

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
COUNTY BOARD ROOM  
TUESDAY, MARCH 26<sup>th</sup>, 4:00 P.M.**

**AGENDA**

Pledge of Allegiance

- 4:00 Road & Bridge – 5 Year Plan Hearing
- 5:00 Ken Yutrzenka – Human Services Director  
- Consent Agenda
- 5:05 Mary Hilderbrand – Emergency Mgmt.  
Ray Kuznia – County Sheriff  
- Emergency Manager position  
- LEC items
- 5:35 Mike Flaagan – County Engineer  
- Highway Dept. Items
- 5:50 Bruce Schwartzman – BKV Group  
- Courtroom Project

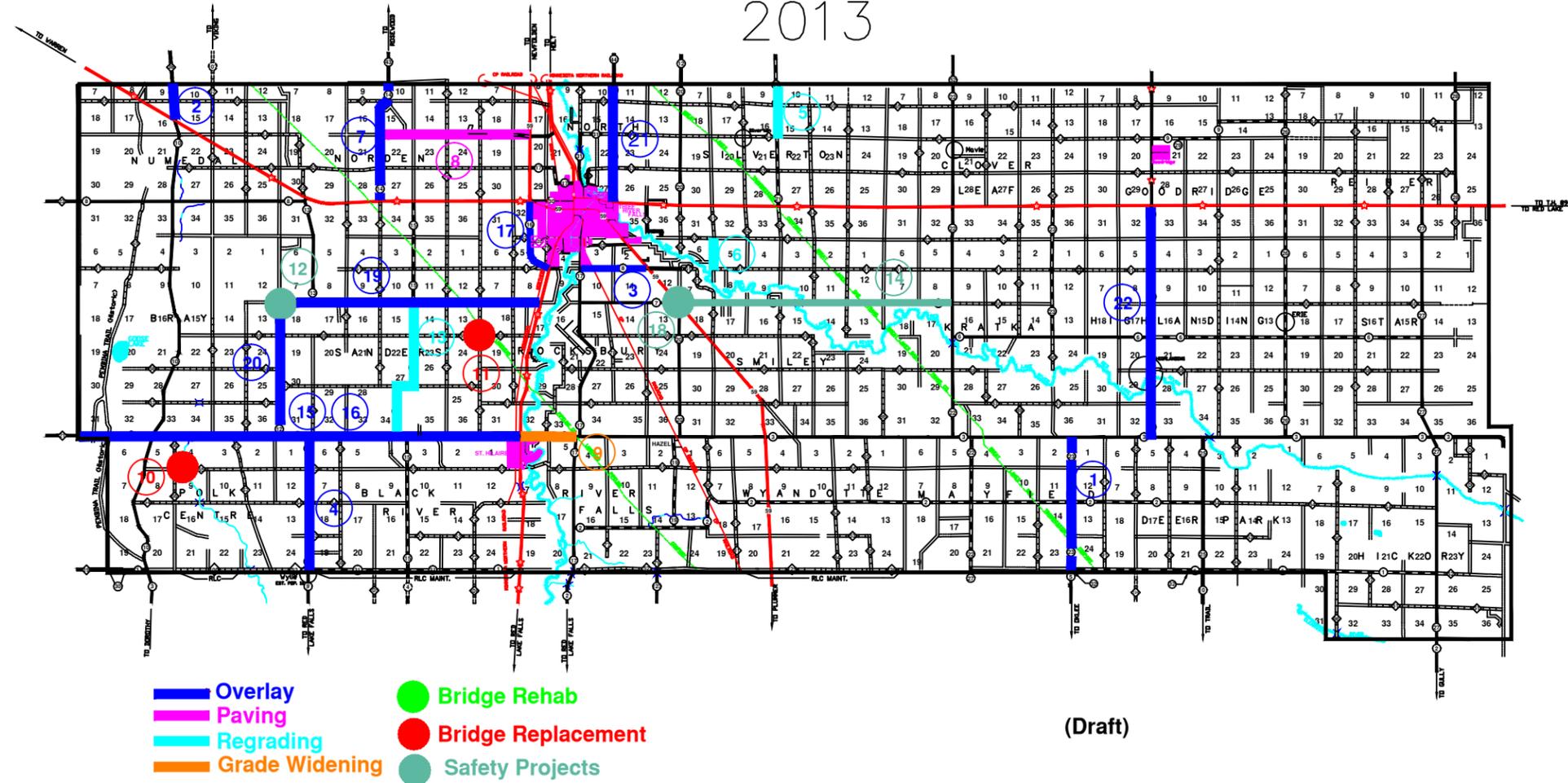
County Auditor's Items

**(This agenda is subject to change)**

**PENNINGTON COUNTY  
FIVE YEAR PLAN  
3/26/2013**

Road	Segment	Description	CSAH Construction	CSAH Maintenance	Other	Local
<b>2013</b>						
1	County Wide CSAH 23	Red Lake County to CSAH 3	Striping			
2	CSAH 10	TH 1 to Marshall County	Mill and Overlay	\$100,000		
3	CSAH 8	CSAH 17 to TH 59	Mill and Overlay	\$640,000		
4	CSAH 12	Red Lake County to CSAH 3	Mill and Overlay	\$155,000		
5	CSAH 21	CR 64 to Marshall County	Mill and Overlay	\$280,000		
6	CR 81	CR 61 to CR 62	Reconstruct Inslope	\$600,000		
			Reconstruct		\$75,000	\$125,000
		Total	\$1,675,000	\$175,000		\$125,000
<b>2014</b>						
7	County Wide CSAH 14	TH 1 to Marshall County	Striping			
8	CSAH 31	CSAH 14 to TH 59	Overlay	\$75,000		
9	CSAH 3	TH 32 to CSAH 17	Paving	\$500,000		
10	CR 55	Over the Black River (Polk Center)	Grade Widening and Overlay	\$900,000		\$125,000
11	CR 59	Over CD 96 (Sanders)	Bridge Replacement	\$750,000		\$70,000
12	CSAH 7	Connection with CSAH 12 (Curve)	Bridge Replacement			\$2,000
			Chevron Signing			\$197,000
		Total	\$2,150,000	\$75,000		
<b>2015</b>						
13	County Wide CSAH 15	CSAH 3 to CSAH 7	Striping		\$75,000	
14	CSAH 7	TH 59 to CSAH 22	Grading and Aggregate Surfacing	\$850,000		\$700,000
			Rumble Stripe			\$28,000
		Total	\$850,000	\$75,000	\$28,000	\$700,000
<b>2016</b>						
15	CSAH 3	Polk County to TH 32	Mill, Overlay	\$710,000		\$977,000
16	CSAH 3	Polk County to TH 32	2' Paved Shoulder, rumble strip, and safety edge			\$350,000
17	CSAH 16	TH 32 to TH 59 (TH 59 Truck Bypass)	Mill and Overlay			\$275,000
18	CSAH 7	Intersection with TH 59	Intersection Lighting			\$16,200
	County Wide		Rumble Stripes			\$162,000
	County Wide		Striping		\$75,000	
		Total	\$710,000	\$75,000	\$1,505,200	\$275,000
<b>2017</b>						
19	CSAH 7	CSAH 12 to TH 32	Mill and Overlay	\$1,000,000		
20	CSAH 12	CSAH 3 to CSAH 12	Mill and Overlay	\$560,000		
21	CSAH 18	TH 1 to Marshall County	Mill and Overlay	\$490,000		
22	CSAH 24	CSAH 3 to TH 1	Mill and Overlay	\$980,000		
		Total	\$3,030,000			
<b>Total 2013 through 2017</b>			<b>\$8,415,000</b>	<b>\$400,000</b>	<b>\$1,730,200</b>	<b>\$1,100,000</b>

# Pennington County 5 Year Plan 2013



PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_, the following recommendations of the Pennington County Human Services Committee for March 19, 2013 (detailed minutes on record) are hereby adopted:

SECTION A

- I. Approval of the February 19, 2013 Human Service Committee meeting minutes.

SECTION B

- I. To approve payment of the Agency's bills.

\_\_\_\_\_  
Aye                  Nay                  \_\_\_\_\_ Chairperson                  \_\_\_\_\_ Date

## SECTION A

The regular meeting of the Pennington County Human Service Committee was held February 19, 2013 at 12:00 pm.

### COMMITTEE MEMBERS PRESENT:

Cody Hempel  
Don Jensen  
Oliver "Skip" Swanson  
Neil Peterson  
Darryl Tveitbakk

### STAFF MEMBERS PRESENT:

Ken Yutzenka  
Julie Sjostrand  
Scott Sommers  
Kathleen Herring

I. MINUTES: The January 15, 2013 Human Service Committee meeting minutes were read. Recommendation was made to forward the minutes to the Consent Agenda.

### III. PERSONNEL:

- A. Julie Sjostrand, Social Services Supervisor, is scheduled to complete her six-month probation on 03/14/2013. Julie is successfully meeting all position expectations. The Director recommends Julie be allowed to obtain permanent status upon full completion of the probationary period. A recommendation was made to forward this item to the Consent Agenda.
- B. The Director informed committee members of an upcoming FMLA leave and presented a request to bring on temporary Social Worker help. Before taking any action, the Director was directed to review the Collective Bargaining Agreement for any pertinent language that may come into play.
- C. Committee members were updated on efforts to refill the vacant Eligibility Worker position.

### IV. GENERAL:

- A. Committee members were provided an overview of the MnChoices assessment and service planning process scheduled for statewide implementation this summer. MnChoices will replace current Long Term Care, Waiver and disability assessment and service planning processes. Issues for the Agency to consider include staffing needs, training requirements, workload assignments and technology upgrades. Staff will keep Committee members updated as implementation plans are developed.
- B. The Umbrella Tree Supervised Visitation/Visitation Exchange Purchase of Service contract was presented for renewal. There will be no change in contract terms and conditions. The annual reimbursement cap will continue at \$4,000.00. Recommendation was made to forward this item to the Consent Agenda.
- C. Kathleen Herring, FAS, provided an update on the agency's document imaging activities. Clerical staff could use some assistance in keeping up with imaging of case file documents. A suggestion was made and Committee members supported the idea of researching the possibility of bringing in a temporary subsidized employee to provide imaging assistance. Staff will report back to the Committee on any progress in this endeavor.
- D. Scott Sommers presented the out-of-home cost report for January 2013.
- F. Month's end cash balance for January 2013 stands at \$1,271,780.24.

## **SECTION B**

- I. No Social Service cases were presented for special case consideration. Julie Sjostrand, Social Service Supervisor reported on social worker case load size and target group activity. Julie will provide this information regularly.
- II. Kathleen Herring, Financial Assistance Supervisor, presented the Crisis Assistance Monthly Report of Activity. Kathleen also reported on numbers of cases per program type. Current open case count stands at 1,381.
- III. There were no Income Maintenance cases presented for Special Case consideration.
- IV. A listing of bills presented for payment was circulated and reviewed. Recommendation for payment of the bills was forwarded to the Consent Agenda

### SECTION C

Be it resolved that the foregoing record is a true and accurate recording of the official actions and recommendations of the Human Service Committee for Pennington County and, as such, constitutes the official minutes thereof.

Chair: \_\_\_\_\_

Attest: \_\_\_\_\_

NEXT COMMITTEE MEETING: March 19, 2013 at 12:00 pm.



Commission Meeting  
March 26, 2013

4:00 PM 5 Year Plan Hearing

1. Maintenance Foreman
  
2. Advertise for Overlay Projects
  - SAP 57-623-006, SAP 57-612-010  
SAP 57-610-010, SAP 57-608-006
  - Bid Opening May 13<sup>th</sup> at 10:00 AM
  
3. Approve Equipment Rental, Culverts and Fuel
  
4. Other

Pennington County - Courtroom Remodeling

25-Mar-13

**Contractor List**

Company	Contact	Phone No	E-mail	Bid
<b>Millwork</b>				
Northwest Cabinets Bemidji	Bruce	218.444.6122	<a href="mailto:bruce@northwestcabinetsinc.com">bruce@northwestcabinetsinc.com</a>	No Bid
Northern Woodwork Thief River	Lincoln	218.681.2305 ext. 206	<a href="mailto:lincoln@nothernwoodworkinc.com">lincoln@nothernwoodworkinc.com</a>	<b>\$49,480</b>
Ron's Cabinets Sauk Rapids	Paul	320.252.7667	<a href="mailto:paul.nordin@ronscabinets.com">paul.nordin@ronscabinets.com</a>	\$54,606
Wilkie Sanders	Dan	(320) 252-3165	<a href="mailto:estimating@wilkiesanderson.com">estimating@wilkiesanderson.com</a>	No Bid

<b>Technology</b>				
Marco Fargo	Ted	701-282-8195	<a href="mailto:tedg@marconet.com">tedg@marconet.com</a>	\$68,511.12 No bid form
AVI Systems Fargo / Grand Forks	George Helman	701.772.0270	<a href="mailto:george.helm@avisystems.com">george.helm@avisystems.com</a>	\$76,476
Electronics Plus Thief River	Paul Odette	218.689.4285 218.689.4285 cell	<a href="mailto:paulodette@gvtel.com">paulodette@gvtel.com</a>	No Bid
Dascom Systems Woodbury	Bill Gorham	651.578.1200	<a href="mailto:bgorham@dascom-systems.com">bgorham@dascom-systems.com</a>	<b>\$64,443</b>
Alpha Video Edina	Mike Schaaf	952. 841.3350	<a href="mailto:mike.schaaf@alphavideo.com">mike.schaaf@alphavideo.com</a>	\$85,381
Parsons Technologies Fridley / Fargo	Jamie Walters	763.528.7785	<a href="mailto:jwalters@parsonscorp.com">jwalters@parsonscorp.com</a>	\$66,181

<b>Electrical</b>				
Skalsky Electrical Thief River	Bruce	218.964.5720 218.689.6582 cell	<a href="mailto:ska@gvtel.com">ska@gvtel.com</a>	<b>\$13,800</b> \$2,300 Alt 1
Fisher Electric Thief River	Travis	218.681.1884	<a href="mailto:travisharbott@yahoo.com">travisharbott@yahoo.com</a>	No Bid

**Total Base Bid = \$127,723**

Alternate 1 = \$2,300

**Total with Alternate = \$130,023**

A/ E Fees = \$40,800

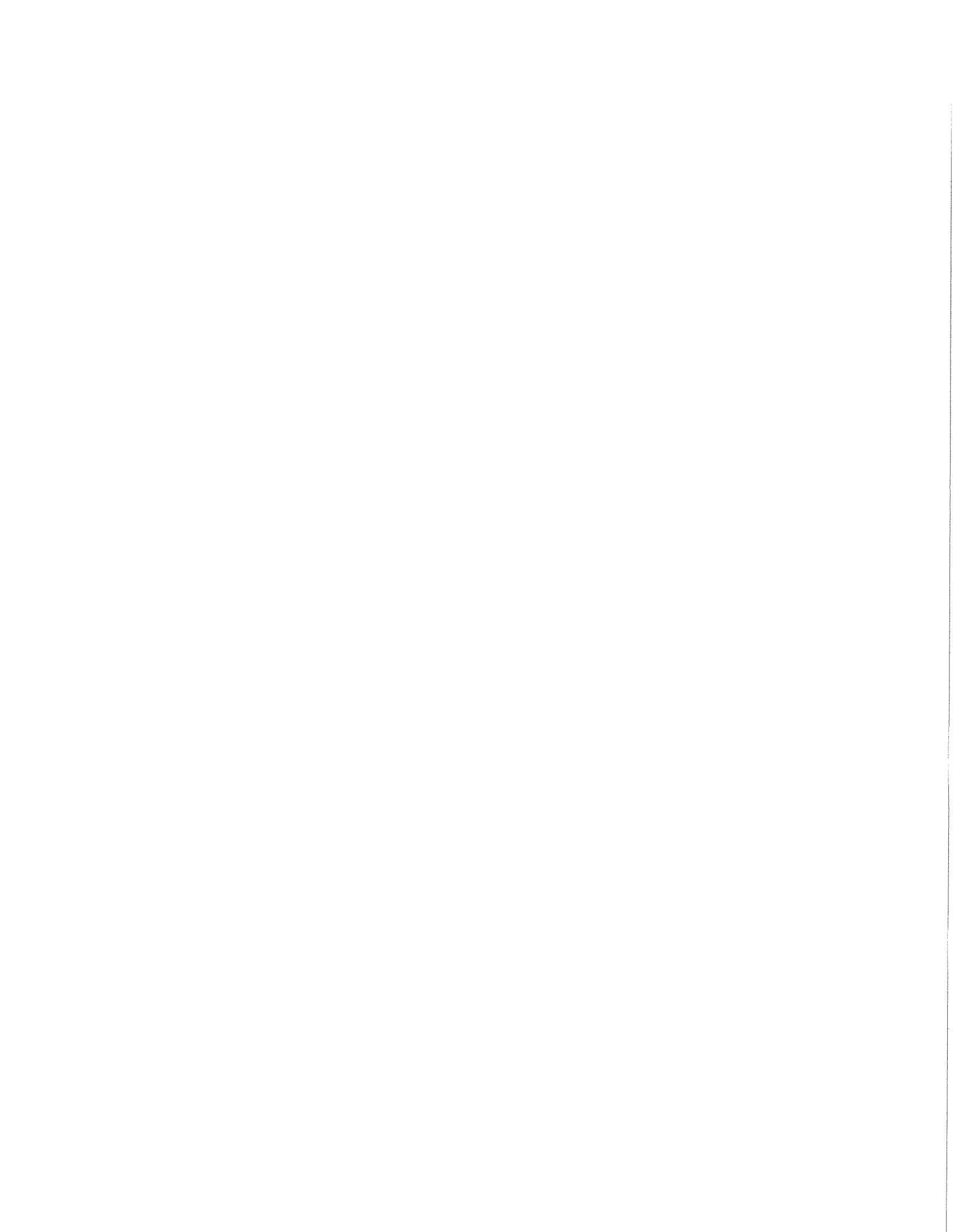
Contingency Allowance = \$20,000

Security Alarm by County = \$500 (TBD)

Carpet Replacement by County = \$2,500 (TBD)

**Total Project Cost = \$193,823**

County Board Approved Project Budget on January 8, 2013 not to exceed \$250,000. Total project \$51,177 below budget



Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Hempel to the Pennington County Safety Committee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to appoint Commissioners Hempel and Tveitbakk to the Technology Committee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Peterson to the Gravel Tax Committee. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to appoint Commissioners Jensen and Swanson to the Law Enforcement Committee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Peterson to the Red River Basin Joint Powers Board. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Swanson to the Thief River Falls/Rocksbury Township Joint Zoning Board. Motion unanimously carried.

