

State of Minnesota  
Department of Transportation  
Office of Aeronautics  
Airport Development Section

**Encumber Funds Routing Slip**

State Project Number: A3101-104

Expiration Date: 12/31/2029

FAA: 3-27-0037-031-2025

Agreement Number: 1061260

Vendor Number: 0000195352

Supplier Contract ID 276466

Municipality: CITY OF GRAND RAPIDS & ITASCA COUNTY

Project: AIG-Reconstruct Perimeter Fencing (Vehicle Gates)

Encumber FAA: \$297,788.00

FY: 2026

Purchase Order Number: 3-843708

Encumber State: \$7,836.00

FY: 2026

Purchase Order Number: \_\_\_\_\_

Encumber Mun: \$7,837.00

**Route as Follows:**

**Initials**

**Date**

ADS

Jessica McBroom

9.10.25

ABS Jana Carr-Weerts

JCW

9.11.25

Purchasing - Tina Skala

TS 9/15/25

SL 9-15-25

Aeronautics Mail Stop: 410

STATE OF MINNESOTA ENCUMBRANCE WORKSHEET	MnDOT Agreement #	1061260
	Federal Project #	3-27-0037-031-2025
	State Project #	A3101-104

AGREEMENT TYPE (Check appropriately)		State Accounting Information	AMENDMENT INFORMATION	
<input type="checkbox"/>	Annual Plan Agreement (APK)	Swift Contract (SC) ID #: 276466	Amendment No	Yes or No
<input type="checkbox"/>	Work Order Agreement (MWK)		If Yes:	
<input type="checkbox"/>	■ T-Number:	Purchase Order (PO) ID #:	Amend Expiration Date	
<input type="checkbox"/>	■ SC #:	3000843708	Change Total Contract Amount	
<input type="checkbox"/>	Interagency (LAK)	Encumbered by:	Amendment Amount	
<input type="checkbox"/>	Partnership			
<input type="checkbox"/>	Receivable	Date:		
<input type="checkbox"/>	Payable			
<input checked="" type="checkbox"/>	Other Current Type GRK			

Agency	Fiscal Year	Vendor ID: 0000195352	Vendor location: 003
TRANSPORTATION	2026	Vendor Name: CITY OF GRAND RAPIDS & ITASCA COUNTY	
Total Contract Amount: \$305,624.00		Amount of Contract for Current FY: \$305,624.00	

Accounting Line 1: STATE FUNDS		Accounting Line 2: FEDERAL FUNDS		Accounting Line 3: M & O FUNDS	
Fund Code:	2720 1000	Fund Code:	3000	Fund Code:	2720
Fin. Dept.:	T7934100	Fin. Dept.:	T7934100	Fin. Dept.:	T7934100
Approp ID:	T790154	Approp ID:	T790015	Approp ID:	T790036
Category:	84101501	Category:	84101501	Category:	84101501
Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	
Project:	T0A21100	Project:	TMNFAA_AIG	Project:	T0A21100
Source Type:	4009	Source Type:	4010	Source Type:	4012
Amount to Encumber:	\$7,836.00	Amount to Encumber:	\$297,788.00	Amount to Encumber:	

Agreement Start Date (Upon execution)	Agreement Expiration Date	Encumbrance Requester (Please Print)
	12/31/2029	Shari LeBlanc
		Phone number
		651-234-7205

**STATE OF MINNESOTA  
STATE AIRPORTS FUND  
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the **Grand Rapids-Itasca County Airport Commission acting through its Grand Rapids City Council as Fiscal Agent for the Itasca County/Grand Rapids Airport** ("Grantee").

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**RECITALS**

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project (**State Project #A3101-104**) ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd. 1, Grantee agrees to minimize administrative costs as a condition of this Agreement.

