



Red Wing Housing and Redevelopment Authority Equal Opportunity Housing/Equal Opportunity Employment

Our Mission

To provide quality, affordable, sustainable housing and community redevelopment programs utilizing resources that develop public and private partnerships.

Statement of Intent

We gather today in this room as one people to discuss and attend to the matters of Red Wing. Together, as a government body and as community members, we agree to treat everyone with courtesy, dignity, and respect. We will listen to all sides of an issue, encourage participation, support each other, act with honor and accountability, and inspire pride in our community. This we commit as we open this meeting.

Meeting Announcement and Agenda Housing & Redevelopment Authority Board Regular Meeting City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually Tuesday, April 14, 2026, at 3:30 PM

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. [Join the meeting via Webex](#). To join via telephone, please dial (415) 655-0001. Enter access code 2555 596 3341 and password 2026 when prompted.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Agenda**
- 5. Public Comment**

We now invite anyone to share their thoughts on a topic that is not on the agenda. We welcome all opinions and ideas. We appreciate you stating your name at the lectern, and please remember that personal attacks may be ruled out of order. You will have up to three minutes to comment, and we appreciate your time in coming tonight.

6. Consent Agenda (Roll Call Required *)

The Consent Agenda consists of items that often don't require Council discussion. These items are usually routine business, non-controversial, or have been discussed publicly in the past. These items can be approved by the Council all at once unless a Council member acknowledges they would like to comment or have a discussion on any of these items at this meeting. If no Council member has a concern or comment on any of the consent agenda items, the Council will approve them all at the same time.

- 6.A. Motion to Approve March 10, 2026 Regular Meeting Minutes.**
- 6.B. Motion to Approve Bills (Check # 53058-53125, totaling \$320,101.77).**
 - Public Housing: \$60,580.98
 - Housing Choice Voucher: \$1,882.13

Jordan Tower II: \$61,163.39
Redevelopment: \$31,159.92
Small Cities: \$164,957.23
TIF: \$0.00
BIH: \$358.12
AHTF: \$0.00

7. Motions & General Business

- 7.A. Motion to Approve Resolution No. 1471-26 Approving Signing Authority for Sale of Twin Home
- 7.B. Motion to Approve Bid for POHP 2024 Funds - Jordan Tower I
- 7.C. Motion to Approve Davis Bacon Consultant Contract for POHP 2024 Funds - Jordan Tower I
- 7.D. Motion to Approve Abatement Consultant Contract for POHP 2024 Funds - Jordan Tower I
- 7.E. Motion to Approve Abatement Consultant Contract for POHP 2024 Funds - Scattered Sites

8. Communication Items

- 8.A. Director's Report
- 8.B. Finance Report
- 8.C. Housing Report
- 8.D. Community Redevelopment Report
- 8.E. Resident Council Report
- 8.F. Hope Coalition Liaison Report
- 8.G. City Council Liaison Report
- 8.H. Announcements

The next HRA regular Board Meeting will be held May 12, 2026, at 3:30 p.m. in the City Council Chambers

9. Adjournment

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.

Red Wing Housing & Redevelopment Authority
HRA Board Regular Meeting
Tuesday, March 10, 2026 at 3:30 PM

Board members present: Board Chair, Jason Jech; Commissioners: Abby Villaran, Kristi Reuter, Liz Magill, Sara Hoffman, and Nic Abney.

Others present: Kurt Keena, Executive Director; Jennifer Jacobson, Housing Director; Corrine Kulseth, Finance Director; and Dawn Gielau, Finance Administrative Assistant.

1. Call to Order

The meeting was called to order at 3:30 p.m. by Board Chair Jech.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken with all members present except Luikart.

4. Approval of Agenda

A motion to approve the agenda was made by Magill and seconded by Hoffman. All were in favor. Motion carried.

5. Public Comment

There were no public comments.

6. Consent Agenda (Roll Call Required*)

A. Motion to Approve February 10, 2026 Regular Meeting Minutes.

B. Motion to Approve Bills (Checks 52995-53057; Totaling \$198,920.57).

- a. Public Housing: \$51,620.60
- b. Housing Choice Voucher: \$2,604.97
- c. Jordan II: \$63,215.03
- d. Redevelopment: \$26,479.97
- e. Small Cities: \$36,479.97
- f. TIF: \$0.00
- g. AHTF: \$0.00

C. Jordan Tower II Rent & Utility Allowance 2026

A motion to accept the Consent Agenda was made Abney and seconded by Villaran. Roll call was taken and all board members were in favor. Motion carried.

8. Communication Items

A. Executive Director Report

Keena stated for the first time in a long time we are operating our federal programs under an actual approved budget. Our next grant funding opportunity will be an application to the Federal Home Loan Bank for up to \$3,000,000 in capital improvement funds to complete more work at Jordan Tower I. We are partnering with Red Wing Credit Union as our FHLB member for the application. Awards will be announced in December. Magill asked what improvements will be completed with these funds. Keena stated replacement of roof, ventilation, updates to common areas and improvements to the Courtyard.

B. Finance Report

Kulseth presented November and December's financials. The second half tax levy was received in the amount of \$253,376.72. Bridges funds were caught up by end of year. ROSS Grant application has been submitted, so now we wait to see if we are awarded new grant. Audit for 2025 financials will be held March 31-April 3, 2026. We have started the process of looking for new housing software.

C. Housing Report

Jacobson presented waitlist, move out and Voucher program numbers ending February 2026. We were notified the funding for Haven of Hope interior updates was included in the 2026 Federal budget and we were awarded \$977,000 for this project. Staff participated in a launch meeting with Minnesota housing for the NOAH program and staff will begin working on due diligence items. The start-up funding for the Bring It Home Rental Assistance program was received and staff are working on assembling the required paperwork packets for the program. We are looking to open the wait list April 1, 2026. Regarding Jordan I and Scatter Sites, they hosted a pre-bid walk through in February and March for any contractors interested in submitting a bid on this project. Bids are due on March 24, 2026 and the qualified bid will be presented at the April board meeting.

D. Community Development Report

Keena presented Small Cities Program Income Notes Receivable and Cash Reserves. We are working to complete disbursement activities for several previously approved Small Cities loans. We have submitted our first AHTF draw request for \$75,000 from our \$150,000 State matching grant. December AHTF reserves are at \$418,393. The Advisory Planning Commission is working on revising zoning for the community including creating more parcels designated for multi-family housing. City Council approval is needed for any proposed zoning changes.

E. Resident Council Report

Luikart was absent so no report was given

F. Hope Coalition Report

Villaran stated there was nothing to report as no meeting was held. However she reminded everyone of the Salsalicious event that will take place in April. This is a great fundraiser for non-profits in Red Wing.

G. City Council Liaison Report

Snyder was absent so no report was given.

H. Announcements

- a. The next HRA Board Meeting will be on April 14, 2026 at 3:30 p.m. in the City Council Chambers

9. Adjourn

The meeting was adjourned at p.m.3:54 p.m. by Board Chair Jason Jech

Respectfully Submitted By,
Dawn Gielau

Board Chair

Red Wing Housing & Redevelopment Authority

Checks Written Report

March 1, 2026 thru March 31, 2026

Payment Date	Payment Number	Payment Amount	Payee Name
3/4/2026	1934	\$204.55	CINTAS CORPORATION
3/4/2026	1935	\$296.92	ESI HOSTED SERVICES
3/4/2026	1936	\$255.00	FILEVISION USA
3/4/2026	1937	\$50.00	JASON JECH
3/4/2026	1938	\$585.00	MKC INC
3/4/2026	1939	\$403.15	MAIDS IN MINNESOTA
3/4/2026	1940	\$141.00	MRI SOFTWARE LLC
3/4/2026	1941	\$200.00	BARRY PREBLE
3/4/2026	1942	\$50.00	KRISTI REUTER
3/4/2026	1943	\$200.00	LINDA ROWAN
3/4/2026	1944	\$50.00	ABBY VILLARAN
3/11/2026	1945	\$198.73	CINTAS CORPORATION
3/11/2026	1946	\$450.00	CSC SERVICWORKS INC
3/11/2026	1947	\$139.26	JENNIFER JACOBSON
3/11/2026	1948	\$6,565.00	SMITH HEATING INC
3/19/2026	1949	\$204.55	CINTAS CORPORATION
3/19/2026	1950	\$1,200.00	FILEVISION USA
3/19/2026	1951	\$45.00	GOT SHARPS LLC
3/19/2026	1952	\$309.49	INNOVATIVE OFFICE SOLUTIONS LLC
3/19/2026	1953	\$34.37	JENNIFER JACOBSON
3/19/2026	1954	\$198.00	SMITH HEATING INC
3/26/2026	1955	\$23,480.15	MINNESOTA HOUSING FINANCE AGENCY
3/26/2026	1956	\$314.24	THEIPGUYS NET LLC ONENET GLOBAL
3/4/2026	53058	\$14,096.23	CAVERLY CONSTRUCTION INC
3/4/2026	53059	\$428.83	CITY OF RED WING OTHER UTILITIES
3/4/2026	53060	\$0.00	Void / CITY OF RED WING WATER & SEWER
3/4/2026	53061	\$0.00	Void / CITY OF RED WING WATER & SEWER
3/4/2026	53062	\$14,900.63	CITY OF RED WING WATER & SEWER
3/4/2026	53063	\$1,020.09	CULLIGAN WATER CONDITIONING
3/4/2026	53064	\$10,190.80	FINN DANIELS ARCHITECTS
3/4/2026	53065	\$200.00	CANDIS FLECK
3/4/2026	53066	\$2,290.00	HAWKINS ASH CPAS LLP
3/4/2026	53067	\$50.00	SARA HOFFMAN
3/4/2026	53068	\$30.00	KEYS ETC LOCKSMITH SERVICE
3/4/2026	53069	\$270.00	LANDRUM DOBBINS LLC
3/4/2026	53070	\$50.00	JACKIE LUIKART
3/4/2026	53071	\$50.00	ELIZABETH MAGILL
3/4/2026	53072	\$883.14	MENARDS RED WING
3/4/2026	53073	\$239.00	NAN MCKAY & ASSOCIATES INC
3/4/2026	53074	\$127.78	PLUNKETTS PEST CONTROL INC
3/4/2026	53075	\$140.00	STEPHEN JOHN PRINGLE
3/4/2026	53076	\$500.00	QUADIENT FINANCE USA INC

3/4/2026	53077	\$9.00	Travis Calamari
3/4/2026	53078	\$250.94	RUNNINGS FARM & FLEET
3/4/2026	53079	\$43.50	THE SHERWIN WILLIAMS CO
3/4/2026	53080	\$240.00	STARTECH COMPUTING INC
3/4/2026	53081	\$68.75	VICKIS FOOT AND NAIL CARE PLLC
3/11/2026	53082	\$50,000.00	BUSH STREET INVESTMENTS, LLC
3/11/2026	53083	\$50,000.00	RW1 CAPITAL INVESTMENTS, LLC
3/11/2026	53084	\$50,000.00	RW CAPITAL INVESTMENTS
3/11/2026	53085	\$17.00	CITY OF RED WING OTHER UTILITIES
3/11/2026	53086	\$600.00	ERICKSON AND SONS DUCT CLEANING
3/11/2026	53087	\$276.00	GOODHUE COUNTY RECORDER
3/11/2026	53088	\$150.00	STEVEN GREGORY
3/11/2026	53089	\$7,640.76	HOUSING AUTHORITY RISK RETENTION GROUP
3/11/2026	53090	\$378.60	HIAWATHA BROADBAND
3/11/2026	53091	\$557.68	HD SUPPLY FACILITIES MAINTENANCE
3/11/2026	53092	\$36,474.29	HOUSING INSURANCE SERVICES INC
3/11/2026	53093	\$80.73	ERICK JOHNSON
3/11/2026	53094	\$637.83	MENARDS RED WING
3/11/2026	53095	\$150.00	NATHAN MEWES
3/11/2026	53096	\$610.00	OROURKE MEDIA GROUP
3/11/2026	53097	\$90.00	PLUNKETTS PEST CONTROL INC
3/11/2026	53098	\$1,391.50	SCHUMACHER ELEVATOR COMPANY
3/11/2026	53099	\$150.00	CORRINE KULSETH
3/11/2026	53100	\$2,499.35	VISA
3/11/2026	53101	\$362.83	XCEL ENERGY
3/19/2026	53102	\$90.02	ALLEGRA
3/19/2026	53103	\$1,311.44	CITY OF RED WING OTHER UTILITIES
3/19/2026	53104	\$314.48	CULLIGAN WATER CONDITIONING
3/19/2026	53105	\$2,901.00	DIRECT TV
3/19/2026	53106	\$746.00	HOUSING AUTHORITY RISK RETENTION GROUP
3/19/2026	53107	\$114.77	HD SUPPLY FACILITIES MAINTENANCE
3/19/2026	53108	\$4,883.00	HOUSING INSURANCE SERVICES INC
3/19/2026	53109	\$84.83	MARCO TECHNOLOGIES LLC
3/19/2026	53110	\$104.49	MENARDS RED WING
3/19/2026	53111	\$41.69	Michael Blanchett
3/19/2026	53112	\$786.58	Donna Langworthy
3/19/2026	53113	\$335.00	RED WING PLUMBING & HEATING
3/19/2026	53114	\$551.92	THE SHERWIN WILLIAMS CO
3/19/2026	53115	\$540.00	STARTECH COMPUTING INC
3/19/2026	53116	\$57.53	CORRINE KULSETH
3/19/2026	53117	\$1,667.37	STORTZ SATELLITE
3/19/2026	53118	\$15,372.36	XCEL ENERGY
3/26/2026	53119	\$75.00	CITY OF RED WING OTHER UTILITIES
3/26/2026	53120	\$78.46	CULLIGAN WATER CONDITIONING
3/26/2026	53121	\$1,612.20	CUMMINS N POWER
3/26/2026	53122	\$1,045.51	HD SUPPLY FACILITIES MAINTENANCE
3/26/2026	53123	\$80.82	MENARDS RED WING

3/26/2026	53124	\$3,513.44	MUTUAL OF OMAHA
3/26/2026	53125	\$74.19	THE SHERWIN WILLIAMS CO

\$320,101.77



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

April 14, 2026

To: **Red Wing HRA Board of Commissioners**

From: Kurt Keena, Executive Director

Re: Resolution No. 1471-26 Approving Signing Authority for Sale of Twin Home

Background

The closing on the sale of our former Twin Home property at 121 West 5th Street from Goodhue County Habitat for Humanity to the new owners is set for April 30, 2026. The closing company is requesting a resolution that designates the Executive Director authority to sign closing documents related to the Contract for Deed that we have with Goodhue County Habitat for Humanity for the purposes of issuing title insurance to the new owner.