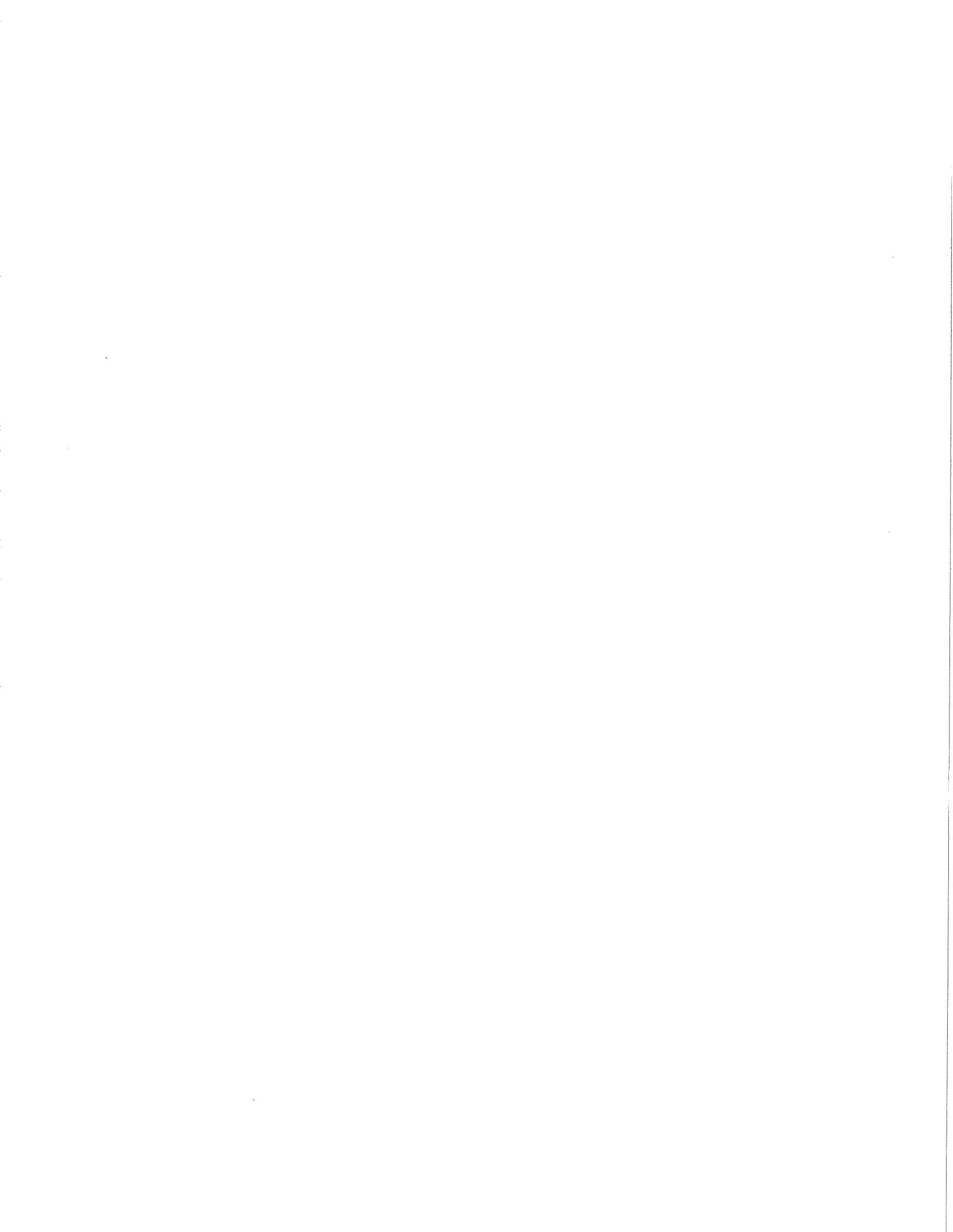
Motioned by Commissioner Swanson, seconded by Commissioner Peterson to appoint Commissioner Jensen as Pennington County's representative on the Thief River Falls Regional Airport Board. Motion carried.

1/08/2013  
MINUTES

Bruce Schwartzman representing the BKV Group presented the Pennington County Facility Assessments Final Report. Kathy Norlock, Court Administrator was also present for this report. Mr. Schwartzman reviewed the report recommendations for the Courtroom Bench and Technology Upgrades. The total estimated project cost is in the range of \$250,000. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to proceed with design and construction documents for the courtroom to finalize cost of the project and complete construction with the project not to exceed \$250,000. Motion unanimously carried.

The review of the remaining items on the Pennington County Facility Assessments was held over for later in the meeting.

County Sheriff Ray Kuznia presented a quote from Reliance Telephone, Inc. for purchase and installation of a camera in the old Medical Room for \$545. Commissioner Jensen moved, seconded by Commissioner Peterson to approve installing the camera in the Pennington County Jail Facility as quoted by Reliance Telephone, Inc. Motion unanimously carried.



SECTION 004100  
BID FORM

Project Name: Pennington County Courtroom Remodeling

Owner: Pennington County, Minnesota

Bid due date: March 25, 2013

Bid due time: 3:30 pm

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SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkvgroup.com](mailto:bschwartzman@bkvgroup.com)

SUBMITTED BY: Northern Woodwork, Inc.  
Business Name  
1581 Hwy 59 SE, Thief River Falls, MN 56701  
Address

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The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1:   X   Addendum #2:       

**BIDDING ON:**

  Millwork    
(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Base Bid Amount: forty-nine thousand Dollars (\$ 49,480 .00)  
four hundred eighty & 00/100

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: Not Applicable Dollars (\$ No Change .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid: attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25 day of March, 2013.

Northern Woodwork, Inc.

Business name

1581 Hwy 59 SE

Thief River Falls, MN 56701

Address

Phone: (218) 681-2305 Fax: (218) 681-2343

E-mail: lincoln@northernwoodworking.com

By: Lincoln Olson Title: VP Signature: 



**This form must be completed and submitted with your bid or your bid may be rejected.**

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we Northern Woodwork, Inc.  
1581 Hwy 59 SE, PO Box 654, Thief River Falls, MN 56701

as Principal, hereinafter called the Principal, and Western Surety Company  
101 South Phillips Avenue, Sioux Falls, SD 57104

a corporation duly organized under the laws of the State of South Dakota as Surety, hereinafter  
called the Surety, are held and firmly bound unto Pennington County  
101 Main Street N., Thief River Falls, MN 56701 as Obligee, hereinafter called the Obligee, in the sum of

Five percent of the amount bid Dollars (\$ 5%),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly by these presents.

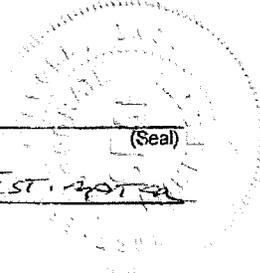
WHEREAS, the Principal has submitted a bid for Pennington County Courtroom Remodel  
Thief River Falls, MN  
Millwork [materials and labor]

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in  
accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with  
good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in  
the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the  
Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such  
larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this  
obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 25 day of March, 2013

[Signature]  
(Witness)

Northern Woodwork, Inc.  
(Principal) (Seal)  
By: [Signature] SR. EST. 2012  
(Title)



[Signature]  
(Witness)

Western Surety Company  
(Surety) (Seal)  
By: [Signature]  
(Title)  
John G. Hagberg, Attorney-in-fact

Printed in cooperation with the American Institute of Architects (AIA) by the CNA Insurance Companies.  
The language in this document conforms exactly to the language used in AIA Document A310 - Bid Bond - February 1970 Edition.

ACKNOWLEDGMENT OF PRINCIPAL (Individual)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss.:

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, before me personally come(s) \_\_\_\_\_ to me known and known to me to be the person(s) who (is) (are) described in and who executed the foregoing instrument and acknowledge(s) to me that \_\_\_\_\_ he \_\_\_\_\_ executed the same.

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

ACKNOWLEDGMENT OF PRINCIPAL (Partnership)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss.:

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, before me personally come(s) \_\_\_\_\_ a member of the co-partnership of \_\_\_\_\_ to me known and known to me to be the person who is described in and who executed the foregoing instrument, and acknowledges to me that he executed the same as and for the act and deed of the said co-partnership.

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

ACKNOWLEDGMENT OF PRINCIPAL (Corporation)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss.:

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, before me personally come(s) \_\_\_\_\_ to me known, who, being by me duly sworn, deposes and says that he resides in the City of \_\_\_\_\_ that he is the \_\_\_\_\_ of the \_\_\_\_\_ the corporation described in and which executed the foregoing instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

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

ACKNOWLEDGMENT OF SURETY

STATE OF Minnesota }  
COUNTY OF Hennepin } ss.:

On this 25 day of MARCH, in the year 2013, before me personally come(s) John G. Hagberg Attorney(s)-in-Fact of Western Surety Company with whom I am personally acquainted, and who, being by me duly sworn, says that he reside(s) in Plymouth, MN that he is (are) the Attorney(s)-in-Fact of Western Surety Company, the company described in and which executed the within instrument; that he know(s) the corporate seal of such Company; and that the seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said Company, and that he signed said instrument as Attorney(s)-in-Fact of the said Company by like order.



Donna J. Hagberg  
NOTARY PUBLIC

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**John G Hagberg, Judith L Jorissen, Garth R Fisher, Steven W Scollard, Individually**

of Bloomington, MN, its true and lawful Attorney(s)-in Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 26th day of February, 2013.



WESTERN SURETY COMPANY

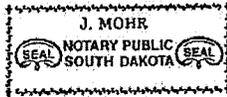
*Paul T. Bruflat*

Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 26th day of February, 2013, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires  
June 23, 2015



*J. Mohr*

J. Mohr, Notary Public

### CERTIFICATE

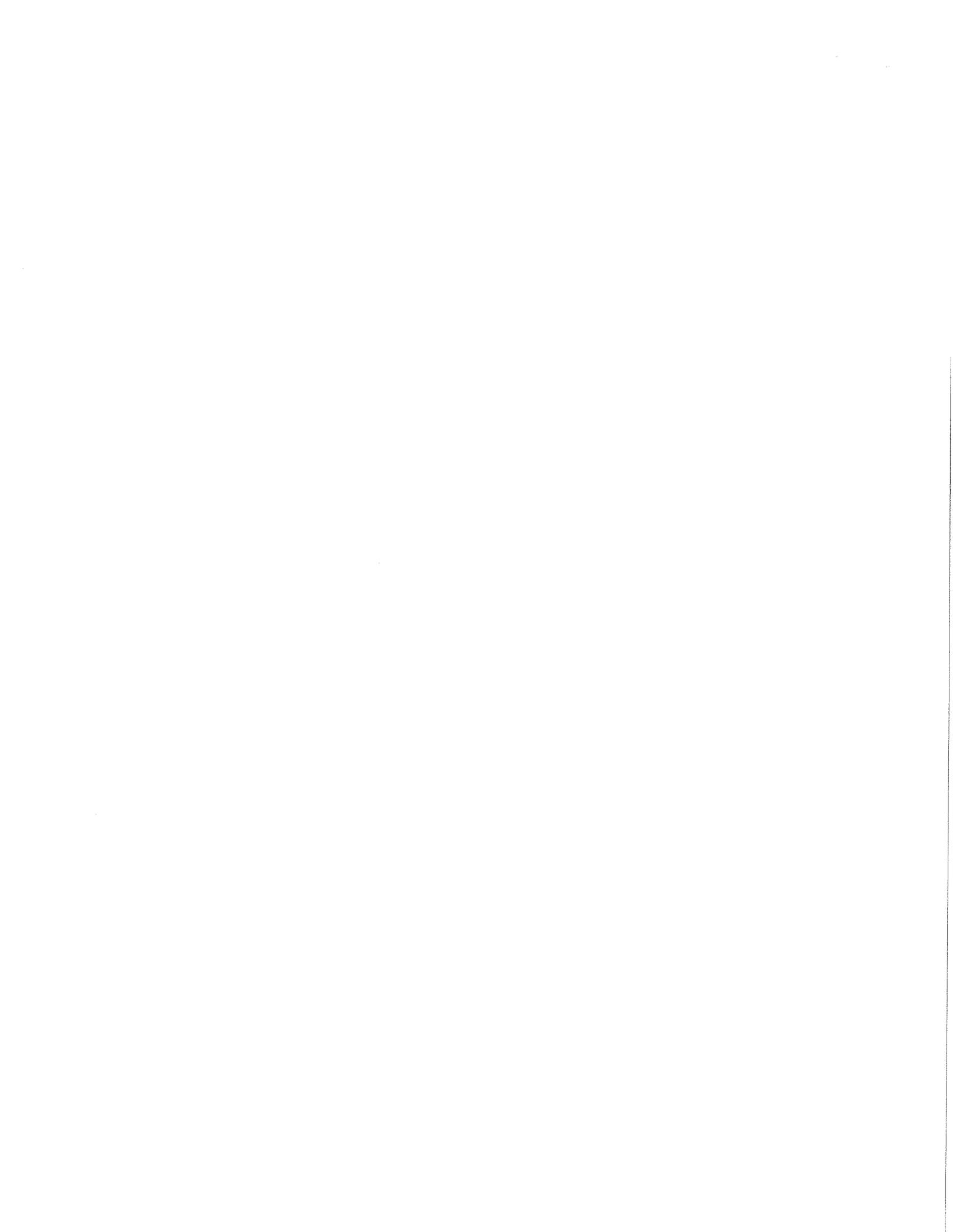
I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 25 day of March 2013.



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary



SECTION 004100  
BID FORM

**Project Name: Pennington County Courtroom Remodeling**

**Owner: Pennington County, Minnesota**

**Bid due date: March 25, 2013**

**Bid due time: 3:30 pm**

---

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkggroup.com](mailto:bschwartzman@bkggroup.com)

SUBMITTED BY: Ron's Cabinets, Inc.  
Business Name  
380 Industrial Blvd. East, Sauk Rapids MN 56379  
Address

---

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1:  X  Addendum #2:  \_\_\_\_\_

**BIDDING ON:**

064100 Architectural Woodwork  
(In line above note the trade your bid is for; **millwork** or **electrical** or **technology**)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Base Bid Amount: Fifty Four Thousand Six Hundred Six Dollars (\$) 54,606 .00

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: N/A Dollars (\$) N/A .00

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid: attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25th day of March, 2013.

