGMC conference and the community picnic at Nymore Park, expressing appreciation for staff and community partners involved in the event.
- Councilmember Peterson had no updates.

- Councilmember Thayer reported on the rescheduling of the Downtown Business Association event, attendance at the CGMC conference, the HRDC community picnic, noting high community turnout and engagement with citizens.
- Councilmember Rivera mentioned an upcoming public arts meeting, discussed the HRA meeting (including a retirement notice and ongoing storm damage repairs), and raised the idea of revisiting the city's fee schedule in committee or work session.
- Councilmember Eaton attended the CGMC conference. Mentioned upcoming meetings for the animal ordinance review committee, airport authority, and library board.
- Councilmember Dickinson attended some CGMC sessions, and a Visit Bemidji meeting.
- Mayor Prince attended the Nymore Community picnic, the CGMC annual conference, a ribbon cutting at ODC Day Support Services, a tour with Senator Klobuchar, a Greater Minnesota Housing Finance Committee meeting, and a League of Minnesota Cities board meeting. The Mayor also encouraged council members to consider joining League policy committees.

UPCOMING MEETINGS

- August 11 - Planning Board
- August 18 - Council Meeting
- August 25 - Work Session
- September 1 – Holiday
- September 2 - Council Meeting

ADJOURN

There being no further business, motion by Peterson, seconded by Thayer, to adjourn the meeting. Motion carried by unanimous voice vote. Meeting adjourned at 6:37 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 08/27/2025 - 11:09AM
Warrant Request Date: 9/3/2025
DAC Fund:



Batch: 00402.09.2025

COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	A & K Contracting	000043293	914.00
2	Advanced Eng.& Environ.Serv., Inc.	000043294	1,017.00
3	Arrow Printing	000043295	64.33
4	Artisan Beer Company	000043296	973.66
5	Auto Value Bemidji	000043297	229.01
6	Avenson,Heather	000043298	250.00
7	Baycom, Inc.	000043299	345.00
8	Bellboy Corporation	000000000	2,579.90
9	Beltrami County Solid Waste	000043300	2,412.15
10	Bemidji Coca-Cola Bottling Co, Inc	000043301	649.00
11	Bemidji Coop Ass'n, Inc.	000043302	2,911.28
12	Bemidji Downtown Alliance Board	000043303	32.09
13	Bemidji Paper Sales, Inc.	000043304	1,622.12
14	Bernick's	000000000	52,427.90
15	Bessler Electric	000000000	8,827.37
16	Bob's Towing	000043305	125.00
17	Bonded Lock & Key of Bemidji	000043306	3,639.85
18	Breakthru Beverage Minnesota Beer, LLC	000043307	128.91
19	Breakthru Beverage Minnesota Wine & Spirits, LLC	000043308	3,197.98
20	Brouse,Nathan	000000000	38.00
21	Campus Recreation	000043309	2,231.00
22	Cenex Fleetcard	000043310	20,110.49
23	Christensen,Ben	000043311	11,750.00
24	City of Bemidji - ACH	000000000	1,609.68
25	Cleaning Maid Simple	000000000	1,505.00
26	CSG Forte Payments, Inc.	000000000	215.59
27	Dahlheimer Beverage Brainerd	000000000	4,779.30
28	Dakota Supply Group, Inc.	000000000	388.38
29	Dale Teigland Trucking	000043312	13,562.50
30	D-S Beverages	000043313	51,429.80
31	DSGW Architects	000043314	120.00
32	Eagle Engraving, Inc	000043315	69.55
33	EAPC Architects Engineers	000043316	1,933.25
34	Fastenal Company	000043317	238.91
35	Flagship Recreation, LLC	000043318	1,853.12
36	FleetPride, Inc.	000043319	204.90
37	Forestedge Winery	000000000	828.00
38	Frenzel Construction, Inc.	000043320	522.19
39	Grand Forks Fire Equipment LLC	000000000	195.00
40	Guardian Fleet Safety	000043321	500.00
41	Guardian Pest Control, Inc	000043322	98.15
42	Hawkins, Inc.	000043323	8,594.00
43	HBI Radio Bemidji	000043324	168.00
44	Headwaters Science Center	000043325	287.94

Page Total: \$205,579.30

Line	Claimant	Voucher No.	Amount
45	Home City Ice Co.	000043326	898.46
46	HRA	000043327	114,466.77
47	Ink Spot Press	000043328	136.71
48	Ironhide Equipment, Inc.	000000000	1,589.08
49	Isaiah's Woodwork	000043329	1,150.00
50	Jim Hirt Trucking, Inc	000043330	1,655.66
51	Johnson Bros., Inc.	000043331	35,627.85
52	Kaminsky, Sullenberger & Associates, Inc.	000043332	750.00
53	Kennedy & Graven Charter	000043333	11,911.00
54	Kimley-Horn & Associates	000043334	41,276.25
55	KLM Engineering, Inc	000043335	3,500.00
56	Knife River Materials	000043336	861.78
57	Larry's Machine Shop	000043337	53.08
58	League of MN Insurance Trust	000043338	5,000.00
59	LePier Shoreline & Outdoors Inc.	000043339	20.00
60	Locators & Supplies, Inc.	000000000	982.70
61	Lou's Gloves	000043340	99.00
62	Macqueen Emergency Group	000000000	1,789.90
63	MagneGrip	000043341	773.12
64	Marco Technologies LLC	000043342	210.55
65	Marco, Inc.	000000000	543.91
66	Mastin, Mike	000000000	32.00
67	Maverick Beverage Company	000043343	2,082.82
68	McKinnon Co., Inc.	000043344	21,872.68
69	Menards-Bemidji	000043345	440.28
70	Midwest Playscapes Inc.	000043346	3,207.90
71	Milk and Honey Ciders	000043347	240.00
72	MN Dept of Health	000043348	9,515.00
73	MN Dept of Natural Resources	000043349	120.00
74	MN Dept of Revenue ACH	000000000	118,414.00
75	MN Energy Resources	000000000	660.87
76	MN Native Landscapes	000043350	3,850.00
77	MN Pollution Control Agency	000043351	150.00
78	MN Valley Testing Lab, Inc.	000000000	613.90
79	Morrison SWCD	000043352	8,680.79
80	NAPA Auto Parts/Premier	000043353	933.94
81	Nature's Edge Garden Center	000043354	5,157.63
82	Naylor Heating & Refrigeration, LLC	000000000	339.62
83	NCL of Wisconsin, Inc	000000000	566.47
84	Nei Bottling, Inc.	000043355	193.00
85	Ness Sealcoat Service	000043356	25,000.00
86	North Central International	000043357	78.71
87	Northern Paving Inc.	000043358	212.50
88	Northwoods Lumber Company	000043359	251.47
89	NYSTUEN, PATRICIA	000043360	19.08
90	Olson, Anthony	000000000	100.00
91	Otter Tail Power Company	000043361	51,758.98
92	Paul Bunyan Communications	000043362	3,075.64
93	Paustis & Sons	000043363	2,610.50
94	Phillips Wine & Spirits	000043364	34,983.15
95	Port-Able John Rental & Service	000000000	1,335.00
96	Postmaster	000043365	480.91
97	PowerPlan OIB	000043366	322.68
98	Quality Flow Systems, Inc.	000000000	42,860.00
99	Reierson Construction, Inc.	000000000	262,309.69
100	RMB Environmental Laboratories, Inc.	000043367	1,151.61
101	Sanders, Kathy	000043368	150.00

Page Total: \$827,066.64

Line	Claimant	Voucher No.	Amount
102	Sanders,Les	000043369	150.00
103	Sawyer Enterprise LLC	000043370	16,155.00
104	Shawn Fletcher Trucking Inc	000000000	309,367.50
105	Short Elliott Hendrickson, Inc.	000043371	35,215.30
106	Skumavc,Kori	000000000	59.15
107	Sokoloski Specialized Transport, LLC	000043372	22,937.50
108	Solberg,Dustin	000043373	8,550.00
109	Southern Glazer's of MN	000043374	16,522.05
110	Southside Tow & Rec, Inc	000043375	1,237.43
111	SPAN Enterprises LLC	000043376	358.38
112	Sparky's Construction, Inc.	000043377	417,639.39
113	Staples Advantage	000043378	507.16
114	Stoel Rives LLP	000043379	230.00
115	Storlie Construction	000043380	150,875.00
116	Streicher's	000043381	88.97
117	Surplus Services	000043382	240.00
118	Tennant Sales and Service Company	000043383	818.63
119	Thein Well	000043384	660.00
120	Veit & Co.,Inc.	000043385	18,480.00
121	Vestis	000043386	1,832.78
122	Viking Automatic Sprinkler Co.	000043387	1,685.00
123	Vinocopia, Inc.	000000000	2,822.28
124	Wendorff,Justin	000043388	10,875.00
125	Wes Plumbing & Heating	000043389	3,274.98
126	Whichello,Nicholas	000000000	66.00
127	Wine Merchants	000043390	846.16
128	Wood Chucks Tree Service	000043391	34,100.00
129	Wyatt Zane Trucking LLC	000043392	14,000.00
Page Total:			\$1,069,593.66
Grand Total:			\$2,102,239.60

**Sanford Center
Cash Requirements
As of Sep 2, 2025**

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Advanced Business Integrations	Timeclock Software	8/18/25	<u>495.93</u>
Ace on the Lake	Operating Supplies	8/9/25	324.31
Ace on the Lake	Operating Supplies	8/25/25	20.79
Ace on the Lake	Operating Supplies	8/26/25	<u>49.79</u>
Ace on the Lake	Ace on the Lake		<u>394.89</u>
Adam Kadrlik	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
ADP, Inc	Payroll Software	8/15/25	<u>280.44</u>
Alicia Wickner	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Amanda Schackman	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Brandon Mack	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Central McGowan Inc	Propane Fuel	8/12/25	<u>322.52</u>
Constellation Newenergy	Utility - Natural Gas	8/19/25	<u>10,942.23</u>
Ethan Rogers	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Grainger	Operating Supplies	8/13/25	<u>18.35</u>
Guardian Pest Solutions	Pest Control	8/13/25	<u>284.88</u>
Heidi Neese	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Janine Johnson	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Jason Larimer	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Jordan Mann	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Lexi Mudrick	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>
Luekens Village Foods - North	Inventory - Food	8/14/25	21.15
Luekens Village Foods - North	Inventory - Food	8/23/25	<u>30.50</u>
Luekens Village Foods - North	Luekens Village Foods - North		<u>51.65</u>
Luekens Village Foods - South	Inventory - Food	8/23/25	<u>37.68</u>
Malaak Khattab	August Cell Phone Reimbursement	8/31/25	<u>60.00</u>

**Sanford Center
Cash Requirements
As of Sep 2, 2025**

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Morgan Skiles	August Cell Phone Reimbursement	8/31/25	60.00
Nate Anderson	August Cell Phone Reimbursement	8/31/25	60.00
NLFX Professional	Event Supplies Reimbursable	8/17/25	74.00
NLFX Professional	Contracted AV Reimbursable	8/18/25	270.00
NLFX Professional	NLFX Professional		344.00
Dennis A. Noska	HVAC Maintenance	8/1/25	200.00
OtterTail Power Company	Utility - Electric	8/25/25	24,106.51
Performance Food Group	Inventory - Food	8/14/25	205.50
Performance Food Group	Inventory - Food	8/20/25	2,336.30
Performance Food Group	Performance Food Group		2,541.80
R&R Specialties	Operating Supplies	8/26/25	1,948.85
Robert Anderson	Reimbursement: Operating Supplies, and Square, Adobe, & X Subscriptions	8/27/25	525.43
Robert Anderson	August Cell Phone Reimbursement	8/31/25	60.00
Robert Anderson	Robert Anderson		585.43
Rodney Anderson	August Cell Phone Reimbursement	8/31/25	60.00
Sean Crampton	August Cell Phone Reimbursement	8/31/25	60.00
Shelana Ysen	August Cell Phone Reimbursement	8/31/25	60.00
The Sherwin-Williams Co	Operating Supplies	8/21/25	33.61
Sysco Western Minnesota, Inc	CM: Inventory - Food	8/20/25	-12.33
Sysco Western Minnesota, Inc	CM: Inventory - Food	8/20/25	-15.54
Sysco Western Minnesota, Inc	Sysco Western Minnesota, Inc		-27.87
The Home Depot Pro	General Building Supplies	8/25/25	367.07
The Party Store LLC	Event Supplies Reimbursement	8/25/25	237.00
Trevor Johnson	August Cell Phone Reimbursement	8/31/25	60.00
Trisha Vojak	August Cell Phone Reimbursement	8/31/25	60.00

Sanford Center
Cash Requirements
As of Sep 2, 2025

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Vestis Group, Inc	Laundry & Linen	8/14/25	147.52
Vestis Group, Inc	Laundry & Linen	8/21/25	<u>147.52</u>
Vestis Group, Inc	Vestis Group, Inc		<u>295.04</u>
			<u><u>44,540.01</u></u>

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: Approve July Financials for the Sanford Center
Prepared By: Bobby Anderson, General Manager

Background:

For the month of July 2025, the Sanford Center celebrated the 3rd annual Babe's Burnout Car Show. Over 7,000 car enthusiasts from across the region were entertained with classic cars, live music, and a burnout pit. The Sanford Center parking lot also served another year as host to the Bemidji Jaycees Water Carnival. With numerous private events hosted, the Sanford Center closed its book with a net operating loss of (\$156,390). This result is (\$71,398) behind what was budgeted for July. Based on the previous forecast in June, we anticipated a loss of (\$139,300) in July, the variance for the forecast and actual loss is (\$17,090).

The variance between the forecast and the actual net loss for July is the result of private and public events not performing to the level that we anticipated. The variance for the budget versus actual in July is a result of concerts and private events not being able to be booked. We continue to spend on a necessity basis for indirect expenses; position vacancies and utility costs within indirect expenses are also contributing to the offset of the adjusted gross income shortfall. With these points, the Sanford Center is behind budget by (\$136,943) year to date through July. As part of the 2025FY budget we would like to note that we do not plan on hiring a Director of Operations for 2025.

Coming up in August and the following months, we are excited to host the Ojibwe Forest Rally, MercyMe Concert, Cary Elwes and the Princess Bride Show, BSU Hockey, and many private events.

A recap of events for the month of July:

- Babe's Burnout Car Show
- Tribal Training Meeting
- Ruby's Pantry
- 60th Reunion of Theta Tau Epsilon Fraternity
- Rotary Club of Bemidji Meetings
- Coalition of Greater Minnesota Cities Conference

The current rolling forecast as of July projects a net operating loss of (\$452,895) for FY2025; this is an increase of \$13,408 over June's forecast. In summary, there are no major changes to the event matrix, the variance from June to July's forecast are the results of adjusting private event income and accounting for the Director of Operations position vacancy.

Recommendation:

Approve July Financials for the Sanford Center



SANFORD CENTER



Sanford Center

FOR THE MONTH ENDING JULY 31, 2025

DISTRIBUTED AUGUST 22, 2025

Prepared by: Amanda Slanovec
Interim Director of Finance, The Sanford Center

Distribution List:

Felix Mussenden, EVP, ASM Global
Jeffrey Wong, SVP Finance, ASM Global
Leonard Bonacci, SVP, ASM Global
John Drum, RVP, ASM Global
Stephanie Dorsey, Regional Director of Finance
Bobby Anderson, General Manager, The Sanford Center

ASM GLOBAL ARENA MANAGEMENT - The Sanford Center

The Sanford Center

Jul-25

Financial Statements

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ASM Global Management LLC

The Sanford Center – Bemidji, Minnesota

For the month of July 2025, the Sanford Center celebrated the 3rd annual Babe's Burnout Car Show. Over 7,000 car enthusiasts from across the region were entertained with classic cars, live music, and a burnout pit. The Sanford Center parking lot also served another year as host to the Bemidji Jaycees Water Carnival. With numerous private events hosted, the Sanford Center closed its book with a net operating loss of (\$156,390). This result is (\$71,398) behind what was budgeted for July. Based on the previous forecast in June, we anticipated a loss of (\$139,300) in July, the variance for the forecast and actual loss is (\$17,090).

The variance between the forecast and the actual net loss for July is the result of private and public events not performing to the level that we anticipated. The variance for the budget versus actual in July is a result of concerts and private events not being able to be booked. We continue to spend on a necessity basis for indirect expenses; position vacancies and utility costs within indirect expenses are also contributing to the offset of the adjusted gross income shortfall. With these points, the Sanford Center is behind budget by (\$136,943) year to date through July. As part of the 2025FY budget we would like to note that we do not plan on hiring a Director of Operations for 2025.

Coming up in August and the following months, we are excited to host the Ojibwe Forest Rally, MercyMe Concert, Cary Elwes and the Princess Bride Show, BSU Hockey, and many private events.