HRA's Signing Authority Resolution

The attached signing resolution grants the Executive Director authority to sign documents related to this sale at the time of closing.

Recommendation

Staff recommend to the HRA Board of Commissioners to adopt Resolution No. 1471-26 approving 1) HRA's Signing Authority Resolution; and 2) authorize the Executive Director to execute all necessary documents.

**CERTIFIED COPY OF RESOLUTIONS ADOPTED BY THE
MEMBERS OF**

**Red Wing Housing and Redevelopment Authority
Resolution No. 1471-26**

I HEREBY CERTIFY that I am the duly elected Secretary and keeper of the records of Red Wing Housing and Redevelopment Authority, a public body of politic of the City of Red Wing (the "HRA"), that the following is a true and correct copy of Resolutions duly and unanimously adopted by all of the members of the HRA on April 14, 2026, all of the members being present and constituting a quorum for the transaction of business; further, that such meeting was called in compliance with all applicable laws and the by-law requirements of the HRA; that such Resolutions do not conflict with any by-law of the HRA nor have such Resolutions been in any way altered, amended or repealed and are in full force and effect, unrevoked and unrescinded as of this day, and have been entered upon the regular Minute Book of the HRA, as of the aforementioned date, and that the members of the HRA have, and at the time of adoption of such Resolution, had, full power and lawful authority to adopt such Resolutions and to confer the powers thereby granted to the officer(s) therein named who has (have) full power and lawful authority to exercise the same:

WHEREAS, on this 14th day of April, 2026 there has been presented to this meeting of the members of this HRA a proposal for the HRA to execute closing documents for the sale of the twin home property located at 121 West 5th Street, Red Wing, MN in Goodhue, County, Minnesota;

NOW, THEREFORE, Be it Resolved by the members of the HRA, that Kurt Keena, Executive Director, of the HRA be authorized and directed on behalf of the HRA at any time and from time to time hereafter and without further action by or authority or direction from the members of the HRA, to execute and deliver or cause to be executed and delivered closing documents, and all such other further agreements, assignments, statements, instruments, certificates and documents and to do or cause to be done all such other and further acts and things as such Officers may determine to be necessary or advisable under or in connection with such closing.

ATTEST:

Secretary

Dated: _____, 20__.

(Seal)



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DD/TTY 7-1-1

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April 14, 2026

To: Red Wing HRA Board of Directors
From: Jennifer Jacobson, Housing Director
Re: Approval of Bid for POHP 2024 Funds- Jordan Tower I

Background

The Publicly Owned Housing Program (POHP) was established by the Minnesota Legislature in 2005. The goal of the program is to repair and sustain public housing units. Funding for POHP is offered as a 20-year, deferred, and forgivable loan to HRAs/PHA and CDAs responsible for managing public housing.

Minnesota Housing issued a request for proposals totaling up to \$41 million. The Red Wing HRA submitted two applications amounting to \$10,202,738. On June 27, 2024, the Minnesota Housing Board approved Red Wing HRA's applications for Scattered Sites and Jordan Tower I, totaling \$7,785,200. The amount approved for the Jordan Tower I project is \$6,275,000.

Project Information

The building improvements involve replacing all domestic plumbing pipes—including water supply, waste, and vent lines—upgrading the domestic water heaters, installing new main and secondary entry doors, and replacing the plumbing connections in the laundry room. Unit improvements feature new bathroom toilets, sinks, faucets, vanity cabinets, shower enclosures, light fixtures, outlets, flooring, and accessories. Additionally, there's a new kitchen sink and faucet, along with a new electrical panel.

Bid Information

An advertisement for bids was published in the local newspaper on January 31, 2026 and February 7, 2026. A mandatory pre-bid walk-through was held on February 25, 2026, for general contractors interested in bidding on the project. The bid opening occurred on March 18, 2026. Mike Hegna from Finn Daniels Architects reviewed the bids and the bidders. The bids received at the bid opening are listed below. The alternate bid amount reflects seven deductions that will not need to be applied.

Bidding Contractors	Base Bid Amount	Alternate Bid Amount
Project One Construction, Inc	\$3,700,000	\$189,150
Frerichs Construction Company	\$4,079,995	\$173,800

Finn Daniels Architects has qualified Project One Construction, Inc. as the lowest responsible bidder. Attached is the Bid Recommendation Letter from Finn Daniels Architects.



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Project Funding

The estimated cost for the rehabilitation construction at Jordan Tower I is \$6,625,500. Funding will be sourced from the POHP 2024 request of \$6,275,500 and the Capital Fund Program (CFP) for the remaining costs. The Public Housing Capital Fund Program was created to help public housing agencies enhance existing units. The program is financed through annual appropriations from Congress. Relocation expenses will be paid by the Capital Fund Program managed by the Red Wing HRA.

Sources	Amount		Uses	Amount
POHP 2024 Funding	\$6,275,500		Construction/Contingency	\$4,725,117
CFP 2024	\$144,187		Soft Costs/Other Fees	\$932,497
CFP 2025	\$205,813		Abatement Costs	\$967,886
Total	\$6,625,500		Total	\$6,625,500

Attachments

Bid Recommendation Letter from Finn Daniels Architects

Recommendation:

Staff and Finance Committee recommend to the HRA Board of Commissioners to approve: 1) accept the bid of \$3,700,000 from Project One Construction, Inc; 2) award a contract to Project One Construction, Inc; and 3) authorize the Executive Director to execute all necessary documents.



FINN DANIELS
ARCHITECTS

Bid Recommendation

March 31, 2026

To: Red Wing Housing & Redevelopment Authority
428 West 5th Street
Red Wing, MN 55066

Attn: Kurt Keena
Executive Director

Re: Plumbing, Tenant Electrical Panels, and Exterior Doors Replacement Project
Jordan Tower I Apartments
433 West 4th Street
Red Wing, MN 55066

Project Summary:

The full scope of work is shown on the Construction Drawing Plan Set and as specified in the associated Project Manual (Architect's Project #24032) however the following is a brief description of the Base Bid scope of work:

1. Replacement of all above and below grade domestic plumbing (hot and cold water supply piping and sanitary waste and vent piping) including primary building services and plumbing stacks related to both common areas and tenant units.
2. Replacement of the domestic hot water boilers and all related components.
3. Replacement of plumbing fixtures at both common areas and tenant unit bathrooms and kitchens.
4. Replacement of fixtures, finishes, and accessories at both common areas and tenant unit bathrooms.
5. Removal and reinstallation of tenant unit kitchen cabinets as required for plumbing piping replacement. Replacement of tenant unit kitchen countertops.
6. Replacement of lighting and receptacles related to plumbing work listed above.
7. Replacement of all tenant unit electrical panels.
8. Replacement of select exterior doors, including main entrance storefront system, secondary entrance exterior and interior vestibule door systems, mechanical penthouse exterior doors; and associated hardware and power operators.
9. Any and all residual work related to work listed above for a complete and finished project.

Seven Alternate Deducts were also requested from each bidder to reduce the project scope should the Base Bid scope of work be over budget:

1. Alternate Deduct #1: Removal from scope of work demolition of select non-hazardous materials / components.

651.690.5525



www.finn-daniels.com



2. Alternate Deduct #2: Reuse of existing act ceiling and grid in level 1 common areas (except laundry room) and level 9 corridors in lieu of providing new.
3. Alternate Deduct #3: Removal from scope of work level 1 select level 1 laundry room work and reuse of existing act ceiling and grid in lieu of providing new.
4. Alternate Deduct #4: Reuse of select carpet flooring and vinyl wall base on level 1 in lieu of providing new.
5. Alternate Deduct #5: Reuse of existing tenant unit kitchen cabinet countertops and backsplashes in lieu of providing new (in units where cabinet(s) are required to be removed and reinstalled) in lieu of providing new.
6. Alternate Deduct #6: Reuse of existing tenant unit kitchen cabinet countertops and backsplashes in lieu of providing new (in units where cabinet(s) are not required to be removed and reinstalled) in lieu of providing new.
7. Alternate Deduct #7: Minor modifications to handicap tenant unit bathrooms in lieu of complete removal and replacement (units 408, 508, 608, 708, 808, and 908).

Solicitation for Bids:

On February 12, 2026 plans and specifications were completed and distributed for bids for the project listed above. An Advertisement for Bid was published in the local paper twice, and plans were posted on various construction bidding networks. Additionally, several contractors were contacted to give them a “heads up” that plans were coming out for bids. On February 25, 2026 a Mandatory Prebid Meeting was held on site. There were three general contractors, four mechanical/plumbing subcontractors, and six electrical subcontractors, as well as various other subcontractors at the meeting and walkthrough.

Bid Opening:

On March 18, 2026 bids were received consistent with the procurement policy of the Red Wing HRA for the renovation work described in the plans and specifications. The HRA received two sealed bids; (see attached Bid Tabulation). Project One Construction, Inc. was the low-bid contractor with a Base Bid amount of \$3,700,000.00. The other bid received was from Frerichs Construction Company with a Base Bid Amount of \$4,079,995.00. Both bid amounts were under the original rough construction cost estimate. We find this due in large part to the original rough construction cost estimate being “concept based” and put together with no actual design work and only limited information and project discovery having been completed at that time. Finn Daniels finds the submitted low bid amount to be reasonable considering the final project design and the current bidding and building environment.

Alternate Deduct Considerations:

As mentioned above, seven Alternate Deducts were also requested from each bidder to reduce the project scope should the Base Bid scope of work be over budget. Because the submitted low Base Bid amount was under the original rough construction cost estimate, and given the low-bid contractors submitted Alternate Deduct amounts (see attached Bid Tabulation), Finn Daniels would recommend not accepting any of the Alternate Deducts, except for potentially Alternate Deduct #1 pending the receipt of Hazardous Materials Abatement Removal Bid Submissions, see Other Cost Considerations section below for additional information.

Construction Contingency Considerations:

In addition to the Base Bid, and any accepted Alternate Deducts, the lender (Minnesota Housing Finance Agency), will require a minimum of 7% of the total construction cost be set aside, outside of the Owner-Contractor Construction Contract, as a construction contingency to cover any unexpected costs that may arise during construction.

Summation of Cost Considerations:

Base Bid:	\$3,700,000.00
Subtotal:	\$3,700,000.00
Recommended Contingency (7%):	\$259,000.00
Total Construction Budget Cost:	\$3,959,000.00

Other Cost Considerations:

There are two other cost considerations outside the Architect’s scope of work as follows:

1. Hazardous Materials Abatement
 - a. Previous hazardous materials testing for asbestos and lead has been conduct at Jordan Tower I Apartments and those previous reports were included as available project information in the Project Manual. After reviewing the final project designs against these prior reports, it appears that some existing materials expected to be affected by the projects either have not yet been tested or have already been found to contain asbestos and/or lead.
 - b. While architects and general contractors can coordinate with the abatement team, they cannot assume the legal obligations or liabilities associated with hazardous materials management or removal. Therefore, the Owner must hire both a separate abatement consultant and a separate abatement contractor to ensure regulatory compliance, protect human health, and minimize liability.
 - c. The hazardous materials abatement consultant is responsible for:
 - i. Reviewing the final architectural and engineering plans.
 - ii. Cross-referencing then with prior testing reports.
 - iii. Identifying any additional testing needed.
 - iv. Preparing abatement design documents.
 - v. Managing the abatement portion of the project, including oversight, monitoring, and environmental clearances.
 - d. The hazardous materials abatement contractor is responsible for removing any materials identified by the abatement consultant.
 - e. Alternate Deduct #1 was requested from each non-abatement scope bidder as a potential cost-saving option. This should be considered if the abatement contractor can more efficiently remove certain non-hazardous materials alongside hazardous materials. Finn Daniels recommends that the HRA direct its abatement consultant to include a corresponding (inverse) scope in the abatement design bid documents. This will allow for an apples-to-apples comparison and final determination.
2. Temporary Tenant Relocation
 - a. This project will require temporary tenant relocation due to the disruption of water and sewer service at various times to various portions of the building. As such the

project has broken down into 10 phases to limit the amount of time each tenant will need to be relocated balanced with construction efficiency to generate the best contractor pricing and shortest possible overall construction duration.

- b. While determining phasing and estimated construction timeframes for each phase is within the Architect's scope of work and determining the final overall project schedule and particular phase sequencing is within the General Contractor's scope of work, the Owner is responsible for tenant relocation itself, including all associated costs.

Contractor Qualifications:

The apparent low bid Contractor, Project One Construction, Inc. completed and submitted all required paperwork with their bid including but not limited to a Bid Bond, Responsible Contractors Act Forms, Non-Collusion Affidavit, Previous Experience, and References.

Project One Construction is a well-established general contractor in Minnesota with extensive experience in both occupied renovations and new construction. They have worked with multiple public housing agencies, including Kandiyohi County Housing & Redevelopment Authority, Scott County Community Development Agency, Central Minnesota Housing, Three Rivers Community Action, Willmar Leased Housing Association, and St. Paul Leased Housing Association. They have also worked in coordination with the U.S Department of Housing and Urban Development (HUD) and the Minnesota Housing Finance Agency (MHFA). As such they are well-versed in all the requirements that go along with publicly funded projects such as Prevailing Wage and Labor Reporting requirements, IC 134 Tax Withholdings, Section 3 requirements and other various HUD and MHFA documentation and requirements. Project One is also a certified Small Business Enterprise (SBE) as well as a certified Women Business Enterprise (WBE).

Additionally, Finn Daniels has served as the architect on prior public housing projects where Project One Construction was the general contractor, all to successful conclusions. This includes a similar plumbing replacement project for the Kandiyohi County HRA at an eight-story public housing apartment building.

Project One Construction, Inc. listed Ryan Mechanical, Inc., a local Red Wing company, as its intended mechanical/plumbing subcontractor. While Finn Daniels has not previously worked with Ryan Mechanical, our consulting MEP engineer for this project, Erickson, Ellison, and Associates, Inc. (EEA), has been the MEP engineer on multiple projects where Ryan Mechanical served as the primary mechanical/plumbing contractor. EEA reports being impressed with their quality of work and continues to collaborate with them on various projects, including providing engineering services for their design-build efforts. EEA expressed no concerns about Ryan Mechanical serving as the primary subcontractor for this project and highlighted the added benefit that they are local to the project site.

On March 26, 2026 Mike Hegna with Finn Daniels Architects conducted an MS Teams interview with Jim Kuchle (Owner & Vice President), Nicholas Schoenecker (Owner & Vice President), Jeff Hansen (Project Manager), and Jennifer Rice (Assistant Project Manager) with Project One Construction, as

well as Caleb Smith (Sr. Project Manager) and Josh Wright (Project Manager) with Ryan Mechanical, Inc. to discuss the project and their bid.