Ron's Cabinets, Inc.  
Business name

380 Industrial Boulevard East, P.O. Box 515

Sauk Rapids, MN 56379  
Address

Phone: (320) 252-7667 Fax: (320) 257-0158

E-mail: joe.warner@ronscabinets.com

By: Joe Warner Title: Estimator Signature: Joe Warner

**This form must be completed and submitted with your bid or your bid may be rejected.**

**Ron's Cabinets**

Phone 320-252-7667  
 Fax 320-257-0158  
 Website: www.ronscabinets.com

380 Industrial Drive East  
 PO Box 515  
 Sauk Rapids, MN 56379  
 Email: ronscabinets@cloudnet.com

Bid # JW05413

Page 1 of 1  
 3:30 PM

**PROPOSAL SUBMITTED TO: LABOR & MATERIAL**

**Pennington County** Job Name: **Pennington County Courtroom, Thief River Falls MN** Date: 3/25/13  
 101 Main Avenue North, PO Box 616 Thief River Falls, MN 56701 Phone: (218) 683-7018  
 Attention: **Kevin Tolson** Fax: -  
 ktolson@co.pennington.mn.us

We hereby submit specifications and estimates for:

**Proposal based on plans dated 3/11/13 and Addendum # 1 dated 20130321**

**Material per Bid Detail Only less exclusions listed below:**

- 232 Courtroom Judges Bench - Corian 'Earth' wall cap, Forbo tops w/ flush wood edge, red oak veneer walls w/ ArmorCore bullet resistant panels, red oak open book shelves & shelves, red oak base trim, AC plywood w/ SPF# 2 2 x6 frame platforms.
- 232 Court Reporter Table - Corian 'Earth' top, red oak veneer open cabinet, side & back panels, castors.
- 232 New Courtroom Table - Red oak apron on existing top, red oak corner cabinet under existing top.

**EXCLUSIONS:**

Window Sills	NAUF core, FSC certified materials	
LEED Credit MR-7	Interior window frames, trim, glass.	
Standing & Running Trim	Electrical Boxes	
Interior doors, frames, hardware.	Dumpster	
Sinks, faucets, dispensers, mirrors.	Remodeling of existing millwork	

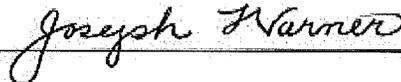
**PREFINISHED, DELIVERED AND INSTALLED - WITH SALES TAX INCLUDED FOR THE SUM OF:**

Fifty Four Thousand Six Hundred Six and no/100 dollars **\$54,606.00 BASE BID**

**OPTIONS TO BASE BID:**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alternation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation insurance. Past due accounts are subject to a 1 1/2% monthly finance charge  
 We propose hereby to furnish material and labor for the above project- complete in accordance with the above specifications:  
 Payment is to be made as follows: Net 30 Days Bid based on our interpretation of plans and specifications.

Authorized Signature of Ron's Cabinet Employee:



**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date of Acceptance:



# Proposal



Date: 03/25/13 | Proposal #: MARQ71001 | Voice: 800.892.8548 | Fax: 800.847.3087 | [www.marconet.com](http://www.marconet.com)

**Client:** Pennington County

**Phone:**  
**Email:**

Qty	Description	Unit Price	Ext. Price
<b>COURTROOM REMODEL - AUDIO VISUAL SYSTEM</b>			
<b>Audio Equipment:</b>			
6	SHURE MX418D/C, MICROFLEX 18" DESKTOP GOOSENECK CARDIOID CONDENSER MICROPHONE WITH ATTACHED 10' XLR CABLE, LOGIC FUNCTIONS, PROGRAMMABLE SWITCH AND LED INDICATOR, ATTACHED DESKTOP BASE	\$223.00	\$1,338.00
1	SHURE MX418/C, MICROFLEX 18" GOOSENECK CARDIOID CONDENSER MICROPHONE, ATTACHED PREAMP WITH XLR, SHOCK MOUNT, FLANGE MOUNT, SNAP-FIT FOAM WINDSCREEN	\$167.00	\$167.00
1	CROWN MB-3, MINIATURE SUPERCARDIOID BOUNDARY MICROPHONE WITH 3-PIN XLR MALE OUTPUT AND LOCKING SECURITY RING	\$174.00	\$174.00
2	REVOLABS 01-HDVENU-NM, EXECUTIVE HD VENUE 2-CHANNEL WIRELESS MICROPHONE SYSTEM RKMT RECEIVER WITHOUT MICS	\$695.00	\$1,390.00
3	REVOLABS 01-HDHYBMIC-DR-11, HD HYBRID UNI-DIRECTIONAL TABLETOP MICROPHONE RF-ARMORED, Runs off either internal battery or AC (via supplied "shoe" with 5.5' cable)	\$357.00	\$1,071.00
1	REVOLABS 01-HDEXEMIC-11, HD WIRELESS WEARABLE LAPEL STYLE MICROPHONE RF-ARMORED	\$305.00	\$305.00
1	BIAMP NEXIA TC, AUDIO DSP FOR TELECONFERENCING, WITH TELEPHONE INTERFACE; 8 wide-band Sona AEC inputs, 2 mic/line inputs, 4 mic/line outputs, & telephone interface. DSP for teleconferencing applications.	\$2,248.00	\$2,248.00
1	BIAMP NEXIA SP, AUDIO DSP FOR SPEAKER PROCESSING; 4 line inputs and 8 line outputs. DSP for speaker processing applications with line inputs feeding a larger number of outputs.	\$1,248.00	\$1,248.00
1	LECTROSONICS PA8, 8-CHANNEL POWER AMPLIFIER WITH 10W/CH @ 4 OHMS OR 6W/CH @ 8 OHMS, BRIDGEABLE	\$1,521.00	\$1,521.00
8	JBL CONTROL 26C, PROFESSIONAL CONTRACTOR 6.5" TWO-WAY CEILING SPEAKER WHITE	\$131.00	\$1,048.00
2	JBL CONTROL 28, PROFESSIONAL CONTRACTOR 8" TWO-WAY SURFACE MOUNT SPEAKER WITH INVISIBALL MOUNTING SYSTEM BLACK	\$228.00	\$456.00
2	EXTRON 70-587-11, AAP ONE 3.5MM STEREO AUDIO JACK TO SOLDER TABS BLACK	\$26.00	\$52.00
1	RADIO DESIGN LABS DC-1G, SINGLE GANG DESKTOP OR WALL MOUNTED CHASSIS FOR DECORA REMOTE CONTROLS AND PANELS	\$53.00	\$53.00
1	RADIO DESIGN LABS DS-SH1M, STEREO HEADPHONE AMPLIFIER STAINLESS STEEL DECORA PANEL WITH USER LEVEL CONTROL AND 3.5MM MINI-JACK HEADPHONE OUTPUT	\$145.00	\$145.00
1	RADIO DESIGN LABS PS-24AS, 24 VDC 500MA SWITCHING POWER SUPPLY WITH DC PLUG; required for DS-SH1M	\$24.00	\$24.00
500	Liberty 14 AWG 2 - Cond Plenum White	\$0.87	\$435.00

Bemidji    Brainerd    Decorah    Detroit Lakes    Fargo/Moorhead    Grand Forks    Mankato  
 Rochester    St. Cloud    St. Louis Park    Sioux Falls    Thief River Falls    Worthington

Qty	Description	Unit Price	Ext. Price
1,000	Liberty 22 AWG 2 - Cond Plenum Sheilded White	\$0.29	\$290.00

Bemidji    Brainerd    Decorah    Detroit Lakes    Fargo/Moorhead    Grand Forks    Mankato  
 Rochester    St. Cloud    St. Louis Park    Sioux Falls    Thief River Falls    Worthington

Qty	Description	Unit Price	Ext. Price
<b>Video Equipment:</b>			
2	EXTRON 60-525-01, CABLE CUBBY 600 FURNITURE MOUNTABLE ENCLOSURE FOR CABLES, AAP'S, AND AC POWER OUTLETS, BLACK, WITH 2-OUTLET AC MODULE	\$426.00	\$852.00
1	EXTRON 60-716-0A, CABLE CUBBY 200 FURNITURE MOUNTABLE ENCLOSURE FOR CABLES WITH ONE AC OUTLET BLACK	\$256.00	\$256.00
1	EXTRON 60-1081-01, IN1606 SIX INPUT HDCP-COMPLIANT SCALING PRESENTATION SWITCHER	\$1,457.00	\$1,457.00
1	EXTRON 70-617-02, SINGLE SPACE MAAP WITH ONE HDMI FEMALE TO FEMALE PASSTHROUGH BARREL BLACK	\$53.00	\$53.00
1	EXTRON 60-583-11, CPM101 ONE GANG MAAP MOUNTING FRAME WITH FOUR MAAP SPACES BLACK	\$47.00	\$47.00
1	EXTRON 70-315-13, IN9368T MAAP TRIPLE SPACE BLANK PLATE BLACK	\$27.00	\$27.00
1	EXTRON 60-1010-01, DXP 48 HDMI SERIES 4 INPUT X 8 OUTPUT HDMI MATRIX SWITCHER	\$3,286.00	\$3,286.00
3	EXTRON 60-1271-12, DTP HDMI 230 TX HDMI TWISTED PAIR EXTENDER TRANSMITTER, INCLUDES POWER SUPPLY	\$293.00	\$879.00
3	EXTRON 60-1271-13, DTP HDMI 230 RX HDMI TWISTED PAIR EXTENDER RECEIVER	\$293.00	\$879.00
2	EXTRON 60-997-01, HDMI DA2 TWO OUTPUT HDMI DISTRIBUTION AMPLIFIER WITH EDID MINDER	\$431.00	\$862.00
1	HALL RESEARCH UU-160, USB OVER UTP TWISTED PAIR EXTENDER UP TO 160' TRANSMITTER AND RECEIVER PAIR	\$80.00	\$80.00
2	NEC P402-AVT, PROFESSIONAL MULTISYNC 40" LED-BACKLIT LCD HDTV 1080P 1920X1080 WITH DIGITAL/ANALOG TUNER	\$1,395.00	\$2,790.00
3	VIEWSONIC VA2248M, 22" LED-BACKLIT LCD MONITOR 1080P 1920X1080 VGA DVI-D SPEAKERS BLACK	\$175.00	\$525.00
1	ELO 1717L, 17" LCD TOUCHSCREEN MONITOR 5:4 ASPECT RATIO SXGA 1280X1024 RESOLUTION ACCUTOUCH RESISTIVE TOUCH USB VGA VESA 75X75 GRAY	\$607.00	\$607.00
1	PREMIER MOUNTS AM50-B, DUAL ARM SWINGOUT MOUNT FOR 10"-37" FLAT PANEL DISPLAYS UP TO 50LB WITH 3.7"-16.9" EXTENSION FROM WALL BLACK	\$127.00	\$127.00
1	PREMIER MOUNTS AM80, DUAL ARM SWINGOUT MOUNT FOR 37"-47" FLAT PANEL DISPLAYS UP TO 80LB EXTENDS 17" FROM WALL TILT ROTATE SWIVEL UNIVERSAL ADAPTER PLATE BLACK	\$189.00	\$189.00
1	EXTRON 60-1064-01, DVI to Analog RGB Video Interface with EDID Minder®	\$660.00	\$660.00
1	BOECKELER INSTRUMENTS CPN-5000, POINTMAKER HDCP COLOR VIDEO ANNOTATION SYSTEM WITH SCALING, CAPTURE, PRINT, NETWORK	\$5,110.00	\$5,110.00
1	TASCAM DV-D01U, RACK MOUNTABLE STUDIO DVD PLAYER WITH RS-232 CONTROL	\$405.00	\$405.00
1	HP2011xi, A9F73AA#ABA, Monitor	\$105.00	\$105.00
3	Liberty pre-terminated high speed HDMI plenum rated cables - as required	\$135.00	\$405.00
3	LIBERTY 100' BNC TO VGA PLENUM CABLE INSTALL KIT	\$211.00	\$633.00
10	LIBERTY MOLDED HDMI CABLE HIGH SPEED 10.2 GBPS 2-METER	\$15.00	\$150.00
6	LIBERTY 6' MICRO VGA HD15 WITH 3.5MM STEREO AUDIO MALE TO MALE NON-PLENUM CABLE	\$21.00	\$126.00
10	LIBERTY MOLDED HDMI CABLE MALE TO MALE 1-METER	\$13.00	\$130.00

Bemidji Brainerd Decorah Detroit Lakes Fargo/Moorhead Grand Forks Mankato  
Rochester St. Cloud St. Louis Park Sioux Falls Thief River Falls Worthington

Qty	Description	Unit Price	Ext. Price
<b>Control System:</b>			
1	CRESTRON MC3, 3-SERIES CONTROL SYSTEM	\$999.00	\$999.00
1	CRESTRON CNTBLOCK, CRESNET DISTRIBUTION BLOCK	\$106.00	\$106.00
3	CRESTRON IRP2, INFARED IR EMITTER PROBE W/ 2PIN CONNECTOR	\$36.00	\$108.00
1	CRESTRON TPS-GA-TPI, ISYS G-SERIES TOUCHPANEL INTERFACE	\$4,117.00	\$4,117.00
1	ELO 1915L, 19" LCD TOUCHSCREEN MONITOR 4:3 ASPECT RATIO SXGA 1280X1024 RESOLUTION ACCUTOUCH RESISTIVE TOUCH USB VGA GRAY	\$704.00	\$704.00
1	CRESTRON TPS-1700, SMARTOUCH ISYS 5.7" ACTIVE MATRIX COLOR TABLETOP COMPACT TOUCHPANEL	\$1,500.00	\$1,500.00
1	LINKSYS EZXS88W, ETHERFAST 8-PORT 10/100BASE-T FAST ETHERNET DESKTOP SWITCH	\$43.00	\$43.00
1,500	LIBERTY CAT6 SHIELDED TWISTED PAIR PLENUM CABLE WHITE	\$1.13	\$1,695.00
200	CRESTRON CRESNET CONTROL CABLE PLENUM BLACK - as required	\$0.64	\$128.00
1	MIDDLE ATLANTIC ERK-2725, 27 SPACE (47 1/4") 25" DEEP STAND ALONE RACK WITH REAR DOOR BLACK	\$515.00	\$515.00
1	MIDDLE ATLANTIC CBS-ERK-25, SKIRTED WHEELBASE FITS 25" DEEP ERK'S INCLUDES CASTERS	\$152.00	\$152.00
2	FURMAN M-8LX, MERIT SERIES 8-OUTLET 15 AMP POWER CONDITIONER WITH TWO SLIDE OUT SWIVELING LIGHTS WITH DIMMER KNOBS	\$87.00	\$174.00
1	MIDDLE ATLANTIC BRK14, 14 SPACE (24 1/2") 18" DEEP BLACK MELAMINE RACK	\$125.00	\$125.00
<b>Data Network Distribution Cabling:</b>			
1,200	Superior Essex, Hitachi, Mohawk/CDT or General Cable - 4 pair, UTP, Category 6 (as verified with Owner), plenum jacketed data cable - AS REQUIRED	\$0.87	\$1,044.00
2	EXTRON 70-491-15, SINGLE SPACE AAP PLATE WITH TWO RJ-45 FEMALE TO PUNCH DOWN FOR CAT6 LEVITON BLACK	\$50.00	\$100.00
16	LEVITON CAT6 JACK	\$7.80	\$124.80
6	LEVITON QUICKPORT WALL PLATE	\$1.97	\$11.82
<b>Installation:</b>			
1	MISCELLANEOUS MATERIAL, CONNECTORS, WIRE, AND MOUNTING HARDWARE	\$250.00	\$250.00
1	PROFESSIONAL AV INSTALLATION SERVICES	\$11,572.00	\$11,572.00
1	PROFESSIONAL CRESTRON PROGRAMMING SERVICES	\$9,312.50	\$9,312.50
1	PROFESSIONAL AV ENGINEERING SERVICES	\$3,125.00	\$3,125.00
		<b>Subtotal</b>	<b>\$68,511.12</b>

Client Signature \_\_\_\_\_

Date \_\_\_\_\_

*Tax and/or shipping may be charged where applicable. Product listed above is subject to technical review and approval. Prices quoted are subject to change and should be verified before placing your order.*

#### Warranty

Your equipment is covered by its respective manufacturer warranties. Please consult the warranty documentation that accompanies the product for details. Any charges from the manufacturer are the sole responsibility of the customer (including, but not limited to, shipping, travel and/or labor charges). Marco can provide assistance with the processing of these warranties for a processing fee. Optional contracts or warranty enhancements are available for an additional fee at the time of purchase.

#### Returns

Upon receipt of merchandise, make sure specifications are correct before opening or marking merchandise.