A recap of events for the month of July:

- Babe's Burnout Car Show
- Tribal Training Meeting
- Ruby's Pantry
- 60th Reunion of Theta Tau Epsilon Fraternity
- Rotary Club of Bemidji Meetings
- Coalition of Greater Minnesota Cities Conference

The current rolling forecast as of July projects a net operating loss of (\$452,895) for FY2025; this is an increase of \$13,408 over June's forecast. In summary, there are no major changes to the event matrix, the variance from June to July's forecast are the results of adjusting private event income and accounting for the Director of Operations position vacancy.

	Current Month Actual	Current Month Budget	Current Month Act vs Budget	Year to Date Actual	Year to Date Budget	Year to Date Act vs Budget	YTD Prior Year
EVENT INCOME							
Direct Event Income							
Rental Income	\$ 1,340	\$ 15,700	(\$ 14,360)	\$ 256,095	\$ 282,300	(26,205)	297,908
Service Revenue	25,295	60,142	(34,847)	420,782	864,432	(443,650)	558,886
Service Expenses	(35,230)	(35,394)	164	(261,215)	(616,770)	355,555	(485,719)
Total Direct Event Income	(8,595)	40,448	(49,043)	415,662	529,962	(114,300)	371,075
Ancillary Income							
F & B Concessions	1,753	8,862	(7,109)	107,161	183,203	(76,042)	258,591
F & B Catering	14,600	43,474	(28,874)	196,978	373,387	(176,409)	172,978
Novelty Sales	807	4,250	(3,443)	807	15,550	(14,743)	6,975
Promoter Share	0	0	0	0	0	0	0
Promoter Share	0	0	0	0	0	0	0
Booth Cleaning Wages	0	0	0	0	0	0	0
Other Ancillary Sales	0	0	0	0	0	0	0
Total Ancillary Income	17,160	56,586	(39,426)	304,946	572,140	(267,194)	438,544
Other Event Income							
Ot Event Related	0	0	0	0	0	0	0
Suite Sales	0	0	0	24,356	26,852	(2,496)	21,895
Club Seat Tickets	0	0	0	1,421	2,533	(1,112)	3,797
Ad Income	0	0	0	0	0	0	0
Ticket Rebates	0	2,700	(2,700)	8,185	22,930	(14,745)	50,348
Facility Fees	0	5,400	(5,400)	45,923	67,240	(21,317)	55,226
Total Other Event Income	0	8,100	(8,100)	79,885	119,555	(39,670)	131,266
Total Event Income	8,565	105,134	(96,569)	800,493	1,221,657	(421,164)	940,885
OTHER OPERATING INCOME							
Luxury Suite Premiums	0	0	0	0	0	0	8,571
Suite Service Premium	0	0	0	0	0	0	2,128
Advertising & Sponsorship	23,352	32,006	(8,654)	168,524	224,042	(55,518)	129,174
Sanford Naming Rights	16,667	16,667	0	116,667	116,669	(2)	116,667
Coke Mktg Sponsorship	0	0	0	0	0	0	10,000
Ice Rental Revenue	0	0	0	0	0	0	0
Interest & Other Income	1,436	2	1,434	10,442	4	10,438	8,640
Total Oth. Operating Income	41,455	48,675	(7,220)	295,633	340,715	(45,082)	275,180
Adjusted Gross Income	50,020	153,809	(103,789)	1,096,126	1,562,372	(466,246)	1,216,065
INDIRECT EXPENSES							
Salaries & Wages	108,716	114,096	(5,380)	699,831	798,672	(98,841)	643,261
Payroll Taxes & Benefits	21,249	38,877	(17,628)	190,429	272,139	(81,710)	227,865
Net Salaries and Benefits	129,965	152,973	(23,008)	890,260	1,070,811	(180,551)	871,126
Contracted Services	0	0	0	0	0	0	0
General and Administrative	18,816	21,910	(3,094)	109,189	151,970	(42,781)	149,793
Operating	3,172	5,110	(1,938)	67,184	60,970	6,214	76,605
Repairs & Maintenance	3,637	3,917	(280)	21,358	21,282	76	37,729
Operational Supplies	972	10,208	(9,236)	44,471	72,456	(27,985)	24,711
Insurance	15,818	13,374	2,444	51,176	93,618	(42,442)	40,906
Utilities	23,421	20,700	2,721	218,566	260,400	(41,834)	242,328
ASM Management Fees	10,609	10,609	0	74,263	74,263	0	72,100
Other Mgmt Fees	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	625
Total Indirect Expenses	206,410	238,801	(32,391)	1,476,467	1,805,770	(329,303)	1,515,923
Net Income (Loss)	(\$ 156,390)	(\$ 84,992)	(\$ 71,398)	(\$ 380,341)	(\$ 243,398)	(136,943)	(299,858)
Non-Operating Income							
City of Bemidji Subsidy	\$ 0	\$ 0	\$ 0	\$ 350,000	\$ 0	350,000	350,000
Property Insurance	0	0	0	(38,566)	0	(38,566)	0
Adjusted Net Income (Loss)	(\$ 156,390)	(\$ 84,992)	(\$ 71,398)	(\$ 68,907)	(\$ 243,398)	174,491	50,142

Sanford Center
Balance Sheet
July 31, 2025

ASSETS

Current Assets

Cash	\$	839,094	
Accounts Receivable		121,340	
Prepaid Assets		197,546	
Inventory		<u>76,200</u>	
Total Current Assets			1,234,180

Fixed Assets

Building		28,681	
Machinery & Equipment		49,088	
Acc. Depreciation		<u>(51,856)</u>	
Total Fixed Assets			25,913

Other Assets

Other Assets		0	
Deposits		<u>0</u>	
Total Other Assets			<u>0</u>

Total Assets		\$	<u><u>1,260,093</u></u>
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$	271,179	
Accrued Expenses		58,654	
Deferred Income		324,998	
Advance Ticket Sales/Deposits		527,529	
Other Current Liabilities		<u>0</u>	
Total Current Liabilities			1,182,360

Equity

Net Funds Received		0	
Retained Earnings		146,640	
Net Income (Loss)		<u>(68,907)</u>	
Total Equity			<u>77,733</u>

Total Liabilities & Equity		\$	<u><u>1,260,093</u></u>
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**The Sanford Center
2025**

Rolling Forecast

	Year to Date Actual Thru July	Projected August Thru Dec 2025	Rolling Forecast Fiscal YE Dec 2025	Budget Fiscal Year Ending 12/31/2025	Variance Positive / (Negative)	Percentage Change Increase (Decrease)	Prior Year Actual Fiscal YE 12/31/2024	Variance Positive / (Negative)	Percentage Change Increase (Decrease)
Event Income									
Direct Event Income									
Rental Income	256,096	392,109	648,205	541,183	107,022	19.78%	522,224	125,981	24.12%
Service Income	420,786	302,213	722,999	1,076,938	(353,939)	-32.87%	908,408	(185,409)	-20.41%
Service Expenses	(261,216)	(239,433)	(500,649)	(948,124)	447,475	-47.20%	(806,057)	305,408	-37.89%
Total Direct Event Income	415,665	454,889	870,555	669,997	200,558	29.93%	624,575	245,980	39.38%
Ancillary Income									
F & B Concessions	107,159	200,333	307,492	356,336	(48,844)	-13.71%	438,743	(131,251)	-29.92%
F & B Catering	196,981	223,853	420,834	797,794	(376,960)	-47.25%	279,329	141,505	50.66%
Novelty Sales	807	3,500	4,307	16,550	(12,243)	-73.98%	12,157	(7,850)	-64.57%
Total Ancillary Income	304,947	427,686	732,633	1,170,680	(438,047)	-37.42%	730,229	2,404	0.33%
Other Event Income									
Luxury Box Ticket Sales	24,356	-	24,356	7,500	16,856	224.75%	68,178	(43,822)	-64.28%
Club Seat Ticket Sales	1,421	-	1,421	-	1,421		12,241	(10,820)	-88.39%
Ticket Rebates (Per Event)	8,185	-	8,185	23,080	(14,895)	-64.54%	132,580	(124,395)	-93.83%
Facility Fees	45,923	33,197	79,120	101,277	(22,157)	-21.88%	192,833	(113,713)	-58.97%
Total Other Event Income	79,885	47,197	127,082	145,857	(18,775)	-12.87%	405,832	(278,750)	-68.69%
Total Event Income	800,497	929,772	1,730,270	1,986,534	(256,264)	-12.90%	1,760,636	(30,366)	-1.72%
Other Operating Income	295,625	244,807	540,432	637,403	(96,971)	-15.21%	490,830	49,602	10.11%
Adjusted Gross Income	1,096,122	1,174,579	2,270,702	2,623,937	(353,235)	-13.46%	2,251,466	19,236	0.85%
Operating Expenses									
Employee Salaries and Wages	699,830	529,226	1,229,056	1,369,148	140,092	10.23%	1,144,135	(84,921)	-7.42%
Benefits	190,427	184,018	374,445	466,519	92,075	19.74%	371,020	(3,425)	-0.92%
Net Employee Wages and Benefits	890,257	713,244	1,603,501	1,835,667	232,167	12.65%	1,515,155	(88,346)	-5.83%
General and Administrative	109,191	110,640	219,831	262,610	42,779	16.29%	241,689	21,858	9.04%
Operations	67,185	32,668	99,853	80,100	(19,753)	-24.66%	127,734	27,881	21.83%
Repair & Maintenance	21,359	20,615	41,974	55,434	13,461	24.28%	55,572	13,599	24.47%
Supplies	44,473	46,044	90,517	118,500	27,983	23.61%	49,064	(41,453)	-84.49%
Insurance	51,176	66,873	118,049	160,491	42,442	26.45%	60,996	(57,053)	-93.54%
Utilities	218,565	204,000	422,565	464,400	41,835	9.01%	436,513	13,948	3.20%
SMG Management Fees	74,263	53,045	127,308	127,308	-	0.00%	123,600	(3,708)	-3.00%
Less: Expenses Allocated	-	-	-	-	-		625	625	100.00%
Total Operating Expenses	1,476,473	1,247,128	2,723,597	3,104,510	380,913	12.27%	2,610,948	(112,649)	-4.31%
Net Income (Loss) From Operations	(380,347)	(72,549)	(452,895)	(480,573)	27,678	-5.76%	(359,482)	(93,413)	25.99%
Other Income (Expenses)	311,434	-	311,434	-	(311,434)		-	(311,434)	0.00%
Net Income After Other Income (Expenses)	(68,913)	(72,549)	(141,461)	(480,573)	(283,756)	59.05%	(359,482)	(404,847)	112.62%

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: 2025 Business License Approvals
Prepared By: Michelle Miller, City Clerk

Background:

The following businesses have submitted applications and paid the applicable fees:

Restaurant/Food Service, \$35.00

BEMIDJI LUNCH MONEY, JIMMY JOHNS, 1000 PAUL BUNYAN DR NW

Photographer, \$40.00

VISUALS BY SYD, 1008 AMERICA AVE NW

Secondhand Goods, \$95.00

ELLIE LAKE THRIFT, 217 3RD STREET NW

Recommendation:

Approve 2025 Business License Submissions.

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025

Action Requested: Approve Special Event Permit for Blue Ox Marathon

Prepared By: Michelle Miller, City Clerk

Background:

Blue Ox Marathon has submitted an application for the Blue Ox Marathon and other related events for Friday, October 10 and Saturday, October 11. Staff have met with organizers and addressed any concerns.

Recommendation:

Approve Special Event Permit for Blue Ox Marathon and related events for Friday, October 10 and Saturday, October 11.

Special Event Application



Please fill out this application form for special events, festivals, block parties, fun runs/races, road closures, parades, and park events. Applications for street closures or events with less than 300 participants must be submitted 30 days prior to event date, for large events involving 300-1000 participants, application must be submitted 90 days prior to the event; and for events with over 1,000 participants applications must be submitted 120 days prior to the event.

Applicant Information

Organization Name (Required): Bemidji Blue Ox Marathon

Address: PO Box 633 OR 2044 Fox Drive NW, Bemidji, MN 56601

Event Contact Name (Required): Philip Knutson

This person is the primary contact and must be able to coordinate with other members of the event

Cell Phone (Required): (701) 330-8538

Event Contact Email (Required): philip.knutson@yahoo.com

Event Contact Name #2 (Required): Angie Clark

Contact #2 Phone (Required): (218-755-2851)

Event Information

Event Name (Required): Bemidji Blue Ox Marathon

Event Date: October 10-11

If the event is multiple days please enter them in the box below.

Event Dates (continued):

All events take place at the Sanford Center and the trails around Lake Bemidji and a small portion of downtown.

October 10: Kids races, 5K, and 10K

October 11: Unified 2K, Half Marathon, 26K Lake Loop, and Full Marathon

Park/Location Requested – Damage Deposit Required (\$250 under 99 participants, \$500 for 100-299 participants, \$1,000 over 300 participants):

☐ Nymore Park

☐ Cameron Park

☐ City Park

☐ Paul Bunyan Park

☐ Library Park

☐ Rotary Pavilion

☐ Roger Lehmann Park

☒ City Paved Trail (lakeshore/east west Trail)

☒ City Streets

☒ City Parking Lot

☐ Other

If Other, please explain: Not requesting the closure of any park, street or trail

Special Event Application



Please select your anticipated event size (Required)

(Select only one option) Damage deposits can be dropped off at the Tourist Information Center

- ☐ Under 99 Participants - \$250 Damage Deposit
- ☐ 100-299 Participants - \$500 Damage Deposit
- ☐ 300+ Participants - \$1000 Damage Deposit

Event Time: October 10: 8am - 8pm and October 11: 7am-3pm

Set-up Time: October 9 and 10 throughout the day placing mile markers

Clean-up Time: October 11 throughout the day through 4pm

Expected Daily Attendance: 1700 runners

Events Larger than 300 are subject to the Special Event Ordinance (No.158) requirements.

Event Description:

Please check the type of event (all that apply) and write a description of the event.

- | | |
|--|--|
| ☐ Festival | ☐ Bike Ride |
| ☒ Walk/Fun Run | ☐ Concert/Performance |
| ☐ Other | ☐ Block Party |

If Other, please explain: _____

Please provide a description of your event, including, if applicable which city streets or parking lots:

The Blue Ox Marathon has been an annual event for 13 years. The Sanford Center is where all runners will come to get their race information, etc. Runners will then take part in one of 8 different distances, all taking place on portions of the trail around the lake as well as the trails near the water treatment plant, and some portions of roads through town. We don't need any closures, as the few runners that go through downtown do so at an early morning prior to much traffic. We will have a start/finish line that in the past was on LakeShore Drive. This year, due to the storm affecting the trail through the State Park, we are moving the Start/Finish line to the sidewalk next to the Country Inn and Suites or the back parking lot area of the Sanford Center near the trail access in the NE corner of the lot. At the Start/Finish line there will be announcing and music.

Event Features

Amplified Sound (Required):

(Select only one option)

Any amplified sound in a city park is subject to the City of Bemidji Noise Ordinance.

- ☐ No
- ☒ Yes

List type of amplified sound: Announcing of runners and music

Special Event Application



Electricity (Required):

(Select only one option)

Available in most parks upon request. Event organizers must communicate with the Parks Department regarding electricity for events on city streets. The Parks Department can be reached at 218-333-1861.

☒ Yes

☐ No

Tents/Structures

- If you plan to put up a tent or other structure (including volleyball nets, horseshoes, etc.), you must call GOPHER STATE ONE CALL 1-800-252-1166 then notify our office of the ticket number.
- Structures may be erected the day before your event with prior approval.
- Prior permission is required by the Public Works Director or City Manager for tent poles to be installed in/on paved surfaces in public right of way or parking lots.
- The City is not responsible for any stolen or damaged property.
- All structures must be removed immediately following your event (same day) unless prior arrangements are made.
- Banners/signs are allowed in the park on day(s) of event only. Banners and/or signs shall not be affixed or attached to any tree, shrub, park structure or statue.

Special Event Signs

Banners – Obstructions on Public Property (City Code 20-2)

- Banners may be attached to non-utility poles, tents, and buildings, provided they are well secured and are prevented from being blown around uncontrollably by the wind.
- All banners shall be maintained so that they do not become ripped, torn, defaced, damaged, loose, or unsecured.
- Sight lines will not be affected at intersections and all utility locates must be obtained if anchoring below turf/soil line as well as immediate removal when event is completed.

Tents or Canopies (Required):

(Select only one option)

☒ Yes

☐ No

Quantity and Size of Tents. Must be identified on the site map:

The Blue Ox will not be using tents/canopies. However, as part of our event, the medical team from Sanford Health may use canopies along the trail in a few spots for medical stations. These are only up during the run.