Project One would be the General Contractor and would complete the paperwork, project oversight, demolition, rough carpentry, and finish carpentry with their own workforces. Ryan Mechanical is their intended primary mechanical/electrical subcontractor. Their other intended subcontractors include Holton Electric (Electrical), Junge's Flooring (Flooring and Tile), Hallmark Glass (Storefront Systems), Builders Millwork (Hollow Metal Doors and Frames), and All State Painting (Painting), among others.

They fully understood the scope of work and had no or concerns relating to the plans and specifications. When asked how they felt about their bid numbers after hearing Frerichs bid numbers during the bid opening they expressed no concerns and stated they were comfortable with their bid as submitted.

They also indicated they were open to an early start, if granted prior to funding closing, to start the process of submittals and materials/equipment procurement so on-site construction can commence as soon as possible after funding closing. They expressed excitement to work with Red Wing HRA and were eager to begin the project.

Architect's Conclusion:

At this point in time, and contingent on the Other Cost Considerations also being within the HRA's budget, Finn Daniels recommend that Project One Construction, Inc. be awarded the contract for construction, for the sum of \$3,700,000.00 pursuant to the lender's approval.

This report is respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Mike Hegna", with a large, sweeping flourish at the end.

Michael W. Hegna, AIA
Principal

BIDDER	Frerichs Construction Company	Project One Construction, Inc.	
FORMS			
Document 00 9111.1 - Addendum #1 - Acknowledged on Bid Form	YES	YES	
Document 00 4100 - Bid Form - Signed	YES	YES	
Document 00 4313 - Bid Bond	YES	YES	
Document 00 4519 - Bidder's Affidavit of Non-Collusion	YES	YES	
Document 00 4525 - Previous Experience Information - List of Similar Projects	YES	YES	
Document 00 4525 - Previous Experience Information - References	YES	YES	
Document 00 4525 - Previous Experience Information - List of Company Owners/Offices	YES	YES	
Document 00 4549 - HUD-5369-A Representations, Certifications, and Other Statements of Bidders, Public and Indian Housing	YES	YES	
Document 00 4550 - Responsible Contractor Act - Attachment A	YES	YES	
Document 00 4550 - Responsible Contractor Act - Attachment A-1	YES	YES	
Document 00 4553 - Section 3 Forms - Business Concern Affidavit	YES	YES	
Document 00 4560 - Debarred, Suspended, Excluded Statement	YES	YES	
BASE BID			
Base Bid: All Labor, materials, services, and equipment necessary for completion of the Work shown on the Drawings and stated in the Project Manual as described in the Bid Documents	\$4,079,995.00	\$3,700,000.00	

BIDDER	Frerichs Construction Company	Project One Construction, Inc.	
ALTERNATES			
Alternate Deduct #1: Remove from scope of work the demolition of select non-hazardous materials and/or components.	\$67,000.00	\$98,000.00	
Alternate Deduct #2: Reuse the existing ACT ceiling tiles and grid in level 1 common areas (except Laundry Room) and level 9 corridors in lieu of providing new.	\$6,800.00	\$6,500.00	
Alternate Deduct #3: Remove from scope of work select level 1 Laundry Room work and to reuse the existing ACT ceiling tiles and grid in lieu of providing new.	\$2,200.00	\$2,700.00	
Alternate Deduct #4: Reuse select carpet flooring and vinyl wall base in level 1 Lounge and Community Room.	\$4,800.00	\$5,500.00	
Alternate Deduct #5: Reuse existing tenant unit kitchen countertops and backsplashes in lieu of providing new (in units where cabinet(s) are required to be removed and reinstalled).	\$21,000.00	\$37,700.00	
Alternate Deduct #6: Reuse existing tenant unit kitchen countertops and backsplashes in lieu of providing new (in units where cabinet(s) are not required to be removed and reinstalled).	\$38,000.00	\$8,300.00	
Alternate Deduct #7: Minor modifications to handicap tenant unit bathrooms (units 408, 508, 608, 708, 808, and 908) in lieu of complete removal and replacement.	\$34,000.00	\$30,450.00	



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

April 14, 2026

To: Red Wing HRA Board of Directors
From: Jennifer Jacobson, Housing Director
Re: Approving Davis Bacon Consultant Contract for POHP 2024 Funds- Jordan Tower I

Background

The Publicly Owned Housing Program (POHP) was established by the Minnesota Legislature in 2005. Its purpose is to fund the repair and upkeep of public housing units. POHP provides a 20-year, deferred, forgivable loan to HRAs, PHAs, or CDAs that oversee public housing. On June 27, 2024, the Minnesota Housing Board approved Red Wing HRA's application for Jordan Tower I, totaling \$6,275,000.

The Davis-Bacon Act (DBA) requires paying prevailing wage rates, set by the U.S. Department of Labor, to all laborers and mechanics on federal construction projects over \$2,000. Wage decisions are calculated by HUD and published for each geographic area. The contract administrator provides the relevant wage decision and oversees compliance with labor standards by reviewing the contractor's weekly payroll, conducting on-site interviews to confirm that workers are paid correctly, and ensuring that worker classifications are accurately reported.

Over the years, the Red Wing HRA has partnered with Molly Krakowski Consulting to manage compliance with labor standards and prevailing wages. The requirements for monitoring this compliance can be time-consuming and detail-oriented. Contracting with Molly Krakowski Consulting allows HRA staff to concentrate on other project elements while ensuring adherence to the Davis-Bacon Act requirements.

Proposal

Staff is requesting approval for the Davis Bacon Consultant services proposal received from Molly Krakowski Consulting for the rehabilitation construction at Jordan Tower I. The contract amount for Molly Krakowski Consulting is \$16,277. This cost is part of the soft costs/other fees line of the overall project budget.

Funding

The estimated cost for the rehabilitation construction at Jordan Tower I is \$6,625,500. Funding will be sourced from the POHP 2024 request of \$6,275,500 and the Red Wing HRA Capital Fund Program of \$350,000.

Recommendation:

Staff and Finance Committee recommend to the HRA Board of Commissioners to approve: 1) accepting the bid of \$16,277 from Molly Krakowski Consulting; 2) awarding a contract to Molly Krakowski Consulting; and 3) authorizing the Executive Director to execute all necessary documents.



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

April 14, 2026

To: Red Wing HRA Board of Commissioners
From: Jennifer Jacobson, Housing Director
Re: Approving Abatement Consultant Contract for POHP 2024 Funds- Jordan Tower I

Background

The Publicly Owned Housing Program (POHP) was first created by the Minnesota Legislature in 2005. The goal of these funds is to repair and maintain public housing units. POHP funds are offered as a 20-year, deferred, forgivable loan to HRAs/PHAs/CDAs that manage public housing. On June 27, 2024, the Minnesota Housing Board approved Red Wing HRA's application for Jordan Tower I in the amount of \$6,275,000.

Previous hazardous materials testing for asbestos and lead was performed at Jordan Tower I Apartments. After comparing the final project designs with these previous reports, it appears that some existing materials likely to be impacted by the projects either have not yet been tested or have already been found to contain asbestos and/or lead.

While architects and general contractors can coordinate with the abatement team, they cannot assume the legal responsibilities or liabilities related to hazardous materials management or removal. Therefore, the owner must hire both a separate abatement consultant and a separate abatement contractor to ensure regulatory compliance, protect human health, and reduce liability.

The hazardous materials abatement consultant is responsible for:

- Reviewing final architectural and engineering plans.
- Cross-referencing them with prior testing reports.
- Identifying any additional testing needed.
- Preparing abatement design documents.
- Managing the abatement portion of the project, including oversight, monitoring, and environmental clearances.

The hazardous materials abatement contractor is responsible for removing any materials identified by the consultant.

Bid Information

An invitation to bid was sent to four abatement consulting companies. The bids were due in on March 31, 2026. The bids received are listed below.

Bidding Abatement Consultant	Bid Amount
Terracon Consultants, Inc.	\$213,840
Institute for Environmental Assessment (IEA), Inc.	\$427,725



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

Staff is requesting approval for the Abatement Consultant services proposal received from Terracon Consultants, Inc. for the rehabilitation construction at Jordan Tower I.

Funding

The estimated cost for the rehabilitation construction at Jordan Tower I is \$6,625,500. Funding will come from the POHP 2024 request of \$6,275,500 and the Red Wing HRA Capital Fund Program in the amount of \$350,000. The cost of the abatement consultant is included in the abatement costs line of the overall project budget.

Recommendation:

Staff and Finance Committee recommend the HRA Board of Commissioners approve: 1) accepting the bid of \$213,840 from Terracon Consultants, Inc.; 2) awarding a contract to Terracon Consultants, Inc.; and 3) authorizing the Executive Director to execute all necessary documents.



13400 15th Ave North
Minneapolis, MN 55441
P (763) 489-3100
F (763) 489-3101
Terracon.com

March 31, 2026

Red Wing Housing and Redevelopment Authority
428 West 5th Street
Red Wing, Minnesota 55066

Attn: Jennifer Jacobson
P: (651) 301-7024
E: jennifer.jacobson@redwingmn.gov

Re: Proposal for Environmental Consulting Services
Jordan Tower I Apartments
433 West 4th Street
Red Wing, Minnesota 55066
Terracon Proposal Number: PMP267126

Dear Jennifer,

Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to the Red Wing Housing and Redevelopment Authority (Client) to prepare supplemental inspections and design plan development including bid management and providing oversight/air monitoring during asbestos abatement activities and/or lead safety work practices for the above mentioned site. The following sections provide an outline of the project, Terracon's scope of services, including schedule, and compensation.

A. PROJECT INFORMATION

Terracon understand the Client has requested a proposal from a qualified firm to provide design services in support of the management of asbestos, Lead-Based Paint (LBP) and LBP Hazards within portions of the Jordan Tower I Apartments subject to rehabilitation work. Terracon understands that a rehabilitation project is being proposed according to the provided drawings titled, *Plumbing, Tenant Electrical Panels, and Exterior Doors Replacement Project, Jordan Tower I Apartments, 433 West 4th Street, Red Wing, MN, 55066* Prepared by Finn Daniles Architects (Rehabilitation Area). The tasks required include conducting a supplemental inspection for asbestos and LPB / LBP hazards, preparing a written asbestos and LBP project design including, bid management activities, and conducting oversight/documentation and air monitoring of asbestos and LBP activities.

The Client provided Terracon with previous inspection reports for the building titled:

- *Asbestos Containing Building Materials Inspection Report, Jordan Tower I Apartments, 433 West 4th Street, Red Wing, Minnesota*, prepared for Red Wing Housing and Redevelopment Authority, by Braun Intertec Corporation, Under B1812666, dated December 28, 2018
- *Lead-Based Paint Inspection and Lead Risk Assessment, Jordan Tower I Apartments, 433 West 4th Street, Red Wing, Minnesota*, prepared for Red Wing Housing and Redevelopment

Explore with us

Proposal for Environmental Services

Jordan Tower I Apartments | Red Wing, Minnesota
March 31, 2026 | Project No. PMP267126



Authority, by Braun Intertec Corporation, Under B1812666 dated December 28, 2018

At the request of Client, Terracon reviewed the inspection reports, and utilized information contained in inspection Report in the performance of the supplemental inspection were possible. However, Terracon is not responsible for the veracity of information contained in the inspection reports.

B. SCOPE OF SERVICES

Terracon will provide trained, experienced, and licensed personnel to conduct the following services:

Task #1 – Supplemental Asbestos and LBP Hazard Inspection

Terracon will review the provided asbestos and LBP inspection reports to determine if these documents require additional investigation and/or sampling based upon the current rehabilitation plans and funding requirements. Terracon will mobilize a State of Minnesota-licensed asbestos inspector(s) to sample suspect asbestos-containing materials (ACM) within the Rehabilitation Areas. Suspect ACM includes materials such as thermal system insulation, surfacing materials, and miscellaneous materials (e.g., floor tiles, adhesives/mastics, caulking/glazing, ceiling tiles, drywall/joint compound, etc.) within the Rehabilitation Areas.

Suspect materials will be physically assessed for friability and evidence of damage or degradation. As referenced in the NESHAP regulation, bulk sample collection from suspect ACM will be conducted in accordance with the sampling protocols outlined in the EPA regulation 40 CFR Part 763, Subpart E, known as the Asbestos Hazard Emergency Response Act (AHERA).

Terracon may not be able to observe all areas/surfaces beneath construction finishes/below grade and/or inaccessible areas that require access beyond ladders or destructive access with hand tools. Sample collection will result in some isolated damage to building materials; however, attempts will be made to limit such damage to the extent necessary for sample collection. Terracon will not be responsible for repair or touch-up of sample locations. In addition, the Inspection will include activities such as opening holes in walls, floors, or ceilings, where concealed asbestos may be otherwise inaccessible. Terracon will not be dismantling of equipment or removal of protective coverings or accessing confined spaces. These locations may be concealing asbestos and will be listed as limitations in Terracon's reporting. Reasonable efforts to access suspect materials within known areas of restricted access will be made, provided these areas are not determined to be permit-required confined spaces, or pose a health or safety risk to Terracon personnel.

Roofing materials will be sampled during the Inspection. The client must agree to defend and hold Terracon harmless from subsequent liability and damages that may result from sampling or patching roofing materials. Terracon will apply temporary patching to roof sample locations. However, it is recommended that a roofing contractor be obtained to repair areas damaged by client-requested roof sampling.

Proposal for Environmental Services

Jordan Tower I Apartments | Red Wing, Minnesota
March 31, 2026 | Project No. PMP267126



Asbestos samples will be submitted to a laboratory accredited by the National Voluntary Laboratory Accreditation Program (NVLAP). NVLAP will analyze bulk material samples for asbestos by visual estimation using polarized light microscopy/dispersion staining (PLM/DS) techniques in accordance with the EPA's Method for the Determination of Asbestos in Bulk Building Materials (600/R-93/116). Samples will be analyzed on a standard 5-business day turnaround time. Our proposal is based upon expectation of collecting and analyzing up to 90 sample layers. The number of samples will ultimately be determined based upon the number of homogenous materials identified during the Inspection. If more than 90 samples are collected, each additional sample will be invoiced for a fee of \$12/per sample, pending approval.

When analysis of bulk samples by PLM/DS reveals greater than 0%, but less than 10% asbestos, the asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP) requires that the analysis be repeated with a more quantitative point counting technique. If point counting is not performed, you must assume the affected materials to be ACM when reported with asbestos content of greater than 0%, but less than or equal to 10%. If the PLM/DS analysis reveals the presence of asbestos content of greater than 0%, but less than or equal to 10%, Terracon will contact the Client to discuss the merits of point counting analysis and fees.