- Request to return the UNOPENED merchandise within fifteen (15) days.
- Product must be returned in the original undamaged/unmarked box.
- Recognize that special or custom orders are non-returnable.
- Merchandise can be subject to restock fees and/or denial of return.
- For our Complete Return Policy, please go to [www.marconet.com](http://www.marconet.com) and click on Support

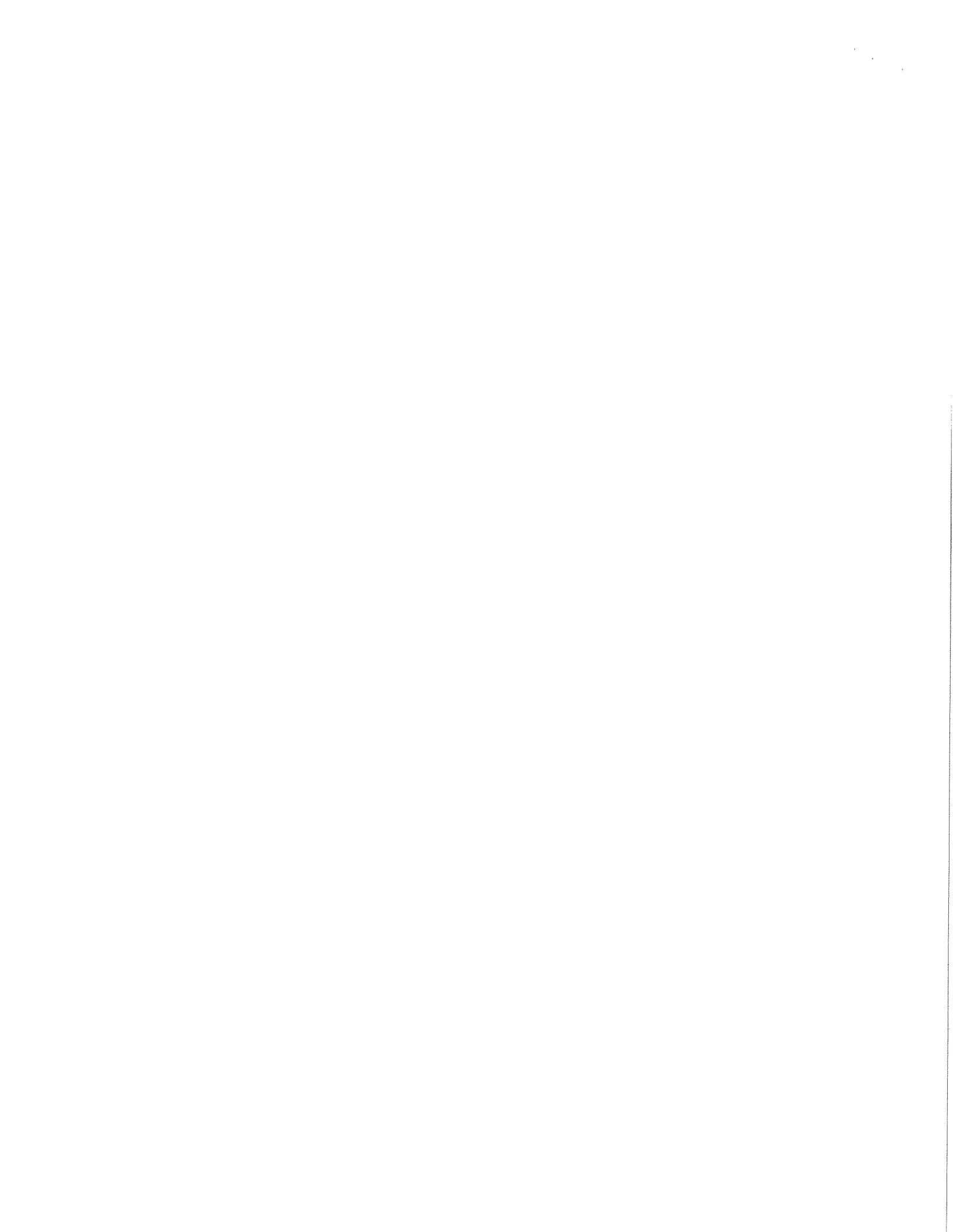
Bemidji    Brainerd    Decorah    Detroit Lakes    Fargo/Moorhead    Grand Forks    Mankato  
Rochester    St. Cloud    St. Louis Park    Sioux Falls    Thief River Falls    Worthington

**Payment Terms**

Payment terms are net 15 days from date of invoice. For orders over \$25,000, we require thirty-five percent down at time of order, sixty-five percent at time of delivery, and ten percent may be held for performance.

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Bemidji    Brainerd    Decorah    Detroit Lakes    Fargo/Moorhead    Grand Forks    Mankato  
Rochester    St. Cloud    St. Louis Park    Sioux Falls    Thief River Falls    Worthington





**Pennington County: Courtroom Remodeling Bid**

---

Project:  
Pennington County Courtroom Remodel  
101 Main Street N.  
Thief River Falls, MN 56701

**Sealed Bid to be Received:**

Attn: Ken Olson ([ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us))  
Pennington County  
101 Main Street North  
Thief River Falls, MN 56701

Time: 3:30pm

Date: March, 25<sup>th</sup> 2013

Please send bid tabulation results to: [george.helm@avisystems.com](mailto:george.helm@avisystems.com)



SECTION 004100  
BID FORM

Project Name: Pennington County Courtroom Remodeling

Owner: Pennington County, Minnesota

Bid due date: March 25, 2013

Bid due time: 3:30 pm

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkvgroup.com](mailto:bschwartzman@bkvgroup.com)

SUBMITTED BY: AVI Systems Inc  
Business Name  
1930 E. Century Ave. Bismarck, ND 58503  
Address

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1: YES Addendum #2: \_\_\_\_\_

**BIDDING ON:**

TECHNOLOGY  
(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Base Bid Amount: SEVENTY SIX THOUSAND FOUR HUNDRED SEVENTY SIX Dollars (\$ 76,476.00)

**ALTERNATES**

~~The following alternates shall be selected or rejected by the Owner, at their discretion:~~

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: N/A Dollars (\$ N/A .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid; attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25 day of MARCH, 2013.

AVI SYSTEMS INC  
Business name

1930 E. CENTURY AVE.

BISMARCK, ND 58503  
Address

Phone: 701-323-3053 Fax: 701-258-2015

E-mail: george.helm@avisystems.com

By: George P. Helm Title: System Sales Signature: 

**This form must be completed and submitted with your bid or your bid may be rejected.**

# AIA<sup>®</sup> Document A310<sup>™</sup> - 2010

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)  
AVI Systems, Inc.  
8052 Flint Street  
Lenexa, KS 66214

### SURETY:

(Name, legal status and principal place of business)  
Great American Insurance Company  
301 E 4th Street  
Cincinnati, OH 45202

### OWNER:

(Name, legal status and address)  
Pennington County, Minnesota  
101 Main Street N  
Thief River Falls, MN 56701

BOND AMOUNT: Ten Percent (10%) of the bid amount

### PROJECT:

(Name, location or address, and Project number, if any)  
Pennington County Courtroom Remodel  
101 Main Street N  
Thief River Falls, MN 56701

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

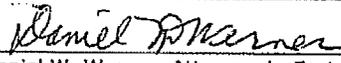
Signed and sealed this 22nd day of March, 2013

  
(Witness)

AVI Systems, Inc.   
(Principal) \_\_\_\_\_ (Seal)

Executive VP  
(Title)

Great American Insurance Company  
(Surety) \_\_\_\_\_ (Seal)

  
(Title) Daniel W. Werner, Attorney-in-Fact

**CAUTION:** You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.

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**GREAT AMERICAN INSURANCE COMPANY®**

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than ONE

No. 018790

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below:

Name	Address	Limit of Power
DANIEL W. WERNER	BISMARCK, NORTH DAKOTA	\$75,000,000.00

This Power of Attorney revokes all previous powers issued in behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 5<sup>th</sup> day of , APRIL, 2011.

Attest

GREAT AMERICAN INSURANCE COMPANY



*[Handwritten signature]*

*[Handwritten signature]*

STATE OF OHIO, COUNTY OF HAMILTON - ss:

DAVID C. KITCHIN (513-412-4602)

On this 5<sup>th</sup> day of APRIL, 2011, before me personally appeared DAVID C. KITCHIN, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



**KAREN L. GROSHEIM**  
NOTARY PUBLIC, STATE OF OHIO  
MY COMMISSION EXPIRES 02-20-16

*[Handwritten signature]*

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

*RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.*

*RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.*

**CERTIFICATION**

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 22nd day of March, 2013



*[Handwritten signature]*

SECTION 004100  
BID FORM

**Project Name: Pennington County Courtroom Remodeling**

**Owner: Pennington County, Minnesota**

**Bid due date: March 25, 2013**

**Bid due time: 3:30 pm**

---

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkvgroup.com](mailto:bschwartzman@bkvgroup.com)

SUBMITTED BY: DASCOM SYSTEMS GROUP LLC  
Business Name  
2415 VENTURA DR.  
Address  
WOODBURY, MN 55125

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1:  Addendum #2:

**BIDDING ON:**

TECHNOLOGY  
(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Base Bid Amount: SIXTY FOUR THOUSAND Dollars (\$ 64,443 .00)  
FOUR THOUSAND SEVEN HUNDRED THIRTY THREE

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: NO - BID Dollars (\$ — .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid: attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25 day of MARCH, 2013.

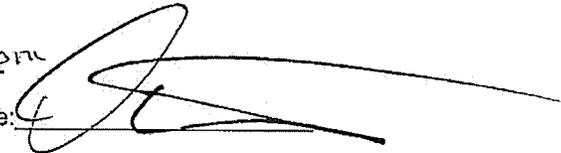
DASCOM SYSTEMS GROUP LLC  
Business name

2415 VENTURA DR

WOODBURY, MD 21785  
Address

Phone: 651-789-4446 Fax: 651-789-2555

E-mail: B.GORHAM@DASCOM-SYSTEMS.COM

By: DAVE HATZKY Title: CEO Signature: 

**This form must be completed and submitted with your bid or your bid may be rejected.**

**SECTION 004100  
BID FORM**

**Project Name: Pennington County Courtroom Remodeling**

**Owner: Pennington County, Minnesota**

**Bid due date: March 25, 2013**

**Bid due time: 3:30 pm**

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkvgroup.com](mailto:bschwartzman@bkvgroup.com)

SUBMITTED BY: Alpha Video and Audio, Inc.  
Business Name  
7711 Computer Avenue, Edina, MN 55435  
Address

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1:  X  Addendum #2:  \_\_\_\_\_

**BIDDING ON:**

Technology  
(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

**Base Bid Amount:** Eighty-five thousand three hundred eighty-one and 1/100 Dollars (\$ 85,381 .01)

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: N/A Dollars (\$                      .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid: attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25 day of March, 2013.

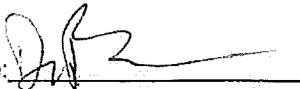
Alpha Video and Audio, Inc.  
Business name

7711 Computer Avenue

Edina, MN 55435  
Address

Phone: 952-896-9898 Fax: 952-896-9899

E-mail: mike.schaaf@alphavideo.com

By: David J. Farrier Title: Controller Signature: 

**This form must be completed and submitted with your bid or your bid may be rejected.**

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Alpha Video and Audio, Inc (Here insert full name and address or legal title of Contractor)

7711 Computer Ave, Edina, MN 55435 as Principal, hereinafter called the Principal, and Western Surety Company (Here insert full name and address or legal title of Surety)

101 South Phillips Ave, Sioux Falls SD 57117 as a corporation duly organized under the laws of the state of South Dakota as Surety, hereinafter called the Surety, are held and firmly bound unto Pennington County (Here insert full name and address or legal title of Owner)

101 Main Street North, Thief River Falls, MN 56701 as Obligee, hereinafter called the Obligee, in the sum of 5% of the bid

Dollars (\$ 5% ), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Pennington County Courtroom Remodel (Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 25th day of March 2013

Signature lines for Alpha Video and Audio, Inc (Principal), Western Surety Company (Surety), and Todd A. Kelsey attorney in fact. Includes witness lines and a handwritten signature.

AIA DOCUMENT A310 • BID BOND • AIA © • FEBRUARY 1970 ED • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 N.Y. AVE., N.W., WASHINGTON, D. C. 20006

WARNING: Unlicensed photocopying violates U.S. copyright laws and is subject to legal prosecution.

**CORPORATE ACKNOWLEDGMENT**

STATE OF Minnesota

COUNTY OF Hennepin

On this 25th day of March, 2013 before me personally appeared \_\_\_\_\_ to me known, who being by me duly sworn, that he/she is the \_\_\_\_\_ of the **Alpha Video & Audio, Inc** the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Notary Public \_\_\_\_\_  
(Notary Seal)

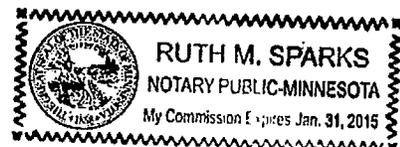
**ACKNOWLEDGMENT OF CORPORATE SURETY**

STATE OF Minnesota

COUNTY OF Hennepin

On this 25th day of March , 2013 before me appeared Todd A. Kelsey to be known, who being by me duly sworn, did say that he is the aforesaid Attorney-in-Fact of the **Western Surety Company**, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by the aforesaid officer, by authority of its Board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, *Ruth M. Sparks*  
(Notary Seal)



## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Amy M Burns, Todd A Kelsey, Meagan Manthei, Daniel R Boerboom, Individually**

of Bloomington, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 29th day of August, 2012.

WESTERN SURETY COMPANY



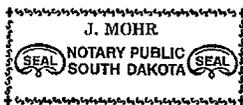
*Paul T. Brufat*

Paul T. Brufat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 29th day of August, 2012, before me personally came Paul T. Brufat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires  
June 23, 2015



*J. Mohr*

J. Mohr, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 15<sup>th</sup> day of March, 2013



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary  
AAAQ23483





7711 Computer Ave, Edina MN 55435

Phone: 952-896-9898 - Fax 952-896-9899 - Visit us at www.alphavideo.com

# Quotation

Date	Quote #	Cust #
08/12/11	AAAQ23483	

We are an equal opportunity employer

Prepared For:	Sales Representative:
Ken Olson Pennington County Courtroom Remodel 101 Main Street North Thief River Falls, MN 56701  <b>Phone:</b> <b>Fax:</b> <b>Terms:</b> NET 30 <b>Ship via:</b> Best Way	<b>Mike Schaaf</b> Inside Sales Representative 952-841-3350 mike.schaaf@alphavideo.com

ID #	Item	Description	Qty	Unit Price	Ext. Price
<b>AUDIO EQUIPMENT</b>					
1	MX418D/C	SHURE 18 INCH GOOSENECK W/DESKTOP BASE	6	\$187.89	\$1,127.34
2	MX418/C	SHURE GOOSENECK MICROPHONE	1	\$141.37	\$141.37
3	MB3	CROWN MINI-BOUNDRY MICROPHONE	1	\$146.63	\$146.63
4	01-HDVENU-NM	REVOLABS VENUE 2-CHNL RACKMOUNT WIRELESS RECEIVER UNIT W/ MIC CHARGING BASE AND RECIEVING ANTENNAS	2	\$585.79	\$1,171.58
5	01-HDHYBMIC-DR-11	REVOLABS HD TABLETOP HYBRID DIRECTIONAL WIRELESS MIC	3	\$301.05	\$903.15
6	01-HDEXEMIC-11	REVOLABS HD WEARABLE WIRELESS MIC	1	\$257.16	\$257.16
7	NEXIA TC	BIAMP NEXIA DSP W/TELECONFERENCING CAPABILITY	1	\$1,893.68	\$1,893.68
8	NEXIA SP	BIAMP NEXIA DSP 4IN / 8 OUT	1	\$1,051.58	\$1,051.58
9	PA8	LECTROSONICS 8 CHANNEL POWER AMP	1	\$1,361.58	\$1,361.58
10	CONTROL 26C	JBL CEILING SPEAKERS	8	\$110.08	\$880.64
11	CONTROL 28	JBL SPEAKER W/BACKET (SOLD PRS) PRICE EACH	2	\$191.65	\$383.30
12	70-587-11	EXTRON 3.5MM AAP	2	\$21.05	\$42.10
13	DC-1G	RDL 1-GANG DEVICE MODULE	1	\$39.01	\$39.01
14	DS-SH1M	RDL STEREO-MONO HEADPHONE AMPLIFIER	1	\$107.19	\$107.19
15	PS-24AS	RDL 24V DC POWER SUPPLY W/LEADS	1	\$17.29	\$17.29
<b>VIDEO EQUIPMENT AND ACCESSORIES</b>					
16	60-525-01	EXTRON CABLE CUBBY 600	2	\$368.42	\$736.84
17	60-716-0A	EXTRON CABLE CUBBY 200 US - BLACK	1	\$221.05	\$221.05
18	60-1081-01	EXTRON IN1606 PRESENTATION SWITCHER	1	\$1,257.89	\$1,257.89
19	70-617-02	EXTRON HDMI F TO F BARREL	1	\$42.11	\$42.11
20	60-583-11	EXTRON ONE GANG MOUNT FRAME BLACK	1	\$36.84	\$36.84
21	70-315-11	EXTRON BLANK PLATE BLACK	3	\$10.53	\$31.59
22	60-1010-01	EXTRON DXP 48 HDMI 4x8 HDMI MATRIX SWITCHER	1	\$2,836.84	\$2,836.84