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**AGREEMENT TERMS****1. Term of Agreement, Survival of Terms, Project Plans, and Incorporation of Exhibits**

- 1.1 **Effective Date.** This Agreement will be effective on the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. As required by [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to Grantee until this Agreement is fully executed. Grantee must not begin work under this Agreement until it is fully executed, and Grantee has been notified by the State to begin the work.
- 1.2 **Expiration Date.** This Agreement will expire on **December 31, 2029**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Airport Operations, Maintenance and Conveyance; Transfer of Interest; Indemnification; State Audits; Government Data Practices and Intellectual Property; Workers Compensation; Publicity and Endorsement; Governing Law, Jurisdiction and Venue; and Data Disclosure.
- 1.4 **Project Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits.** Exhibit(s) **A** through **B** are attached and incorporated into this Agreement

**2. Grantee's Duties**

- 2.1 **Project Completion and Changes.** Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project. Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project. Any changes to the plans or specifications of the Project after the effective date of this Agreement will be valid only if made by written amendment signed by the same parties who executed the original agreement, or their successors in office.
- 2.2 **Registered Engineer Designation.** If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, Grantee elects not to have such services performed by a registered engineer, then Grantee will designate another responsible person to oversee such work.
- 2.3 **Policy Compliance.** Grantee will comply with all the required grants management policies and procedures of [Minn.Stat. §16B.97](#), Subd. 4(a)(1).
- 2.4 **Asset Monitoring.** If Grantee uses funds obtained through this Agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may

not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this Agreement without prior written consent of the State and an amendment to this Agreement executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

**2.5 Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes §360.305, subd. 4(d)(1), Grantee must operate the Airport as a licensed, municipally owned public airport at all times of the year for a period of, **20 years** from the date Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only.

**2.6 Transfer of Interest.** Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the Airport or in any real or personal property purchased or improved under this Agreement. If the State approves such a transfer or change in use, the State may impose, at its sole discretion, conditions and/or restrictions on such transfer, with which Grantee must comply.

**3. Time.** Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

#### **4. Cost Participation and Payment**

**4.1 Cost Participation.** Costs for the Project will be proportionate and allocated accordingly between the federal government, the State, and Grantee as described in **Exhibit B**.

**4.1.1 Federal Funding.** The federal multiyear amount is an estimate only. These funds are not committed and are only available after being made so by the federal government. Federal funds for the Project will be received and disbursed by the State.

**4.1.1.1 Requests for Additional Federal Reimbursement.** If Grantee intends to request additional federal reimbursement for Project costs, it must make all reasonable efforts to do so, and notify the State of the same, no later than thirty (30) days prior to the expiration of this Agreement. If federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the total state funds granted under this Agreement. Any further state match funding provided as part of this Agreement will be based on the State's current rate letter available at:

<https://www.dot.state.mn.us/aero/airportdevelopment/fundingandgrants.html>.

**4.2 Sufficiency of Funds.** Pursuant to Minnesota Rule 8800.2500, Grantee certifies that: (1) it presently has sufficient unencumbered funds available to pay for its share of the Project; (2) it has the legal authority to engage in the Project as proposed; and (3) the Project will be completed without undue delay.

**4.3 Total Obligation.** The **State's total obligation** for all compensation and reimbursements to Grantee under this Agreement will not exceed **\$7,836.00**.

#### **4.4 Payment**

**4.4.1 Invoices.** Grantee will submit invoices for payment by credit application via email. The form Grantee will use to submit invoices can be found on the Airport development forms website:

<https://www.dot.state.mn.us/aero/airportdevelopment/forms.html>. The State's Authorized Representative, as named in this Agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: **Invoices will be submitted timely and according to the following schedule: Upon completion of services.**

**4.4.2 All Invoices Subject to Audit.** All invoices are subject to audit, at the State's discretion.

**4.4.3 Expiration of Reimbursement.** Grantee must submit all final invoices for reimbursement no later than ninety (90) calendar days after the expiration date of this Agreement. Any invoices received after this 90-day period will not be eligible for payment.

**4.4.4 State's Payment Requirements.** The State will promptly pay all valid obligations under this Agreement as required by Minnesota Statutes §16A.124. The State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or

otherwise improper, the State will notify Grantee within ten (10) days of discovering the error. After the State receives the corrected invoice, the State will pay Grantee within thirty (30) days of receipt of such invoice.

**4.4.5 Grantee Payment Requirements.** Grantee must pay all Project contractors promptly. Grantee will make undisputed payments no later than thirty (30) days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten (10) days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within thirty (30) days of receipt of such invoice.