Terracon will also supplement by inspection and sampling where needed the provided LBP Inspection Report. The LBP Inspection Report will be compared against Chapter 7 of the U.S. Department of Housing and Urban Development (HUD) Guidelines, were applicable for these Rehabilitation Areas. Our review will include a surface-by surface inspection of all painted/coated surfaces within the Rehabilitation Areas if not otherwise included in the LBP Inspection Report. LBP testing will be conducted non-destructively using a SciAps X550 series multi-element spectrum analyzer, Serial No. 00877. The SciAps X550 is a field portable XRF spectrum analyzer capable of identifying lead concentrations in paint, which are expressed in units of milligrams per square centimeter (mg/cm²).

Terracon will prepare a written report describing the sampling methodology and the results of the Inspection. The Report will describe the number, type and location of building material samples collected, analytical results, estimated quantity and condition of ACM and LBP identified which will require management prior to renovation activities. Unless otherwise instructed, an electronic report will be submitted.

Terracon is prepared to commence work on the Inspection following receipt of a signed agreement for services. We anticipate completing the survey field activities in five working days. The analytical turnaround time is five working days for asbestos analysis, expedited turnaround is available at additional costs. Preliminary results will be available 24 hours after Terracon's receipt of the laboratory analytical report. The Report will be available electronically five days after receiving the laboratory analytical reports.

Task #2 – Design Plan Development and Bid Management:

Terracon will develop a site-specific design plan for the removal and disposal of identified asbestos, LBP, LBP Hazards potentially impacted by Rehabilitation work. The Specification will be developed in accordance with applicable local, state, and federal regulations and in conjunction with contract documents. The Specification will address project goals, summary of work, project

Proposal for Environmental Services

Jordan Tower I Apartments | Red Wing, Minnesota
March 31, 2026 | Project No. PMP267126



coordination, submittal procedures, regulatory requirements, testing/laboratory services, temporary facilities, and site work requirements. Site work requirements may include standard operation procedures, work practices, and disposal. The Specification will be prepared by an experienced Minnesota-licensed Pb Project Designer. The design plan will be available electronically ten days after the issuing of the supplemental asbestos and lead inspection report.

Task #3 – Oversight During Management of Asbestos, LBP and LBP Hazards

For budgetary purposes Terracon is estimating one hundred fifty (150) days of asbestos/LBP oversight based on *Schedule A* prepared by Finn Daniels Architecture.

- Conduct a pre-renovation meeting with the abatement contractor and their subcontractors to review the work practices, staging, and procedures.
- Perform contract administration services for the Client through response to requests for information, review change order requests, payment applications and closeout documents.
- Site inspections to include:
 - Observe and document the abatement contractor's work practices and procedures including submittal review for asbestos and regulated materials removals. If applicable, conduct daily air sampling using collection media and procedures in accordance with NIOSH Standard Analytical Method 7400. The selected air volumes will provide statistically reliable results for a concentration of 0.01f/cc of air or lower. Air samples will be analyzed by Phase Contrast Microscopy and will be performed by Terracon using NIOSH 7400A Method (Revision #4, 8/15/94). Analysis will be conducted on-site by a Terracon representative. The number and volume of air samples collected by Terracon will be related to the type of activity in progress, the airborne particulate concentration, and the number of personnel involved with the removal project. These samples shall be collected in accordance with current accepted industrial hygiene practices and shall be following local, state and federal regulations.
 - Clearance air sampling will not begin until a visual examination is complete and certified by the Abatement Contractor's representative and by Terracon to verify the area is encapsulated and adequate drying time has passed. Air samples shall be collected and will be analyzed at the site on a "real-time" basis. The testing will be in accordance with NIOSH Method 7400A using PCM methods. Terracon will provide an experienced senior project manager/asbestos designer to this project regarding weekly communication with the project team including attendance at weekly project meetings.
 - Site observations and documentation of work impacting LBP surfaces. The observations will include evaluating the contractor compliance with the design plan, local, state, and federal regulations. If applicable, conduct lead dust sampling using collection media and procedures in accordance with HUD Chapter 15.
- Prepare a project closeout report will document the asbestos, LBP, and LBP Hazards activities for the project, including locations and quantity of materials abated, abatement methods, engineering controls during abatement, air monitoring results during abatement, clearance criteria and verification, contractor and worker qualification and personnel records, waste containerization, transport, and disposal. Additionally, Terracon will provide

documentation of the demolition sequence of work, disposal, permitting and location of the disconnection of utilities.

C. COMPENSATION

The breakdown of anticipated lump sum costs is as follows:

Tasks	Cost
1. Supplemental Asbestos and LBP Hazard Inspection	\$ 10,705
2. Design Plan Development and Bid Management	\$ 5,985
3. Oversight During Management of Asbestos, LBP and LBP Hazards (150-days)*	\$ 195,000
4. Closeout Report	\$2,150
Total Cost	\$213,840

*Additional days will be charged a day rate of \$1,300 per day

Terracon will only conduct the work necessary to complete the work above and will notify you immediately if changes in the work are anticipated. This proposal is limited to the performance of the defined services for your exclusive use. The proposal and estimate are subject to revision should the services be redefined, or additional services or alternative reports are requested.


Terracon's services will be performed in a manner consistent with generally accepted practices of the profession undertaken in similar studies in the same geographical area during the same time. Terracon makes no warranties, either express or implied, regarding the findings, conclusions, or recommendations. Please note that Terracon does not warrant the work of laboratories, regulatory agencies, or other third parties supplying information used in the preparation of the report. The services will be performed in accordance with the scope of work agreed with you, our client.

If this proposal meets with your approval, the services may be initiated by returning a signed copy of the Agreement for Services to our office. The signed Agreement for Services can be faxed to our office at 763.489.3101 or emailed to Michael.Grabber@terracon.com. The Project Agreement and this proposal, including the Scope of Services and limitations it contains, shall constitute the exclusive terms, conditions and services to be provided for this project. This proposal is valid only if authorized within 30 days of the listed proposal date.

Please call (763) 489-3100 if you have any questions regarding this proposal.

Sincerely,
TERRACON CONSULTANTS, INC.


Mike Willey
Department Manager
Agreement for Services


Michael Graber
Project Scientist

AGREEMENT FOR SERVICES

This **AGREEMENT** is between Red Wing Housing & Redevelopment Authority ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Red Wing HRA - Jordan Tower - Asbestos and Lead Services project ("Project"), as described in Consultant's Proposal dated 03/30/2026 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
- 6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); (iv) umbrella liability (\$5,000,000 occ / agg); and (v) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, STE #600
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763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH ST, STE #4
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218-454-0703

MARSHALL OFFICE
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2026 Asbestos Renovation Inspection for Red Wing Housing & Redevelopment Authority at Jordan Tower 1

MARCH 30, 2026

PROPOSAL #13868

2026 Asbestos Renovation Inspection – Jordan Tower 1

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-301-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Dr. SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment, Inc. (IEA) is pleased to provide this proposal for a limited asbestos inspection services for the Red Wing Housing and Redevelopment Authority (HRA) for the renovations planned at the Jordan Tower 1 located at 433 West Fourth Street in Red Wing, Minnesota.

The asbestos inspection service provides a summary of asbestos-containing building materials (ACBM) identified to be impacted by upcoming renovations. The inspections are conducted by state-certified asbestos building inspectors. Asbestos sample analysis is performed by an independent, accredited analytical laboratory.

A final report will be submitted to the Red Wing Housing and Redevelopment Authority.

SCOPE OF WORK

Asbestos Inspection

The scope of the inspection will address all accessible suspect asbestos-containing building materials to be impacted by upcoming renovations. For purposes of this survey, "accessible" will include areas to be renovated.

The inspection includes the following:

- Visual examination of all suspect materials to be impacted by upcoming renovations.
- Identification and written description of homogeneous areas of asbestos-containing building materials including approximate amounts of materials in given functional spaces.
- IEA will make use of prior inspection laboratory results where applicable.

Sampling and Analysis

Bulk samples of accessible suspect materials will be collected and sent for analysis using preferred Environmental Protection Agency (EPA) sampling and analytical procedures. Sampling will be conducted in a manner determined by the inspector to be sufficient to identify whether the suspect materials are asbestos-containing.

- For each homogeneous type of suspect surfacing material, three (3) to seven (7) samples will be collected, depending on the amount of material.
- For each homogeneous type of thermal system insulation, three (3) samples will be collected.
- For each homogeneous type of miscellaneous material, a minimum of three (3) samples will be collected. For each homogeneous type of miscellaneous material, a minimum of three (3) samples will be collected. In addition, requiring at least one sample of homogenous Non-Organically Bound Materials (i.e.: floor tile, linoleum, mastics, caulks/sealants, adhesives, and roofing materials where the asbestos fibers are tightly bound in an asphalt or vinyl matrix) to be point counted via TEM if they are found to be None Detected or <1% Asbestos.

In some cases, materials may be "assumed" to contain asbestos in lieu of sampling. These cases may include fire doors, Transite, roofing materials, and other products that may be damaged by sampling or are obviously asbestos containing.

Bulk samples will be analyzed by an independent laboratory which is accredited by NVLAP.

Analysis will be conducted by Polarized Light Microscopy (PLM) backed by dispersion staining techniques.

Material analysis will be reported by layer, including gypsum drywall and associated taping compound.

2026 Asbestos Renovation Inspection – Jordan Tower 1

LIMITATIONS & ASSUMPTIONS

The sample locations inside and outside of the building will not be repaired by IEA, Inc. Repairs are at the Owners expense.

Lab analysis turnaround time will be 72 hours from laboratory receipt.

It is assumed that the Owner will provide access to all materials and areas within and on the facility to be inspected.

It is assumed the site visits will be conducted by two (2) licensed asbestos inspectors over three (3) eight-hour days.

It is assumed that an escort will be provided during each inspection site visit and will be present during any and all inspections taking place within residential living quarters and will also provide access to all materials and areas within and on the facility to be inspected.

It is assumed that IEA would have access to multiple units per day, with the schedule coordinated in advance.

It is assumed that if the 100 Units are unable to be inspected during the three (3) site visits that a change order will be created for additional inspection time and travel, including expenses.

It is assumed that the Red Wing HRA or client representative will coordinate with tenants for access to units prior to the services.

COMPENSATION

IEA's fee associated with this project as outlined above is **\$10,950, plus an additional \$21 per bulk sample layer analysis fee and an additional \$33 for analysis by point count where necessary.** The fixed fee includes sample collection, reporting, project management, IEA's expenses, and quality control.

The above fee includes 100 Units to be inspected at the above-mentioned location due to renovations and the collection of bulk samples. **Analysis of bulk samples is not included with the flat fee listed above and will be invoiced above the flat fee at \$21 per bulk sample layer and an additional \$33 where additional point count analysis is necessary.**

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

SCHEDULE

IEA's services will commence upon receipt of the signed proposal. IEA will schedule this project through Jennifer Jacobson or client representative Mike Hegna.

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

2026 Asbestos Renovation Inspection – Jordan Tower 1

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for an Asbestos Inspection. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and this Proposal #13868 dated March 30, 2026.

Printed Name

Authorized Signature

Date

PO Number (if applicable)

Appendix A

General Conditions

General Conditions

The word “Consultant” refers to the Institute for Environmental Assessment (“IEA”), the contracting company is referred to as the “Client”. Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant’s proposal (the “Proposal”). The services as set forth in the Proposal (the “Services”) will be provided by Consultant’s personnel at the location of the Client (the “Site”) (hereinafter referred to as the “Project”). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant’s obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. “Confidential or propriety information” and “trade secrets” shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client’s request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client’s reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys’ fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant’s expenses arising therefrom at the prevailing rate for Consultant’s time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant’s proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client’s proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

- (1) Consultant carries coverage and limits of liability insurance as follows:
 - (a) Workers Compensation with statutory limits.
 - (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
 - (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
 - (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
 - (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
 - (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
 - (g) Umbrella Liability.

\$5,000,000.00 each occurrence
- (2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

- (3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
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800-233-9513

2026 Asbestos Project Design and Bidding

for

Red Wing Housing & Redevelopment Authority

for

Jordan Tower 1

MARCH 30, 2026

PROPOSAL #13869

2026 Asbestos Project Design & Bidding – Jordan Tower 1

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-201-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Drive SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment (IEA), Inc., is pleased to provide this proposal for the 2026 asbestos project design and bidding for the asbestos removal project for the Red Wing Housing and Redevelopment Authority (HRA) at Jordan Tower 1 located at 433 West Fourth Street in Red Wing, Minnesota.

SCOPE OF WORK

Asbestos project design and bidding for the Jordan Tower 1 asbestos removal includes:

- Determination of scope of work.
- Development of project specification including engineering controls, removal procedures, disposal, insurance, and bonding.
- Meetings with owner, architect, and/or construction manager.
- Coordination of pre-bid, bid walk, and bid opening.
- Review of contractor submittals, references, and qualifications.
- Submittal of contractor award recommendation/documentation to owner.
- Creation of AIA contract between District and Awarded Contractor.

LIMITATIONS & ASSUMPTIONS

Abatement shall be performed by a Licensed Asbestos Contractor under a separate contract.

COMPENSATION

IEA's fee associated with project design and bidding will be billed at a flat rate of **\$19,825**. Monthly invoices will be sent for the duration of the project.

Reimbursable expenses are included in the beforementioned cost and include such items as drawings, specifications, bidding documents, technology usage/specialized equipment, and similar project-related items.

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

SCHEDULE

IEA's services will commence immediately upon receipt of the signed proposal or purchase order. IEA will schedule this project through Mike Hegna.

2026 Asbestos Project Design & Bidding – Jordan Tower 1

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Asbestos Project Design and Bidding. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and proposal #13869 dated March 30, 2026.

Printed Name

Authorized Signature

Date

UFARS Code or PO Number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or proprietary information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

- (a) Workers Compensation with statutory limits.
- (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
- (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
- (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
- (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
- (g) Umbrella Liability.

\$5,000,000.00 each occurrence

(2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

(3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
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507-476-3599

VIRGINIA OFFICE
5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.ieasafety.com

800-233-9513

2026 Asbestos On-Site Monitoring and Project Management for Red Wing Housing & Redevelopment Authority for Jordan Tower 1

MARCH 30, 2026

PROPOSAL #13871

2026 Asbestos On-Site Monitoring & Project Management – Jordan Tower 1

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-301-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Dr. SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment (IEA), Inc. is pleased to provide this proposal for the asbestos on-site monitoring and project management for the asbestos removal project for Red Wing HRA at Jordan Tower 1 located at 433 West Fourth Street in Red Wing, Minnesota.