7711 Computer Ave, Edina MN 55435

Phone: 952-896-9898 - Fax 952-896-9899 - Visit us at www.alphavideo.com

# Quotation

Date	Quote #	Cust #
08/12/11	AAAQ23483	

We are an equal opportunity employer

ID #	Item	Description	Qty	Unit Price	Ext. Price
23	60-1271-12	EXTRON DTP HDMI UTP TRANSMITTER WITH CONTROL	4	\$247.37	\$989.48
24	60-1271-13	EXTRON DTP HDMI RECEIVER WITH CONTROL	4	\$247.37	\$989.48
25	60-997-01	EXTRON HDMI DA2 TWO OUTPUT HDMI DA	2	\$363.16	\$726.32
26	UU-160	HRT USB EXTENDER	1	\$80.32	\$80.32
27	P402-AVT	NEC 40IN 1080P LCD PROFESSIONAL PUBLIC DISPLAY	2	\$1,242.11	\$2,484.22
28	VA2248M-LED	VIEWSONIC 22" LED BACKLIT LCD TV 1920X1080	3	\$146.40	\$439.20
29	E433551	ELO 1717L LCD DISPLAY/TOUCHPANEL	1	\$535.78	\$535.78
30	AM50-B	PREMIER MOUNTS SWING ARM MOUNT FOR 17" DISPLAY	1	\$110.53	\$110.53
31	AM80	PREMIER WALL SWIVEL ARM MOUNT FOR 42" DISPLAY	1	\$166.11	\$166.11
32	60-1064-01	EXTRON DVI-RGB-200 - DVI TO ANALOG RGB	1	\$521.05	\$521.05
33	CPN-5000	BOECKLER VIDEO ANNOTATION PROCESSOR	1	\$3,943.42	\$3,943.42
34	2011XI	HP 20" LED BACKLIT LCD MONITOR 1600x1900	1	\$126.31	\$126.31
35	DELV-HD7	DELVCAM 7" LCD DISPLAY W/ TABLE STAND AND HDMI INPUT	1	\$284.16	\$284.16
<b>A/V CONTROL SYSTEM EQUIPMENT</b>					
36	MC3	CRESTRON SERIES 3 CONTROL SYSTEM	1	\$842.11	\$842.11
37	CNTBLOCK	CRESTRON NETWORK JUNCTION BOX	1	\$89.47	\$89.47
38	IRP2	CRESTRON IR PROBE	3	\$26.32	\$78.96
39	TPS-GA-TPI	CRESTRON TOUCH PANEL INTERFACE	1	\$3,684.21	\$3,684.21
40	E437227	ELO 1915L - 19IN TOUCH PANEL - ACOUSTIC PULSE VIA USB	1	\$580.34	\$580.34
41	TPS-1700	CRESTRON TABLE TOP COLOR TOUCH PANEL 5.7 INCH	1	\$1,263.16	\$1,263.16
42	FS108NA	NETGEAR FS108 PROSAFE DESKTOP SWITCH	1	\$44.88	\$44.88
43	ERK-2725	MID ATL ERK 27 SPACE RACK	1	\$406.73	\$406.73
44	CBS-ERK-25	M A CASTER BASE	1	\$120.12	\$120.12
45	M-8LX	FURMAN RACK MT POWER COND STRIP W LIGHTS	2	\$80.51	\$161.02
46	BRK14	MID ATL 14U RACK	1	\$105.79	\$105.79
<b>DATA NETWORK DISTRIBUTION</b>					
47	70-491-15	EXTRON AAP RJ45 F CAT6 PLATE	2	\$42.11	\$84.22
48	INTEGRATION LABOR	Alpha Video Integration Labor	1	\$36,335.50	\$36,335.50
49	MATERIALS	Alpha Video Integration Materials	1	\$8,751.01	\$8,751.01
50	PERFORMANCE BOND	Payment and Performance Bond	1	\$1,258.00	\$1,258.00



7711 Computer Ave, Edina MN 55435

Phone: 952-896-9898 - Fax 952-896-9899 - Visit us at www.alphavideo.com

# Quotation

Date	Quote #	Cust #
08/12/11	AAAQ23483	

We are an equal opportunity employer

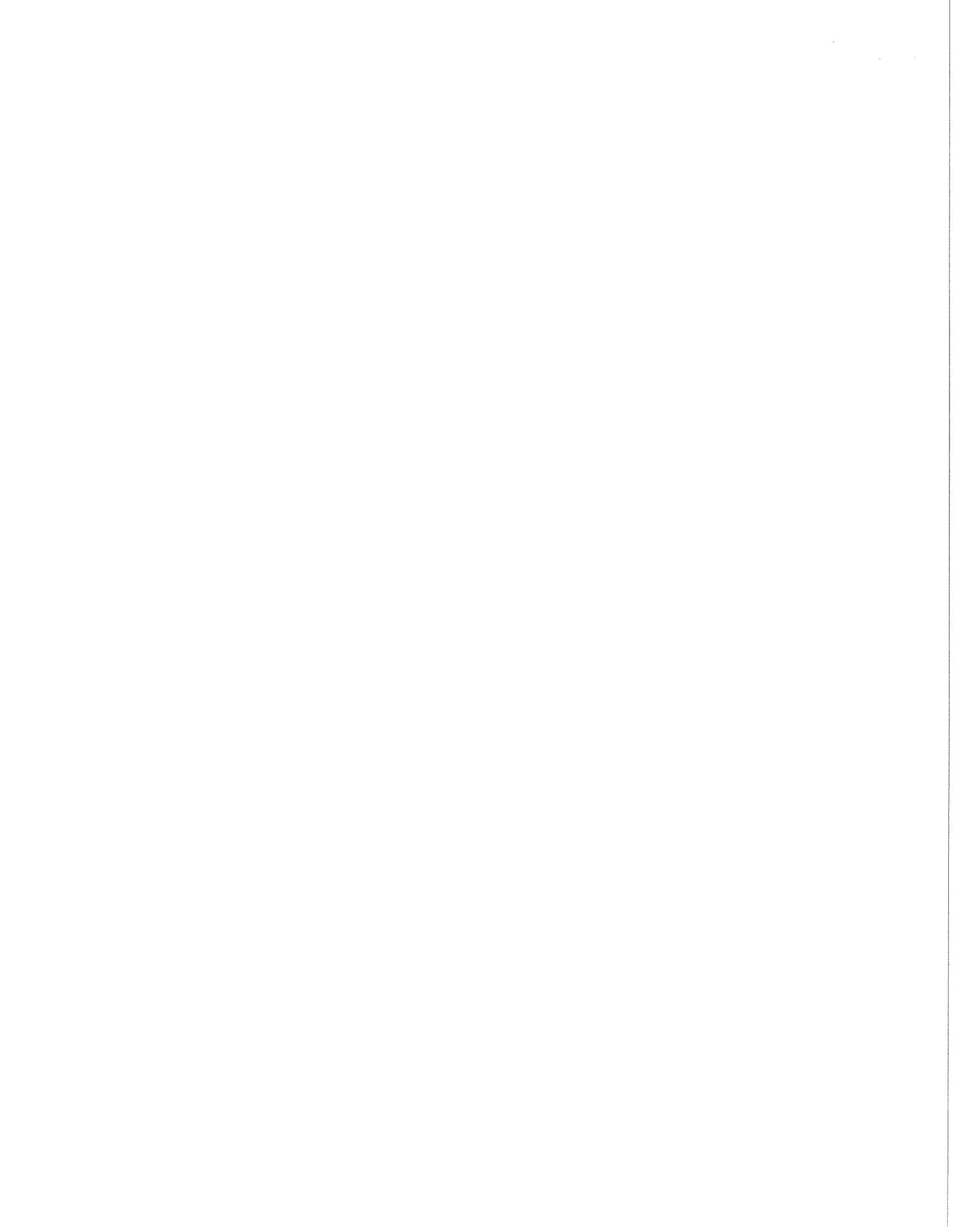
ID #	Item	Description	Qty	Unit Price	Ext. Price
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Shipping charges are included.

Sub Total	\$79,888.66
Sales Tax	\$5,492.35
Shipping	\$0.00
<b>Total</b>	<b>\$85,381.01</b>

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_ PO: \_\_\_\_\_

All information contained within this quote is valid for the next 30 days. Thereafter, all prices and applicable charges are subject to change. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.



**Proposal Response**

for

**Pennington  
County – Courtroom  
Remodeling Project**

The Parsons logo consists of the word "PARSONS" in a bold, blue, sans-serif font. To the left of the text is a small, stylized blue icon that resembles a globe or a network of nodes.

Submitted to:

**BKV**  
GROUP

March 22, 2013



March 22, 2013

Mr. Bruce Schwartzman  
BKV Group  
222 North 2<sup>nd</sup> Street  
Minneapolis, MN 55401

Subject: Pennington County – Courtroom Remodeling Project  
101 Main Ave North Thief River Falls, MN

Dear Mr. Schwartzman:

Parsons would like to thank you for the opportunity to respond to the Audio/Visual request for bid for the Pennington County – Courtroom Remodeling Project. We are confident that Parsons' previous experience along with our reputation for meeting demanding schedules, providing competitive price installations, and maintaining quality control will serve BKV Group well in the selection of a contractor for these services.

We have endeavored to respond all required elements set forth in your request. If you find that we are lacking in any portion of our response, please contact us immediately. We look forward to working with you on this project and future projects.

Sincerely,

**PARSONS TECHNOLOGIES**

Jason Eich  
Division Manager

SECTION 004100  
BID FORM

**Project Name: Pennington County Courtroom Remodeling**

**Owner: Pennington County, Minnesota**

**Bid due date: March 25, 2013**

**Bid due time: 3:30 pm**

---

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkgvgroup.com](mailto:bschwartzman@bkgvgroup.com)

SUBMITTED BY: Parsons Electric LLC

---

Business Name  
5960 Main St N.E. Minneapolis, MN 55432  
Address

---

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1: Yes Addendum #2: \_\_\_\_\_

**BIDDING ON:** Technology  
(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Sixty Six Thousand One Hundred Eighty One and 00/100

Base Bid Amount: \_\_\_\_\_ Dollars (\$ 66,181 .00)

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: NA Dollars (\$ NA .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid; attach Bid Bond to this Bid Form.

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25 day of March, 2013.

Parsons Electric LLC  
Business name

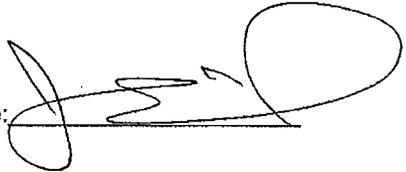
5960 Main Street N.E.

Minneapolis, MN 55432  
Address

Phone: 763-571-8000 Fax: 763-571-7210

E-mail: jason.eich@parsonscorp.com

By: Jason Eich Title: Division Manager Signature: \_\_\_\_\_



**This form must be completed and submitted with your bid or your bid may be rejected.**

# CNA SURETY

## Bid Bond

Bond No. TBD - Bid Bond

**CONTRACTOR:**

(Name, legal status and address)

Parsons Electric LLC  
5960 Main Street N.E.  
Minneapolis, MN 55432

**SURETY:** Continental Insurance Company: Pennsylvania Corporation

(Name, legal status and principal place of business)

333 S. Wabash Avenue  
41st Floor  
Chicago, IL 60604

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

(Name, legal status and address)

Pennington County  
101 Main Street North  
Thief River Falls, MN 56701

**BOND AMOUNT:** Five Percent of Total Bid Amount (--5%--)

**PROJECT:**

(Name, location or address, and Project number, if any)

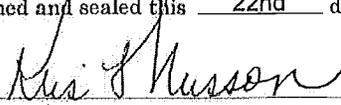
Pennington County - Courtroom Remodeling, Thief River Falls, MN

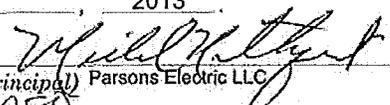
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

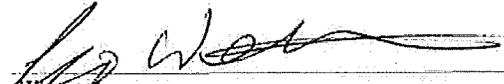
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

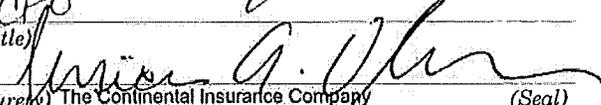
Signed and sealed this 22nd day of March, 2013

  
(Witness)

  
(Principal) Parsons Electric LLC (Seal)

CFO  
(Title)

  
(Witness)

  
(Surety) The Continental Insurance Company (Seal)

Jessica A. Olson, Attorney-In-Fact  
(Title)

**CAUTION:** You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

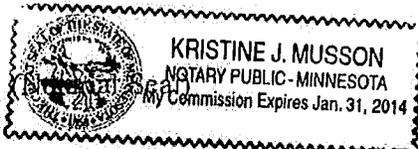
Printed in cooperation with the American Institute of Architects (AIA).

The language in this document conforms exactly to the language used in AIA Document A310 - Bid Bond - 2010 Edition.

LIMITED LIABILITY COMPANY ACKNOWLEDGEMENT

STATE OF Minnesota )  
COUNTY OF Anoka ) ss

On the 22nd day of March, 2013, before me personally appeared Michael Northquest to me known, who, being by me duly sworn, did depose and said that he/she resides in Fridley, MN that he/she is a member, manager, or officer of the limited liability company of Parsons Electric LLC and that he/she is duly authorized to execute the foregoing agreement in the name of and for the limited liability company.



Notary Public, Kristine J. Musson  
County, Anoka  
My commission expires Jan. 31, 2014

CORPORATE ACKNOWLEDGEMENT

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known, who being by me duly sworn, did depose and say: that he resides in \_\_\_\_\_ that he is the \_\_\_\_\_ President of the \_\_\_\_\_

the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that he signed his name thereto by like order.

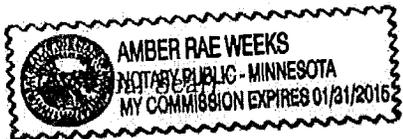
(Notarial Seal)

Notary Public, \_\_\_\_\_  
County, \_\_\_\_\_  
My commission expires \_\_\_\_\_

ACKNOWLEDGEMENT OF CORPORATE SURETY

STATE OF Minnesota )  
COUNTY OF Dakota ) ss

On the 22nd day of March, 2013, before me appeared Jessica A. Olson to be personally known, who is being by me duly sworn, did say that he is the aforesaid officer or attorney in fact of The Continental Insurance Company, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors, and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.



Notary Public, Amber Rae Weeks  
County, Scott  
My commission expires January 31, 2015

**POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT**

Know All Men By These Presents, That The Continental Insurance Company, a Pennsylvania insurance company, is a duly organized and existing insurance company having its principal office in the City of Chicago, and State of Illinois, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Kathryn A Dircz, Dennis G Diessner, Kathleen L Lundquist, Mark N Kampf, Erica J Boldt, Julia C Ertz, Jessica A Olson, Thomas M Reuder, Individually**

of Burnsville, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind them thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the insurance company and all the acts of said Attorney, pursuant to the authority hereby given is hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law and Resolutions, printed on the reverse hereof, duly adopted, as indicated, by the Board of Directors of the insurance company.

In Witness Whereof, The Continental Insurance Company has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 23rd day of May, 2012.

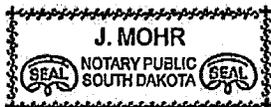


The Continental Insurance Company

*Paul T. Bruflat*  
Paul T. Bruflat Vice President

State of South Dakota, County of Minnehaha, ss:

On this 23rd day of May, 2012, before me personally came Paul T. Bruflat to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of The Continental Insurance Company, a Pennsylvania insurance company, described in and which executed the above instrument; that he knows the seal of said insurance company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said insurance company and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said insurance company.