Alcohol (Select One) (Required):

(Select only one option)

**Application needs to be submitted with any applicable fee to the City Clerk and requires City Council approval.*

☐ Temporary 1-4 day Intoxicating liquor license*

☐ Temporary 3.2 Percent Malt Liquor License*

☐ Temporary Off-Premises Liquor License (only to holders of intoxicating liquor licenses)
Name of Establishment _____

☐ Catered Event, Licensee holding caterer's permit.

☒ No Alcohol

Special Event Application



Site plan and written security plan are required for events with alcohol. The written security plan must include plans for checking IDs, wrist banding and perimeter security. Additionally, event organizers must contract with the Bemidji Police Department for uniformed police officers at your event. Please contact the Police Captain at 218-333-8396 for cost and contract details.

Food Vendors

Applicants shall specify the location of all proposed food vendors by including them on a site plan.

Applicants are responsible for acquiring and/or verifying State Health Permit for food handling and ensure compliance with local and state regulation included grease/debris collection. The Special Event Permit will allow you control and regulation of any concessionaires /vendors with your defined venue.

Approval for food concessions in parks shall be granted only in connection with organized activities or large group gatherings.

Please indicate the number of food vendors: Possibly 1-3 (Sanford Center lot)

Request to Use City Property

Barricades and Cones

Barricades and cones can be requested from the Street Department - pending availability. Please contact the Street Superintendent at 333-1855 to make arrangements for pick-up of equipment.

Number of Cones Requested: 70

Number of Barricades Requested: 15

Picnic Tables, Benches, and Event Bike Racks

The Parks and Recreation Department has additional amenities, available upon request. Please contact the Parks Superintendent at 333-1861. It is the responsibility of the event organizers to pick up and return the requested amenities.

Number of picnic tables requested: 0

There are 14 larger/heavier picnic tables and 12 of the smaller light weight tables.

Bike Racks Requested: 0

Event Logistics

If you are planning to install or use any of these structures, please describe below and identify location on the Site Map. Event Organizer is liable for any damage caused to the site or facility and must obtain prior approval.

Portable Restrooms

Events larger than 200 persons will be required to provide portable restrooms. Events in public spaces must be compliant with American Disabilities Act.

Portable/temporary restrooms may be placed 24 hours prior to the event and must be removed within 24 hours following the event.

Company & Number of portable restrooms: Bob's Econo Pump (12)

Garbage

Event applicants/organizers must arrange for trash and recycling services.

Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. If the City Parks or Public Works determines cleanup is inadequate, the cost for cleanup will be charged to the applicant. Cleanup shall be completed within three (3) hours of the end of the event.

Certificate of Insurance

For events and series of events occurring on city-owned property, the Applicant/Event Organizer must provide a Certificate of Insurance for commercial general liability, auto liability (if applicable), and liquor liability (if applicable) naming the City of Bemidji as additional insured and Certificate holder for up to \$1,000,000.

The city requires the Certificate of Insurance be provided at least two (2) weeks prior to the event. Insurance coverage must be maintained for the duration of the event including setup and tear-down

Special Event Application



dates. The certificate must indicate the dates and location of the event. The person/organization listed on the certificate must be the Applicant/Event Organizer. Minimum limits are as follows:

\$ 1,000,000 per occurrence • \$ 2,000,000 aggregate general liability • \$ 1,000,000 automobile liability (or non-owned automobile liability) (if applicable) • \$ 1,000,000 liquor liability insurance (if applicable). Additional limits may be required after review.

For information on the Tenant User Liability Insurance Program (TULIP) offered by the League of Minnesota Cities, check out the following link: TULIP

Street Closures

Applicant shall notify affected property owners 14 days prior to the closure, excluding parade events. In commercial areas, applicant shall notify in writing and provide a blank written objection form with the notice to businesses. Businesses electing to object, must do so no later than 7 days prior to the scheduled event. If 51% of affected businesses file such written objection, the City may consider withholding or canceling the event permit. Applicant and City staff will meet to determine which businesses may be affected. Parade applicants shall provide notice 7 days prior to the event by releasing a Public Service Announcement.

a) Applicant is responsible for posting, maintaining and removal of the "No Parking" signs. Signs must be posted 24 hours before street closure and can be mounted on existing parking regulations signage; signs must be removed within 24 hours of the conclusion of the event.

b) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Are you requesting a street closure?

No

Date(s) of requested street closure:

Street Name(s) and/or number to be closed:

Start Time of Street Closure:

End Time of Street Closure:

Number of No Parking Signs Requested:

Between _____ &/To _____

Event Maps

Please submit a site or route map either via email or as an upload.

Site Map

Please submit a site map clearly indicating the setup of the event. All site maps should indicate the location of the following (if Applicable):

- All amplified sound and direction of the sound
- Food Vendors
- Tents/canopies (Include sizes)
- Stages
- Promotional vehicles
- Inflatables
- Portable toilets
- Refuse containers
- Fencing
- Barricades and other structures

Route Map

All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route MapBanner and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads outside the parkways or parks, such as city streets are subject to approval. For a more detailed route map, use mapmyrun.com (this is a free website), Bing maps or Google maps.

Detour Map

Special Event Application



All events requesting a street closure must provide a detailed map showing the requested street closure and detour route(s).

Vehicle Policy

Vehicles will be restricted to designated route in order to ensure public safety and to preserve the turf of the park. Sidewalks, trails, and pedestrian routes are not built to withstand vehicle traffic. Once the set-up is complete vehicles will be required to park in the parking lot. Violation of this policy will result in charge of or loss of deposit

Applicant Signature

I agree to abide by the event guidelines and attest that all of the information in this application is correct. I, the undersigned, do hereby accept responsibility for compliance with the above policies and guidelines and for payment of all fees. I hereby agree to comply with all rules and ordinances including, but not limited to, City Ordinance Chapter 20, Section 20-8 "Special Events, City Ordinance Chapter 14, Section 14-35 "Rules and Regulations governing public parks" and City of Bemidji Parks and Recreation Department Tobacco and Vaping Free Policy. The applicant agrees to indemnify and hold the City of Bemidji harmless from any and all liability to any person resulting from any property damage or personal injury (including death) occurring in connection with the event caused by the application or the sponsoring organization, its officers, employees or any person under its control.

Signature: Philip D. Knudson

Return paper applications to City Hall, Attn: City Clerk, 317 4th Street NW, Bemidji, MN 56601 or the Tourist Information Center, 300 Bemidji Avenue N, Bemidji, MN 56601 or email: cityclerk@ci.bemidji.mn.us

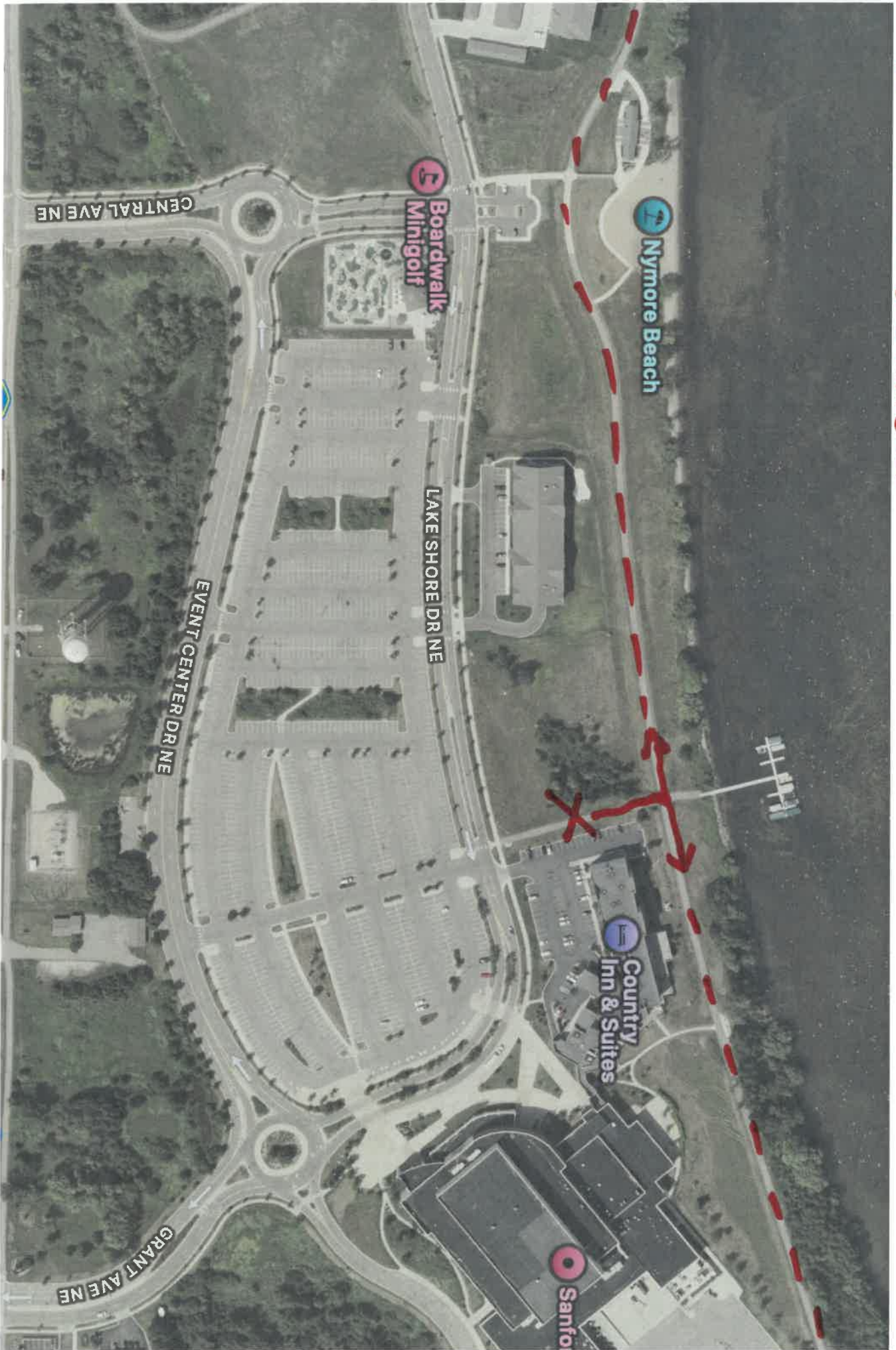
All races will take place along the red line on the map. Some are shorter, but the longest will use the entire loop.

Police are used at 2 crossings: Irvine and 15th and then on Division where the trail crosses the road. Both of these are early and when there is little traffic. It is also for approximately only 200 runners.

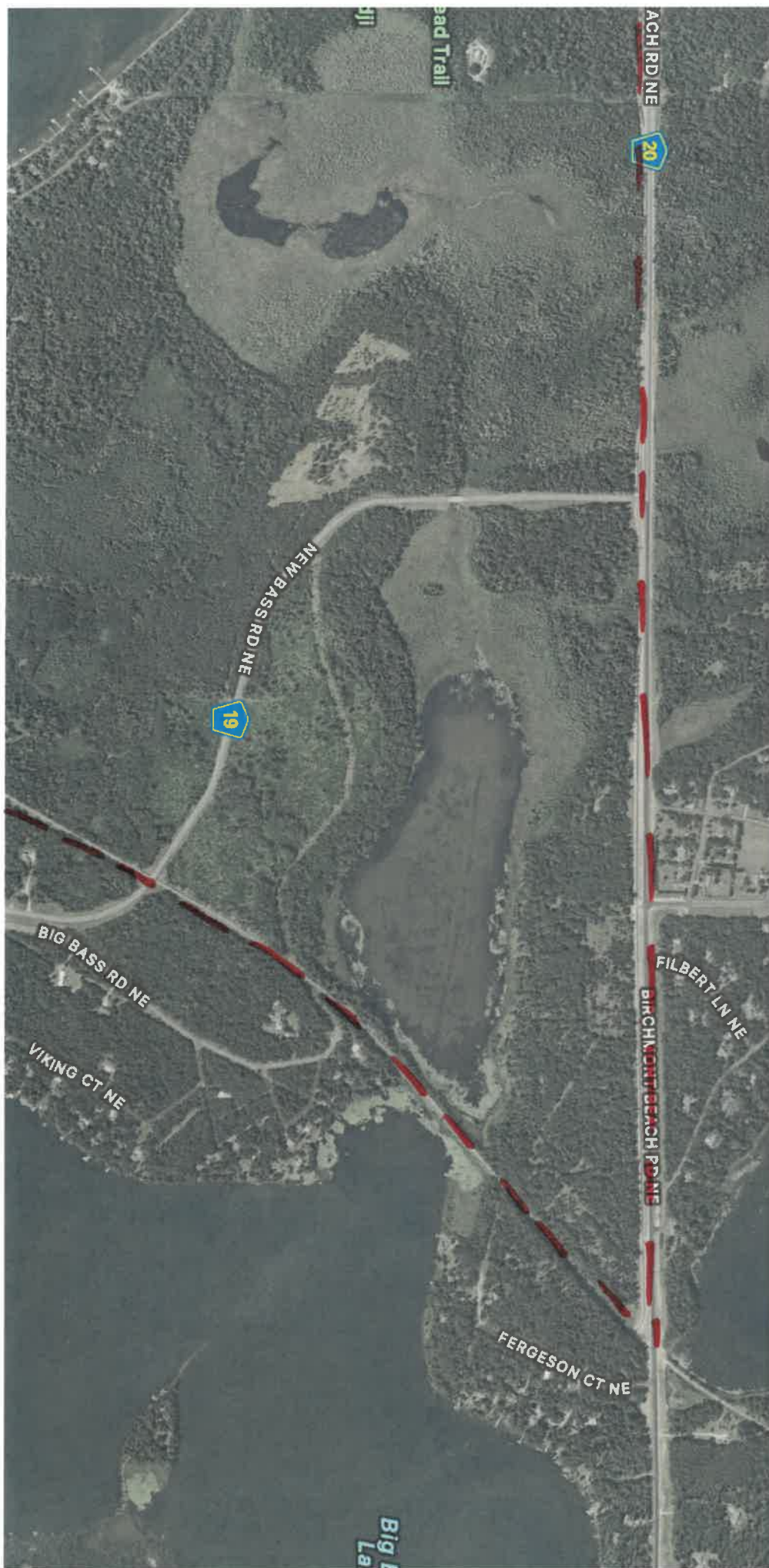
The only changes we've made this year, due to the storm damage in the State Park are that we no longer are going through the parking lot intersection at Paul and Babe, and instead going around the lot on the trail, and we are no longer shutting down any road at the Sanford Center.



X = Start / Finish



State Park







From: [Philip Knutson](#)
To: [Scott Schroeder](#)
Cc: [Michelle Miller](#)
Subject: Re: Blue Ox Start/Finish
Date: Monday, August 25, 2025 2:24:33 PM

[EXTERNAL]

Thanks!
We'll do our best to make it all accessible.

Thanks again,
Phil

On Aug 25, 2025, at 2:22 PM, Scott Schroeder
<Scott.Schroeder@ci.bemidji.mn.us> wrote:

If that's easiest, then that works for us!

Scott Schroeder
Parks Superintendent | City of Bemidji
[218-333-1861](tel:218-333-1861)

On Aug 25, 2025, at 2:08 PM, Philip Knutson
<philip.knutson@yahoo.com> wrote:

[EXTERNAL]

Hey Scott,
As we got closer in measuring things for the Blue Ox, we came up with the fact that the back lot won't work. Measurement wise, the trail next to the hotel works best.
I'm actually not finding many other ways to make the measurements work out without going back to closing some roads, which I think is more of a pain.
The GM from the country inn and I spoke for a good while today on site talking through it all, and we think it will work great.
She is allowing us to block off some parking spaces which will ensure plenty of room for everyone to get in, around, through, past, etc. ;-)

Feel free to call with more/any questions,
Thanks,
phil

701-330-8538

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025

Action Requested: Approve 1-4 Day Temporary On-Sale Liquor Licenses

Prepared By: Michelle Miller, City Clerk

Background:

Minnesota Statutes, Section 340A.404, Subd. 10 allows a city to issue a temporary on-sale liquor license to a state university in connection with a social event within the city sponsored by the licensee. Bemidji State University has applied for and meets the qualifications to receive a license for events at the Chet Anderson Stadium for September 13, 20 and October 4, 2025.

Recommendation:

Approve 1-4 Day Temporary On-Sale Liquor Licenses to Bemidji State University for September 13, 20 and October 4 at Chet Anderson Stadium (east end zone).