SCOPE OF WORK

Asbestos on-site monitoring and project management for the asbestos removal per specification includes:

- Project management prior to and for the duration of the asbestos removal project.
- On-site air monitoring to include an estimated one hundred fifty (150) days on-site, duration air samples, and PCM air clearance sample sets.
- Development and submittal of final report to Red Wing HRA.

LIMITATIONS & ASSUMPTIONS

Abatement shall be performed by a Licensed Asbestos Contractor under a separate contract.

IEA is not responsible for liquidated damages if Abatement Contractor is unable to meet schedule.

It is assumed if over one hundred fifty (150) days are required on-site a change-order will be created for time and materials.

COMPENSATION

IEA's fee associated with project on-site monitoring and project management will be billed at a flat rate of **\$396,950**. Monthly invoices will be sent throughout the duration of the project.

Reimbursable expenses are included in the beforementioned cost and include such items as reproduction of reports, onsite PCM analysis and sample fees, technology usage/specialized equipment, and similar project-related items.

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

SCHEDULE

IEA's services will commence upon receipt of the signed proposal. IEA will schedule this project through Mike Hegna.

2026 Asbestos On-Site Monitoring & Project Management – Jordan Tower 1

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Asbestos On-Site Monitoring and Project Management. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and this Proposal #13871 dated March 30, 2026.

Printed Name

Authorized Signature

Date

UFARS Code or PO Number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or proprietary information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

- (1) Consultant carries coverage and limits of liability insurance as follows:
 - (a) Workers Compensation with statutory limits.
 - (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
 - (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
 - (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
 - (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
 - (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
 - (g) Umbrella Liability.

\$5,000,000.00 each occurrence
- (2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

- (3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

April 14, 2026

To: Red Wing HRA Board of Directors
From: Jennifer Jacobson, Housing Director
Re: Approving Abatement Consultant Contract for POHP 2024 Funds- Scattered Sites

Background

The Publicly Owned Housing Program (POHP) was first created by the Minnesota Legislature in 2005. The goal of these funds is to repair and maintain public housing units. POHP funds are offered as a 20-year, deferred, forgivable loan to HRAs/PHAs/CDAs that manage public housing. On June 27, 2024, the Minnesota Housing Board approved Red Wing HRA's application for Scattered Sites in the amount of \$1,509,700.

The general contractor's bid for this project exceeded the budget. After discussing with Minnesota Housing, it appears likely that the Red Wing HRA will request additional funds, but only once. Minnesota Housing staff advised the HRA to obtain bids for the abatement consultant and contractor. Once those figures are available, staff will submit a request for more funds to Minnesota Housing to cover the increased costs of the project.

Previous hazardous materials testing for asbestos and lead was performed at Deer Run, Featherstone, and Pioneer Place Townhomes. After comparing the final project designs with these previous reports, it appears that some existing materials likely to be impacted by the projects either have not yet been tested or have already been found to contain asbestos and/or lead.

While architects and general contractors can coordinate with the abatement team, they cannot assume the legal responsibilities or liabilities related to hazardous materials management or removal. Therefore, the owner must hire both a separate abatement consultant and a separate abatement contractor to ensure compliance with regulations, protect human health, and reduce liability.

The hazardous materials abatement consultant is responsible for:

- Reviewing final architectural and engineering plans.
- Cross-referencing them with prior testing reports.
- Identifying any additional testing needed.
- Preparing abatement design documents.
- Managing the abatement portion of the project, including oversight, monitoring, and environmental clearances.

The hazardous materials abatement contractor is responsible for removing any materials identified by the consultant.



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Bid Information

An invitation to bid was sent to four abatement consulting companies. The bids were due in on March 31, 2026. The bids received are listed below.

Bidding Abatement Consultant	Bid Amount
Terracon Consultants, Inc.	\$73,205
Institute for Environmental Assessment (IEA), Inc.	\$182,025

Staff is requesting approval for the Abatement Consultant services proposal received from Terracon Consultants, Inc. for the rehabilitation construction at Scattered Sites.

Funding

The estimated cost for the rehabilitation construction at Scattered Sites is \$1,709,700. Funding will be provided through the POHP 2024 request of \$1,509,700 and the Red Wing HRA Capital Fund Program of \$200,000. The cost of the abatement consultant is included in the abatement costs line of the overall project budget.

Recommendation:

Staff and Finance Committee recommend to the HRA Board of Commissioners to approve: 1) accepting the bid of \$73,205 from Terracon Consultants, Inc.; 2) awarding a contract to Terracon Consultants, Inc.; and 3) authorizing the Executive Director to execute all necessary documents.



13400 15th Ave North
Minneapolis, MN 55441
P (763) 489-3100
F (763) 489-3101
Terracon.com

March 31, 2026

Red Wing Housing and Redevelopment Authority
428 West 5th Street
Red Wing, Minnesota 55066

Attn: Jennifer Jacobson
P: (651) 301-7024
E: jennifer.jacobson@redwingmn.gov

Re: Proposal for Environmental Consulting Services
Featherstone Townhomes, Deer Run Townhomes, Pioneer Place Townhomes
861 Featherstone Road
613 21st Street
341 Pioneer Road
Red Wing, Minnesota 55066
Terracon Proposal Number: PMP267127

Dear Jennifer:

Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to the Red Wing Housing and Redevelopment Authority (Client) to prepare a supplemental inspection and design plan development including bid management and providing oversight/air monitoring during asbestos abatement activities for the above-mentioned site. The following sections provide an outline of the project, Terracon's scope of services, including schedule, and compensation.

A. PROJECT INFORMATION

Terracon understand the Client has requested a proposal from a qualified firm to provide design services in support of the management of asbestos within portions of the Featherstone Townhomes, Deer Run Townhomes, and Pioneer Place Townhomes. The renovation project will occur according to the provided drawings titled *Plumbing, Window, and Door Replacement Project, Featherstone Townhomes, Deer Run Townhomes, Pioneer Place Townhome*, Prepared by Finn Daniles Architects (Rehabilitation Area). The tasks required include conducting a supplemental inspection for asbestos, preparing a written asbestos project design including, bid management activities, and conducting oversight/documentation and air monitoring of asbestos activities.

The Client provided Terracon with previous inspection reports for the building titled:

- *Limited Asbestos Building Inspection Report, Deer Run - 613 2st Street, Pioneer Place - 341 Pioneer Road, Featherstone Court - 861 Featherstone, Red Wing, Minnesota*, prepared for Red Wing Housing and Redevelopment Authority, by Braun Intertec Corporation, Under BL-12-01968, dated April 27, 2012
- *Lead-Based Paint Survey, 813 Hallstrom Twenty-First Street Apartments, Pioneer Road Apartments, and Featherstone Road Apartments, Red Wing, Minnesota*, prepared for Red Wing Housing and Redevelopment Authority, by Professional Services Industries, Inc,

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Proposal for Environmental Services

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Under 673-4C006 dated December 8, 1994

At the request of Client, Terracon will review the past inspection reports, and utilize information contained in inspection Report in the performance of the supplemental inspection, were possible. However, Terracon is not responsible for the veracity of information contained in the inspection reports.

B. SCOPE OF SERVICES

Terracon will provide trained, experienced, and licensed personnel to conduct the following services:

Task #1 – Supplemental Asbestos Inspection

Terracon will review the provided asbestos reports to determine if these documents require additional investigation and/or sampling based upon the current rehabilitation plans and funding requirements. Terracon will mobilize a State of Minnesota-licensed asbestos inspector(s) to sample suspect asbestos-containing materials (ACM) within the Rehabilitation Areas. Suspect ACM includes materials such as thermal system insulation, surfacing materials, and miscellaneous materials (e.g., floor tiles, adhesives/mastics, caulking/glazing, ceiling tiles, drywall/joint compound, etc.) within the Rehabilitation Areas.

Suspect materials will be physically assessed for friability and evidence of damage or degradation. As referenced in the NESHAP regulation, bulk sample collection from suspect ACM will be conducted in accordance with the sampling protocols outlined in the EPA regulation 40 CFR Part 763, Subpart E, known as the Asbestos Hazard Emergency Response Act (AHERA).

Terracon may not be able to observe all areas/surfaces beneath construction finishes/below grade and/or inaccessible areas that require access beyond ladders or destructive access with hand tools. Sample collection will result in some isolated damage to building materials; however, attempts will be made to limit such damage to the extent necessary for sample collection. Terracon will not be responsible for repair or touch-up of sample locations. In addition, the Inspection will include activities such as opening holes in walls, floors, or ceilings, where concealed asbestos may be otherwise inaccessible. Terracon will not be dismantling of equipment or removal of protective coverings or accessing confined spaces. These locations may be concealing asbestos and will be listed as limitations in Terracon's reporting. Reasonable efforts to access suspect materials within known areas of restricted access will be made, provided these areas are not determined to be permit-required confined spaces, or pose a health or safety risk to Terracon personnel.

Roofing materials will be sampled during the Inspection. The client must agree to defend and hold Terracon harmless from subsequent liability and damages that may result from sampling or patching roofing materials. Terracon will apply temporary patching to roof sample locations. However, it is recommended that a roofing contractor be obtained to repair areas damaged by client-requested roof sampling.

Asbestos samples will be submitted to a laboratory accredited by the National Voluntary Laboratory Accreditation Program (NVLAP). NVLAP will analyze bulk material samples for asbestos

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by visual estimation using polarized light microscopy/dispersion staining (PLM/DS) techniques in accordance with the EPA's Method for the Determination of Asbestos in Bulk Building Materials (600/R-93/116). Samples will be analyzed on a standard 5-business day turnaround time. Our proposal is based upon expectation of collecting and analyzing up to 120 sample layers. The number of samples will ultimately be determined based upon the number of homogenous materials identified during the Inspection. If more than 120 samples are collected, each additional sample will be invoiced for a fee of \$12/per sample, pending approval.

When analysis of bulk samples by PLM/DS reveals greater than 0%, but less than 10% asbestos, the asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP) requires that the analysis be repeated with a more quantitative point counting technique. If point counting is not performed, you must assume the affected materials to be ACM when reported with asbestos content of greater than 0%, but less than or equal to 10%. If the PLM/DS analysis reveals the presence of asbestos content of greater than 0%, but less than or equal to 10%, Terracon will contact the Client to discuss the merits of point counting analysis and fees.

Terracon will prepare a written report describing the sampling methodology and the results of the Inspection. The Report will describe the number, type and location of building material samples collected, analytical results, estimated quantity and condition of ACM identified which will require management prior to renovation activities. Unless otherwise instructed, an electronic report will be submitted.

Terracon is prepared to commence work on the Inspection following receipt of a signed agreement for services. We anticipate completing the survey field activities in five working days. The analytical turnaround time is five working days for asbestos analysis, expedited turnaround is available at additional costs. Preliminary results will be available 24 hours after Terracon's receipt of the laboratory analytical report. The Report will be available electronically five days after receiving the laboratory analytical reports.

Task #2 – Design Plan Development and Bid Management:

Terracon will develop a site-specific design plan for the removal and disposal of identified asbestos potentially impacted by Rehabilitation work. The Specification will be developed in accordance with applicable local, state, and federal regulations and in conjunction with contract documents. The Specification will address project goals, summary of work, project coordination, submittal procedures, regulatory requirements, testing/laboratory services, temporary facilities, and site work requirements. Site work requirements may include standard operation procedures, work practices, and disposal. The Specification will be prepared by an experienced Minnesota-licensed Project Designer. The design plan will be available electronically ten days after the issuing of the supplemental asbestos and lead inspection report.

Task #3 – Oversight During Management of Asbestos, LBP and LBP Hazards

For budgetary purposes Terracon is estimating forty (45) days of asbestos oversight based on *Schedule A* prepared by Finn Daniels Architecture.

- Conduct a pre-renovation meeting with the abatement contractor and their subcontractors to review the work practices, staging, and procedures.

Proposal for Environmental Services

Townhomes | Red Wing, Minnesota

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- Perform contract administration services for the HRA through response to requests for information, review change order requests, payment applications and closeout documents.
- Site inspections to include:
 - Observe and document the abatement contractor's work practices and procedures including submittal review for asbestos and regulated materials removals. If applicable, conduct daily air sampling using collection media and procedures in accordance with NIOSH Standard Analytical Method 7400. The selected air volumes will provide statistically reliable results for a concentration of 0.01f/cc of air or lower. Air samples will be analyzed by Phase Contrast Microscopy and will be performed by Terracon using NIOSH 7400A Method (Revision #4, 8/15/94). Analysis will be conducted on-site by a Terracon representative. The number and volume of air samples collected by Terracon will be related to the type of activity in progress, the airborne particulate concentration, and the number of personnel involved with the removal project. These samples shall be collected in accordance with current accepted industrial hygiene practices and shall be following local, state and federal regulations.
 - Clearance air sampling will not begin until a visual examination is complete and certified by the Abatement Contractor's representative and by Terracon to verify the area is encapsulated and adequate drying time has passed. Air samples shall be collected and will be analyzed at the site on a "real-time" basis. The testing will be in accordance with NIOSH Method 7400A using PCM methods. Terracon will provide an experienced senior project manager/asbestos designer to this project regarding weekly communication with the project team including attendance at weekly project meetings.
- Prepare a project closeout report that will document the asbestos activities for the project, including locations and quantity of materials abated, abatement methods, engineering controls during abatement, air monitoring results during abatement, clearance criteria and verification, contractor and worker qualification and personnel records, waste containerization, transport, and disposal. Additionally, Terracon will provide documentation of the demolition sequence of work, disposal, permitting and location of the disconnection of utilities.

C. COMPENSATION

The breakdown of anticipated lump sum costs is as follows:

Tasks	Cost
1. Supplemental Asbestos and LBP Hazard Inspection	\$ 7,150
2. Design Plan Development and Bid Management	\$ 5,985
3. Oversight During Management of Asbestos, LBP and LBP Hazards (45-days)*	\$ 58,500
4. Closeout Report	\$2,150
Total Cost	\$73,205

*Additional days will be charged a day rate of \$1,300 per day

Proposal for Environmental Services

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Terracon will only conduct the work necessary to complete the work above and will notify you immediately if changes in the work are anticipated. This proposal is limited to the performance of the defined services for your exclusive use. The proposal and estimate are subject to revision should the services be redefined, or additional services or alternative reports are requested.

Terracon's services will be performed in a manner consistent with generally accepted practices of the profession undertaken in similar studies in the same geographical area during the same time. Terracon makes no warranties, either express or implied, regarding the findings, conclusions, or recommendations. Please note that Terracon does not warrant the work of laboratories, regulatory agencies, or other third parties supplying information used in the preparation of the report. The services will be performed in accordance with the scope of work agreed with you, our client.