My Commission Expires June 23, 2015

*J. Mohr*  
J. Mohr Notary Public

**CERTIFICATE**

I, D. Bult, Assistant Secretary of The Continental Insurance Company, a Pennsylvania insurance company, do hereby certify that the Power of Attorney herein above set forth is still in force, and further certify that the By-Law and Resolution of the Board of Directors of the insurance company printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said insurance company this 22nd day of March, 2013.



The Continental Insurance Company

*D. Bult*  
D. Bult Assistant Secretary

## Authorizing Resolutions

ADOPTED BY THE BOARD OF DIRECTORS OF THE CONTINENTAL INSURANCE COMPANY:

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the Board of Directors of the Company at a meeting held on May 10, 1995.

"RESOLVED: That any Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Group Vice President to the Secretary of the Company prior to such execution becoming effective."

This Power of Attorney is signed by Paul T. Bruffat, Vice President, who has been authorized pursuant to the above resolution to execution power of attorneys on behalf of The Continental Insurance Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25<sup>th</sup> day of April, 2012:

"Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company."

SECTION 004100  
BID FORM

**Project Name: Pennington County Courtroom Remodeling**

**Owner: Pennington County, Minnesota**

**Bid due date: March 25, 2013**

**Bid due time: 3:30 pm**

SUBMITTED TO: Pennington County (Attention: Ken Olson, Auditor)  
Via hard copy or e-mail: [ktolson@co.pennington.mn.us](mailto:ktolson@co.pennington.mn.us)  
Cc: Bruce Schwartzman at [bschwartzman@bkggroup.com](mailto:bschwartzman@bkggroup.com)

SUBMITTED BY: Skalsky Electric, Inc.  
Business Name  
17360 Center St. E. St. Albert, MN  
Address

The undersigned understands and agrees that the Instructions to Bidders, General Conditions and Supplementary Conditions are a binding part of this proposal to perform the Work, and that this Contractor has:

- A. Become familiar with the site, site conditions, existing features, soils conditions, access and all related components of the Work.
- B. Reviewed the construction documents as prepared by BKV Group Architects and Engineers, dated March 11, 2013.
- C. Reviewed all addenda.
- D. Included all work-related items needed to complete the project as provided in the Construction Documents, including construction schedule identified in "Summary of Work".
- E. Read, understood, and agrees to the amended AIA General Conditions, Supplementary Conditions and all front end conditions for this project.

**ADDENDUM RECEIPT**

The following addenda were reviewed and incorporated into the bid:

Addendum #1: NA Addendum #2: NA

**BIDDING ON:**

Electrical

(In line above note the trade your bid is for; millwork or electrical or technology)

**This form must be completed and submitted with your bid or your bid may be rejected.**

**BASE BID**

Base Bid Amount: Thirteen Thousand Eight Hundred Dollars (\$ 13,800.00 .00)

**ALTERNATES**

The following alternates shall be selected or rejected by the Owner, at their discretion:

**Alternate #1 (ALT-1) – Electrical Panel:**

Amount: Two Thousand Three Hundred Dollars (\$ 2,300.00 .00)

**AGREEMENT:**

Every contractor/bidder agrees that this Bid may not be withdrawn for a period of 30 days.

The Owner reserves the right to accept or reject all bids and to waive any informalities or irregularities, and to accept or reject any discrepancies in the bidding procedures or documents.

**BID ACCEPTANCE**

The Contractor/bidder agrees to execute a Contract with the Owner and shall furnish Performance and Material and Labor Payment Bonds with such surety or sureties as the Owner may approve. The cost of these bonds is included in the base bid: attach Bid Bond to this Bid Form. I can supply one. No Bid Bond

The undersigned bidder represents that the information and assurances are accurate to the best of their knowledge:

Signed and sealed this 25<sup>th</sup> day of March, 2013.

Skalsky Electric, Inc.  
Business name

12360 Center St. E.

St. Hilaire MN 56254  
Address

Phone: 218-964-5720 Fax: 964-5720

E-mail: SKA@qutele.com

By: Bruce L Skalsky Title: Pres Signature: [Signature]

**This form must be completed and submitted with your bid or your bid may be rejected.**

Whereas Minnesota Counties have had to rely increasingly on the property tax to maintain roads and bridges; and

Whereas the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

Whereas the rural road networks in the state should be adequate to bring goods to market; and

Whereas transportation-related jobs put over \$2.8 billion in the pockets of Minnesotans and generated almost \$195 million in income tax revenue in 2011; and

Whereas according to the Federal Highway Administration, (FHWA) every \$1 billion invested in highway construction would support approximately 27,800 jobs; and

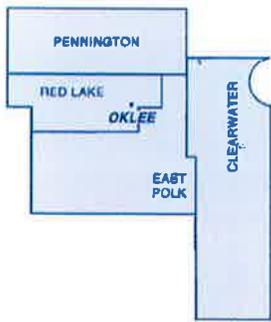
Whereas the overall transportation and transit needs for Minnesota exceed \$2.5 billion dollars per year for the next twenty years; and

Whereas transportation funding comes primarily from user fees and are constitutionally dedicated to transportation purposes; and

Whereas the wheelage fee and local option sales tax for transportation should be options for all county boards to implement to meet their specific county needs; and

Whereas a comprehensive transportation solution should include funding for roads, bridges and transit, and address the varying needs in different parts of the state;

Now therefore be it resolved that the \_\_\_\_\_ County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota's statewide transportation system.



# **Inter-County Community Council**

Community Action Programs For  
**Clearwater, East Polk, Pennington and Red Lake Counties**

P.O. Box 189, Oklee, Minnesota 56742-0189  
Dial 218-796-5144  
FAX 218-796-5175



March 25, 2013

Pennington County Commissioners  
County Auditor  
Pennington County Court House  
101 Main Ave. N  
Thief River Falls, MN 56701

Dear Commissioners:

This letter is to request a resolution to administer the Minnesota Housing Finance Agency's (MHFA) **Family Homeless Prevention and Assistance Program (FHPAP)** in Pennington County. A copy of the resolution needed is enclosed for your convenience. Inter-County Community Council, Northwest Community Action and Tri-Valley Opportunity Council would be the program grantee and Inter-County Community Council would be the program operator in Pennington County. The resolution is needed for the proposal, which is due April 3, 2013.

Funds for this program are appropriated by the Minnesota Legislature. The MN Legislature has assessed the program and deems it as highly successful and cost effective. MHFA advised that regional applications would be given priority over individual agency applications for the 2013-2014 bienniums. Because of this request, the three Community Action Program agencies serving the region are submitting a combined application to serve Northwest Minnesota.

FHPAP funds provide assistance for one to two months of rent or mortgage payments for homeless families or families facing homelessness. Families receiving financial assistance are required to complete monthly case management and follow-up services. Each case is evaluated on its own merits, with funding distributed on a first-come, first-served basis.

If you have any questions or comments, feel free to contact me at (218) 796-5144 ext 11. I would also be willing to attend your next meeting to answer any further questions in person, at your request. Thank you for your time and attention to this matter.

Sincerely,

Shannon Lambert, BSW

Family Service Program Director

**RESOLUTION AUTHORIZING ADMINISTRATION OF THE MINNESOTA  
HOUSING FINANCE AGENCY'S FAMILY HOMELESS PREVENTION AND  
ASSISTANCE PROGRAM**

WHEREAS the need for homeless prevention and assistance exists in Pennington County; and

WHEREAS Tri-Valley Opportunity Council, Inc. (grantee) desires to administer the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program in accordance with all applicable State and Federal regulations; and

WHEREAS Inter-County Community Council desires to deliver Family Homeless Prevention and Assistance Program services in Pennington County; and

WHEREAS in order to administer the Program, it is necessary for Tri-Valley Opportunity Council, Inc. to file a resolution of approval signed by the Pennington County Board of Commissioners with the Minnesota Housing Finance Agency; and

THEREFORE BE IT RESOLVED that Tri-Valley Opportunity Council, Inc. is authorized to:

1. Submit a proposal to the Minnesota Housing Finance Agency for funds from the Family Homeless Prevention and Assistance Program to assist people in Pennington County;
2. Administer the Family Homeless Prevention and Assistance Program in Pennington County, according to guidelines and contingent upon funds being granted.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2013

By \_\_\_\_\_  
(Authorized Officer)

By \_\_\_\_\_  
(Authorized Officer)

Its \_\_\_\_\_  
(Title)

Its \_\_\_\_\_  
(Title)

Bryan Malone  
201 Sherwood Ave  
Thief River Falls, MN 56701

March 18, 2013

RE: Amendment to Attachment A – 2013 Allocation: \$ 40,000.00 Multi-Lender System

Dear Bryan Malone:

Enclosed is your 2013 amendment to Attachment A of the AgBMP Loan Agreements with your organization. This amendment will adjust your budget for 2013, incorporating any new allocations and changes in your work plan that you previously proposed in your annual report. It also implements any approved legislative changes.

In order to execute this amendment you must TYPE or WRITE your budget in Table 1 of the amendment form and initial the change. Your proposed budget from the annual report is shown on the bottom of this page. The revised budget you prepare in the amendment will be your initial work plan for the next year, but you can change it at any time as actual projects are identified. Be sure to coordinate with all other interested water managers in your jurisdiction; they may have additional eligible projects that can be funded through this program. We ask that you establish a work plan to best achieve your local water plan goals. If you have additional questions on reallocating funds, please contact us.

The new budget must be initialed on page 1 and the documents must be signed on pages 4, 5, and 6 by the Authorized Representative (**Kenneth Olson**) for Pennington County. Lenders are NOT required to sign this agreement.

Please initial and sign the attached amendment and the supporting documents in the YELLOW highlighted locations with **BLUE INK** and return them to me as soon as possible. Regardless of when the amendment is signed, you must have all the funds committed or used by December 31, 2013 otherwise any remaining funds will be rescinded effective April 30, 2014. Therefore there is no reason to delay signing the documents.

If you anticipate funding any ODOR CONTROL projects this year, please indicate so at this time on the sheet provided. It will greatly simplify my processing of your request later.

If you need additional loan funds for any reason this year, please contact me.

If you have any questions, please call me.

Sincerely,



Proposed 2013 budget from Annual Report and Application.

Category	Carry Over	Revolving	Repayments	Tot.Avail.	No.	Work Plan	Request Amount
1 - Ag Waste Management	\$ 20,000.	\$ 30,659.	\$ 0.	\$ 50,659.68	1	\$ 50,659.	\$ 0.00
2 - Structural Erosion Control	\$ 0.	\$ 0.	\$ 0.	\$ 0.00	0	\$ 0.	\$ 0.00
3 - Conservation Tillage Equip	\$ 0.	\$ 0.	\$ 0.	\$ 0.00	0	\$ 0.	\$ 0.00
4 - Septic Systems	\$ 10,000.	\$ 0.	\$ 9,976.	\$ 19,976.00	2	\$ 19,976.	\$ 0.00
5 - Other Practices	\$ 0.	\$ 0.	\$ 0.	\$ 0.00	0	\$ 0.	\$ 0.00
TOTAL	\$ 30,000.	\$ 30,659.	\$ 9,976.	\$ 70,635.68	3	\$ 70,635.	\$ 0.00



**AMENDMENT TO ATTACHMENT A BETWEEN THE  
MINNESOTA DEPT. OF AGRICULTURE AND PENNINGTON COUNTY  
AgBMP Loan Program -- Multiple Lender System -- AGREEMENT # M0170**

LOCAL GOVERNMENT UNIT Name and Address:  
Pennington County  
PO Box 616  
Thief River Falls, MN 56701

LOCAL GOVERNMENT UNIT Contact and Phone Number:  
Bryan Malone Phone: (218) 683-7076 Fax: (218) 681-3259  
Pennington Soil and Water Conservation District  
201 Sherwood Ave  
Thief River Falls, MN 56701 email: dwight.wilcox@state.mn.us ; Bryan.Malone@mn.nacdn.net

LOCAL GOVERNMENT UNIT AUTHORIZED REPRESENTATIVE:  
Kenneth Olson Phone: (218) 683-7000

INSTRUCTIONS: Please enter your revised budget under NEW BUDGET column shown in the table below. Your budget must equal the TOTAL shown under the NEW BUDGET column.

Table 1. Summary of the proposed work plan, projects completed and the 2013 allocation amount.

Column (2) shows your current work plan as submitted in your annual report. The "Paid from New Allocation" column (3) shows funds disbursed since Jan. 1. The cost of these completed projects (column 3) must be included in your budget for the new allocation (column 4). The "Budget for New Allocation" column (4) shows your proposed budget for the 2013 allocation. It must equal the TOTAL row for the column and include and projects shown in column (3).

(1) Practice Category	(2) 2013 Work Plan - All Sources	(3) Paid from NEW Allocations	(4) Budget for NEW Allocation
1 - Ag Waste Management	\$ 50,659.68	\$ 0.00	
2 - Structural Erosion Control	\$ 0.00	\$ 0.00	
3 - Conservation Tillage Equipment	\$ 0.00	\$ 0.00	
4 - Septic Systems	\$ 19,976.00	\$ 0.00	
5 - Other Practices	\$ 0.00	\$ 0.00	
<b>TOTAL</b>	<b>\$ 70,635.68</b>	<b>\$ 0.00</b>	<b>\$ 40,000.00</b>

Funds must be committed by the following date: 12/31/2013

LGU Initials: \_\_\_\_\_  
Kenneth Olson  
Date: \_\_\_\_\_  
MDA: \_\_\_\_\_  
Date: \_\_\_\_\_

**AMENDMENT TO ATTACHMENT A  
ALLOCATION AGREEMENT M0170  
DATE OF DATA CALCULATION: 01/01/2013**

LOCAL GOVERNMENT UNIT: Pennington County

DEPARTMENT: Minnesota Department of Agriculture

**I. ALLOCATION AMOUNT and BUDGET**

- A. The amount and budget for undisbursed funds as of 01/01/2013, allocated by the DEPARTMENT to the LOCAL GOVERNMENT UNIT is shown in Table 1. All prior allocations are hereby rescinded. The total amount of disbursements under this amendment to contract M0170 by the DEPARTMENT shall not exceed the amount shown in Table 1.
- B. The DEPARTMENT may amend the values shown in Table 1 to reflect the amount of funds actually disbursed and the remaining undisbursed allocation as of the effective date of this. Once executed, the dollar amounts assigned to each budget line item shown in Table 1 may be changed in accordance with section IX or section XVII.H of this agreement.
- C. All funds must be committed to projects by 12/31/2013, or used by 04/30/2014, or until this date is changed by an amendment. If the allocation awarded under this amendment to attachment A is executed after October 1, 2013, this allocation may be carried over to the next calendar year's allocation regardless whether all funds are committed by 12/31/2013.

**II. Additional Conditions and Limitations on the Use of Funds through This Program**

All projects funded under this contract must comply with the following restrictions:

- A. Livestock production facility with less than 1000 AU as defined in 7020 subp (5), at the time of BORROWER'S loan application may receive funding for agricultural waste management. The LOCAL GOVERNMENT UNIT may use a running average of the past three years of actual production to determine the animal unit population of the facility.
- B. All sewage treatment systems treating less than 10,000 gallons average daily flow per day are excluded from environmental review. Systems treating more than 10,000 gallons average day flow may be subject to environmental review. All systems must comply with applicable provisions of MN§ 17.117, local rules, permitting, and MN Rules 7080, 7081, and 7082.
- C. Funds may be used to resolve noncompliant septic systems by connecting wastewater or sewage systems to centralized waste treatment works provided other sources of local, state or federal public financing, such as through the Pollution Control Agency or Public Facilities Authority, are unavailable, exhausted, or otherwise limited.
- D. Relocation of a facility is eligible when the facility is move from an environmentally sensitive area to a less environmentally sensitive area and the original facility is permanently abandoned from its use that caused the environmental problem. Financing construction of new facilities when there is no existing pollution problem is ineligible.
- E. Only those costs associated with components that have a direct effect of preventing, containing, collecting, abating, or treating pollution sources are eligible.
- F. Projects may be approved for financing any time before the project is determined by the LOCAL GOVERNMENT UNIT to be complete. A project is considered complete when all expenses related to the project's implementation have been incurred, final conventional finance has been issued by traditional financial institutions, and all expenses have been paid. Bridge loans, construction loans, and dealer financing is not considered final conventional financing.
- G. The LOCAL GOVERNMENT UNIT shall determine costs related to the implementation of the projects. Costs unrelated to the implementation of projects approved by the LOCAL GOVERNMENT UNIT are ineligible.
- H. Facilities that have active criminal enforcement proceedings related to violations of environmental regulations instituted against them are ineligible;
- I. Incremental costs associated with increasing the production capacity of a livestock facility are ineligible.
- J. Relocation, replacement, and sealing of existing wells is eligible when potential contamination pathways to groundwater are eliminated or reduced.