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025

Action Requested: Approve 1-4 Day Temporary On-Sale Liquor License

Prepared By: Michelle Miller, City Clerk

Background:

Minnesota Statutes, Section 340A.410 allows a city to issue a temporary on-sale liquor license to qualifying organizations. The Bemidji Jaycees has applied for and meets the qualifications to receive a license for an event at the Bemidji Armory on October 11, 2025.

Recommendation:

Approve 1-4 Day Temporary On-Sale Liquor License to the Bemidji Jaycees for October 11, 2025 at the Bemidji Armory.

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: Approve Change Order #3 for the Cameron Park Building Project (deduct of \$2096.65)
Prepared By: Marcia Larson, Recreation Department

Background:

On January 6, 2025, the City Council awarded the contract for the Cameron Park Restroom Project to Frenzel Construction in the amount of \$144,000. The project involves rehabilitating and updating the restrooms, adding storage, and creating programming/public space.

- **Change Order #1** – \$6,396.53 (access control) – approved April 21, 2025
- **Change Order #2** – \$1,000.00 (privacy screen in men's restroom) – approved
- **Change Order #3** - is a deduct of **\$2,096.65**.
 - Specifications originally required soffit repairs above the new men's restroom door. Over the summer, additional vandalism caused extensive soffit damage to multiple areas of the building. A longer-term repair will be required, but costs exceed the current project budget.
 - The new water fountain could not meet ADA requirements due to building constraints. The existing water fountain will remain in place, resulting in a contract reduction.

Financial Summary

Original Contract: \$144,000.00
CO #1 & #2: + \$7,396.53
Contract Total before CO #3: \$151,396.53
CO #3 Deduct: – \$2,096.65

Revised Contract Total: \$149,299.88

Project Status

The project has reached substantial completion. A walkthrough was conducted on August 26, 2025. The contractor is addressing punch list items and will schedule a final inspection with the Building Department. Final Payment will be submitted upon final completion of the project and in accordance with the terms of the contract.

Recommendation:

Approve Change Order #3 for the Cameron Park Building Project (deduct of \$2096.65)

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Cameron Park Restroom
2504 Birchmont Dr. NE
Bemidji, MN 56601

CONTRACT INFORMATION:
Contract For: General Construction
Date: January 7th, 2025

CHANGE ORDER INFORMATION:
Change Order Number: THREE (3)
Date: August 13, 2025

OWNER: *(Name and address)*
City of Bemidji
317 4th Street NW
Bemidji, MN 56601

ARCHITECT: *(Name and address)*
DSGW Architects
2 West 1st Street, Suite 201
Duluth, MN 55802

CONTRACTOR: *(Name and address)*
Frenzel Construction, Inc.
6975 Danielle Lane NE
Bemidji, MN 56601

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- | | | |
|---|---------|--------------|
| 1. Deduct labor and materials to remove & replace soffit in area called out in drawings. | DEDUCT: | (\$ 200.00) |
| 2. Return existing Elkay Drinking fountain spec'd that doesn't meet ADA & restocking fee. | DEDUCT: | (\$1,896.65) |

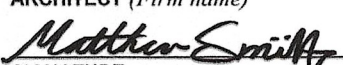
TOTAL NET DEDUCT THIS CHANGE ORDER: (\$2,096.65)

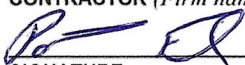
The original Contract Sum was	\$	144,000.00
The net change by previously authorized Change Orders	\$	7,396.53
The Contract Sum prior to this Change Order was	\$	151,396.53
The Contract Sum will be decreased by this Change Order in the amount of	\$	2,096.65
The new Contract Sum including this Change Order will be	\$	149,299.88

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be SAME

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

DSGW Architects
ARCHITECT *(Firm name)*

SIGNATURE
Matt Smith, AIA, Senior Architect
PRINTED NAME AND TITLE
August 13, 2025
DATE

Frenzel Construction, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE
Patrick Frenzel
PRINTED NAME AND TITLE
8-14-2025
DATE

City of Bemidji
OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

Frenzel Construction Inc.
6975 Danielle Lane NE
Bemidji, MN 56601
fcinc@paulbunyan.net



Estimate

ADDRESS

Marcia Larson
City of Bemidji -- Parks &
Recreation
City of Bemidji - Parks &
Recreation

ESTIMATE # 1928-728

DATE 08/05/2025

ACTIVITY	DESCRIPTION	AMOUNT
	At Cameron Park Restrooms.	
Construction	Deduct labor and materials to remove and replace soffit in area called out in drawings.	-200.00
Construction	Labor and materials to remove and replace prefinished soffit on front side of building to match existing.	2,600.00
TOTAL		\$2,400.00

Accepted By

Accepted Date

ESTIMATE IS GOOD FOR 5 DAYS

Any unforeseen changes will be charged @ \$145.00 per man hour - plus materials.
30% down to start job. The rest due upon completion. If you have any questions concerning this
estimate, please call Pat @ 218-766-2669

Frenzel Construction Inc.
6975 Danielle Lane NE
Bemidji, MN 56601
fcinc@paulbunyan.net



Estimate

ADDRESS

Marcia Larson
City of Bemidji -- Parks &
Recreation
City of Bemidji - Parks &
Recreation

ESTIMATE # 1928-735

DATE 08/08/2025

ACTIVITY	DESCRIPTION	AMOUNT
Construction	Labor and materials to replace existing drinking fountain with new MDF Drinking Fountain.(7-10 week lead time)	4,581.50
Construction	Return existing Elkay Drinking fountain that was spec'd but doesn't meet ADA.	-2,528.87
Construction	Restock fee.	632.22
TOTAL		\$2,684.85

Accepted By

Accepted Date

ESTIMATE IS GOOD FOR 5 DAYS

Any unforeseen changes will be charged @ \$145.00 per man hour - plus materials.
30% down to start job. The rest due upon completion.If you have any questions concerning this
estimate, please call Pat @ 218-766-2669

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025

Action Requested: Authorize the Recreation Department to apply for the Region 2 Arts Council Season/Series Arts Support Grant to expand arts programming for youth and the broader community in 2026.

Prepared By: Marcia Larson, Recreation Department

Background:

The Recreation Department is seeking approval to apply for the Region 2 Arts Council *Season/Series Arts Support Grant*. This grant program streamlines funding requests for organizations that provide multiple arts and cultural activities by allowing one application to support a series of events, saving staff and volunteer time while maximizing community benefit.

Grant Purpose

The Season/Series Arts Support Grant funds the creation, production, and presentation of two or more arts activities that benefit residents in Beltrami, Hubbard, Clearwater, Lake of the Woods, and Mahanomen counties. Proposals must show a commitment to expanding or enhancing arts programming, with emphasis on access, education, cultural heritage, and building community connections.

Proposed Programming

The Recreation Department has successfully applied for and received Region 2 grants in the past, supporting Pre-School arts programming and Theatre Camp. Building on this success—and our positive partnership with Bemidji Community Theatre—we propose expanding arts opportunities in 2026 through:

- **Kids in Theatre** – Two-week, half-day theatre camp with Bemidji Community Theatre
- **Kids in Art (Visual Arts)** – One-week, half-day painting camp partnering with local artists
- **Kids in Art (Fiber Arts)** – One-week, half-day camp in weaving, felting, knitting, basketry, etc., partnering with local artists
- **After School Arts** – Six-week spring program with 1.5-hour classes in visual and fiber arts

These programs will enhance both summer and afterschool offerings, increase access for youth, and strengthen connections with local artists and organizations.

Financial Considerations

No cash match is required. Grant funds may be used for artist fees, program materials, guest performances, workshops, and public art engagement. The Grant is Due September 15, 2025, and notification of award is estimated by October 30, 2025.

Recommendation:

Authorize the Recreation Department to apply for the Region 2 Arts Council Season/Series Arts Support Grant to expand arts programming for youth and the broader community in 2026.

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: Approve Purchase of New Refuse Containers
Prepared By: Todd Anderson, Water/Sewer/Refuse Superintendent

Background:

The Refuse department has \$30,000 allocated in the 2025 CIP for refuse containers replacement. At this time we need the 96-gallon and 65-gallon sized cans and an order of 350 cans (95) and 200 cans (65) should get us through until 2027.

Below are the two quotes we've received for new cans:

- Cascade Engineering \$28,863.50 includes shipping
- Toter \$35,674.92 includes shipping

Cascade is our current vendor and provides a good product for us.

Recommendation:

Authorize the purchase of the refuse cans using the low quote amount of \$28,863.50 from Cascade Engineering.



CASCADE ENGINEERING
5175 36TH ST SE
GRAND RAPIDS, MI 49512-2085
United States 616-975-4800

Quote Number Q44939	Rev 2	Quote Date 8/20/2025	Print Date 8/21/2025	Expire Date 8/31/2025
Sold To MU53301	Ship To MU53301	Purchase Order REV QUOTE		

Sales Quote

Sold To CITY OF BEMIDJI 1351 5TH ST. NW BEMIDJI, MN 56601 United States	Ship To CITY OF BEMIDJI 1351 5TH ST. NW BEMIDJI, MN 56601 United States
Attention	Attention
Salesperson REGION #41 - NADEEM SYED Email: Nadeem.Syed@cascadeng.com Phone: (248) 854-1373	
Ship Via	FOB Point BEMIDJI, MN
Remarks SHIP WITH SALES ORDER C448122	Currency USD

Ln	Item Number	Due Date	Qty Quoted	Qty to Release	Price	Extended Price
1	96A92224 CART 96 AUTO GRY DK/ /BEMIDJI/LID BLK/HS/S		350.0 EA	350.0 EA	49.75	17,412.50
2	6490208-10STK CART 64 BLU MED/BEMIDJI/ LID BLK/HS/S		200.0 EA	200.0 EA	45.75	9,150.00

QUOTE SUMMARY			
Currency USD		Line Total	26,562.50
		Shipping	2,301.00
		Taxable-Shipping	0.00
			0.00
		Total Tax	0.00
		Total	28,863.50

All sale transactions are subject to Cascade Cart Solutions, a Cascade Engineering Company, Standard Terms and Conditions of Sale, published on our website https://www.cascadeng.com/sites/default/files/cascade-engineering-terms-and-conditions-of-sale_0.pdf



841 Meacham Rd, Statesville, NC, 28677
PHONE: 800-424-0422 FAX: 833-930-1124
WQ-10357371

Sell To:

Contact Name	Todd Anderson	Ship To Name	City of Bemidji
Bill To Name	City of Bemidji	Ship To	317 4th St NW
Bill To	317 4th St NW Bemidji, MN 56601 USA		Bemidji, MN 56601 USA
Email	todd.anderson@ci.bemidji.mn.us	Quick Ship	
Phone	2183331854		

Quote Information

Salesperson	Kim Tyler	Expiration Date	9/5/2025
Salesperson Email	ktyler@wastequip.com	Quote Number	WQ-10357371
			Please Reference Quote Number on all Purchase Orders

Product	Product Description	Selected Option	Quantity	Sales Price	Total Price
**Plastics - 79264	Model 79264 - Toter 64 Gallon EVR II Universal/Nestable Cart	---Body Color - (149) Dark Gray Granite ---Lid Color - (200) Black ---Body Hot Stamp on Both Sides (New) in White ---Wheels - 10in Sunburst ---Stopbar - Galvanized ---Toter Serial Number Hot Stamped on Front of Cart Body in White ---2/3 Assembled with Lid (down), Stop Bar and Axle Factory Installed ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs	200.00	\$51.25	\$10,250.00
		---Body Color - (149) Dark Gray Granite ---Lid Color - (200) Black ---Body Hot Stamp on Both Sides (New) in White ---Wheels - 10in Sunburst ---Stopbar - Galvanized ---Toter Serial Number Hot Stamped on Front of Cart Body in White ---2/3 Assembled with Lid (down), Stop Bar and Axle Factory Installed ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs	350.00	\$56.75	\$19,862.50

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$30,112.50
Shipping Terms	FOB Origin	Shipping	\$5,562.42
		Tax	\$3,032.37
		Grand Total	\$38,707.29

35,674.92

Special Instructions

Special Instructions Customer is responsible for the off loading

Fork Lift is highly recommended

Additional Information

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: Consider Professional Services Amendment #2 for WWTF Final Clarifier Project - City Project 23-03
Prepared By: Samuel C. Anderson, P.E. City Engineer/DPW

Background:

SEH has been assisting the City with construction administration and inspection services during the construction of the Wastewater Treatment Facility Final Clarifier project since early 2024.

The original construction contract had substantial completion of April 1st, 2025 and that date has since been modified to August 15th, 2025. Their original contract assumed budgeted hours for completion based on the original construction timeline and with the required project extensions more fee is required to get us to the end of the project.

As outlined in the attached memo from SEH, they've helped staff navigate a re-design for issues with dewatering, additional coordination with BABA and AIS Certification that is tied to the EPA federal funding and assisting with various other project related needs. Staff have been very pleased with their performance during construction so far and we are on schedule for final completion and closeout of the project this year.

The current design services contract with SEH, including Amendment #01, is at \$453,500. The additional design costs for the aforementioned items included in Amendment #02 will be \$60,200 and will increase the overall contract value to \$513,700. These proposed fees add increase capacity within the contract to complete the remaining tasks for the project, but we won't necessarily need all the budgeted hours assumed. The cost will be covered by the sanitary sewer funds allocated for the project.

Recommendation:

It is recommended that the city council pass a motion authorizing the professional services agreement Amendment #02 with SEH in the amount of \$60,200 for the WWTP Final Clarifier project - City Project 23-03.

**Amendment No. 2 to the Agreement for Professional Services between the City of Bemidji, Minnesota
(Client) and Short Elliott Hendrickson, Inc. (Consultant), which was effective January 16, 2024**

Whereas additional engineering design services will be performed related to construction for the Bemidji Secondary Clarifier Expansion project.

Now therefore, the parties to the Agreement agree to amend it as follows:

Additional Services Due to Extended Schedule and Project Complexities

- **The attached memo outlines the additional services and project complexities supporting the need for the amendment.**
- **The additional services for this scope will be provided on an hourly rate basis including reimbursable expenses for an estimated fee of \$60,200.**

All other terms and conditions of the Agreement remain the same.
This Amendment is effective August 1, 2025.

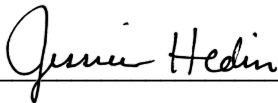
City of Bemidji, Minnesota

Signature

Printed Name

Title

Short Elliott Hendrickson, Inc.



Signature

Jessica Hedin

Printed Name

Project Manager

Title



Building a Better World
for All of Us®

MEMORANDUM

TO: Sam Anderson, City Engineer/PWD

FROM: Jessica Hedin, PE (Lic. MN,SD)

DATE: August 20, 2025

RE: Secondary Clarifier Expansion Project - Fee Amendment
SEH No. BEMID 177064 14.00

The Secondary Clarifier Expansion Project was originally scheduled to achieve substantial completion on April 1, 2025 and final completion on September 30, 2025. Due to change orders processed throughout the project, the substantial completion date has been extended 136 days and the final completion date has been extended 15 days.

SEH's Construction Administration fee was based on providing a defined level of service during the substantial completion phase, followed by a reduced level of service through final completion. These services include the following:

- Informal weekly construction meetings
- Monthly in-person progress meetings
- Review of monthly pay applications
- RFI/RFP/COP review and comments
- Responding to RFIs and preparing field orders and change orders
- Review of Schedules
- General Project Management
- Onsite RPR

Due to the extended timeline, SEH has continued to provide full pre-substantial completion services well beyond the original schedule. As of July 31, 2025, only \$6,279 remains on our contract, with substantial completion still to be achieved, final completion now scheduled for October 15, 2025, and post-construction tasks (record drawings, O&M manuals, etc.) still pending.

In addition to the standard scope, SEH has provided significant additional effort in response to challenges that exceeded typical construction administration expectations.

- **Dewatering Issues:** Rice Lake Construction was unable to meet dewatering requirements and relied heavily on SEH to develop alternative onsite solutions. SEH invested considerable time to identify the alternatives and avoid further delays.
- **Leak Testing Disputes:** SEH facilitated multiple meetings and engaged structural staff to resolve Rice Lake's desire to reduce leak testing procedures. Ultimately a leak testing plan was developed that was accepted by all parties.
- **BABA and AIS Certificate Compliance:** SEH conducted multiple rounds of reviews due to incomplete or incorrect submissions from Rice Lake Construction, many of which lacked project-specific information. This required significantly more time than anticipated. BABA and AIS are requirements of the EPA Community Grant received by the City.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

- **Additional Time-Intensive Items:**
 - Temporary electrical utility coordination
 - Polymer blend and feed equipment submittals
 - Hydronic piping materials, routing, and installation depth

When the substantial completion date was extended, SEH and the City both acknowledged that a fee amendment would likely be necessary due to the continued higher level of service provided in the extended substantial completion phase. We agreed to revisit the matter as the original budget neared completion.

