MINNESOTA
PUBLIC FACILITIES AUTHORITY

Drinking Water State Revolving Fund

Lead Service Line Replacement Projects

APPLICATION FORMS AND INSTRUCTIONS

February 2024

Applicant: **Duluth**

System type: **Lead Service Line Replacement**

IUP project ID: **1690011-12**

IUP status: **Part A**

IUP project descr: **LSLR Phase 1**

MPFA Loan Officer contact info: Drew Brooksbank
Drew.Brooksbank@state.mn.us
651.259.7131

Form 01 Applicant Information

Applicant ID:

Name	Duluth
Primary County	Saint Louis County
UEI Number (12 char/digits) (SAM.gov | Home)	S3MZFK8JXGJ3
MN SWIFT Vendor ID No. (10 digits)	0000197681
MN SWIFT Vendor Suffix No. (3 digits) (determines where funds will be sent)	001

Mail Address:

PO Box or bldg no. and street name	411 West First St
City, state and 9-digit ZIP	Duluth, MN 55802-1102

Primary Municipal Contact:

Name	Brad Scott
Title	Senior Engineer
Phone	218-213-2604
Email	bscott@duluthmn.gov
PO Box or bldg no. and street name	411 West First Street, Room 240
City, state and 9-digit ZIP	Duluth, MN 55802

Applicant officials authorized to sign legal documents:

1. Name	Ian Johnson
Title	City Clerk
Email (unique to Name #1)	ibjohnson@duluthmn.gov
2. Name	
Title	
Email (unique to Name #2)	

If a Public Utilities Commission (PUC) or other public entity is legally responsible for setting or adjusting user rates, and/or operation and maintenance of the project, this entity may also need to sign the MPFA financing agreement. If so, please identify:

Name of PUC or other Entity	Duluth Public Utilities Commission
Contact Name:	Jim Benning
Title	Director of Public Works
Phone	218-730-5200
Email	jbenning@duluthmn.gov
PO Box or bldg no. and street name	411 West 1st St
City, state and 9-digit ZIP	Duluth, MN 55802-1102

Form 01 Applicant Information

Consultants and Advisors:

Consulting Engineer:

Company Name	MSA Professional Services, Inc.
Engineer's Name	Jon Loye
Phone	(218) 722-3915
Email	jloye@msa-ps.com

For the consulting engineer contract, please identify the procurement process used:

Contract Term: 9/2/2022 - 3/15/2023

Type of procurement process used:

- ☐ No formal process used
- ☑ Qualifications based selection process
- ☐ Other, please describe:

Bond Counsel:

Company Name	Fryberger, Buchanan, Smith & Frederic, P.A.
Attorney's Name	Bob Toftey
Phone	218-722-0861
Email	rtoftey@fryberger.com

Municipal (Financial) Advisor:

Company Name	Pfm Financial Advisors, LLC
Advisor's Name	
Phone	612-338-3535
Email	

Other Consultant:

Company Name	
Contact's Name	
Phone	
Email	

Persons responsible for compliance monitoring:

American Iron and Steel (AIS), Build America Buy America (BABA):

Company Name	City of Duluth
Contact's Name	Brad Scott

Form 01 Applicant Information

Phone	218-213-2604
Email	bscott@duluthmn.gov

Prevailing Wage related requirements:

Company Name	City of Duluth
Contact's Name	Angela Herbert
Phone	218-730-5081
Email	aherbert@duluthmn.gov

MN Department of Health Engineer:

Name	Corey R. Mathisen
Phone	651-201-4494
Email	Corey.Mathisen@state.mn.us

Form 02 Project Information

System type Lead Service Line Replacement

Project title (max 30 char): LSLR Phase 1

Project description (please discuss the problem/need and the proposed solution/project):

The project scope includes replacing existing lead or galvanized water service lines with new HDPE service lines in the Gary Neighborhood of Duluth, Minnesota. Approximately 165 homes are included in this specific project scope with allowance for an additional 30 homes to be added as determined by the Engineer. Some homes will have service lines replaced from the curb stop to the internal building connection to the water meter and some will have service lines replaced from the corporation stop on the watermain to the internal building connection to the water meter.

Project the service area (describe addresses, street names, or area(s)):

General description:

The project is in Duluth's Gary Neighborhood. Indivdiual addresses for each residence ("SITE") are included in the Plans. 165 residences are identified in the Plans.