- K. The LOCAL GOVERNMENT UNIT certifies that they have maintained all covenants and eligibility requirements of the Agreement and pledge to maintain those covenants as required in the agreement. These covenants include providing Workers Compensation Insurance coverage for employees of the LOCAL GOVERNMENT UNIT, the maintenance of the security requirements described in section VII of the agreement and other requirements described in section XVIII.

### **III. Coordination of Consolidated Contracts with Multiple Lender System Allocation Agreement**

This Multiple Lender System Allocation Agreement shall coordinate with any Consolidated Contracts with the LOCAL GOVERNMENT UNIT and the use of all funds under any contract with the AgBMP Loan Program shall comply with Section II of this amendment. This agreement shall award funds to be used for eligible projects, approved by the LOCAL GOVERNMENT UNIT, to implement the local comprehensive water management plan or other local planning documents. Eligible local lenders participating in the program may draw upon the funds awarded by this agreement within the provisions of their applicable agreements with the DEPARTMENT.

#### IV. Prior Disbursements of Funds

The total amount of funds under this agreement as of **01/01/2013** is shown in Table 2.

**Table 2. Total of Disbursements under this agreement as of 01/01/2013.**

AgBMP Funding	Amount
Total outstanding loans for projects authorized by LGU	\$ 39,907.75
Amount of current allocation	\$ 40,000.00
Total funds managed by LGU under AgBMP Program	79,907.75

Total of all loans issued by LOCAL GOVERNMENT UNIT through AgBMP Loan Program: \$ 99,763.75

#### V. Approvals and Signatures

The DEPARTMENT and LOCAL GOVERNMENT UNIT accept and agree to comply with all terms, provisions, conditions and commitments of the agreement and attachments, including all incorporated documents, and to fulfill all assurances, declarations, representations and commitments made in the application, and accompanying documents and communications filed in support of the request for these funds. The terms of Minn. Stat. 17.117 and other applicable Minnesota statute and rules shall supersede any conflicting language in this agreement, attachments, and amendments. Minnesota statutes, this agreement, attachments, and amendments supersede any conflicting language that may appear in the application, accompanying documents and communications filed in support of the request for these funds. The Additional Conditions and Limitations of this amendment shall apply to the respective provisions all multi-lender and consolidated lender agreements between the DEPARTMENT and the LOCAL GOVERNMENT UNIT. The DEPARTMENT and the LOCAL GOVERNMENT UNIT acknowledge their assent to this agreement and agree to be bound by its terms through their signatures entered below.

**APPROVED:**  
FOR THE LOCAL GOVERNMENT UNIT:

LOCAL GOVERNMENT UNIT certifies that the appropriate person(s) have executed the Contract on behalf of the LOCAL GOVERNMENT UNIT as required by applicable articles, by-laws, resolutions, or ordinances.

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

Kenneth Olson  
Authorized Representative

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

**APPROVED:**  
Commissioner of Administration

By: Not Required \_\_\_\_\_

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

**APPROVED:**  
Commissioner of Agriculture

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

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

This instrument drafted by: Minnesota Department of Agriculture, St. Paul, Minnesota 55155

## Categorical Exclusion from Environmental Review

State Environmental Review Process

Subsurface Sewage Treatment System (SSTS)

Upgrade or Replacement Projects

**Pennington County**

Criteria for Categorical Exclusion	Yes	No
1. All single connection SSTS activities <u>will treat less than</u> 10,000 gallons per day average flow.	✓	
2. Each SSTS upgrade or replacement <u>will conform</u> to applicable provisions of MN Rules Ch. 7080, 7081, or 7082.	✓	
4. The SSTS activities <u>will not cause</u> commutative adverse impact on:		
a. Cultural resource areas	✓	
b. Endangered or threatened species and their habitats	✓	
c. Important natural resource areas (i.e. flood plains, wetlands, important farmlands, or aquifer recharge zones)	✓	
5. Each of the treatment <u>systems will not</u> :		
a. Create a new discharge to surface or ground waters.	✓	
b. Relocate an existing discharge to surface or ground waters.	✓	

Kenneth Olson, Authorized Representative

Date

Minnesota Department of Agriculture    Date

**Preward Compliance Review Report for  
All Applicants and Recipients Requesting EPA Financial Assistance**

**Note:** Read instructions on other side before completing form.

I. Applicant/Recipient (Name, Address, State, Zip Code) Pennington County 56701		Thief River Falls, MN	DUNS No.
II. Is the applicant currently receiving EPA assistance?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)			
IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)			
V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))			
VI. Is the applicant requesting EPA assistance for new construction?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities?		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. § 7.70) applies.			
The intended uses of projects eligible under this program are not public and therefore are exempt from 40 C.F.R. § 7.70 .			
VII.*Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95).....		<input type="checkbox"/> YES	<input type="checkbox"/> NO
a. Do the methods of notice accommodate those with impaired vision or hearing? .....		<input type="checkbox"/> YES	<input type="checkbox"/> NO
b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? .....		<input type="checkbox"/> YES	<input type="checkbox"/> NO
c. Does the notice identify a designated civil rights coordinator? .....		<input type="checkbox"/> YES	<input type="checkbox"/> NO
VIII.*Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a))		<input type="checkbox"/> YES	<input type="checkbox"/> NO
IX.* Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) )		<input type="checkbox"/> YES	<input type="checkbox"/> NO
X.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.		THIS IS NOT AN EDUCATION PROGRAM	
XI* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures.		THIS IS NOT AN EDUCATION PROGRAM	
For the Applicant/Recipient			
I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.			
A. Signature of Authorized Official	B. Title of Authorized Official	C. Date	
For the U.S. Environmental Protection Agency			
I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.			
A. Signature of Authorized EPA Official	B. Title of Authorized EPA Official	C. Date	
Kenneth Olson			

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Print List in Order By: 2 1 - Fund (Page Break by Fund) Page Break By: 1 1 - Page Break by Fund  
2 - Department (Totals by Dept) 2 - Page Break by Dept  
3 - Vendor Number  
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 County Revenue

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3	DEPT		Board County Commissioners			
	8014 HUGOS #7					
67	01-003-000-0000-6330		15.94	FOOD FOR MEETING	1155	TRAVEL & EXPENSE
	8014 HUGOS #7		15.94	1 Transactions		
	10026 JENSEN/DONALD J					
75	01-003-000-0000-6330		195.49	FEBRUARY MILEAGE		TRAVEL & EXPENSE
76	01-003-000-0000-6330		8.12	MEAL - AMC - ST PAUL		TRAVEL & EXPENSE
	10026 JENSEN/DONALD J		203.61	2 Transactions		
	16362 PETERSON/NEIL					
77	01-003-000-0000-6330		311.34	LODGING - AMC - ST PAUL		TRAVEL & EXPENSE
78	01-003-000-0000-6330		27.00	PARKING		TRAVEL & EXPENSE
79	01-003-000-0000-6330		69.27	MEAL - AMC - ST PAUL		TRAVEL & EXPENSE
	16362 PETERSON/NEIL		407.61	3 Transactions		
	19048 SWANSON/OLIVER (SKIP)					
74	01-003-000-0000-6330		30.51	MARCH MILEAGE		TRAVEL & EXPENSE
	19048 SWANSON/OLIVER (SKIP)		30.51	1 Transactions		
3	DEPT Total:		657.67	Board County Commissioners	4 Vendors	7 Transactions
16	DEPT			Law Library		
	23303 WEST GROUP PAYMENT CENTER					
46	01-016-000-0000-6242		649.72	FEB WEST LAW SELECT W-PACK	826735412	SUBSCRIPTIONS - LAW LIBRARY
45	01-016-000-0000-6242		332.39	FEBRUARY SUBSCRIPTION	826826496	SUBSCRIPTIONS - LAW LIBRARY
	23303 WEST GROUP PAYMENT CENTER		982.11	2 Transactions		
16	DEPT Total:		982.11	Law Library	1 Vendors	2 Transactions
70	DEPT			Data Processing		
	9017 INSIGHT TECHNOLOGIES					
41	01-070-000-0000-6801		12,000.00	BLOCK SERVICES PROGRAM	748645	MISCELLANEOUS EXPENSE - DP
	9017 INSIGHT TECHNOLOGIES		12,000.00	1 Transactions		
	13329 MN ENTERPRISE TECHNOLOGY SHARED					
66	01-070-000-0000-6263		114.00	FEBRUARY SPAM FILTER	100A57501	COMPUTER SERVICES - DP

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
13329	MN ENTERPRISE TECHNOLOGY SHARED		114.00		1 Transactions	
70	DEPT Total:		12,114.00	Data Processing	2 Vendors	2 Transactions
91	DEPT			County Attorney		
13321	MCMILLIN/JANELLE					
44	01-091-000-0000-6262		1,117.50	TRANSCRIPT 3 - TROXEL	57-CR-12-711	OTHER SERVICES
13321	MCMILLIN/JANELLE		1,117.50		1 Transactions	
13035	MN COUNTY ATTORNEYS ASSN					
48	01-091-000-0000-6241		1,522.00	2013 MCAA DUES	20989	DUES
13035	MN COUNTY ATTORNEYS ASSN		1,522.00		1 Transactions	
91	DEPT Total:		2,639.50	County Attorney	2 Vendors	2 Transactions
111	DEPT			Courthouse		
1364	AUTO VALUE					
70	01-111-000-0000-6300		11.21	TRACTOR - MINI LAMPS	9088242	REPAIRS & MAINTENANCE
1364	AUTO VALUE		11.21		1 Transactions	
3002	CELLTECH COMMUNICATIONS INC					
73	01-111-000-0000-6631		85.49	CELL PHONE	11615	FURNITURE & EQUIPMENT - COURTHOUS
72	01-111-000-0000-6801		21.36	CELL PHONE HOLSTER	11627	MISCELLANEOUS EXPENSE
3002	CELLTECH COMMUNICATIONS INC		106.85		2 Transactions	
99999997	ILS WELDING & REPAIR					
71	01-111-000-0000-6300		30.00	TRACTOR - WELD CYL END		REPAIRS & MAINTENANCE
99999997	ILS WELDING & REPAIR		30.00		1 Transactions	
14312	NORTHWEST POWER SYSTEMS					
69	01-111-000-0000-6300		18.69	TRACTOR-ROLLER CHAIN,CONNECTOR	T215044	REPAIRS & MAINTENANCE
14312	NORTHWEST POWER SYSTEMS		18.69		1 Transactions	
14042	NORTHWEST SERVICE COOPERATIVE					
21	01-111-000-0000-6262		625.00	TEM AIR SAMPLES	25330	OTHER SERVICES - COURTHOUSE
22	01-111-000-0000-6262		786.37	MOLD AIR SAMPLES	25331	OTHER SERVICES - COURTHOUSE
14042	NORTHWEST SERVICE COOPERATIVE		1,411.37		2 Transactions	

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
111	DEPT Total:		1,578.12	Courthouse	5 Vendors	7 Transactions
121	DEPT			Veterans Service		
	2050 BREDESON SUPPLY					
43	01-121-000-0000-6401		74.49	HP95 CXL FILE FOLDERS	263429	SUPPLIES - VETS SERVICE
	2050 BREDESON SUPPLY		74.49		1 Transactions	
	7017 GRAND VIEW LODGE					
37	01-121-000-0000-6330		726.00	RESERVE RM 330 - CRSO CONF.		TRAVEL & EXPENSE
	7017 GRAND VIEW LODGE		726.00		1 Transactions	
999999997	JASPERSON/JULETTE					
55	01-121-000-0000-6846		1,200.00	BEYOND THE YELLOW RIBBON	CLOSE OUT	CVSO GRANT EXPENSE
999999997	JASPERSON/JULETTE		1,200.00		1 Transactions	
	19413 STONE/STEVE					
49	01-121-000-0000-6330		115.43	MILEAGE - CVSO - DL		TRAVEL & EXPENSE
50	01-121-000-0000-6330		6.47	MEAL - CVSO - DL		TRAVEL & EXPENSE
51	01-121-000-0000-6330		18.91	MEAL - CVSO - DL		TRAVEL & EXPENSE
52	01-121-000-0000-6330		15.00	CVSO DUES 2013-2014		TRAVEL & EXPENSE
53	01-121-000-0000-6330		175.78	LODGING - CVSO - DL		TRAVEL & EXPENSE
54	01-121-000-0000-6330		30.00	MEAL - CVSO - DL		TRAVEL & EXPENSE
	19413 STONE/STEVE		361.59		6 Transactions	
121	DEPT Total:		2,362.08	Veterans Service	4 Vendors	9 Transactions
132	DEPT			Motor Vehicle		
	20026 TONY DORN, INC					
65	01-132-000-0000-6401		45.42	CASH REGISTER TAPE	9	SUPPLIES - MOTOR VEHICLE
	20026 TONY DORN, INC		45.42		1 Transactions	
132	DEPT Total:		45.42	Motor Vehicle	1 Vendors	1 Transactions
201	DEPT			Sheriff		
	2128 BUDGET ELECTRONICS					
27	01-201-000-0000-6405		85.49	SPEAKERS FOR BDZ COMPUTER	41794	GENERAL SUPPLIES
	2128 BUDGET ELECTRONICS		85.49		1 Transactions	

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
28	4054 DIGI-KEY CORPORATION 01-201-000-0000-6405		21.06	24AA BATTERIES,12AAA BATTERIES	35514545	GENERAL SUPPLIES
	4054 DIGI-KEY CORPORATION		21.06	1 Transactions		
24	16055 PENNINGTON COUNTY SHERIFF 01-201-000-0000-6801		13.02	POSTAGE - RETURN FLASHLIGHTS		MISCELLANEOUS EXPENSE
26	01-201-000-0000-6801		12.35	POSTAGE - COPIES TO ATTORNEY		MISCELLANEOUS EXPENSE
	16055 PENNINGTON COUNTY SHERIFF		25.37	2 Transactions		
35	16314 PENNINGTON FAST LUBE 01-201-000-0000-6304		38.26	#6 - OIL & FILTER	41508	REPAIR & MAINTENANCE - SQUADS
	16314 PENNINGTON FAST LUBE		38.26	1 Transactions		
38	19338 STEIGER MFG. CO. 01-201-000-0000-6631		587.82	#3 - CAGE FOR SQUAD	IVC05104	FURNITURE & EQUIPMENT
	19338 STEIGER MFG. CO.		587.82	1 Transactions		
33	19310 STONE'S MOBILE RADIO 01-201-000-0000-6205		1,500.53	2012 ANNUAL - 800 TRUNKING	2001190	WALKIE TALKIE & RADIO
	19310 STONE'S MOBILE RADIO		1,500.53	1 Transactions		
201	DEPT Total:		2,258.53	Sheriff	6 Vendors	7 Transactions
220	DEPT			Law Enforcement - Shared		
36	7333 GEO-COMM CORPORATION 01-220-000-0000-6207		6,309.50	RADIO CONSULTING - ARMER PLAN	30346	RADIO
	7333 GEO-COMM CORPORATION		6,309.50	1 Transactions		
30	13498 MARCO, INC 01-220-000-0000-6401		135.80	TONER CARTRIDGE - FAX	INV131166	SUPPLIES
	13498 MARCO, INC		135.80	1 Transactions		
220	DEPT Total:		6,445.30	Law Enforcement - Shared	2 Vendors	2 Transactions
251	DEPT			Jail		
29	7307 GREG'S LAUNDRY EQUIPMENT SERVICE 01-251-000-0000-6300		996.38	REPLACE BROKEN BASKET - DRYER	904824	REPAIRS & MAINTENANCE