To ensure continued support through substantial completion, final completion, and post-construction activities, SEH respectfully requests a fee amendment of \$60,200. This amendment reflects the extended duration of full-serve construction administration, and the additional effort required to address project complexities.

jah

x:\ae\b\bemid\177064\1-genl\10-setup-cont\03-proposal\fee adjustment for extended schedule\20250813 fee amendment memo_draft.docx

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025
Action Requested: Request Approval of the amended lease and purchase agreements.
Prepared By: Rich Spiczka, City Manager

Background:

The following are amendments to the Lease agreement and Purchase Agreement to complete the purchase of the one remaining BNSF parcel in the Rail Corridor.

The Lease Agreement contains changes to the location of fencing to be installed after the purchase is complete. The original agreement required fencing West of the Irvine Avenue bridge, but now that fencing is not necessary. The fencing will be installed to match up with small portion of fencing already in existence. The Purchase Agreement amendment is to include the updated lease agreement and to correct the effective date.

Recommendation:

Staff recommends approval to authorize the closing process.

**FIRST AMENDMENT TO REAL ESTATE PURCHASE
AND SALE AGREEMENT**

This First Amendment to Real Estate Purchase and Sale Agreement (this “**Amendment**” or “**First Amendment**”) is entered into and effective _____, 2025 (the “**First Amendment Effective Date**”) by and between BNSF Railway Company (“**Seller**”) and CITY OF BEMIDJI (“**Buyer**”). Seller and Buyer are each sometimes referred to herein as a “**Party**” and collectively as the “**Parties**.”

The Parties entered into a Real Estate Purchase and Sale Agreement dated effective June 14, 2025 (the “**PSA**”). Capitalized terms used herein but not otherwise defined shall have the meaning ascribed to them in the PSA. Through this First Amendment, the Parties hereby amend the PSA as follows:

1. **Property.** The Exhibit A drawing to be replaced by the corrected Exhibit A dated 7/28/2025 correctly depicting the fence line to be constructed.

2. **Full Force and Effect; Order of Interpretation; Counterparts; Electronic Delivery.** Except as otherwise modified by this Amendment, the terms of the PSA shall remain in full force and effect; provided, however, in the event of a conflict of terms, the terms of this Amendment shall be controlling, followed by the non-conflicting terms set forth in the PSA. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Counterparts may be delivered via facsimile, electronic mail (including .pdf or any electronic signature complying with the U.S. Federal ESIGN Act of 2000, e.g., www.docusign.com), or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.

IN WITNESS WHEREOF the Parties have caused this Amendment to be executed as of the First Amendment Effective Date:

Seller:

BNSF RAILWAY COMPANY

By: _____
Cary Hutchings, Director Real Estate

Buyer:

CITY OF BEMIDJI

By: _____
Jorge Prince
Its Mayor

By: _____
Richard Spiczka
City Manger

**AMENDMENT TO LEASE AGREEMENT
LEASE NO. BF15187**

THIS AMENDMENT TO LEASE AGREEMENT ("**Agreement**") is made and entered into to be effective as of the date of the last signature hereto ("**Effective Date**"), by and between **BNSF RAILWAY COMPANY**, a Delaware corporation ("**Lessor**") and the **CITY OF BEMIDJI** ("**Lessee**").

RECITALS:

- A. Lessee and Lessor entered into a Indefinite Term Lease Agreement for Land ("**Lease**") on the 16th day of August, 2000;
- B. By the terms and provisions of the Lease, Lessor leases to Lessee and Lessee leases from Lessor that certain property situated at or near the City of Bemidji, County of Beltrami, State of Minnesota, as more particularly described in the Lease ("**Premises**");
- C. Lessor and Lessee desire to amend the terms of the Lease as described below.

AGREEMENTS:

NOW, THEREFORE, in consideration of the mutual covenants, premises, and agreements and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. PREMISES.

Lessor leases to Lessee and Lessee leases from Lessor, subject to the covenants, agreements, terms, provisions, and conditions of this Lease, that certain parcel of real property, situated in the City of Bemidji County of Beltrami, State of Minnesota, along Line Segment 0031, Mile Post 90.23, and constituting the shaded area shown upon Print No. 95308, dated 7/24/2025, a copy of which is attached hereto as Exhibit "A" and made a part hereof ("**Premises**").

2. LIABILITY.

Notwithstanding anything to the contrary contained in the Lease, the following provision is hereby incorporated into the lease and is in full effect as of the Effective Date herein.

TO THE FULLEST EXTENT PERMITTED BY LAW, LESSEE SHALL RELEASE, INDEMNIFY, DEFEND AND HOLD HARMLESS LESSOR AND LESSOR'S AFFILIATED COMPANIES, PARTNERS, SUCCESSORS, ASSIGNS, LEGAL REPRESENTATIVES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES AND AGENTS (COLLECTIVELY, "INDEMNITEES") FOR, FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITIES, FINES, PENALTIES, COSTS, DAMAGES, LOSSES, LIENS, CAUSES OF ACTION, SUITS, DEMANDS, JUDGMENTS AND EXPENSES (INCLUDING, WITHOUT LIMITATION, COURT COSTS, ATTORNEYS' FEES AND COSTS OF INVESTIGATION, REMOVAL AND REMEDIATION AND GOVERNMENTAL OVERSIGHT COSTS) ENVIRONMENTAL OR OTHERWISE (COLLECTIVELY "LIABILITIES") OF ANY NATURE, KIND OR DESCRIPTION OF ANY PERSON OR ENTITY DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO (IN WHOLE OR IN PART):

- (i) **THIS LEASE, INCLUDING, WITHOUT LIMITATION, ITS ENVIRONMENTAL PROVISIONS;**
- (ii) **ANY RIGHTS OR INTERESTS GRANTED PURSUANT TO THIS LEASE;**
- (iii) **LESSEE'S OCCUPATION AND USE OF THE PREMISES;**

- (iv) THE ENVIRONMENTAL CONDITION AND STATUS OF THE PREMISES CAUSED BY, AGGRAVATED BY, OR CONTRIBUTED IN WHOLE OR IN PART, BY LESSEE; OR
- (v) ANY ACT OR OMISSION OF LESSEE OR LESSEE'S OFFICERS, AGENTS, INVITEES, EMPLOYEES, OR CONTRACTORS, OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM, OR ANYONE THEY CONTROL OR EXERCISE CONTROL OVER,

EVEN IF SUCH LIABILITIES ARISE FROM OR ARE ATTRIBUTED TO, IN WHOLE OR IN PART, ANY NEGLIGENCE OF ANY INDEMNITEE. THE ONLY LIABILITIES WITH RESPECT TO WHICH LESSEE'S OBLIGATION TO INDEMNIFY THE INDEMNITEES DOES NOT APPLY ARE LIABILITIES TO THE EXTENT PROXIMATELY CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF AN INDEMNITEE.

FURTHER, TO THE FULLEST EXTENT PERMITTED BY LAW, NOTWITHSTANDING THE LIMITATION SET FORTH IN THE PRECEDING PARAGRAPHS LESSEE SHALL NOW AND FOREVER WAIVE ANY AND ALL CLAIMS, REGARDLESS OF WHETHER SUCH CLAIMS ARE BASED ON STRICT LIABILITY, NEGLIGENCE OR OTHERWISE, THAT LESSOR IS AN "OWNER", "OPERATOR", "ARRANGER", OR "TRANSPORTER" WITH RESPECT TO THE PREMISES FOR THE PURPOSES OF CERCLA OR OTHER ENVIRONMENTAL LAWS. LESSEE WILL INDEMNIFY, DEFEND AND HOLD THE INDEMNITEES HARMLESS FROM ANY AND ALL SUCH CLAIMS REGARDLESS OF THE NEGLIGENCE OF THE INDEMNITEES. LESSEE FURTHER AGREES THAT THE USE OF THE PREMISES AS CONTEMPLATED BY THIS LEASE SHALL NOT IN ANY WAY SUBJECT LESSOR TO CLAIMS THAT LESSOR IS OTHER THAN A COMMON CARRIER FOR PURPOSES OF ENVIRONMENTAL LAWS AND EXPRESSLY AGREES TO INDEMNIFY, DEFEND, AND HOLD THE INDEMNITEES HARMLESS FOR ANY AND ALL SUCH CLAIMS. IN NO EVENT SHALL LESSOR BE RESPONSIBLE FOR THE ENVIRONMENTAL CONDITION OF THE PREMISES.

Upon written notice from Lessor, Lessee agrees to assume the defense of any lawsuit or other proceeding brought against any Indemnatee by any entity, relating to any matter covered by this Lease for which Lessee has an obligation to assume liability for and/or save and hold harmless any Indemnatee. Lessee shall pay all costs incident to such defense, including, but not limited to, attorneys' fees, investigators' fees, litigation and appeal expenses, settlement payments, and amounts paid in satisfaction of judgments.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date.

RAILROAD:

BNSF Railway Company, a Delaware corporation

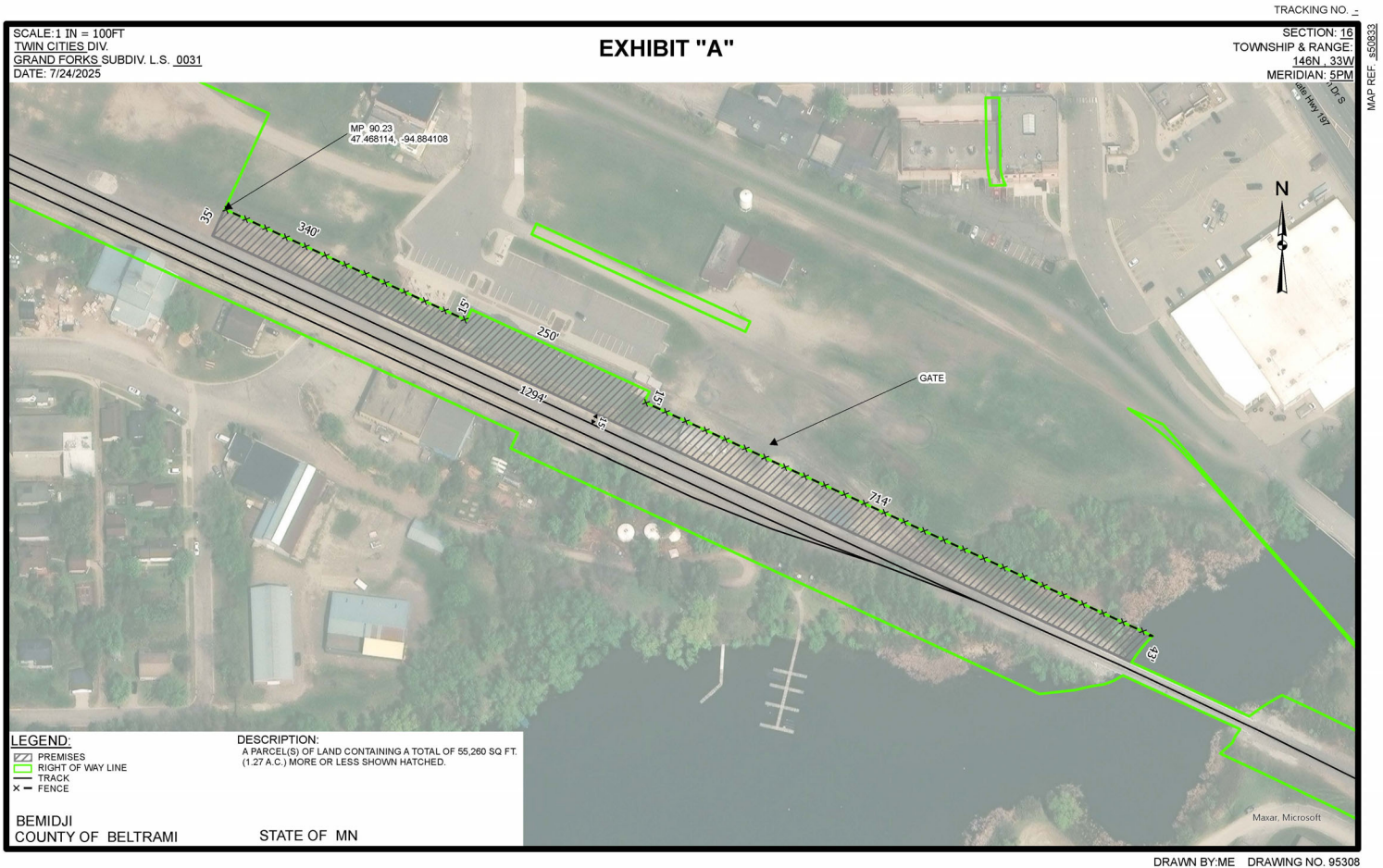
Name: _____
Title: _____
Date: _____

LESSEE:

City of Bemidji

By: _____
Name: _____
Title: _____
Date: _____

EXHIBIT A
PREMISES



BYLAWS SUSTAINABILITY COMMISSION

City of Bemidji, Minnesota

I. Name

The name of the organization shall be the Sustainability Commission.

II. Purpose

The purpose of the Sustainability Commission is to serve as an advisory Commission to the Bemidji City Council. The By-laws shall be constructed to assist the commission to make meaningful recommendations to the City Council, Mayor, City Manager, or department heads. Its purpose is to promote resiliency, sustainability, and green initiatives in the Bemidji community, to promote, develop, recommend community sustainability partnerships and networking, to review and recommend to the City Council activities on City owned or controlled property, as well as property owned or controlled by the Bemidji Economic Development Authority (BEDA), and to advise the City Council generally on sustainability related matters.

III. Membership

The membership of the Sustainability Commission shall be Seven (7) members as fixed by Bemidji City Ordinance No. 190, 3rd Series.

- A. All members shall be expected to attend all meetings, but in the event of absence, shall be required to inform either the Chairperson or the Secretary.

IV. Officers

A. Election of Officers

- a. The officers of the Commission shall be elected by nomination as soon as practicable after annual appointments and shall serve until their successors have been duly elected. The officers of the Commission shall be elected by a majority vote of the voting members present. No officer shall serve more than two consecutive one-year terms in a particular office.
- b. If a vacancy occurs before the end of a term, an election to fill the un-expired term shall be held from the membership no later than the next meeting after the vacancy occurs.
- c. The procedure for the selection of officers shall be in the following order: Chair, Vice Chair, and Secretary. A voice vote shall be taken unless a majority of the Membership chooses another process. Officers of the Commission shall be declared duly elected by a simple majority vote of those present and voting.

B. Duties of Officers

- 1. The Chairperson shall have the following responsibilities:
 - Set the agenda and preside at meetings of the Commission.
 - Call additional meetings as needed.
 - Assign duties to Commission members.
 - Arrange meetings with other commissions, boards and organizations from the public, private and non-profit sectors.
 - Communicate with the city council and staff as needed.

- Provide overall leadership to the Commission in carrying out its purposes and responsibilities.
2. The Vice-Chairperson shall preside at all meetings in the event of the absence of the Chairperson, and shall assume all responsibilities thereunto and shall assist the Chairperson in the performance of the duties of that office.
 3. The Secretary shall keep an accurate record of attendance, minutes of all meetings, promptly distribute minutes to members within a reasonable time, and retain a file of all correspondence and related resource material concerning this Commission. The secretary shall serve as correspondent for the Commission. Copies of the minutes of all meetings shall be filed with the Bemidji City Clerk. The Secretary may delegate these responsibilities to Staff.

V. Meetings

- A. The Commission shall meet with such frequency as the Commission deems appropriate, but at least annually. The Chairperson or any two members may schedule additional meetings to effectuate the purposes and policies of this ordinance. Meetings of the Commission shall be open to the public.
- B. The Commission shall adopt bylaws to govern all other matters relating to the Commission including resiliency, sustainability, and green initiatives policies and procedures and amendment of the bylaws. The bylaws shall be submitted to the City Council for approval, and a copy thereof shall be filed in the office of the City Clerk.
- C. The Commission, at any meeting, may set the date of future meetings.
- D. The chair or majority of the commission may call special meetings of the commission with at least 72 hours written notice. The call shall state the subject matter to be considered at the meeting and considerations shall be limited thereto.
- E. Anyone, who wishes to address the Charter Commission at any meeting thereof, shall do so according to the same rules, procedures, and limitations as those established for addressing the Bemidji City Council. Such address shall happen at the designated agenda time for public comments.

VI. Committees

- A. A record of the action of each committee shall be kept by a member of said committee and reported to the Commission at its next meeting for action by the Commission if the Commission so desires.
- B. The Commission may create such ad-hoc committees as it deems fit to assist the Commission in the conduct of its business.