Identify each local governmental jurisdiction (cities and townships) in the project service area (provide additional sheets if needed):

Jurisdiction 1	Duluth
Jurisdiction 2	
Jurisdiction 3	
Jurisdiction 4	

Please use the space below to identify if other jurisdictions are included, and attach map of the service area.

Refer to attached location map.

Project scope:

Will the project be done as part of a larger infrastructure project that will be included in the same bid, share road construction costs, etc.? If so, please describe how the projects are related.

N/A

Estimated bid date:	01/10/24
Estimated year that construction will start:	2024
Estimated year that construction will end:	2025

Form 02 Project Information

Project site ownership / rights of way:

Please provide a link to (or attach a copy of) the code and ordinances that identify ownership of the water service lines:

Authority to undertake LSL replacement work on private property:

Please provide a link to (or attach a copy of) the code and ordinances provide this authority:

The City has signed work authorization agreements with each property owner. A sample is attached.

Describe the factors the City used to select the area for the LSLR project including health equity and efficient use of funds:

(1) The City has identified that there are LSLs, an imminent threat to public health, in the Gary neighborhood of Duluth; (2) The project is located in a residential zone with children under the age of five; and (3) The project is located in Census Tract 33, a Low-Income Community Opportunity Zone, in Duluth, MN.

Describe the community outreach that will be used for the LSLR project:

The City has conducted extensive outreach already including signed work agreements with each property owner, disbursement of pitcher filters, and public education materials. During construction the City will utilize public meeting, direct mailings, and the City's website to educate residents regarding the hazards of lead, distribute pitchers and water sampling kits, project status, and additional public education materials.

Describe the planned contracting method, e.g.: all work under one main construction contract, by individual property owners selecting their own contractor, other:

All work will be performd by a single contractor under one main construction contract administered by the City.

Project Sign and Project Funding Notice:

All recipients will be required to post a physical sign at the project site. Additional information on the sign specifications will be provided in the Contract Packet and Guidance Document.

MPFA will provide a Funding Notice upon award. MPFA requests posting the Funding Notice on the Recipient's website and/or in other public locations.

Form 03 Project Costs: Sources and Uses

Whenever this form is updated, please complete the date and source.
A revised version must be submitted after as-bid costs are known.

Date updated:	03/07/24
Source of Costs:	as-bid costs

Estimated Number of Lead Service Lines to be replaced: 195

Applicant's allocation of split between public and private share of each line:
(please enter a whole number between 0 and 100 as the public share percentage)

Public	Private
55%	45%

Sources:

	Total Costs	Public Costs	Private Costs
Requested MPFA Financing	4,657,238	2,561,481	2,095,757
Other		-	-
Total Project Cost Sources:	4,657,238	2,561,481	2,095,757

Uses:

		Total Costs	Public Costs	Private Costs
Non-Construction Costs:	Planning		-	-
	Design		-	-
	Inspection/Other Engineering	350,000	192,500	157,500
	Attorney/Financing Related Fees		-	-
	Marketing / Project Implementation		-	-
	Other: Pitchers, Filters, and Water Sampling (Estimated) &	34,000	18,700	15,300
Construction Costs:		3,884,762	2,136,619	1,748,143
Contingencies (10% of construction):		388,476	213,662	174,814
Total Project Cost Uses:		4,657,238	2,561,481	2,095,757

Notes on allowable and unallowable uses (NOT comprehensive):

per MN Statutes §446A.077 subdivision 4. Eligible uses:

An eligible recipient may use a grant provided under this program for:

(1) removing and replacing lead drinking water service lines;
(2) repaying debt incurred for the purposes described in clauses (1), (3), and (4);
(3) providing information to residents on the benefits of removing lead service lines; or
(4) performing necessary construction activities required for and associated with removing and replacing lead service lines.

MPFA LSLR grant agreements will limit eligible costs to direct expenditures related to LSLR project implementation or to LSLR program outreach to residents about the benefits of LSLR.

MPFA will not allow:

Any overhead costs
Work by individuals that are not directly involved in the LSLR program
Preparation of grant/loan applications, or disbursement requests
Post-completion audits or monitoring
Travel/mileage, food
Computers, phones, equipment
General office supplies (except costs specifically for LSLR outreach)
Rental payments for staff space or meetings