**4.4.6 Grant Monitoring Visit and Financial Reconciliation.** If the State's total obligation is greater than \$50,000.00, the State will conduct at least one monitoring visit and financial reconciliation of Grantee's expenditures. If the State's total obligation is greater than \$250,000.00, the State will conduct annual monitoring visits and financial reconciliations of Grantee's expenditures

**4.4.6.1** The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which state employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

Prior to any scheduled monitoring visit or financial reconciliation, the State's Authorized Representative will notify Grantee which state employees and/or contractors will participate, and which Grantee staff members should be present. This schedule is subject to change at the State's sole discretion. Scheduling changes, if any, will be timely communicated to Grantee's Authorized Representative.

**4.4.6.2** Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by the State.

**4.4.6.3** At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

**4.4.7 Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

**4.4.8 Closeout Deliverables.** At the close of the Project, Grantee must provide the following deliverables to the State before the final payment will be released by the State:

**4.4.8.1** Electronic files of construction plans as both PDF and MicroStation compatible formats.

**4.4.8.2** Electronic files of as-builts as both PDF and MicroStation compatible formats.

**4.4.8.3** Electronic files of planning documents, including without limitation, airport layout plans and airport zoning plans, as PDF, MicroStation and GIS compatible formats. .

**4.5 Contracting and Bidding Requirements.** Prior to publication, Grantee will submit to the State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to the State all contracts and subcontracts between Grantee and third parties to be funded by this Agreement. The State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. The State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten (10) business days.

**5. Conditions of Payment.** All services provided by Grantee under this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. No more than 95% of the amount due to Grantee under this Agreement will be paid by the State until it determines that Grantee has complied with all terms and conditions of this Agreement and has furnished all necessary records. In the event the Airport fails to pass any periodic inspection conducted by a representative of the State's Office of Aeronautics,

Grantee will not receive payment under this Agreement until all deficiencies identified by any such inspection have been rectified to the Office of Aeronautics' satisfaction.

## 6. Authorized Representatives

### 6.1 The State's Authorized Representatives Are:

**Matt Lebens**, North Region Airports Engineer; (matthew.lebens@state.mn.us) and/or

**Jessica McBroom**, Grant Specialist; (jessica.mcBroom@state.mn.us), or their successor.

State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

### 6.2 Grantee's Authorized Representative is:

Matt Wegwerth, Director of Public Works/City Engineer

Phone: 218-326-7625

Email: mwegwerth@ci.grand-rapids.mn.us

City of Grand Rapids

420 North Pokegama Ave

Grand Rapids, MN 55744

Or their successor. If Grantee's Authorized Representative changes at any time during the term of this agreement, Grantee must immediately notify the State.

## 7. Assignment; Amendments; Waiver; Agreement Complete; Electronic Records; Certification

**7.1 Assignment.** Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

**7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

**7.2.1 FAA Letter Amendments.** Notwithstanding the foregoing, if the Federal Aviation Administration ("FAA") issues a Letter Amendment for this Agreement that results in an increase in the federal share of grant funds indicated in clause 4.1 herein, MnDOT's receipt of such Letter Amendment has the effect of automatically amending the total amount and respective shares granted under this Agreement without the requirement of a written amendment.

**7.3 Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

**7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

**7.5 Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

**7.6 Certification.** By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

**8. Liability and Indemnification.** Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts or omissions of others, or the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of Grantee. Notwithstanding the foregoing, Grantee will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys' fees), and expenses arising in connection with the services performed under this Agreement, asserted by, or resulting from the acts or omissions of, Grantee's contractors, consultants, agents or other third parties under the direct control of Grantee.

9. **State Audits.** Under Minn. Stat. § 16B.98 Subd. 8, the books, records, documents, and accounting procedures and practices of Grantee, or those of any other party relevant to this Agreement, or transactions resulting from this Agreement, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from: (1) the expiration or termination of this Agreement, (2) the receipt and approval of all final reports, or (3) the period of time required to satisfy all state and program retention requirements (available at: [https://edocs-public.dot.state.mn.us/edocs\\_public/DMResultSet/download?docId=10358099](https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=10358099)), whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

## 10. Government Data Practices and Intellectual Property Rights

- 10.1 **Government Data Practices.** Grantee and the State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to herein, Grantee must immediately notify the State and consult with the State as to how Grantee should respond to the request. Grantee's response to the request must comply with applicable law.