If this proposal meets with your approval, the services may be initiated by returning a signed copy of the Agreement for Services to our office. The signed Agreement for Services can be faxed to our office at 763.489.3101 or emailed to Michael.Grabber@terracon.com. The Project Agreement and this proposal, including the Scope of Services and limitations it contains, shall constitute the exclusive terms, conditions and services to be provided for this project. This proposal is valid only if authorized within 30 days of the listed proposal date.

Please call (763) 489-3100 if you have any questions regarding this proposal.

Sincerely,

TERRACON CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read 'Mike Willey'.

Mike Willey
Department Manager

Agreement for Services

A handwritten signature in black ink, appearing to read 'Michael Graber'.

Michael Graber
Project Scientist

AGREEMENT FOR SERVICES

This **AGREEMENT** is between Red Wing Housing & Redevelopment Authority ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Red Wing HRA - Town Homes - Asbestos and Lead Services project ("Project"), as described in Consultant's Proposal dated 03/30/2026 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
- 6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); (iv) umbrella liability (\$5,000,000 occ / agg); and (v) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

- 10. CONSEQUENTIAL DAMAGES.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.
- 11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Minnesota law.
- 12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
- 13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to unsafe site conditions. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes.

Consultant: **Terracon Consultants, Inc.**

By: *MW* Date: 3/31/2026

Name/Title: Mike Willey / Department Manager I

Address: 13400 15th Ave N
Plymouth, MN 55441-4532

Phone: (763) 489-3100 Fax: _____

Email: mike.willey@terracon.com

Client: **Red Wing Housing & Redevelopment Authority**

By: _____ Date: _____

Name/Title: Jennifer Jacobson / Housing Director

Address: 428 W 5th St
Red Wing, MN 55066

Phone: (651) 388-7571 Fax: _____

Email: jennifer.jacobson@redwingmn.gov

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE

9201 W. BROADWAY, STE #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE

610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE

210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE

601 NW 5TH ST, STE #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE

1510 STADIUM DRIVE, STE #2
MARSHALL, MN 56258
800-233-9513

VIRGINIA OFFICE

5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

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800-233-9513

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2026 Asbestos Renovation Inspection for Red Wing Housing & Redevelopment Authority for Town Home Renovations

MARCH 30, 2026

PROPOSAL #13866

2026 Asbestos Renovation Inspection – Town Home Renovations

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-301-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Dr. SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment, Inc. (IEA) is pleased to provide this proposal for limited asbestos inspection services for the Red Wing Housing and Redevelopment Authority (HRA) for the renovations planned at the facilities listed below:

- Pioneer Place Town Homes, 341 Pioneer Road, Red Wing, MN 55066
- Deer Run Town Homes, 613 21st Street, Red Wing, MN 55066
- Featherstone Court Town Homes, 861 Featherstone Road, Red Wing, MN 55066

The asbestos inspection service provides a summary of asbestos-containing building materials (ACBM) identified to be impacted by upcoming renovations. The inspections are conducted by state-certified asbestos building inspectors. Asbestos sample analysis is performed by an independent, accredited analytical laboratory.

A final report will be submitted to the Red Wing Housing and Redevelopment Authority.

SCOPE OF WORK

Asbestos Inspection

The scope of the inspection will address all accessible suspect asbestos-containing building materials to be impacted by upcoming renovations. For purposes of this survey, "accessible" will include areas to be renovated.

The inspection includes the following:

- Visual examination of all suspect materials to be impacted by upcoming renovations.
- Identification and written description of homogeneous areas of asbestos-containing building materials including approximate amounts of materials in given functional spaces.
- IEA will make use of prior inspection laboratory results where applicable.

Sampling and Analysis

Bulk samples of accessible suspect materials will be collected and sent for analysis using preferred Environmental Protection Agency (EPA) sampling and analytical procedures. Sampling will be conducted in a manner determined by the inspector to be sufficient to identify whether the suspect materials are asbestos-containing.

- For each homogeneous type of suspect surfacing material, three (3) to seven (7) samples will be collected, depending on the amount of material.
- For each homogeneous type of thermal system insulation, three (3) samples will be collected.
- For each homogeneous type of miscellaneous material, a minimum of three (3) samples will be collected. In addition, requiring at least one sample of homogenous Non-Organically Bound Materials (i.e.: floor tile, linoleum, mastics, caulks/sealants, adhesives, and roofing materials where the asbestos fibers are tightly bound in an asphalt or vinyl matrix) to be point counted via TEM if they are found to be None Detected or <1% Asbestos.

In some cases, materials may be "assumed" to contain asbestos in lieu of sampling. These cases may include fire doors, Transite, roofing materials, and other products that may be damaged by sampling or are obviously asbestos containing.

Bulk samples will be analyzed by an independent laboratory which is accredited by NVLAP.

Analysis will be conducted by Polarized Light Microscopy (PLM) backed by dispersion staining techniques.

2026 Asbestos Renovation Inspection – Town Home Renovations

Material analysis will be reported by layer, including gypsum drywall and associated taping compound.

LIMITATIONS & ASSUMPTIONS

The sample locations inside and outside of the building will not be repaired by IEA, Inc. Repairs are at the Owners expense.

Lab analysis turnaround time will be 72 hours from laboratory receipt.

It is assumed that the Owner will provide access to all materials and areas within and on the facility to be inspected.

It is assumed the site visits will be conducted by two (2) licensed asbestos inspectors over two (2) eight-hour days.

It is assumed that an escort will be provided during each inspection site visit and will be present during any and all inspections taking place within residential living quarters and will also provide access to all materials and areas within and on the facility to be inspected.

It is assumed that IEA would have access to multiple units per day, with the schedule coordinated in advance.

It is assumed that if the 18 Units are unable to be inspected during the two (2) site visits that a change order will be created for additional inspection time and travel, including expenses.

It is assumed that the Red Wing HRA or client representative will coordinate with tenants for access to units prior to the services.

COMPENSATION

IEA's fee associated with this project as outlined above is **\$8,975, plus an additional \$21 per bulk layer analysis fee and an additional \$33 for analysis by point count where necessary.** The fixed fee includes sample collection, reporting, project management, IEA's expenses, and quality control.

The above fee includes 18 Units to be inspected at the above referenced locations due to renovations and the collection of bulk samples. **Analysis of bulk samples is not included with the flat fee listed above and will be invoiced above the flat fee at \$21 per sample layer and an additional \$33 where additional point count analysis is necessary.**

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

SCHEDULE

IEA's services will commence upon receipt of the signed proposal. IEA will schedule this project through Jennifer Jacobson or client representative Mike Hegna.

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

This proposal is valid for 60 days.

2026 Asbestos Renovation Inspection – Town Home Renovations

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Asbestos Inspection services. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and this Proposal #13866 dated March 30, 2026.

Printed Name

Authorized Signature

Date

PO Number (if applicable)

Appendix A

General Conditions

General Conditions

The word “Consultant” refers to the Institute for Environmental Assessment (“IEA”), the contracting company is referred to as the “Client”. Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant’s proposal (the “Proposal”). The services as set forth in the Proposal (the “Services”) will be provided by Consultant’s personnel at the location of the Client (the “Site”) (hereinafter referred to as the “Project”). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant’s obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. “Confidential or propriety information” and “trade secrets” shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client’s request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client’s reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys’ fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant’s expenses arising therefrom at the prevailing rate for Consultant’s time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant’s proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client’s proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

- (1) Consultant carries coverage and limits of liability insurance as follows:
 - (a) Workers Compensation with statutory limits.
 - (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
 - (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
 - (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
 - (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
 - (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
 - (g) Umbrella Liability.

\$5,000,000.00 each occurrence
- (2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

- (3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH ST. SUITE #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE
1420 EAST COLLEGE DRIVE
MARSHALL, MN 56258
507-476-3599

VIRGINIA OFFICE
5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.ieasafety.com

800-233-9513

2026 Asbestos Project Design and Bidding for Red Wing Housing & Redevelopment Authority for Town Home Renovations

MARCH 30, 2026

PROPOSAL #13867

2026 Asbestos Project Design & Bidding – Town Home Renovations

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-201-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Drive SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment (IEA), Inc., is pleased to provide this proposal for the 2026 asbestos project design and bidding for the asbestos removal project for the Red Wing Housing and Redevelopment Authority (HRA) Town Homes indicated below:

- Pioneer Place Town Homes, 341 Pioneer Road, Red Wing, MN 55066
- Deer Run Town Homes, 613 21st Street, Red Wing, MN 55066
- Featherstone Court Town Homes, 861 Featherstone Road, Red Wing, MN 55066

SCOPE OF WORK

Asbestos project design and bidding for the above referenced locations asbestos removal includes:

- Determination of scope of work for each townhome reference above.
- Development of project specifications including engineering controls, removal procedures, disposal, insurance, and bonding.
- Coordination of pre-bid, bid walk, and bid opening.
- Review of contractor submittals, references, and qualifications.
- Submittal of contractor award recommendation/documentation to owner.

LIMITATIONS & ASSUMPTIONS

Abatement shall be performed by a Licensed Asbestos Contractor under a separate contract.

COMPENSATION

IEA's fee associated with project design and bidding will be billed at a flat rate of **\$15,150**.

Reimbursable expenses are included in the beforementioned cost and include such items as drawings, specifications, bidding documents, technology usage/specialized equipment, and similar project-related items.

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

SCHEDULE

IEA's services will commence immediately upon receipt of the signed proposal or purchase order. IEA will schedule this project through Jennifer Jacobson or client representative Mike Hegna.

2026 Asbestos Project Design & Bidding – Town Home Renovations

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

This proposal is valid for 60 days.

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Asbestos Project Design and Bidding. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and proposal #13867 dated March 30, 2026.

Printed Name

Authorized Signature

Date

UFARS Code or PO Number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or proprietary information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

- (a) Workers Compensation with statutory limits.
- (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
- (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
- (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
- (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
- (g) Umbrella Liability.

\$5,000,000.00 each occurrence

(2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

(3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH ST. SUITE #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE
1420 EAST COLLEGE DRIVE
MARSHALL, MN 56258
507-476-3599

VIRGINIA OFFICE
5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.ieasafety.com

800-233-9513

2026 Asbestos On-Site Monitoring and Project Management for Red Wing Housing & Redevelopment Authority for Town Home Renovations

MARCH 30, 2026

PROPOSAL #13872

2026 Asbestos On-Site Monitoring & Project Management – Town Home Renovations

PROPOSAL PROVIDED TO:

Jennifer Jacobson
HRA Contact
Red Wing Housing and Redevelopment Authority (HRA)
428 West 5th Street
Red Wing, MN 55066
Phone: 651-301-7024
E-mail: jennifer.jacobson@ci.red-wing.mn.us

PROPOSAL CONTACT:

Natalie Eskew
EPDM/IAQ Lead
IEA, Inc.
210 Woodlake Dr. SE
Rochester, MN 55904
Phone: 507-319-0161
E-mail: Natalie.Eskew@ieasafety.com

PROJECT INTRODUCTION

The Institute for Environmental Assessment (IEA), Inc. is pleased to provide this proposal for the asbestos on-site monitoring and project management for the asbestos removal project for Red Wing HRA at the following Town Homes:

- Pioneer Place Town Homes, 341 Pioneer Road, Red Wing, MN 55066
- Deer Run Town Homes, 613 21st Street, Red Wing, MN 55066
- Featherstone Court Town Homes, 861 Featherstone Road, Red Wing, MN 55066

SCOPE OF WORK

Asbestos on-site monitoring and project management for the asbestos removal per specification includes:

- Project management prior to and for the duration of the asbestos removal project.
- On-site air monitoring to include an estimated seventy (70) eight-hour days on-site, duration air samples, and PCM air clearance sample sets.
- Development and submittal of final report to Red Wing HRA.

LIMITATIONS & ASSUMPTIONS

Abatement shall be performed by a Licensed Asbestos Contractor under a separate contract.

IEA is not responsible for liquidated damages if Abatement Contractor is unable to meet schedule.

It is assumed if over seventy (70) days are required on-site a change-order will be created for time and materials.

COMPENSATION

IEA's fee associated with the above scope of work for project on-site monitoring and project management will be billed at a flat rate of **\$157,900**. Monthly invoices will be sent throughout the duration of the project.

Reimbursable expenses are included in the beforementioned cost and include such items as reproduction of reports, onsite PCM analysis fees, technology usage/specialized equipment, and similar project-related items.

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

2026 Asbestos On-Site Monitoring & Project Management – Town Home Renovations

SCHEDULE

IEA's services will commence upon receipt of the signed proposal. IEA will schedule this project through Jennifer Jacobson or client representative Mike Hegna.

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Asbestos On-Site Monitoring and Project Management. Please sign this authorization to proceed and e-mail to Natalie.Eskew@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Natalie Eskew
EPDM/IAQ Lead

Please proceed according to the above stated fees, terms, attached General Conditions, and this Proposal #13872 dated March 30, 2026.

Printed Name

Authorized Signature

Date

UFARS Code or PO Number

Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or propriety information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Consultant shall indemnify and hold harmless Client against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Consultant, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Consultant, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Consultant's proportion of the total fault which directly caused the damages. Client shall indemnify and hold harmless Consultant against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Client, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Client, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Client's proportion of the total fault which directly caused the damages.

B. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

General Conditions (cont'd)

C. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

- (a) Workers Compensation with statutory limits.
- (b) Employers' Liability with a minimum policy limit of \$1,000,000.00.
- (c) Comprehensive General Liability with the following coverage:
 - I. Limit \$1,000,000.00 per occurrence
 - II. \$2,000,000.00 general aggregate
 - III. \$2,000,000.00 products completed/ operations aggregate
 - IV. \$1,000,000.00 personal and advertising injury
 - V. \$300,000.00 fire Damage (any one fire)
 - VI. \$25,000.00 medical expenses (any one person)
- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of \$1,000,000.00
- (e) Professional Liability (claims made) with the following coverage:

\$1,000,000.00 per occurrence
- (f) Contractor Pollution Liability (claims made):

\$1,000,000.00 each occurrence
- (g) Umbrella Liability.

\$5,000,000.00 each occurrence

(2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

(3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by Consultant without prior written consent of the Client.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

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Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

Telephone (651) 388-7571
FAX (651) 385-0551
www.redwinghra.org

April 14, 2026

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Executive Director's Report

Federal, State & Local Funding

We are watching the State legislative session to see how much, if any, funding is made available for housing activities that we may be able to apply for. The Governor's supplemental budget includes funds for POHP and other programs we have been able to take advantage of in the past. We won't know for sure about funding levels until the end of the session.