VII. Voting

- A. For the transaction of business at any meeting of the Commission, a quorum consisting of at least 51% of all voting members shall be required. Each Commission member present shall be entitled to one vote in the actions and decisions of the Commission.
- B. The City Manager, or their designee and 1 (one) Bemidji City Council Member may participate as 2 (two) non-voting members of the Commission.

VIII. General Rules

- A. All meetings shall be conducted in accordance with general parliamentary rules, as given in Robert's Rules of Order, as modified by rules and regulations of the Commission shall be observed in conducting meetings of the Commission.
- B. All recommendations approved by a majority of the voting members of the Commission to the City Council shall be in the form of a motion duly adopted by said Commission.
- C. The Commission may, from time to time transmit data, findings, the results of studies, surveys, etc., to the City Council without recommendation.
- D. Additions to the agenda, as prepared by the Chair, may be made by a majority vote of the Commission at any meeting.

IX. Amendment of By-laws

- A. These by-laws may be amended at any regular meeting of the Commission by a majority vote of the Commission, providing further that the amendment is part of the agenda for the meeting and the membership has been notified in writing.

Adopted the 14th day of August, 2025 as required by Bemidji City Ordinance, and by the following duly appointed members:

Charles Biberg

Jordan Lutz

Kenneth Grantier

Lisa Weiskopf

Josefina Li

Anna Carlson

Linda Kingery

RESOLUTION NO.

A RESOLUTION AMENDING TAXICAB FARES FOR FIRST CITY TAXI

WHEREAS, in accordance with Bemidji City Code 12.1334 the City Council of the City of Bemidji by resolution set taxicab fares within the City; and

WHEREAS, a request has been made by the operator of First City Taxi in the City of Bemidji to amend Resolution No. 6208, regarding their taxicab fares.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bemidji, Minnesota, that the taxicab fare schedule as follows:

\$ 3.50	Flag fee (includes the first 1/10-mile)
.35	Each additional 1/10 mile (\$3.50/mile)
\$ 2.00	Per minute wait time
\$ 7.00	Minimum fare/no show
\$200.00	Cleaning Fee
\$ 30.00	Fee for any after hours service

BE IT FURTHER RESOLVED that this amended Resolution shall become effective immediately upon passage.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Yeas:

Nays:

Absent:

Passed:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Jorge S. Prince, Mayor

Accounts Payable
Blanket Voucher Approval Document

User: denisea
Printed: 08/26/2025 - 11:09AM
Warrant Request Date: 9/3/2025
DAC Fund:



Batch: 00403.09.2025

COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	VisitBemidji	000000000	75,686.99
Page Total:			\$75,686.99
Grand Total:			\$75,686.99

CITY COUNCIL AGENDA ITEM



Meeting Date: September 2, 2025

Action Requested: Approval of bids and quotes for restoration projects at the Sanford Center

Prepared By: Rich Spiczka, City Manager

Background:

As we move through the process of identifying and restoring the damage from the June 21st, 2025 storm, this is the first wave of bids and quotes while outside the emergency declaration. The following is a list of projects that need your approval. All of these projects are part of our claim with the LMCIT and are covered by the City's insurance.

- Lightning Protection Project
- Final Construction Cleaning
- Carpentry-General and Temporary Construction
- Casework
- Joint sealants and Caulking
- Drywall Repair and Replacement
- Acoustical Ceiling Repair and Replacement
- Flooring Replacement
- Painting
- Fire Protection Project
- Plumbing
- Electrical

Recommendation:

Staff recommends approval of the following:

- Lightning Protection Project- **Thompson Lighting** (\$32,685)
- Final Construction Cleaning- **Property Solutions** (\$25,869)
- Carpentry-General and Temporary Construction- **Christiansen Construction** (\$167,000)
- Casework with sinks - **St. Germain's Cabinets**- (\$169,850)
- Joint sealants - **Christiansen Construction** (\$9,000)
- Glazing - **Anderson Glass** (\$15,000)
- Drywall/Painting Combined - **ReSolve Construction** (\$373,649)
- Acoustical Ceilings - **ReSolve Construction** (\$89,148)
- Flooring Replacement-Install Only- **MCI**- (\$168,000)
- Fire Protection/Sprinklers- **The Fire Group** (\$27,527)
- Plumbing (excludes roof drains) - **Dick's Plumbing** (\$34,995)

- Electrical - **Hunt Electric** (\$87,850)

August 29, 2025

Mr. Rich Spiczka, City Manager
 City of Bemidji
 Bemidji, MN 56601

RE: Sanford Center Storm Damage Restoration Contracts Award Recommendation

Dear Mr. Spiczka,

This letter is concerning our recommendation for contract awards for the above referenced project that was bid on August 26, 2025. Kraus-Anderson has qualified the bid proposals received and we submit the following lowest responsible bidder and their total bid amount for contract award recommendations. KA will draft contracts to administer upon your approval.

Work Scope		Company Name	Bid Amount	
	Lightning Protection	Thompson Lighting Protection	Base Bid:	\$32,685.00
WS 01 J	Final construction cleaning	Property Solutions	Base Bid:	\$25,869.00
WS 06 A	Carpentry / General / Temp	Christiansen Construction	Base Bid:	\$167,000.00
WS 07 K	Joint Sealants	Christiansen Construction	Base Bid:	\$9,000.00
WS 08 F	Glazing	Anderson Glass	Base Bid:	\$15,000.00
WS 09 A/09 K	Drywall/Painting combined	ReSolve Construction	Base Bid:	\$373,649.00
WS 09 C	Acoustical Ceilings	ReSolve Construction	Base Bid:	\$89,148.00
WS 09 D	Flooring (Install ONLY)	Multiple Concepts Interiors	Base Bid:	\$168,000.00
WS 12 C	Casework (with sinks)	St Germain's Cabinets	Base Bid:	\$169,850.00
WS 21 A	Fire Protection/Sprinklers	The Fire Group	Base Bid:	\$27,527.00
WS 22 A	Plumbing (exclds roof drains)	Dick's Plumbing	Base Bid:	\$34,995.00
WS 26 A	Electrical	Hunt Electric	Base Bid:	\$87,850.00

Grand Total to date: \$1,200,573.00

Please do not hesitate to contact me if there are any questions. (218) 766-5779, or sean.lewis@krausanderson.com

Sincerely,

KRAUS-ANDERSON® CONSTRUCTION COMPANY
 Sean Lewis
 Senior Project Manager

Cc: Pat Weerts, Kraus-Anderson Construction Company,
 Christine Kennedy (KACC), Encl

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

01 J: Final Clean

Generated August 29, 2025

Base Bid

LINE ITEMS

Final Clean

Base Bid Total

Summary

Property Solutions Duluth LLC

Submitted by kevin pietrusa

\$25,869

Original Proposal, August 29, 2025

Unit	Qty	Unit Cost	Total Cost
			\$25,869
			\$25,869

SEE ATTACHED

ReSolve Construction LLC

Submitted by Nate Arentz

\$169,046

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$169,046
			\$169,046

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

06 A: Carpentry Package

Generated August 29, 2025

Base Bid

LINE ITEMS

Carpentry Package

Base Bid Total

Summary

Christiansen Construction Company INC.

Submitted by Eric Vandermeer

\$167,000

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$167,000
			\$167,000

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

07 C: Exterior Insulation Finish Systems

Generated August 29, 2025

Base Bid

LINE ITEMS

Exterior Insulation Finish Systems

Base Bid Total

Summary

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

07 K: Joint Sealant

Generated August 29, 2025

Base Bid

LINE ITEMS

Joint Sealant

Base Bid Total

Summary

Christiansen Construction Company INC.

Submitted by Chris Christiansen

\$9,000

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$9,000
			\$9,000

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

08 F: Entrances/Storefront/Curtainwall Generated August 29, 2025	
Base Bid	
LINE ITEMS	
Base Bid Entrances/Storefront/Curtainwall	
08-F Entrances/Storefront/Curtainwall	
Base Bid Total	
Summary	

Anderson Glass Company - MN
Submitted by Chris Stanley

\$15,000

Original Proposal, August 25, 2025

Unit	Qty	Unit Cost	Total Cost
			\$15,000
			\$15,000

\$15,000

Replace 4 pieces of glass, 1 new 10' x 10" interior storefront with 1/2" clear tempered glass (butt glaz

Clarity Glass

Submitted by Jon Smith

\$19,582

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$19,582

19,582

See attached proposal for notes pertaining to the initial glass inspection. Pricing broken down into 3

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

09 A: Drywall

Generated August 29, 2025

Base Bid

LINE ITEMS

Drywall

Base Bid Total

Summary

ReSolve Construction LLC

Submitted by Nate Arentz

\$360,399

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
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	\$360,399
--	-----------

	\$360,399
--	-----------

Just making sure this includes paint. I see in description it only shows Drywall. But this estimate inclu

Service Restoration

Submitted by Bob SMith

\$466,323

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
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	\$466,323
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	\$466,323
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Service Restoration is pleased to submit this bid package for the repairs at the Sanford Center in Bel

S Y Bemidji, Inc (dba Davis Drywall)

Submitted by Bobby Hanse

\$1,785,400

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
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	\$1,785,400
--	-------------

\$1,785,400

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

09 C: Ceiling & Acoustical Treatment

Generated August 29, 2025

Base Bid

LINE ITEMS

Ceiling & Acoustical Treatment

Base Bid Total

Summary

ReSolve Construction LLC

Submitted by Nate Arentz

\$89,148

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$89,148
			\$89,148

Service Restoration

Submitted by Bob SMith

\$353,390

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$353,390
			\$353,390

Service Restoration is pleased to submit this bid package for the repairs at the Sanford Center in Ber

09 D: Flooring Generated August 29, 2025				
Base Bid				
Olson Improvements Submitted by Paul Olson				
\$26,225				
Original Proposal, August 25, 2025				
Unit	Qty	Unit Cost	Total Cost	
Flooring			\$26,225	
Base Bid Total \$26,225				
Summary				
Incorporated is base bid, plus *\$10000 incidentals per bid directions.Base labor without incidentals b				
Commercial Flooring Services LLC Submitted by MONTY BECKER				
\$89,980				
Original Proposal, August 26, 2025				
Unit	Qty	Unit Cost	Total Cost	
			\$89,980	
Base Bid Total \$89,980				
Dear Christine and Sean, Please find attached our take-off drawings, proposal with options, and a de				
Multiple Concepts Interiors (MCI Carpet One) Submitted by Steve Persons				
\$168,000				
Original Proposal, August 26, 2025				
Unit	Qty	Unit Cost	Total Cost	
			\$168,000	
Base Bid Total \$168,000				
Sean-Due to the tight schedule, I anticipate multiple crews will be required to complete the flooring w				
ReSolve Construction LLC Submitted by Nate Arentz				
\$209,237				
Original Proposal, August 26, 2025				
Unit	Qty	Unit Cost	Total Cost	
			\$209,237	
Base Bid Total \$209,237				
Floor Coverings Service Restoration is pleased to submit this bid package for the repairs at the Sanf				
Service Restoration Submitted by Bob Smith				
\$485,402				
Original Proposal, August 26, 2025				
Unit	Qty	Unit Cost	Total Cost	
			\$485,402	
Base Bid Total \$485,402				

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

09 K: Painting & Wall Covering

Generated August 29, 2025

Base Bid

LINE ITEMS

Painting & Wall Covering

Base Bid Total

Summary

Steinbrecher Painting Company

Submitted by Jason Anhorn

\$269,000

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$269,000
			\$269,000

Service Restoration

Submitted by Bob SMith

\$423,717

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$423,717
			\$423,717

Service Restoration is pleased to submit this bid package for the repairs at the Sanford Center in Ber

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

21 A: Fire Protection

Generated August 29, 2025

Base Bid

LINE ITEMS

Fire Protection

Base Bid Total

Summary

THE FIRE GROUP,

Submitted by Christine Kennedy

\$27,527

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$27,527
			\$27,527

2520022 BP 3: Sanford Center Repairs - Phase 3 Storm Damage Renovations

Prepared by Kraus-Anderson Construction Company - 206 Beltrami Ave NW, Bemidji, MN 56601, USA

Bid Package Lead: Sean Lewis (sean.lewis@krausanderson.com)

Project Location: 1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

26 A: Electrical

Generated August 29, 2025

Base Bid

LINE ITEMS

Electrical

Base Bid Total

Summary

Hunt Electric Corporation

Submitted by Sam Dammer

\$87,850

Revision #1, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$87,850
			\$87,850

Please see the revised bid, revised to include a \$10,000 allowance. We acknowledge (1) addendum a

Bessler Brother's Electric, LLC

Submitted by Justin Bessler

\$107,777

Original Proposal, August 26, 2025

Unit	Qty	Unit Cost	Total Cost
			\$107,777
			\$107,777



THOMPSON LIGHTNING PROTECTION, INC.

901 Sibley Highway · Saint Paul, MN 55118-1792 · 651-455-7661
1-800-777-1230 · Fax 651-455-2545 · Email: tlp@tlpinc.com

QUOTATION

(Ref: 455358)

August 26, 2025

Page 1 of 1

Since 1910

PROJECT: BEMIDJI EVENT CENTER STORM DAMAGE
BEMIDJI, MN

BID DATE: 08/26/2025

We are pleased to quote the lightning protection system on the above project. This installation will be performed in complete conformance with the plans, specifications, and applicable code requirements. We guarantee complete satisfaction to the owner, architect, and contractor.

Our figure to install the Lightning Protection System is **\$32,685.00**. Pricing shown includes all required shop drawings, materials, and submittal data. Thank you for this opportunity to quote. If you have any questions, please contact us at 800-777-1230.

This quotation: ☒ includes no addendum.

THOMPSON LIGHTNING PROTECTION, INC.

Levi Karney

Levi Karney – Estimator

CLARIFICATION NOTES:

- 1) Quote reinstalls lightning protection at high roof only.
- 2) Roofer to reinstall (3) three through roofs to steel that got roofed over – material is to be supplied by Thompson Lightning protection.
- 3) “Certified lightning protection systems require SPD’s at all main electrical service entrances that meet UL1449 (3rd Edition) type 1 or 2 rated 20 kA In or more. Telephone entrance, data lines and all roof mounted antenna lead-in cables also require SPD’s that have a maximum discharge current of 10kA. If the owner elects not to install any SPD’s certification with a surge exemption is possible. **These arresters are not included in this quotation.**
- 4) Quote based on all roof mounted lightning protection equipment being adhered directly to roof surface. Any variance or special provisions dictated by roof manufacturer to be furnished and installed by roof contractor (i.e. additional membrane, pavers, flashings, heat welded straps, etc.) Standing seam clamps are extra at added cost if required.
- 5) **If the roof contractor/roof manufacture require additional membrane under the lightning protection conductor at the roof approximately 900 ft. of a 6” wide strip will be required. This cost is not included in our bid & must be carried by the roofing contractor at bid time. Notify the general contractor at bid time so they can have their roofing contractor cover this cost in their bids, if required.**
- 6) Quote is subject to change with copper / aluminum price in effect at time of order.
- 7) Quote excludes any and all costs incurred by Thompson Lightning Protection for the procurement of any bonding including, but not limited to, performance and payment bonds, required for this project.
- 8) Lightning protection system installation is weather dependent. No work can be accomplished if snow, or ice, conditions exist or are imminent.
- 9) Lift equipment is required for the lightning protection installation and is to be supplied by others at no cost to Thompson Lightning Protection.
- 10) Quote includes 3rd party certification.
- 11) Attached, please find a copy of our standard insurance policy. Any requirements for additional insurance beyond what is listed are at additional charges. All payment performance bonds required will also be at additional cost.