## 10.2 Intellectual Property Rights.

- 10.2.1 **Ownership.** The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this Agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this Agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this Agreement. The Documents will be the State's exclusive property, and Grantee must immediately return all such Documents to the State upon completion or cancellation of this Agreement. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to the State. Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

### 10.2.2 Obligations

10.2.2.1 **Notification.** Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this Agreement, Grantee will immediately give the State's Authorized Representative written notice thereof and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 **Representation.** Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Other indemnification obligations of this Agreement notwithstanding, Grantee will indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State from any action or claim brought against the State to the extent such action is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorneys' fees. If such a claim or action arises, or in either party's opinion is likely to arise, Grantee, at the State's discretion, must either: (1) procure for the State the right or license to use the intellectual property rights



at issue, or (2) replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11. **Workers' Compensation.** Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#) subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of Grantee's employees, as well as any claims made by any third party as a consequence of any act or omission on the part of Grantee's employees are in no way the State's obligation or responsibility.

## 12. **Publicity and Endorsement**

- 12.1 **Publicity.** Any publicity regarding the subject matter of this Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on Grantee's website when practicable.

- 12.2 **Endorsement.** Grantee must not claim that the State endorses its products or services.

13. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 14. **Termination; Suspension**

- 14.1 **Termination.** The State or Commissioner of Administration may unilaterally terminate this Agreement at any time, with or without cause, upon written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- 14.2 **Termination for Cause.** The State may immediately terminate this Agreement if the State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

- 14.3 **Termination for Insufficient Funding.** The State may immediately terminate this Agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to pay for the services contracted for under this Agreement. Termination must be by written or fax notice to Grantee. The State is not obligated to pay for any services that are performed after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

- 14.4 **Suspension.** The State may immediately suspend this Agreement in the event of a total or partial government shutdown due to its failure to pass an approved budget by the legal deadline. Work performed by Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15. **Data Disclosure.** Under [Minn. Stat. § 270C.65](#) subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.



16. **Fund Use Prohibited.** Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a state contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee has been awarded funds for the Project. For a list of disqualified or debarred vendors, see [www.mmd.admin.state.mn.us/debarredreport.asp](http://www.mmd.admin.state.mn.us/debarredreport.asp).
17. **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Grantee agrees that:
- 17.1 In the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Grantee, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
  - 17.2 No Grantee, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified herein, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color;
  - 17.3 A violation of this Section is a misdemeanor; and
  - 17.4 This Agreement may be canceled or terminated by the State, or any county, city, town, township, school, school district or any other person authorized to enter into agreements for employment, and all money due, or to become due under said agreements, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
18. **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by Grantee; however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.
19. **Telecommunications Certification.** By signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Grantee will not use funding covered by this Agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.
20. **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: [https://edocs-public.dot.state.mn.us/edocs\\_public/DMResultSet/download?docId=11149035](https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035). Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of Grantee's compliance with this provision. Grantee must cooperate with the State throughout the review process by supplying all requested information and documentation to the State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.

## 21. Additional Provisions

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**STATE ENCUMBRANCE VERIFICATION**

*The Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15 and § 16C.05.*

By/Date:\_\_\_\_\_

SWIFT Contract # \_\_\_\_\_

SWIFT Purchase Order # \_\_\_\_\_

**GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant Agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

By:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

By:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

By:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

By:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION  
AS DELEGATED**

By/Date:\_\_\_\_\_

**MnDOT CONTRACT MANAGEMENT**

By/Date:\_\_\_\_\_

## RESOLUTION

### AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by the **City of Grand Rapids** as follows:

1. That the state of Minnesota Agreement No. **1061260**,  
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for  
State Project No. **A3101-104** at the **Grand Rapids/Itasca County Airport-Gordon  
Newstrom Field Airport** is accepted.

2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)  
authorized to execute this Agreement and any amendments on behalf of the  
**City of Grand Rapids**.