Information Technology Upgrades

In addition to all the capital improvements we are working on for our housing properties, we will also be replacing our current phone system and our housing software that we use to administer our many housing programs. Our current phone system hardware will no longer be supported at the end of the year. We will be switching to new internet-based system from our current vendor that requires much less hardware on our end. We will select a new housing software vendor and work with them to get on their schedule for conversion and implementation which may be late this year or early next. The new software will almost certainly be cloud based which will allow us to reduce the number of servers we need to maintain here in our offices.

Potential Workshop Session

I'd like your feedback on the idea of doing a workshop session at a date and time to be determined that would focus on what is required and involved in developing an affordable multi-family project. Topics could include: site requirement/considerations, capital funding sources, public assistance requirements/options and timeline expectations.



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
 Wing, MN 55066
 DD/TTY 7-1-1

Telephone (651) 388-7571
 FAX (651) 385-0551
 www.redwinghra.org

March 10, 2026

To: Red Wing HRA Board of Commissioners

From: Corrine Kulseth, Finance Director

Re: Finance Report

Reserves Adjusted

Program	December 2025	January 2026	February 2026
Public Housing	\$191,798	\$165,192	\$143,018
Housing Choice Vouchers (FSS and restricted included)	\$36,533	\$41,089	\$42,582
Redevelopment	\$932,184	\$885,899	\$842,689
AHTF	\$418,393	\$418,619	\$373,805
Bridges	\$495	-\$14,461	-\$12,310
Small Cities Program	\$316,415	\$325,478	\$325,478
Jordan Tower II	\$1,708,374	\$1,740,062	\$1,758,636
Total	\$3,604,192	\$3,561,879	\$3,473,899

Operating Budget Update

Category	YTD 2026 (February)	Budgeted	Variance
Revenues	\$640,137	\$924,452	-31%
Expenses	\$693,982	\$910,773	-24%
Net Income	-\$53,845		

Notes to Financial Statements

- Public Housing – POHP payments, Rental License Fee, Boiler Maintenance, Work Comp Insurance
- Redevelopment – Annual Software Contract for CDM, Staff Training, GCHFH annual sponsorship, Computer upgrades for staff, Work Comp Insurance
- AHTF – payment to Goodhue County Habitat for Humanity of \$45,000 for Owner-Occupied Program
- Bridges – Missing reimbursement for January and February-caught up in March

Other Business

- ROSS Grant application has been submitted waiting for approval
- Audit for 2025 Financials was held March 31 - April 3, 2026
- Starting process of looking for new housing software. Meeting with 2 providers in April
- Open Enrollment for staff in April for June renewal
- Planning Office phone upgrade for Q3 this year

Committee Reports

Finance Committee summary for April attached

RED WING HRA RESERVE ACCOUNTS
January 31, 2026 Month End

Program	Fund Account	31-Dec-2025	31-Jan-2026	31-Jan-2025
Jordan Tower I & Family Units	Unrestricted - CDs	\$ 48,462	48,462	45,542
	Unrestricted	\$ 120,804	74,800	393,690
	Restricted - Sec Dep	\$ 41,696	42,092	51,089
	Total	\$ 210,963	165,354	490,321
	Due to/from Redevelopment	19,164.89	161.81	0.00
Sec 8 Voucher	Unrestricted Cash	\$ 1,596	0	307
	FSS Escrow	\$ 0	0	0
	HAP Reserve Acct	\$ 31,017	39,378	46,883
	Total	\$ 32,613	39,378	47,190
	Due to/from Redevelopment	-3,920.30	-1,711.46	-6,065.15
Redevelopment	MURL Investments	\$ 0	0	117,713
	Transitional Housing	\$ 0	0	0
	Bluff View	\$ 104,343	105,743	88,943
	Twin Homes	\$ 12,368	12,368	12,368
	Hill Street	\$ 14,770	16,296	16,826
	Restricted - Sec Dep	\$ 13,536	13,536	12,009
	Restricted - CDG	\$ 0	0	31,000
	ILSP	\$ 3,010	0	833
	Unrestricted	\$ 741,375	724,598	649,685
	Total	\$ 889,402	872,540	929,377
Bridges	Unrestricted	12,875	447	20,950
	Front Funded HAP	\$ 0	0	0
	Total	\$ 12,875	447	20,950
	Due to/from Redevelopment	12,379.56	14,908.39	31,248.39
AHTF	Unrestricted AHTF	\$ 418,393	418,619	290,233
	Program Income	0	0	0
	Total	\$ 418,393	418,619	290,233
	Due to/from Redevelopment	0.00	0.00	0.00
Small Cities	Small Cities Program	\$ 316,415	325,478	434,903
	Program Income	0	0	0
	Total	\$ 316,415	325,478	434,903
	Due to/from Redevelopment	0.00	0.00	0.00
Jordan II Tower	Unrestricted	\$ 1,683,051	1,699,193	1,434,606
	Restricted - Sec Dep	\$ 40,480	40,869	38,685
	City Bond Debt Escrow	\$ 0	0	0
	Total	\$ 1,723,531	1,740,062	1,473,291
	Due to/from Redevelopment	15,156.70	0.00	0.00
Total Cash Reserves		3,604,192	3,561,879	3,686,265

Financial Institution	Funds	Funds	Funds
Associated Bank	2,876,716	3,092,167	2,903,911
Edward D Jones	108,541	26,044	108,541
First Minnesota	154,380	221,175	154,380
Merchant's Bank	545,917	222,493	519,432
	\$3,685,554	\$3,561,879	\$3,686,264

RED WING HRA RESERVE ACCOUNTS
February 28, 2026 Month End

Program	Fund Account	31-Jan-2026	28-Feb-2026	28-Feb-2025
Jordan Tower I & Family Units	Unrestricted - CDs	\$ 48,462	48,462	45,542
	Unrestricted	\$ 74,800	52,364	478,551
	Restricted - Sec Dep	\$ 42,092	42,092	20,257
	Total	\$ 165,354	142,918	544,350
	Due to/from Redevelopment	161.81	-100.00	21,032.60
Sec 8 Voucher	Unrestricted Cash	\$ 0	-755	384
	FSS Escrow	\$ 0	0	0
	HAP Reserve Acct	\$ 39,378	40,870	52,309
	Total	\$ 39,378	40,115	52,693
	Due to/from Redevelopment	-171,146.00	-2,466.96	-451.40
Redevelopment	MURL Investments	\$ 0	0	117,866
	Transitional Housing	\$ 0	0	0
	Bluff View	\$ 105,743	107,143	90,343
	Twin Homes	\$ 12,368	12,368	12,368
	Hill Street	\$ 16,296	16,769	15,883
	Restricted - Sec Dep	\$ 13,536	12,659	11,361
	Restricted - CDG	\$ 0	0	31,000
	ILSP	\$ 0	0	833
	Unrestricted	\$ 724,598	665,369	596,189
	Total	\$ 872,541	814,309	875,843
Bridges	Unrestricted	447	18,637	32,080
	Front Funded HAP	\$ 0	0	0
	Total	\$ 447	18,637	32,080
	Due to/from Redevelopment	14,908.39	30,947.39	32,080.39
AHTF	Unrestricted AHTF	\$ 418,619	373,805	290,480
	Program Income	0	0	0
	Total	\$ 418,619	373,805	290,480
	Due to/from Redevelopment	0.00	0.00	0.00
Small Cities	Small Cities Program	\$ 325,478	325,478	433,020
	Program Income	0	0	0
	Total	\$ 325,478	325,478	433,020
	Due to/from Redevelopment	0.00	0.00	0.00
Jordan II Tower	Unrestricted	\$ 1,699,193	1,717,767	1,497,031
	Restricted - Sec Dep	\$ 40,869	40,869	37,973
	City Bond Debt Escrow	\$ 0	0	0
	Total	\$ 1,740,062	1,758,636	1,535,004
	Due to/from Redevelopment	0.00	0.00	17,994.52
Total Cash Reserves		3,561,879	3,473,899	3,763,471

Financial Institution	Funds	Funds	Funds
Associated Bank	3,092,167	3,026,622	2,927,088
Edward D Jones	26,044	26,044	108,541
First Minnesota	221,175	221,175	154,380
Merchant's Bank	222,493	200,058	573,461
	\$3,561,879	\$3,473,899	\$3,763,470

Red Wing Housing and Redevelopment Authority
Income and Expense Report
2/28/2026

	Public Housing			Housing Choice Voucher			Jordan Towers II			Redevelopment			Bridges			Bring It Home			All Programs		
	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	Total Balance	Total Budget	Total Variance
REVENUES																					
Rental Income	\$98,422	\$101,917	-3%	\$198,500	\$178,467	11%	\$94,242	\$91,667	3%	\$30,357	\$33,052	-8%	\$24,702	\$25,000	-1%	\$29,358	\$16,667	76%	\$223,021	\$226,636	-2%
Subsidy	\$9,356	\$10,000	-6%	\$5	\$5	0%	\$4,167	\$4,167	0%	\$453	\$1,833	-75%	\$550	\$6,750	-92%	\$4,019	\$6,750	-40%	\$35,006	\$33,367	5%
Other Income-Tenants	\$50	\$4,167	-88%	\$5	\$5	0%	\$3,333	\$3,333	0%	\$5,234	\$2,937	82%	\$1,072	\$2,333	-54%	\$13,440	\$9,083	48%	\$50	\$50	0%
Interest Income	\$1,083	\$1,083	0%	\$9,197	\$18,333	-50%	\$8,207	\$13,333	-38%	\$2,485	\$90,833	-97%	\$2,485	\$2,485	0%	\$24,186	\$48,033	-50%	\$2,485	\$90,833	-97%
Other Income	\$0	\$16,833	-100%	\$0	\$19,200	-100%	\$17,516	\$16,667	5%	\$17,516	\$16,667	5%	\$0	\$0	0%	\$17,516	\$16,667	5%	\$17,516	\$16,667	5%
Grants/Admin Fees	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Tax Levy	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Direct TV	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Office Rent	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
TIF Tax Increment	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Operating Transfer In	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Total Revenues	\$107,875	\$124,000	-29%	\$227,027	\$235,000	-4%	\$22,027	\$23,000	-4%	\$57,795	\$185,552	-69%	\$31,204	\$31,500	-1%	\$42,858	\$24,833	73%	\$640,137	\$924,452	-31%
EXPENSES																					
ADMINISTRATIVE																					
Salaries	\$75,166	\$33,333	-55%	\$13,933	\$18,333	-24%	\$23,442	\$36,667	-36%	\$31,621	\$32,417	-2%	\$4,805	\$4,500	7%	\$1,091	\$2,500	-56%	\$98,967	\$127,750	-23%
Employee Benefits	\$9,358	\$14,333	-35%	\$7,870	\$14,333	-45%	\$7,870	\$14,333	-45%	\$13,414	\$13,788	-3%	\$13,414	\$13,788	-3%	\$3,364	\$1,167	69%	\$37,145	\$54,121	-31%
Advertising & Marketing	\$560	\$833	-33%	\$4,806	\$8,667	-45%	\$560	\$833	-33%	\$0	\$33	-100%	\$1,697	\$1,833	-7%	\$1,120	\$1,700	-34%	\$1,120	\$1,700	-34%
Memberships/Publications	\$0	\$333	-100%	\$0	\$100	-100%	\$0	\$167	-100%	\$0	\$333	-100%	\$2,460	\$667	269%	\$0	\$667	-100%	\$2,460	\$667	269%
Legal	\$0	\$167	-100%	\$0	\$100	-100%	\$0	\$167	-100%	\$0	\$833	-100%	\$0	\$0	NDV/0I	\$0	\$833	-100%	\$0	\$833	-100%
Travel	\$30	\$833	-96%	\$0	\$500	-100%	\$0	\$833	-96%	\$1,190	\$2,067	-42%	\$0	\$0	NDV/0I	\$0	\$84	-100%	\$0	\$84	-100%
Training	\$669	\$1,833	-59%	\$644	\$1,167	-45%	\$751	\$1,417	-47%	\$0	\$1,102	-100%	\$1,102	\$2,333	-53%	\$0	\$1,250	-70%	\$1,102	\$4,233	-70%
Accounting	\$0	\$917	-100%	\$0	\$917	-100%	\$0	\$917	-100%	\$0	\$917	-100%	\$0	\$0	NDV/0I	\$0	\$3,865	-100%	\$0	\$3,865	-100%
Audit	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Office Rent	\$547	\$1,333	-58%	\$379	\$1,167	-67%	\$288	\$1,333	-78%	\$715	\$1,667	-57%	\$0	\$167	-100%	\$1,728	\$5,500	-69%	\$1,728	\$5,500	-69%
Office Supplies/Paper	\$496	\$2,397	-74%	\$305	\$833	-63%	\$316	\$2,680	-88%	\$3,350	\$4,503	-26%	\$3,350	\$4,503	-26%	\$10,728	\$15,080	-37%	\$10,728	\$15,080	-37%
Sundry	\$320	\$833	-61%	\$320	\$333	-4%	\$320	\$333	-4%	\$320	\$333	-4%	\$320	\$333	-4%	\$1,280	\$1,333	-4%	\$3,350	\$4,503	-26%
Telephone	\$40,145	\$56,647	-29%	\$20,387	\$37,017	-46%	\$38,127	\$61,263	-38%	\$54,254	\$59,891	-9%	\$54,254	\$59,891	-9%	\$6,502	\$6,500	0%	\$159,415	\$216,318	-26%
Total Admin Expenses	\$40,145	\$56,647	-29%	\$20,387	\$37,017	-46%	\$38,127	\$61,263	-38%	\$54,254	\$59,891	-9%	\$54,254	\$59,891	-9%	\$6,502	\$6,500	0%	\$159,415	\$216,318	-26%
TELECOMMUNICATIONS																					
Cellular Service	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Social Service Coordinator	\$425	\$1,134	-63%	\$425	\$1,134	-63%	\$425	\$1,134	-63%	\$425	\$1,134	-63%	\$425	\$1,134	-63%	\$425	\$1,134	-63%	\$425	\$1,134	-63%
Resident Activities	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%
Total Tenant Service Exp.	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%	\$473	\$1,134	-58%
UTILITIES																					
Water & Sewer	\$5,538	\$10,000	-45%	\$4,996	\$6,667	-25%	\$6,561	\$6,667	1%	\$6,561	\$6,667	1%	\$4,996	\$6,667	-25%	\$4,996	\$6,667	-25%	\$11,493	\$19,183	-40%
Electricity	\$6,748	\$6,667	1%	\$6,667	\$6,667	0%	\$6,667	\$6,667	0%	\$6,667	\$6,667	0%	\$6,667	\$6,667	0%	\$6,667	\$6,667	0%	\$14,115	\$14,115	0%
Gas	\$14,732	\$6,667	121%	\$12,121	\$6,667	82%	\$12,121	\$6,667	82%	\$4,733	\$1,833	158%	\$4,733	\$1,833	158%	\$4,733	\$1,833	158%	\$14,115	\$14,115	0%
Rubbish/Recycling	\$1,944	\$3,333	-42%	\$964	\$2,000	-52%	\$964	\$2,000	-52%	\$4,684	\$9,083	-47%	\$4,684	\$9,083	-47%	\$4,684	\$9,083	-47%	\$1,944	\$3,333	-42%
Total Utilities Exp.	\$28,962	\$26,667	9%	\$24,142	\$22,833	11%	\$24,142	\$22,833	11%	\$24,142	\$22,833	11%	\$24,142	\$22,833	11%	\$24,142	\$22,833	11%	\$28,962	\$26,667	9%
MAINTENANCE																					
Salaries	\$25,297	\$26,250	-4%	\$14,559	\$19,167	-24%	\$14,559	\$19,167	-24%	\$491	\$2,583	-81%	\$491	\$2,583	-81%	\$491	\$2,583	-81%	\$40,308	\$48,000	-16%
Benefits	\$9,839	\$11,667	-16%	\$5,149	\$8,167	-37%	\$5,149	\$8,167	-37%	\$559	\$1,096	-105%	\$559	\$1,096	-105%	\$559	\$1,096	-105%	\$14,919	\$20,919	-29%
Materials	\$3,891	\$3,333	17%	\$2,319	\$3,333	-30%	\$2,319	\$3,333	-30%	\$2,198	\$3,117	-29%	\$2,198	\$3,117	-29%	\$2,198	\$3,117	-29%	\$8,408	\$9,783	-14%
Uniforms	\$0	\$100	-100%	\$0	\$100	-100%	\$0	\$100	-100%	\$0	\$100	-100%	\$0	\$100	-100%	\$0	\$100	-100%	\$0	\$100	-100%
Elevator Contract	\$1,682	\$1,500	12%	\$1,682	\$1,583	6%	\$1,682	\$1,583	6%	\$1,682	\$1,583	6%	\$1,682	\$1,583	6%	\$1,682	\$1,583	6%	\$3,363	\$3,083	9%
Extenuating	\$590	\$167	254%	\$0	\$500	-100%	\$0	\$500	-100%	\$0	\$125	-100%	\$0	\$125	-100%	\$0	\$625	-100%	\$590	\$667	-12%
Heating/Cooling Contracts	\$1,293	\$833	55%	\$1,471	\$1,167	26%	\$1,471	\$1,167	26%	\$0	\$83	-100%	\$0	\$83	-100%	\$0	\$625	-100%	\$2,764	\$2,083	33%
Plumbing Contracts	\$811	\$1,667	-51%	\$1,111	\$2,667	-58%	\$1,111	\$2,667	-58%	\$0	\$417	-100%	\$0	\$417	-100%	\$1,922	\$4,750	-60%	\$2,764	\$2,083	33%
Unit Turnaround	\$14,543	\$3,333	336%	\$7,020	\$7,500	-6%	\$7,020	\$7,500	-6%	\$1,714	\$10,583	-84%	\$1,714	\$10,583	-84%	\$23,276	\$21,417	9%	\$14,543	\$3,333	336%
Contract Costs	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I	\$0	\$0	NDV/0I
Capital Improvements	\$57,905	\$49,017	18%	\$33,310	\$44,517	-25%	\$33,310	\$44,517	-25%	\$11,069	\$39,421	-72%	\$11,069	\$39,421	-72%	\$11,069	\$39,421	-72%	\$102,385	\$132,954	-23%
Total Maintenance Exp.	\$57,905	\$49,017	18%	\$33,310	\$44,517	-25%	\$33,310	\$44,517	-25%	\$11,069	\$39,421	-72%	\$11,069	\$39,421	-72%	\$11,069	\$39,421	-72%	\$102,385	\$132,954	-23%
GENERAL EXPENSES																					
Property Insurance	\$11,058	\$11,667	-5%	\$9,473	\$10,167	-7%	\$9,473	\$10,167	-7%	\$3,358	\$3,750	-10%	\$3,358	\$3,750	-10%	\$3,358	\$3,750	-10%	\$23,889	\$25,583	-7%
Liability Insurance	\$1,783	\$2,000	-11%	\$1,518	\$1,667	-9%	\$1,518	\$1,667	-9%	\$493	\$658	-25%	\$493	\$658	-25%	\$493	\$658	-25%	\$3,794	\$4,375	-12%
Work Comp Insurance	\$10,215	\$1,667	513%	\$10,215	\$1,667	513%	\$10,215	\$1,667	513%	\$10,215	\$1,667	513%	\$10,215	\$1,667	513%	\$10,215	\$1,667	513%	\$30,644	\$5,000	513%
Misc Insurance	\$0	\$833	-100%	\$0	\$833	-100%	\$0	\$833	-100%	\$0	\$292	-100%	\$0	\$292	-100%	\$0	\$833	-100%	\$0	\$833	-100%
PILOT	\$6,944	\$9,000	-23%	\$7,010	\$8,000	-12%	\$7,010	\$8,000	-12%	\$2,664	\$2,814	-7%	\$2,664	\$2,814	-7%	\$2,664	\$2,814	-7%	\$6,944	\$9,000	-23%
Software Maintenance	\$782	\$1,833	-58%	\$1,272	\$1,667	-24%	\$1,272	\$1,667	-24%	\$4,059	\$4,000	1%	\$4,059	\$4,000	1%						