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
7307	GREG'S LAUNDRY EQUIPMENT SERVICE		996.38	1 Transactions		
34	13483 MCF - LINO LAKES					
	01-251-000-0000-6801		1,439.00	STS WAGES - FEBRUARY	128923	MISCELLANEOUS EXPENSE - JAIL
	13483 MCF - LINO LAKES		1,439.00	1 Transactions		
25	16055 PENNINGTON COUNTY SHERIFF					
	01-251-000-0000-6330		6.60	MEAL FOR WILLIAMS TRANSPORT		TRAVEL & EXPENSE
	16055 PENNINGTON COUNTY SHERIFF		6.60	1 Transactions		
251	DEPT Total:		2,441.98	Jail	3 Vendors	3 Transactions
253	DEPT			Probation Service		
	5031 ELECTRONICS PLUS					
39	01-253-000-0000-6847		606.88	SECURITY SYSTEM RELOCATE	90867	SUPERVISION FEE EXPENSE
40	01-253-000-0000-6847		194.05	INSTALL NEW ALARMS	90870	SUPERVISION FEE EXPENSE
	5031 ELECTRONICS PLUS		800.93	2 Transactions		
253	DEPT Total:		800.93	Probation Service	1 Vendors	2 Transactions
255	DEPT			Sentenced To Serve Program		
	16313 PENNINGTON COUNTY AUDITOR					
32	01-255-000-0000-6405		178.00	SET UP PRINTER FOR STS	747394	GENERAL SUPPLIES - S.T.S.
	16313 PENNINGTON COUNTY AUDITOR		178.00	1 Transactions		
255	DEPT Total:		178.00	Sentenced To Serve Program	1 Vendors	1 Transactions
259	DEPT			Canteen Collections		
	11001 KEEFE SUPPLY COMPANY					
17	01-259-000-0000-6405		376.04	STEW,BEANS,RICE,S&P,SAUSAGE,	5109631	GENERAL SUPPLIES - CANTEEN
	11001 KEEFE SUPPLY COMPANY		376.04	1 Transactions		
	16313 PENNINGTON COUNTY AUDITOR					
31	01-259-000-0000-6631		846.00	LINKED 2 FIREWALLS TOGETHER	747783	FURNITURE & EQUIPMENT
	16313 PENNINGTON COUNTY AUDITOR		846.00	1 Transactions		
	16300 PIZZA CORNER INC					
20	01-259-000-0000-6405		195.00	52 PIZZAS	915050	GENERAL SUPPLIES - CANTEEN

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
16300	PIZZA CORNER INC		195.00		1 Transactions	
23309	WHOLESALE SUPPLY CO INC					
18	01-259-000-0000-6405		526.44	MARLBORO,PYRAMID,HUSKY,BURRITO	1321427	GENERAL SUPPLIES - CANTEEN
19	01-259-000-0000-6405		691.94	MARLBORO,PYRAMID,HUSKY,SNACKS	1322439	GENERAL SUPPLIES - CANTEEN
23309	WHOLESALE SUPPLY CO INC		1,218.38		2 Transactions	
259	DEPT Total:		2,635.42	Canteen Collections	4 Vendors	5 Transactions
601	DEPT			County Extension		
5322	ERICKSON/COREEN					
56	01-601-000-0000-6330		50.00	PER DIEM - MARCH EXTENSION		TRAVEL & EXPENSE
5322	ERICKSON/COREEN		50.00		1 Transactions	
8401	HALLSTROM/GLADYS					
61	01-601-000-0000-6330		50.00	PER DIEM - MARCH EXTENSION		TRAVEL & EXPENSE
62	01-601-000-0000-6330		16.95	MILEAGE - MARCH EXTENSION		TRAVEL & EXPENSE
8401	HALLSTROM/GLADYS		66.95		2 Transactions	
8351	HELGELAND/LINDA					
59	01-601-000-0000-6330		50.00	PER DIEM - MARCH EXTENSION		TRAVEL & EXPENSE
60	01-601-000-0000-6330		8.48	MILEAGE - MARCH EXTENSION		TRAVEL & EXPENSE
8351	HELGELAND/LINDA		58.48		2 Transactions	
9304	INCONTACT INC					
16	01-601-000-0000-6202		13.72	MARCH PHONE - 800#	124224889	TELEPHONE - EXTENSION
9304	INCONTACT INC		13.72		1 Transactions	
13498	MARCO, INC					
6	01-601-000-0000-6301		162.93	TONER/STAPLES	1332976	MAINTENANCE AGREEMENT
7	01-601-000-0000-6301		85.77	TONER	1333809	MAINTENANCE AGREEMENT
13498	MARCO, INC		248.70		2 Transactions	
14305	NATVIK/BARB					
57	01-601-000-0000-6330		50.00	PER DIEM - MARCH EXTENSION		TRAVEL & EXPENSE
58	01-601-000-0000-6330		1.13	MILEAGE - MARCH EXTENSION		TRAVEL & EXPENSE
14305	NATVIK/BARB		51.13		2 Transactions	
15051	OFFICE MAX					

# Pennington County Financial System



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1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
9 01-601-000-0000-6401		63.64	PAPER 292098	SUPPLIES - EXTENSION
8 01-601-000-0000-6401		38.31	PAPER 312596	SUPPLIES - EXTENSION
10 01-601-000-0000-6401		56.08	TONER 470204	SUPPLIES - EXTENSION
11 01-601-000-0000-6401		58.25	BINDERS 485924	SUPPLIES - EXTENSION
15051 OFFICE MAX		216.28		4 Transactions
99999997 UNIVERSITY OF GEORGIA				
23 01-601-000-0000-6240		195.00	"SO EASY TO PRESERVE"RESOURCES	SUBSCRIPTIONS
99999997 UNIVERSITY OF GEORGIA		195.00		1 Transactions
21305 UNIVERSITY OF MINNESOTA				
47 01-601-000-0000-6837		21,058.74	JAN-MAR 13 SALARY REIMB 300008832	REFUNDS & REIMBURSEMENTS
21305 UNIVERSITY OF MINNESOTA		21,058.74		1 Transactions
23337 WOLD/TOM				
63 01-601-000-0000-6330		50.00	PER DIEM - MARCH EXTENSION	TRAVEL & EXPENSE
64 01-601-000-0000-6330		11.30	MILEAGE - MARCH EXTENSION	TRAVEL & EXPENSE
23337 WOLD/TOM		61.30		2 Transactions
601 DEPT Total:		22,020.30	County Extension	10 Vendors 18 Transactions
611 DEPT			Parents Forever	
7371 GOODRIDGE LUTHERAN PARISH				
13 01-611-000-0000-6330		30.00	2 HRS @ \$15 - PARENTS FOREVER	TRAVEL & EXPENSE
14 01-611-000-0000-6330		11.40	38 MI @ \$.30 - PARENTS FOREVER	TRAVEL & EXPENSE
7371 GOODRIDGE LUTHERAN PARISH		41.40		2 Transactions
10307 JOHNSON/GLENICE				
12 01-611-000-0000-6330		150.00	10 HRS @ \$15 - PARENTS FOREVER	TRAVEL & EXPENSE
10307 JOHNSON/GLENICE		150.00		1 Transactions
18315 RICHTER/DAVID				
15 01-611-000-0000-6330		30.00	2 HRS @ \$15 - PARENTS FOREVER	TRAVEL & EXPENSE
18315 RICHTER/DAVID		30.00		1 Transactions
611 DEPT Total:		221.40	Parents Forever	3 Vendors 4 Transactions
800 DEPT			Social Services Building Complex	

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 County Revenue

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
68	8014 HUGOS #7 01-800-000-0000-6300		27.54	SALT - SOCIAL SERVICES	1163	REPAIRS & MAINTENANCE
	8014 HUGOS #7		27.54	1 Transactions		
800	DEPT Total:		27.54	Social Services Building Complex	1 Vendors	1 Transactions
801	DEPT			Unallocated Revenue		
42	4355 DACOTAH PAPER 01-801-000-0000-6401		1,487.70	40 CS COPY PAPER	13988	SUPPLIES-UNALLOCATED
	4355 DACOTAH PAPER		1,487.70	1 Transactions		
801	DEPT Total:		1,487.70	Unallocated Revenue	1 Vendors	1 Transactions
1	Fund Total:		58,896.00	County Revenue		74 Transactions

# Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Invoice #	Account/Formula Description
			Paid On Bhf #	On Behalf of Name
350 DEPT				Equipment & Maintenance Shop
4357 DRUMMERS DIESEL INC				
5 03-350-000-0000-6564		125.94	FILTERS UNIT 310	73379 EQUIPMENT REPAIR PARTS
4357 DRUMMERS DIESEL INC		125.94	1 Transactions	
7302 GRAINGER				
3 03-350-000-0000-6428		600.77	FIRST AID SUPPLIES	SAFETY EQUIPMENT
4 03-350-000-0000-6428		62.50	WELDING GLOVES	SAFETY EQUIPMENT
7302 GRAINGER		663.27	2 Transactions	
18106 RED LAKE COUNTY COOP				
2 03-350-000-0000-6418		829.98	PROPANE SHOP 212	28155 PROPANE FOR HEATING SHOPS
18106 RED LAKE COUNTY COOP		829.98	1 Transactions	
26301 ZIEGLER, INC.				
1 03-350-000-0000-6561		2,920.14	CUTTING EDGES	CUTTING EDGES
26301 ZIEGLER, INC.		2,920.14	1 Transactions	
350 DEPT Total:		4,539.33	Equipment & Maintenance Shop	4 Vendors 5 Transactions
3 Fund Total:		4,539.33	Road & Bridge	5 Transactions
Final Total:		63,435.33	55 Vendors	79 Transactions

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	58,896.00	County Revenue
	3	4,539.33	Road & Bridge
All Funds		63,435.33	Total

Approved by, .....

.....

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ANGIE  
3/25/13 5:18PM

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Print List in Order By: 1  
1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D  
D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

# Pennington County Financial System



ANGIE  
3/25/13 5:18PM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6347	FULTON/JIM					
1	01-251-000-0000-6330		10.87	MEAL SEVIGNY/CLEMENTE TRANSPOR	030713	TRAVEL & EXPENSE
2	01-251-000-0000-6330		6.08	MEAL FOR WILLIAMS TRANSPORT	031213	TRAVEL & EXPENSE
6347	FULTON/JIM		16.95	2 Transactions		
10026	JENSEN/DONALD J					
10	01-003-000-0000-6330		9.08	MEAL - ATP - MCINTOSH		TRAVEL & EXPENSE
11	01-003-000-0000-6330		8.01	MEAL - MRCC - WARREN		TRAVEL & EXPENSE
12	01-003-000-0000-6103		65.00	PER DIEM - ATP - MCINTOSH	020713	PER DIEMS - BOARD
13	01-003-000-0000-6103		65.00	PER DIEM - HWY COMM - TRF	021113	PER DIEMS - BOARD
14	01-003-000-0000-6103		100.00	PER DIEM - AMC - ST PAUL	021413	PER DIEMS - BOARD
15	01-003-000-0000-6103		65.00	PER DIEM - AIRPORT AUTH - TRF	022013	PER DIEMS - BOARD
16	01-003-000-0000-6103		100.00	PER DIEM - MRCC/PERSONEL-WARRE	022113	PER DIEMS - BOARD
10026	JENSEN/DONALD J		412.09	7 Transactions		
19048	SWANSON/OLIVER (SKIP)					
9	01-003-000-0000-6103		65.00	PER DIEM - BUILDING COMM - TRF		PER DIEMS - BOARD
4	01-003-000-0000-6103		65.00	PER DIEM - CITY/COUNTY BREAK	030413	PER DIEMS - BOARD
5	01-003-000-0000-6103		65.00	PER DIEM - BUILDING COM - TRF	031213	PER DIEMS - BOARD
6	01-003-000-0000-6103		65.00	PER DIEM - RADIO BD - TRF	031313	PER DIEMS - BOARD
7	01-003-000-0000-6103		65.00	PER DIEM - PLANNING - TRF	032213	PER DIEMS - BOARD
8	01-003-000-0000-6103		100.00	PER DIEM - ICC - OKLEE	032513	PER DIEMS - BOARD
19048	SWANSON/OLIVER (SKIP)		425.00	6 Transactions		
1 Fund Total:			854.04	County Revenue	3 Vendors	15 Transactions

# Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
3 16312 PRIBULA/BEN 03-330-000-0000-6330		8.58	MEAL - PREVAILING WAGE -BEMIDJ	031513 TRAVEL & EXPENSE
16312 PRIBULA/BEN		8.58	1 Transactions	
3 Fund Total:		8.58	Road & Bridge	1 Vendors 1 Transactions
Final Total:		862.62	4 Vendors	16 Transactions

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	854.04	County Revenue
	3	8.58	Road & Bridge
All Funds		862.62	Total

Approved by, .....

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**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MARCH 12<sup>TH</sup>, 2013, 10:00 A.M.  
COUNTY BOARD ROOM**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, March 12<sup>th</sup>, 2013 at 10:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson. Members absent: Darryl Tveitbakk.

County Engineer Mike Flaagan presented the bids for equipment rental, culvert supplies and fuel for 2013. The bids were opened at 10:00 a.m. as duly advertised and the name of each bidder was read aloud. Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to have the County Engineer tabulate the bids and return next meeting with an abstract and recommendations for approval. Motion unanimously carried.

The County Engineer then gave a report on the Toward Zero Death (TZD) Committee and presented a video regarding the TZD program.

The Highway Committee will start interviewing for the Maintenance Foreman position tomorrow March 13<sup>th</sup>, 2013. The Engineer also discussed legislation on transportation funding.

Ken Yutzenka, Human Services Director asked the County Board to allow him to hire a temporary Social Worker at step 2 of the contract. This action is to fill a position vacant because of a Leave of Absence. Moved by Commissioner Jensen, seconded by Commissioner Swanson, to authorize the Human Service Director to hire Temporary Staff for the open Social Worker Position at no more than step 2 of the contract. Motion carried.

Bruce Schwartzman, BKV Group, met with the County Board regarding the Courtroom Remodeling project and a proposal to develop a presentation and materials for a public meeting on the future of the Auditorium. The Courtroom bid documents are completed and bidder will have until 3:30 p.m. March 25<sup>th</sup>, 2013 to submit their bids to the County Auditor by email or in person. Bruce Schwartzman will then present a tabulation of the bids at the March 26<sup>th</sup>, 2013 County Board meeting. A preconstruction meeting could be held April 9<sup>th</sup>, and construction would be scheduled for May 2<sup>nd</sup> to May 20<sup>th</sup>, 2013.

Mr. Schwartzman then presented a proposal to assist the County in compiling data to present to the public on existing and future use of the County Auditorium. Commissioner Swanson moved, seconded by Commissioner Peterson to approve the proposal between Pennington County and The BKV Group Professional Service Agreement. Motion unanimously carried.

County Sheriff Ray Kuznia presented a three and five year proposal from Emergency Communications Network for the Code Red Emergency Warning System along with a 1, 2 or 3 year proposal from E-911 Independent Emergency Services for their Cassidian System including their Geo Cast Web and Reverse 911 system. The County Sheriff recommends the Code Red Emergency Warning System at a three year agreement. Moved by Commissioner Peterson, seconded by Commissioner Swanson, to approve a three year contract with Emergency Communication Network for the Code Red system pending the County Attorneys approval of the contract. To be discontinued if 911 grant funds no longer are available. Motion unanimously carried.

Colleen Hoffman, Hoffman, Dale and Swenson, discussed restricted and committed funds as per the Fund Balance Policy adopted by the County in December 2011. Colleen Hoffman recommended that unassigned funds be committed to a specific purpose. After discussion, Commissioner Peterson moved, seconded by Commissioner Swanson, to commit 40% of currently unassigned funds to Capital Improvement, 40% to current operations and 20% to Public Safety. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to approve payment of the Human Services warrants totaling \$84,791.28, the Auditor and Manual warrants for February 2013 totaling \$979,493.85, and the following Commissioner warrants. Motion unanimously carried.

WARRANTS	
County Revenue	\$ 138,654.68
Road & Bridge	\$ 34,822.28
Ditch Funds	\$ 6,500.00
Solid Waste Facility	\$ 4,680.71
Capital Improvement	
Special Reserve	\$ 11,993.81

Per diems and meal reimbursements in the amount of \$851.77 were also approved.

Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the Satisfaction of Mortgage Deed for Jeffrey & Melody Dyrud satisfying the Mortgage recorded February 20<sup>th</sup>, 2008 document No. 1184849. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Swanson, to approve the minutes of February 26<sup>th</sup>, 2013 as written. Motion carried.

It was agreed that Commissioner Swanson would replace Commissioner Hempel on the County Extension Committee for 2013.

Larry Kruse, Thief River Falls City Administrator reviewed plans to hold a Community Expo on April 25<sup>th</sup>, 2013 from 4 p.m. to 7 p.m. at the Ralph Engelstad Arena. He invites the County to participate and the tables would be available for any department that would like to present themselves.

Moved by Commissioner Jensen, seconded by Commissioner Peterson to adjourn to 4:00 p.m. March 26<sup>th</sup>, 2013. Motion carried.

ATTEST:

Kenneth Olson, Auditor  
Pennington County

Cody Hempel, Chairman  
Board of Commissioners