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$25,868.78

Submitted Aug 29, 2025 at 1:52 PM CDT

Property Solutions Duluth LLC

2411 Swan Lake Pl, Duluth, MN 55811, USA

kevin pietrusa | principal | +1 218-428-6143 | propertyolutionsduluth@yahoo.com

Line Items

Description	Quantity	Unit Cost	Total Cost
Final Clean			\$25,868.78
Base Bid			\$25,868.78

Additional Information

Notes SEE ATTACHED

Attachments

 Kraus-Anderson- Sanford Ce... (62 KB)

2411 Swan Lake Pl Duluth, MN 55811
propertysolutionsduluth@yahoo.com ph: (218) 428-6143 | ph: (218) 213-7586

Attention: Accounts Payables
Kraus Anderson Construction Company
3716 Oneota Street
Bemidji, MN 55807
Date: 8/29/2025

Property Address: Sanford Center Bemidji
Project Description: Final Cleaning
Invoice Number:
Terms: 30 Days

Description	Quantity	Unit Price	Cost
Final Cleaning- includes a one time final clean and travel and lodging expenses for approx 30,000sqft- We can also do T&M. If a secondary cleaning after punch list items is needed, we can do this on T&M or provide a quote for a limited secondary cleaning.	1.0	\$ 23,340.00	\$ 23,340.00
**does not include any exterior window cleaning, exterior surface cleaning, or stripping or waxing of any vinyl or VCT flooring. Also does not include any interior cleaning requiring a scissor lift. A quote can be provided if required			\$ 0.00
Floor Equipment w/cleaning pads	1	\$ 500.00	\$ 500.00
"Rough Cleaning" laborers can be provided at T&M \$90/hr			
ADD 3.5% for Performance Bond			

Description	Quantity	Unit Price	Cost
**based on a one time final cleaning to include interior windows. duplicate cleaning would be billed for added time. The quote assumes the cleaning of expected general construction dust and does not include the removal of stickers, plastic wrapping and adhesives, debris or items that would fall under general laborers pre construction final cleaning "rough cleaning", removal of tile mortar, excessive floor cleaning due to unprotected floors, however these items can be cleaned and will be billed at time and material. Additional trips for items that could have been otherwise completed and were not present during our allotted days for final cleaning such as wall and floor dust or any other cleaning items created by other trades after our final cleaning days and from their punch list items would be billed at time and material.			\$ 0.00
		Subtotal	\$ 23,840.00
REMOVE TAX IF APPLICABLE	Tax	8.510%	\$ 2,028.78
		Total	\$ 25,868.78

Thank you for your business. It's a pleasure to work with you on your project.

Sincerely,

Kevin

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$167,000

Submitted Aug 26, 2025 at 1:00 PM CDT

Christiansen Construction Company INC.

2805 Washington Avenue Southeast, Bemidji, MN 56601, United States of America

Eric Vandermeer | Project Manager | +1 218-751-4433 | eric@christianseninc.com

Attachments

 Proposal Sanford Center Pha... (147 KB)

 Contractor Affidavit.pdf (207 KB)



Proposal Sandford Center Phase 3

Christiansen Construction Co. Inc.
P.O. Box 456
Bemidji, MN. 56601

Date 8/26/2025

Customer ID KA

For

Krause Anderson
Attn. Sean Lewis

Quotation valid until: 30 Days
Prepared by: Eric Vandermeer

Comments or Special Instructions

Work Scope 6a Pricing for Items listed below, Addenda 1

Bid Includes:

Labor and Equipment, Materials if noted.

Bid Excludes:

Permits, inspections, testing, bonds. Dumpsters and disposal

Section 00 4101 – MN Responsible Contractor Affidavit

**ATTACHMENT A
RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE - MINN. STAT. § 16C.285**

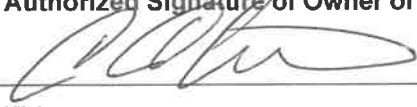
PROJECT TITLE: Sanford Ctr. Phase 3 (the "Project")

THE UNDERSIGNED, being first duly sworn, deposes and states under oath as follows:

1. I am Chris Christiansen with
(Name)
Christiansen Const. Co. (the "Contractor"), and I am
(Name of Contractor)

duly authorized as an owner or officer of the Contractor to sign this Affidavit.

2. I warrant and represent that the Contractor is in full compliance with the minimum criteria as set forth in Minn. Stat. § 16C.285, Subd. 3.
3. I have included Attachment A-1 with the Contractor's response to the solicitation for the Project.
4. If the Contractor is awarded a contract on the Project, prior to and as a condition precedent to the execution of the contract, I will submit Attachment A-2 to the contracting authority.
5. If the Contractor is awarded a contract on the Project, I will submit Attachment A-3 as required for the duration of the Project.
6. I acknowledge that any false statement made in, or in connection with, this Affidavit will render the Contractor ineligible to be awarded a contract on the Project and may result in termination of any contract awarded to the Contractor on the Project.

Authorized Signature of Owner or Officer: 	Printed Name: <u>Chris Christiansen</u>
Title: <u>President</u>	Date: <u>8-26-2025</u>
Contractor Legal Name: <u>Christiansen Construction Company INC.</u>	

Pursuant to Minn. Stat. § 16C.285, Subd. 4, the above signature under oath does not need to be notarized.

Section 00 4101 – MN Responsible Contractor Affidavit

ATTACHMENT A-1 FIRST-TIER SUBCONTRACTORS LIST

SUBMIT WITH CONTRACTOR'S COMPLIANCE AFFIDAVIT – ATTACHMENT A

PROJECT TITLE: Sanford Ctr. Phase 3

A prime contractor or subcontractor shall include in its verification of compliance a list of all of its first-tier subcontractors that it intends to retain for work on the project. Minn. Stat. § 16C.285, Subd. 5.

FIRST TIER SUBCONTRACTOR NAMES (Legal name of company)	Name of city where company home office is located
N/A	

**ATTACHMENT A-2
SUPPLEMENTAL AFFIDAVIT OF COMPLIANCE**

CONTRACTOR TO SUBMIT AS A CONDITION PRECEDENT TO SIGNING THE CONTRACT FOR THE PROJECT

PROJECT TITLE: Sanford Ctr. Phase 3

Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Minn. Stat. § 16C.285, Subd. 5.

ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response)	Name of city where company home office is located
Legal name of company	
N/A	

SUPPLEMENTAL VERIFICATION FOR ATTACHMENT A-2	
By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that: As of the date of this verification, the Contractor complies with Minn. Stat. § 16C.285, subd. 3, clause (7), and all first-tier subcontractors and motor carriers that it intends to retain for work on the project, including the additional subcontractors listed on this Attachment A-2, have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.	
Authorized Signature of Owner or Officer: 	Printed Name: Chris Christensen
Title: Pres.	Date: 8-26-2025
Contractor Legal Name: Christensen Construction Company INC	

ATTACHMENT A-3

**ADDITIONAL SUBCONTRACTORS LIST
CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE ADDED TO THE PROJECT**

PROJECT TITLE: _____

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors. Minn. Stat. § 16C.285, Subd. 5.

ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response) Legal name of company	Name of city where company home office is located
N/A	

SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-3

By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that:

All additional subcontractors listed on this Attachment A-3 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.

Authorized Signature of Owner or Officer: 	Printed Name: Chris Christensen
Title: Pres.	Date: 8-26-2025
Contractor Legal Name: Christensen Construction Company INC	

-- End --

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$9,000

Submitted Aug 26, 2025 at 12:29 PM CDT

Christiansen Construction Company INC.

2805 Washington Avenue Southeast, Bemidji, MN 56601, United States of America

Chris Christiansen | President | +1 218-751-4433 | chris@christianseninc.com

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$15,000

Submitted Aug 25, 2025 at 2:51 PM CDT

Anderson Glass Company - MN

816 NW 4th St, Grand Rapids, MN 55744, USA

Chris Stanley | VP/Co-Owner | +1 218-326-0331 | chris@andersonglassco.com

Additional Information

Notes

Replace 4 pieces of glass, 1 new 10' x 10" interior storefront with 1/2" clear tempered glass (butt glazed)./ Remove 1 piece of glass for material access on 2nd story Frame to remain. If frame needs to come out, add \$1,500.00).

ReSolve Construction

4366 Greenhaven Dr.
Vadnais Heights, 55127
License Number: BC807061
Phone Number: (701)-936-1285



Drywall and Paint - Sanford Center

Date
Aug 26, 2025

Bill To

Kraus Anderson
1111 Event Center Drive Northeast, Bemidji,
Minnesota, 56601
sean.lewis@krausanderson.com

Estimate
ES-10093

#	Sanford Center - Repairs	Qty	Unit Price	Total
1	Drywall		\$223,024.35	\$223,024.35
1.1	Drywall	1	\$213,076.23	\$213,076.23
	<u>1st Floor Areas</u>			
	- Office Areas			
	• Ticket Office			
	• Ticket Counter			
	• Admin Office			
	• 1525			
	• 1517 Hall			
	• 1531 Office			
	• 1517			
	• 1517 S Hall			
	• 1517 S Hall (extended)			
	• 1502 Electrical			
	◦ Corridor Main Level			
	▪ Framing of Trophy case			
	• 1409 Wmns Bath 2			
	• 1409 Wmns Bath 3			
	• 1412 Papa Murphys			
	• 1414 Mens RR			
	• 1408 Mens RR			
	• 1st Floor Corridor RH Peters			
	• 1st Floor Corridor to Ice			
	• 1419 Beaver Dam			
	• 1st Floor Corridor S Wall (Lakeland news)			
	• Trophy Case			
	• Cloud near stairs			
	• Player Ice entry			
	◦ Mens/Womens Hockey Wing			
	• 1323 BSU Wing 4			

#	Sanford Center - Repairs	Qty	Unit Price	Total
	• Mens Stick Room • Mens Locker Room • 1332 Electrical • 1323 BSU Wing 3 • 1378 ◦ Convention Center Wing • Corridor 17 to Ice • Hall of fame Engagement Wall • 1st Floor Corridor 16 • 1123 First Aid Room • Convention Center Corridor • 1116 Mens RR • Convention Corridor 3 • Convention center lobby • Corridor to hotel • Meeting room 4, 5, 6, 7 • Convention Corridor 9 North • Ballroom 2 • Ballroom 3 • 1121 Kitchen Service			
	2nd Floor Areas			
	- Suite Level (insulation included) • 3rd Floor Corridor • 3rd Floor Clouds • 2115 bar • 3rd Floor Corridor (Soffit Repair) • 3rd Floor Corridor(suites 1-15) • Staircase 2 • 2315 • 2314 • 2313 • 2312 • 2311 • 2310 • 2309 • 2308 • 2307 • 2306 • 2305 • 2304 • 2303 • 2302 • 2301 • 2119 Womens RR • 2120 Mens RR • 2123 Storage • Staircase 3 • Suite Parapet (repair and paint)			
1.2	Equipment Lifts, scaffolding	1	\$9,948.12	\$9,948.12
2	Painting		\$150,624.65	\$150,624.65
2.1	Painting <u>1st Floor Areas</u>	1	\$150,624.65	\$150,624.65

#	Sanford Center - Repairs	Qty	Unit Price	Total
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- **Office Areas**

- Ticket Office
- Ticket Counter
- Admin Office
- 1525
- 1517 Hall
- 1531 Office
- 1517
- 1517 S Hall
- 1517 S Hall (extended)
- 1502 Electrical
 - **Corridor Main Level**
- 1409 Wmns Bath 2
- 1409 Wmns Bath 3
- 1412 Papa Murphys
- 1414 Mens RR
- 1408 Mens RR
- 1st Floor Corridor RH Peters
- 1st Floor Corridor to Ice
- 1419 Beaver Dam
- 1st Floor Corridor S Wall (Lakeland news)
- Trophy Case
- Cloud near stairs
- Player Ice entry
 - **Mens/Womens Hockey Wing**
- 1323 BSU Wing 4
- Mens Stick Room
- Mens Locker Room
- 1332 Electrical
- 1323 BSU Wing 3
- 1378
 - **Convention Center Wing**
- Corridor 17 to Ice
- Hall of fame Engagement Wall
- 1st Floor Corridor 16
- 1123 First Aid Room
- Convention Center Corridor
- 1116 Mens RR
- Convention Corridor 3
- Convention center lobby
- Corridor to hotel
- Meeting room 4, 5, 6, 7
- Convention Corridor 9 North
- Ballroom 2
- Ballroom 3
- 1121 Kitchen Service

2nd Floor Areas

- Suite Level
- 3rd Floor Corridor
- 3rd Floor Clouds
- 2115 bar
- 3rd Floor Corridor (Soffit Repair)
- 3rd Floor Corridor(suites 1-15)
- Staircase 2
- 2315
- 2314
- 2313

#	Sanford Center - Repairs	Qty	Unit Price	Total
	• 2312 • 2311 • 2310 • 2309 • 2308 • 2307 • 2306 • 2305 • 2304 • 2303 • 2302 • 2301 • 2119 Womens RR • 2120 Mens RR • 2123 Storage • Staircase 3 • Suite Parapet (repair and paint)			

Subtotal	\$373,649.00
Tax	\$0.00
Total	\$373,649.00
Amount Paid	\$0.00
Balance Due	\$373,649.00

Payments

\$112,094.70

Upcoming

Deposit

Due: Sep 10, 2025

\$261,554.30

Upcoming

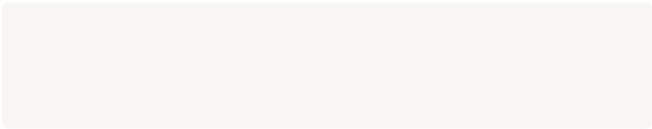
Upon completion

Due: Sep 10, 2025



Pay Now

ReSolve Construction



Company Signature

Client Signature

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$89,147.71

Submitted Aug 26, 2025 at 12:51 PM CDT

ReSolve Construction LLC

Vadnais Heights, MN 55127, United States of America

Nate Arentz | Owner | +1 701-936-1285 | nate@resolveconstructionmn.com

Attachments

 Estimate - Ceiling and Acous... (64 KB)

ReSolve Construction

4366 Greenhaven Dr.
Vadnais Heights, 55127
License Number: BC807061
Phone Number: (701)-936-1285



Ceiling and Acoustical Treatment - Sanford Center

Date
Aug 26, 2025

Bill To

Kraus Anderson
1111 Event Center Drive Northeast, Bemidji,
Minnesota, 56601
sean.lewis@krausanderson.com

Estimate
ES-10094

#	Sanford Center - Repairs	Qty	Unit Price	Total
1	Acoustical Ceiling		\$89,147.71	\$89,147.71
1.1	Acoustical Ceiling	1	\$83,551.69	\$83,551.69
	First Floor			
	• Office Areas			
	• Ticket Office			
	• 1525			
	• 1517 Hall			
	• 1531 Office			
	• 1517			
	• 1517 S Hall			
	◦ Corridor Main Level			
	• 1409 Wmns Bath 2			
	• 1409 Wmns Bath 3			
	• 1414 Mens RR			
	• 1408 Mens RR			
	• 1st Floor Corridor to Ice			
	• Player Ice entry			
	◦ Mens/Womens Hockey Wing			
	• 1323 BSU Wing 4			
	• Mens Stick Room			
	• Mens Locker Room			
	• 1332 Electrical			
	• 1323 BSU Wing 3			
	• 1378			
	◦ Convention Center Wing			
	• Corridor 20			
	• Convention Center Corridor			
	• Convention center lobby			
	• Meeting room 4, 5, 6, 7			
	• Convention Corridor			

#	Sanford Center - Repairs	Qty	Unit Price	Total
	1121 Kitchen Service			
	2nd Floor			
	- Suite Level			
	• 3rd Floor Corridor			
	• 2115 bar			
	• 3rd Floor Corridor (Soffit Repair)			
	• 3rd Floor Corridor(suites 1-15)			
	• Staircase 2			
	• 2315			
	• 2314			
	• 2313			
	• 2312			
	• 2311			
	• 2310			
	• 2309			
	• 2308			
	• 2307			
	• 2306			
	• 2305			
	• 2304			
	• 2303			
	• 2302			
	• 2301			

1.2	Equipment	1	\$5,596.02	\$5,596.02
	Lift, Scaffolding			

Subtotal	\$89,147.71
Tax	\$0.00
Total	\$89,147.71
Amount Paid	\$0.00
Balance Due	\$89,147.71

Payments

\$26,744.31

Upcoming

Deposit

Due: Sep 10, 2025

\$62,403.40

Upcoming

Upon completion

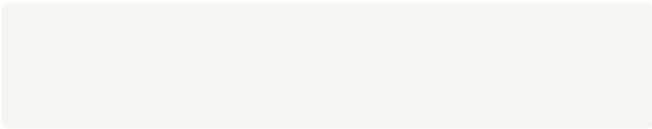
Due: Sep 10, 2025

Pay Now

Signature

Click here to sign

ReSolve Construction



Company Signature

Client Signature

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$168,000

Submitted Aug 26, 2025 at 11:44 AM CDT
Multiple Concepts Interiors (MCI Carpet One)
26 1st Avenue North, Waite Park, MN 56387 US
Steve Persons | Project Manager | spersons@mcicarpetone.com

Additional Information

Notes

Sean-
Due to the tight schedule, I anticipate multiple crews will be required to complete the flooring work scope. Priced with Union labor; my best source for manpower.
Please review the attached shops, showing where I have included new flooring. Various patching at offices and lower level is included, not noted on shops.
Thanks for the opportunity!