2026 MCPP Usage Report 1.16.2026 - 11.30.2026 (Applies to Start Up Program Loans Only)

Applicant Name	Allocation	Committed Loans	Committed Amount	*Usage Year	% of Total	Additional Start Up Loans			Step Up Loans			Fix Up Loans			Total Loan Activity			Downpayment and Closing Cost						
						Committed Loans	Committed Amount	Committed Loans	Committed Amount	Committed Loans	Committed Amount	Committed Loans	Committed Amount	Committed Loans	Committed Amount	Committed Loans	Committed Amount	% of First Mortgage	Total Amount of Downpayment					
Albin	\$ 317,955	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Albert Lea	\$ 353,868	3	\$542,882	MET	153%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Alexandria	\$ 291,931	1	\$206,193	MET	71%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Anoka	\$ 7,281,283	27	\$7,380,026	MET	101%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Benton	\$ 689,906	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Blue Earth - City of	\$ 310,053	2	\$555,758	MET	179%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Blue Earth County	\$ 100,000	1	\$142,508	MET	143%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Blue Earth County	\$ 1,375,918	2	\$3,189,940	NOT MET	232%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bluff County HRA	\$ 775,686	3	\$482,980	MET	62%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Breckinridge	\$ 100,000	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Carver	\$ 2,221,884	3	\$670,500	NOT MET	30%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chippewa	\$ 551,075	4	\$577,419	MET	105%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chicago	\$ 1,150,459	3	\$977,671	MET	85%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clay	\$ 1,301,174	7	\$1,380,024	MET	106%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cook	\$ 245,864	3	\$581,932	MET	237%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Crow Wing	\$ 1,407,416	0	\$736,100	NOT MET	52%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fergus Falls	\$ 347,386	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fergus Falls & Perham HRAs	\$ 100,000	1	\$188,522	MET	189%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Foley	\$ 118,929	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant	\$ 1,684,375	6	\$1,007,660	MET	60%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Headwaters Regional Dev. Commiss	\$ 16,924,818	50	\$12,596,069	MET	74%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hennepin	\$ 850,294	8	\$1,967,584	MET	231%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Isanti	\$ 869,545	7	\$1,125,391	MET	129%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kandiyohi	\$ 273,070	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marshall - City of	\$ 217,993	9	\$1,842,728	MET	257%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McLeod	\$ 457,283	3	\$549,133	MET	120%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mower	\$ 796,066	8	\$1,451,133	MET	182%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mower	\$ 167,043	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
New Prague	\$ 1,407,416	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 233,317	0	\$0	NOT MET	0%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2	\$195,520	NOT MET	12%	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Mankato	\$ 1,601,767	2																						



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
Red Wing, MN 55066

Telephone & TDD (651) 388-7571
FAX (651) 385-0551

Website: www.redwinghra.org

SUMMARY

Finance Committee Meeting
HRA Office Conference Room
Tuesday, April 7, 2026 at 3:30pm
Agenda

In attendance: Kristi Reuter, Abby Villaran, Kurt Keena, Jennifer Jacobson, Corrine Kulseth

3:30 pm Approval of Agenda 3:37pm

JI POHP Contractor Bid
Recommend to Board of Commissioners

JI POHP Davis Bacon Consultant
Recommend to Board of Commissioners

JI POHP Abatement Consultant
Recommend to Board of Commissioners

Scattered Site Abatement Consultant
Recommend to Board of Commissioners

4:30 pm Adjourn 4:04pm

Next Finance Committee Meeting; **Tuesday, May 5, 2026** at 3:30 p.m.



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
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April 14, 2026

To: Red Wing HRA Board of Directors
From: Jennifer Jacobson, Housing Director
Re: Housing Board Report for the month ending April 2026

HRA Owned Properties

	Jordan Tower I	Jordan Tower II	Family Public Housing Units	Market Rate Units (13)
Waiting List Numbers	54	79	29	n/a
Move-outs	0	2	0	0
Move-ins/Offline*	19*	1	2	0
Lease Terminations or Evictions this month	0	0	0	0
Occupancy Rate	100%*	98%	99%	100%

Voucher Programs

Housing Choice Voucher

Waiting List Numbers	335	Monthly HAP Received	\$82,157
Allocated Vouchers	169	Monthly HAP Paid	\$101,782
Funded Vouchers	121	HAP Reserves	\$100,222
Leased Vouchers	128	Per Unit Cost	\$799
Utilization Rate for Vouchers	106%	Utilization Rate for Monthly Funding	123%
Move-ins	5	Shopping (includes PO)	16
Move-outs	0	Processing Applications	8

Bridges Rental Assistance

Grant Years	2025-2027	Total Grant Awarded	\$368,280
Awarded Vouchers	16	Available Balance	\$244,502
Vouchers Leased	14	Grant Months remaining	15
Utilization of Vouchers	87%	Grant Funds Utilization	33%
Move-ins	1	Shopping	2
Move-outs	1	Processing Applications	4



Red Wing Housing & Redevelopment Authority

428 West Fifth Street
 Wing, MN 55066
 DD/TTY 7-1-1

Telephone (651) 388-7571
 FAX (651) 385-0551
 www.redwinghra.org

Bring It Home Rental Assistance

Grant Years	2025-2027	Total Grant Awarded	\$413,156
Waiting List Numbers	n/a	Available Balance	\$413,156
Awarded Vouchers	19	Grant Months remaining	19
Vouchers Leased	n/a	Grant Funds Utilization	n/a
Utilization of Vouchers	n/a	Shopping	n/a
Move-ins	n/a	Processing Applications	n/a
Move-outs	n/a		

Program/Project Updates

- Congressionally Directed Spending 2027
 - This application was submitted for \$657,000 for Hill Street Triplex Improvements.
- Bring It Home Rental Assistance
 - The waitlist for this program opened on April 1, 2026. See the attached flyer about this program.
- POHP 2024 Updates
 - Staff will set up a display showing the items that will be replaced during the projects. There will be a display in the Jordan Tower I common area and at the entryway of the HRA office.
 - There will be numerous resident packets sent out during the project process.
 - Staff are working on the required due diligence for closing the Jordan Tower I project.
 - The scattered site bids exceeded the budget, but staff are working with Minnesota Housing to secure additional funding.



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Minnesota Bring It Home (BIH) Rental Assistance Program

Under Minnesota’s Bring It Home Rental Assistance Program, households are eligible to apply for the BIH Rental Assistance Program if they meet all of the following criteria:

- Are a Minnesota resident;
- Have an annual income of up to 50% of the area median income as determined by the U.S. Department of Housing and Urban Development (HUD), adjusted for family size;
- Pay more than 30% of the household’s annual income on rent;
- Are not receiving federal tenant-based assistance under Section 8 of the U.S. Housing Act of 1937, as amended; and
- Are not currently in a unit receiving project-based assistance under Section 8 of the US. Housing Act of 1937, as amended.

Program Administrator Requirements

To apply for the BIH Rental Assistance Program, visit <https://www.waitlistcheck.com/MN2766> or the Red Wing HRA website at www.redwinghra.org.

Preference points will be awarded to households that provide proof of:

- Annual income under 30% AMI
- Households with children 18 years or younger
- Reside in Red Wing, MN
- Elderly or a person with disability
- Veteran
- Ability to lease in place

Program Income Limits: To qualify for a voucher, your gross annual income must be at or below the income limits listed below as established for Goodhue County by HUD, effective 4/1/2025

Household Size	Gross Income Limit		Household Size	Gross Income Limit
1	\$ 39,650		5	\$ 61,150
2	\$ 45,300		6	\$ 65,700
3	\$ 50,950		7	\$ 70,200
4	\$ 56,600		8	\$ 74,750

Priority Income Limits: Priority on the waiting list will be given to households with annual income at or below the income limits as established for Goodhue County by HUD, effective 4/1/2025

Household Size	Gross Income Limit		Household Size	Gross Income Limit
1	\$23,800		5	\$37,650
2	\$27,200		6	\$43,150
3	\$30,600		7	\$48,650
4	\$33,950		8	\$54,150

Update: February 6, 2026



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April 14, 2026

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Community Redevelopment Report

Small Cities Program Income Notes Receivable and Cash Reserves

Category	February 2026
Notes Receivable	\$1,584,028
Forgivable	\$593,608
Reserves	\$325,478

Small Cities Loan Servicing and Activities

We have completed disbursement activities for several previously approved loans and the March financials will reflect a lower reserve balance. No applications are pending at this time.

Affordable Housing Trust Fund Activities and Reserves

We have submitted our first draw request for \$75,000 from our \$150,000 State matching grant. We will be requesting repayment of a previously approved loan as the project plans have changed and housing is no longer a component of the project. The amount of the repayment will be \$75,000. No applications are pending at this time. February 2026 reserves for the AHTF are \$373,805.

Housing & Redevelopment Related Update

Goodhue County Habitat for Humanity is holding a groundbreaking for a duplex they will construct on their Hope Heights site this spring on the afternoon of April 29th. More details will be coming and we will share those with you in case you wish to attend. Both units will be eligible for AHTF funds upon sale to new homeowners. They will also be selling the other half of the twin home we sold them to a new family at the end of April. We will get our sales proceeds after closing.