## CERTIFICATION

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

## RESOLUTION

### AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by the County of Itasca as follows:

1. That the state of Minnesota Agreement No. 1061260,  
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for  
State Project No. A3101-104 at the Grand Rapids/Itasca County Airport-Gordon  
Newstrom Field Airport is accepted.
2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)  
authorized to execute this Agreement and any amendments on behalf of the  
County of Itasca.

## CERTIFICATION

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

# GRAND RAPIDS - ITASCA COUNTY AIRPORT

*1500 SE 7th Avenue - Grand Rapids, MN 55744*

September 9, 2025

EXHIBIT A

RE: Grand Rapids-Itasca County Airport  
2025 IIJA/AIG Federal and State Grant Request

Matt Lebens, P.E.  
Airport Development Engineer  
Minnesota Department of Transportation  
Office of Aeronautics  
395 John Ireland Blvd.  
St. Paul, MN 55155

Dear Mr. Lebens:

The City of Grand Rapids is requesting a Infrastructure Investment and Jobs Act (IIJA) / Airport Infrastructure Grant (AIG - Allocated) grant from the Federal Aviation Administration (FAA) for Federal Fiscal Year 2025. The grant request is for the design, construction, and construction administration for the vehicle gates of Grand Rapids – Itasca County Airport (GPZ) in Grand Rapids, Minnesota. Associated costs with this project are as follows:

Design (SEH)	\$ 38,100.00
Construction Administration (SEH)	\$ 54,300.00
Vehicle Gate Replacement (Century Fence Replacement)	\$ 218,561.00
City of Grand Rapids – Administrative Costs	\$ 2,500.00
<b>TOTAL PROJECT COSTS:</b>	<b>\$ 313,461.00</b>

The City of Grand Rapids is requesting federal FAA entitlement participation for this project at 95 percent (\$297,788), a state fund request of 2.5% (\$7,836) and a local share of 2.5% (\$7,837) for a total grant request of \$313,461.00.

Please contact me if you have any questions.

Sincerely,



Matt Wegwerth, PE  
Public Works Director, City Engineer  
City of Grand Rapids, Minnesota

### Project Description: AIG- Reconstruct Perimeter Fencing (Vehicle Gates)

## EXHIBIT B

Construction	Description	Total	Funding Rates			Federal	State	Local
			Federal	State	Local			
	Vehicle Gate Replacement (Century Fence Replacement)	\$ 218,561.00	95.00%	2.50%	\$ 207,632.95	\$ 5,464.00	\$ 5,464.00	
	CONSTRUCTION SUBTOTAL	\$ 218,561.00			\$ 207,632.95	\$ 5,464.00	\$ 5,464.00	
Engineering	Description	Total	Federal	State	Federal	State	Local	
	Vehicle Gate Replacement - Design (SEH)	\$ 38,100.00	95.00%	2.50%	\$ 36,195.00	\$ 952.50	\$ 952.50	
	Vehicle Gate Replacement - Construction Administration (SEH)	\$ 54,300.00	95.00%	2.50%	\$ 51,585.00	\$ 1,357.50	\$ 1,357.50	
			95.00%	2.50%	\$ -	\$ -	\$ -	
			95.00%	2.50%	\$ -	\$ -	\$ -	
			95.00%	2.50%	\$ -	\$ -	\$ -	
	ENGINEERING SUBTOTAL	\$ 92,400.00			\$ 87,780.00	\$ 2,310.00	\$ 2,310.00	
Administration	Description	Total	Federal	State	Federal	State	Local	
	City of Grand Rapids - Administrative Costs	\$ 2,500.00	95.00%	2.50%	\$ 2,375.00	\$ 62.00	\$ 63.00	
	ADMINISTRATION SUBTOTAL	\$ 2,500.00			\$ 2,375.00	\$ 62.00	\$ 63.00	
	Total (before adjustments)	\$ 313,461.00			\$ 297,788.00	\$ 7,836.00	\$ 7,837.00	
	Adjustments to round Fed amount				\$ 297,788.00	\$ 7,836.00	\$ 7,837.00	
	Grant Amounts	\$ 313,461.00			\$ 297,788.00	\$ 7,836.00	\$ 7,837.00	
	Overall Share Percentages				95.00%	2.50%	2.50%	