Attachments

-  Sanford Center Storm Dama... (38 KB)
-  FLOORING SHOPS.pdf (3.1 MB)



MCI



PROPOSAL

MULTIPLE CONCEPTS INTERIORS

26 First Avenue North - Waite Park, MN 56387

Ph: (320) 253-5078 Fx: (320) 253-9458

Date: August 26, 2025

Quote #:

Prepared By: Steve Persons

Email: spersons@mcicarpetone.com

Mobile #: 763-639-2036

Proposal Submitted To: Kraus Anderson Construction		Fax, Phone, Email or Contact: Sean Lewis
Street Address: 206 Beltrami Ave NW		Name of Project: Sanford Center Storm Damage
City, State, Zip Code: Bemidji, MN 56601		Project Location: 1111 Event Center Dr. Bemidji, MN
Architect/Drawing Developer:	Date of Drawings:	Addendums: #1

In Consideration of the above referenced project, we are pleased to offer the following proposal:

Install owner furnished LVT or Carpet in 15 Suites, install owner furnished carpet at second level common areas and stariway from main to second level, main level banquet room and main level ballrooms.

Furnish all resilient accessories - Vinyl base, transitions, nosings- as required.

Demo existing carpet where necessary.

Prep floors to receive new finishes.

Multiple crews will be needed to meet the schedule.

Exclusion:

Warehouse or delivery of owner furnished carpet tile or lvt.

Please see the attached shop drawings to show the intended extent of the flooring scope.

Materials and Labor complete:

\$168,000.00

One Hundred Sixty Eight Thousand dollars

Typical floor prep is included in this proposal. Materials and labor for the amount of:

Grinding, self-leveling, bead blasting or glue removal is not included unless noted above. Additional labor will be billed at \$112.50 per hour plus the cost of any materials required. Includes final broom cleaning. Prior trades are responsible to clean any residue from floors left by their scope of work, otherwise charges will apply to clean. Proposal does not include removal of existing flooring or adhesives. Dumpsters not included. Post floor protection is not included. Initial moisture testing is included performed by 3rd party. Additional testing due to high moisture or special request will be billed at \$125.00 per test and \$.65 per mile from Willmar, MN.

PAYMENT TERMS: Net 30 days of invoice date using cash, check, or credit card. Any collection fees or attorneys fees incurred by MCI will be the responsibility of the buyer. A monthly service charge will be added at the rate of 1.5% per month (18% annum). We reserve the right to perfect mechanics lien rights when applicable.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

This proposal may be withdrawn by MCI if not accepted within 60 days of proposal date above. This proposal is contingent upon final acceptance of contract language.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

Sanford Center Repairs - Phase 2 Casework

United States of America

Sent proposal: \$164,545

Submitted Aug 26, 2025 at 5:05 PM CDT
St Germain's Cabinet
5724 Miller Trunk Hwy, Duluth, MN 55811, United States of America
Submitted on behalf of St Germain's Cabinet by Christine Kennedy

Additional Information

Notes

Attachments

-  55362 Sanford Center Suites.... (203 KB)
-  55362 Sanford Center Suites ... (110 KB)



5724 Miller Trunk Hwy Duluth MN 55811-1238
Phone: 218-624-1234 Fax: 218-624-0599

PROPOSAL: 55362

DATE: 08-26-2025

JOB: Sanford Center Suites – South LOCATION: Bemidji, MN

Addendum: #1 ☐ #2 ☐ #3 ☐ #4 ☐ #5 ☐

Description of work: per Bobby Anderson's direction and attached Scope List

(15) SOUTH SUITES

TFL KITCHENETTE CABINETRY – pattern: Folkstone Grey or Fossil
slab doors – 3mm edge – concealed hinges – standard wire pulls
white melamine interiors – white melamine drawers w/ full extension side mount glides

CAMBRIA COUNTERTOPS & SIDE DRINK RAILS – pattern: Seacourt
3cm thickness – standard set on splash: up to 4
includes standard AM wall mount countertop supports at side drink rail

CAMBRIA FRONT DRINK RAILS – pattern: Seacourt

Materials delivered, installed, & use tax

Materials \$ 121,745.00

Install \$ 42,800.00

TOTAL \$ 164,545.00

ADD OPTION A: ADD (3) Cambria Lobby Drink Rails

ADD \$ 10,455.00

ADD OPTION B: ADD (15) Cambria Tables (1-per suite) – pattern: 4cm Charlestown – please note: excludes chairs

ADD \$ 30,600.00

ADD OPTION C: ADD (34) HatCo Heat Induction Units (2/3-per suite) – please note: excludes electrical

ADD \$ 58,270.00

ADD OPTION D: ADD (15) Karran Stainless Steel Undermount Standard Bar Single Bowl Sink (1-per suite)

please note: excludes plumbing hookup

ADD \$ 5,305.00

Please note: excludes flooring – by others

Please note: excludes floor mounted drink rail supports at drink rails overlooking arena

Please note: excludes under counter refrigerators – provided & installed by others

Please note: excludes faucets – provided & installed by others

☒ Yes ☐ No Delivery to job site

☒ Yes ☐ No Install included

☐ Yes ☒ No FSC Certified Materials

☐ Yes ☒ No AWI QCP Labels included

☐ Yes ☒ No Bond included

Clarifications:

- No plumbing or electrical work included.
- Measuring of work to be done by general if install is not accepted.
- We exclude verification of dimensions and trips to the jobsite for project meetings.
- We exclude fasteners for installation.
- Proposal subject to revision if not accepted within 30 days.
- All contracts are subject to cancellation upon strikes, breakdowns, fires, or other causes beyond our control.
- Contracts with private commercial truck lines; their driver is not responsible for any assistance in unloading. On-site contractors are responsible for unloading product.
- When materials are delivered a representative of the buyer must sign for the quantity. From that time, it will be the responsibility of the buyer to secure the material against loss or damage. Any additional material required replacing stolen, damaged, or that which is incorrectly used, will require a purchase order.

Prepared by: Chris Heifner

Date: 08-26-2025

chris@stgermainscabinet.com

Accepted by:

Date:

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal: \$27,527

Submitted Aug 26, 2025 at 4:41 PM CDT

THE FIRE GROUP,

1801 43st n, SuiteB, Fargo, ND 58102, United States of America

Submitted on behalf of THE FIRE GROUP, by Christine Kennedy

Additional Information

Notes

Attachments

 Sanford Center Storm Dama... (31 KB)

The Fire Group, Inc.

Fire Sprinkler Proposal

Sanford Center Storm Damage Bid #MWR250136

Bemidji, Minnesota 56601

**Kraus Anderson Construction Company
Bemidji, Minnesota 56601
Attn: Mr. Sean Lewis**

Cell: 218-766-5779

E-mail: sean.lewis@krausanderson.com

We propose to provide all material, taxes, permit, and labor to complete the fire protection portion of the project above. This proposal is based on plans and specifications from and will conform to NFPA Guidelines and all state and local codes as applicable.

Addenda Received:

Specification Division: 21 Fire Suppression

Scope:

- Extend the arm overs and drops from the existing wet system piping already installed.
- Provide new concealed sprinklers into the damaged ceilings as required (50).
- Utilize the existing system riser with proper valves, trim, tamper switches, flow switches and drain per NFPA requirements.
- Utilize the existing backflow device per state and local requirements.
- Utilize existing FDC with cap and wall plate, interior check valve and ball drip.
- Utilize existing head cabinet with spare sprinklers and head wrench, signs, gauges and switches for monitoring.
- All hangers to be sized and spaced per NFPA guidelines.
- Provide fire safe barrier for all rated walls to maintain wall integrity where required.
- Utilize existing inspectors test per NFPA Guidelines.
- Permit fees per authority having jurisdiction requirements.

Materials:

- All sprinkler heads in lay-in ceilings to be concealed sprinklers with matching escutcheon.
- 1" sprinkler piping shall be black schedule 40 steel with ductile iron threaded fittings.

Exclusions: This proposal does not include the following:

- Bond, Builders Risk, and Excise Tax.
- Payment & Performance Bond.
- Sprinklers in any hard lid ceilings.
- Prevailing wage or certified payroll.
- Professional Engineer delegated design.
- No raising, lowering modifying the location of existing branch lines.
- No removal and/or replacement of any ceilings.
- Prep for or painting of pipe, fittings or hangers or bagging of sprinkler heads or removal of bags.
- Alarm, monitoring, temporary heat/ smoke detection, wiring of any kind, conduit, and cable tray.
- Temporary Facilities or temporary power for tools or other devices.
- Fire pumps or tanks, if required
- Overtime, cutting, and patching or painting of walls or ceilings.
- This price proposal is valid for **30** days.

Total Price**\$27,527.00**

(Twenty-Seven Thousand Five Hundred Twenty-Seven Dollars and No Cents)

DISCLAIMER:

The market for steel products is very volatile. This proposal is based on current pricing for steel products (pipe and fittings, valves, sprinklers, etc.) and includes a date showing the valid acceptance date for this proposal. If Notice to Proceed, returned signed proposal, or contract is not received by The Fire Group, Inc. by the valid acceptance date within, purchaser accepts that material pricing may be increased under this proposal as long as The Fire Group, Inc. provides a valid manufacturer or supplier increase announcement. It is recommended that prior to acceptance of this proposal, purchaser should ask for updated pricing.

Payment Terms:

All work is based upon monthly pay request by the 25th of each month (Projected to the end of the month) and payable within 30 days of the date of the invoice. Unless previously arranged with an approved officer of "The Fire Group, Inc.", any payment received passed the above stated payment term may be subject to a late fee which will be included on the next month's invoice.

Michael W. Reese
Senior Salesman / Estimator

Cell: (701) 446-6378
E-mail: michael.reese@thefiregroupinc.com

Accepted By: _____

Date: _____

Print Name: _____

Title: _____

DICK'S PLUMBING & HEATING OF BEMIDJI, INC.

427 MAG SEVEN COURT SW

BEMIDJI, MN 56601

Phone: (218) 751-4964, Fax (218) 751-4215, After Hours (218) 308-0028

Website: <http://www.dicksplumbingandheating.com>

MECHANICAL CONTRACTORS

PROPOSAL: Sanford Center Repairs

- Furnish and install 15 faucets and one missing P-Trap
- Connect 15 sinks
- Reconnect 15 Water Heaters
- Reconnect 2 Ice makers
- Reconnect 2 Prep Sinks
- Reconnect 1 Hand Sink
- Insulation Of Ductwork

Total cost: \$34,995.00

- **Price Excludes Water Heaters as we don't currently know how many will need to be replaced.**
- Water Heater allowance per unit- \$550.00
- 1 Hour Labor- \$130.00
- Materials- \$420.00

Notes:

EXCLUSIONS:

- | | | | |
|----------------------------|---------------------------|------------------------|-------------------------|
| - Permit/Plan Review Fees | - Bonding | - Prevailing Wage | - Premium Working Hours |
| - Sinks Provided by others | - Countertop installation | - Electrical By Others | - Roof Drain Work |

PAYMENT AS FOLLOWS: Monthly Billing, Net 30 Upon Completion

Quoted By: Kyle Sanders

Date: 8/25/2025

PROPOSAL Accepted BY: _____

Date: _____

Due to the volatility and availability of product we reserve the right to make price adjustments as necessary.

This Proposal is valid for 30 Days

All material used in this contract is to be as specified, and the entire job is to be in a neat workman-like manner. Any deviation from the work herein will be completed only upon a written order for the same and will involve an extra charge over the above estimate. Delays in scheduled monthly payments are subject to late charges and interest fees. Notice of Pre-Lien may occur approximately 80 days after work is complete.

Sanford Center Repairs - Phase 3 Storm Damage Renovations

1111 Event Center Drive Northeast, Bemidji, MN 56601, United States of America

Sent proposal revision #1: \$87,850

Submitted Aug 26, 2025 at 12:31 PM CDT

Hunt Electric Corporation

4330 W 1st St b, Suite B, Duluth, MN 55807, USA

Sam Dammer | Project Assistant | sdammer@huntelec.com



Additional Information

Notes

- Please see the revised bid, revised to include a \$10,000 allowance.
- We acknowledge (1) addendum and (1) KA Special Requirements.
- We have included a bid bond.
- We have included a responsible contractor form.
- Hunt Electric Corporation is incorporated in Minnesota.

Attachments

- Responsible Contractor Sanf... (250 KB)
- Bid Bond.pdf (137 KB)
- REVISED Sanford.pdf (201 KB)



4330 West 1st Street, Suite B
Duluth, MN 55807
218-628-3323

August 26, 2025

Sean Lewis
Kraus Anderson Construction Company
2000 W Superior St, Ste 101
Duluth, MN 55806

Phone: 218-722-3775
Email: sean.lewis@krausanderson.com

RE: Sanford Center Storm Repairs

Sean,

Hunt Electric Corporation, incorporated in Minnesota, is pleased to provide you with the following pricing for the Sanford Center Storm Repairs project.

BASE BID: \$87,850.00 (EIGHTY-SEVEN THOUSAND EIGHT HUNDRED FIFTY DOLLARS)

CLARIFICATIONS AND EXCLUSIONS:

- This proposal is based on work occurring during normal working hours 7:00 A.M. – 3:30 P.M.
- This proposal includes a standard 1-year warranty.
- Merchant fees will be added to the invoice if payment is made via credit card.

We acknowledge (1) addendum and (1) special requirements.

Please, contact me with any questions you may have at (218) 940-1709.

Sincerely,

HUNT ELECTRIC CORPORATION

Lyssa Goranson
Estimator / Business Development
Hunt Electric – North Division

LG/sd

Section 00 4101 – MN Responsible Contractor Affidavit

**ATTACHMENT A
RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE - MINN. STAT. § 16C.285**

PROJECT TITLE: Sanford Center Storm Repairs (the "Project")

THE UNDERSIGNED, being first duly sworn, deposes and states under oath as follows:

1. I am Jeffrey Tyllia with
(Name)
Hunt Electric Corporation (the "Contractor"), and I am
(Name of Contractor)

duly authorized as an owner or officer of the Contractor to sign this Affidavit.
2. I warrant and represent that the Contractor is in full compliance with the minimum criteria as set forth in Minn. Stat. § 16C.285, Subd. 3.
3. I have included Attachment A-1 with the Contractor's response to the solicitation for the Project.
4. If the Contractor is awarded a contract on the Project, prior to and as a condition precedent to the execution of the contract, I will submit Attachment A-2 to the contracting authority.
5. If the Contractor is awarded a contract on the Project, I will submit Attachment A-3 as required for the duration of the Project.
6. I acknowledge that any false statement made in, or in connection with, this Affidavit will render the Contractor ineligible to be awarded a contract on the Project and may result in termination of any contract awarded to the Contractor on the Project.

Authorized Signature of Owner or Officer: 	Printed Name: Jeffrey Tyllia
Title: VP of Business Development	Date: 8.26.25
Contractor Legal Name: Hunt Electric Corporation	

Pursuant to Minn. Stat. § 16C.285, Subd. 4, the above signature under oath does not need to be notarized.

Section 00 4101 – MN Responsible Contractor Affidavit

ATTACHMENT A-1 FIRST-TIER SUBCONTRACTORS LIST

SUBMIT WITH CONTRACTOR'S COMPLIANCE AFFIDAVIT – ATTACHMENT A

PROJECT TITLE: Sanford Center Storm Repairs

A prime contractor or subcontractor shall include in its verification of compliance a list of all of its first-tier subcontractors that it intends to retain for work on the project. Minn. Stat. § 16C.285, Subd. 5.

FIRST TIER SUBCONTRACTOR NAMES (Legal name of company)	Name of city where company home office is located

**ATTACHMENT A-2
SUPPLEMENTAL AFFIDAVIT OF COMPLIANCE**

CONTRACTOR TO SUBMIT AS A CONDITION PRECEDENT TO SIGNING THE CONTRACT FOR THE PROJECT

PROJECT TITLE: Sanford Center Storm Repairs

Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Minn. Stat. § 16C.285, Subd. 5.

ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response)	Name of city where company home office is located
Legal name of company	

SUPPLEMENTAL VERIFICATION FOR ATTACHMENT A-2	
By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that: As of the date of this verification, the Contractor complies with Minn. Stat. § 16C.285, subd. 3, clause (7), and all first-tier subcontractors and motor carriers that it intends to retain for work on the project, including the additional subcontractors listed on this Attachment A-2, have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.	
Authorized Signature of Owner or Officer: 	Printed Name: Jeffrey Tyllia
Title: VP of Business Development	Date: 8.26.25
Contractor Legal Name: Hunt Electric Corporation	

ATTACHMENT A-3

Section 00 4100 – Bid Form

**ADDITIONAL SUBCONTRACTORS LIST
CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE ADDED TO THE PROJECT**

PROJECT TITLE: Sanford Center Storm Repairs

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors. Minn. Stat. § 16C.285, Subd. 5.

ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response) Legal name of company	Name of city where company home office is located

SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-3	
By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that: All additional subcontractors listed on this Attachment A-3 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.	
Authorized Signature of Owner or Officer: 	Printed Name: Jeffrey Tyllia
Title: VP of Business Development	Date: 8.26.25
Contractor Legal Name: Hunt Electric Corporation	

-- End --