



Independent School District #146
Special School Board Meeting
7:00 PM on August 3, 2020
Barnesville High School
302 3rd Street South
Barnesville, MN 56379

1. Call to Order

The meeting was called to order by Chair Bredman at 7:00 PM

2. Roll Call

Board Members present: Dion Bredman, Marla Field, Ryan Lindbom, Greg Berg, Leslie Shirek, David Herbranson and Jacob Thompson arrived late at 7:04 PM.

Guests present: Susan Yeske, Jon Yeske, Shannon Jablonsky, Jen Pickett, Trish Kevorkian, Kris Kevorkian, Chris Messer, Angela Ernst, Lindsay McLeod, Randi Trowbridge, Phil Seefeldt, Dean Ernst, Ryan Beattie, Mike Rietz, Lisa Bielejeski, Char Tharaldson, Jeff Tharaldson, Todd Henrickson, Bryan Strand

3. Pledge of Allegiance

4. Approval of Agenda

5. Recognition of Citizens for Input Purposes

6. New Business

A. Reopening Plan for the 2020-21 School Year

2

A background image showing a student's hands writing in a notebook on a desk. The student is wearing a grey shirt and blue shorts. The notebook is open, and the student is using a pen. The background is slightly blurred, showing other students and desks in a classroom setting.

Safe Learning Plan for 2020-21

A Localized, Data-Driven Approach

Introduction

Spring 2020 brought unprecedented changes to society and our education system. Following two months of statewide distance learning, Minnesota public schools have spent summer 2020 developing contingency plans for the 2020-21 school year, based on [guidance from the Minnesota Department of Education](#) (MDE) and [public health guidelines](#) from the Minnesota Department of Health (MDH). During this time, MDE has made significant [public engagement efforts](#) to understand how we can better serve all Minnesota students and families, while protecting the health and safety of our school communities.

This document explains the Safe Learning Plan for the 2020-21 School Year and outlines resources and supports that are available to school districts and charter schools for the upcoming school year.

While reopening school buildings for in-person instruction is what we want for our students, the main priority must continue to be the health, safety, and wellness of our students, staff, and community.

Vision

Minnesota is the best state in the country for children to grow up in – those of all races, ethnicities, religions, economic statuses, gender identities, sexual orientations, (dis)abilities, and ZIP codes.

Purpose

Ensure that every student in the state of Minnesota receives an equitable education and has equal access to learning and instruction during the COVID-19 pandemic.

Safe Learning Plan Goals

1. Prioritize the safety of students and staff
2. Prioritize in-person learning, especially for younger learners
3. Consider infectiousness and transmission risk among different ages
4. Support planning, while permitting flexibility for districts
5. Take into account disease prevalence at a local level

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Letter from Governor Tim Walz



Minnesotans,

While our state continues to combat COVID-19, we know Minnesotans have conflicting feelings about the upcoming school year. Some families are afraid for the safety of our students, school staff, and the families they go home to. Others are eager to get teachers and children back into the classroom, where our kids learn best. Many more feel a mixture of both. As a former teacher for more than 20 years and the parent of a child in public school, I am committed to providing the best education to our students while keeping them and their teachers safe.

I followed three principles as I worked with the Departments of Education and Health on a plan for the 2020-21 school year. First, our top priority was the safety, health, and well-being of students, staff, and families. Second, we continue to make data-driven decisions, leaning on science and research to make the best decisions for our state. And finally, we would respect the importance of local school districts, their expertise of their unique communities, and their commitment to making the best decisions for their students.

That is why we are taking a localized, data-driven approach to the 2020-21 school year that will put student and staff safety first. By bringing together the local education leaders who know their students, staff, and communities the best, and the public health experts who know the virus the best, this plan will help determine a learning model that makes the most sense for each community.

School districts and charter schools will begin in one of three models: in-person, distance learning, or a hybrid model. Experts at the Departments of Health and Education will partner with local school districts and charter schools to help determine which learning model they should use to start the school year. While there are many factors to take into consideration before opening our schools, the decision-making process will center on local data indicating the prevalence of COVID-19 in the surrounding county.

Throughout the school year, we will need to be flexible and adapt with the fluid nature of this pandemic. The Departments of Education and Health will work with school districts and local health professionals to consistently track the virus to determine if and when a school may need to adjust their learning plan. School districts and charter schools will be required to ensure all families have the option to choose distance learning for their student, no matter where they live. Teachers and staff will be given similar flexibility.

And the state will provide more than \$430 million to support help schools, educators, students, and families through this uncertain time. We will provide face coverings for every student, educator, and staff member. We will fund a comprehensive testing plan for educators and staff, and we will help cover costs for cleaning supplies, technology needs, Wi-Fi access, and mental health support.

School districts and public health officials have a lot of important work to do, but the ultimate success of this process isn't just up to them. It's also in the hands of each and every Minnesotan. Our schools reflect their surrounding communities. For this to work, we need Minnesotans to come together to slow the spread of COVID-19. We need everyone to do their part to help get our kids and our teachers back in the classroom safely.

Stay safe,

A handwritten signature in black ink that reads "T. Walz". The signature is written in a cursive, flowing style.

Governor Tim Walz

Overview: Localized, Data-driven Approach to the 2020-21 School Year

Governor Walz's [Executive Order 20-82](#) states that all Minnesota public schools must adhere to parameters determined by MDH in implementing or shifting between the three learning models laid out in the 2020-21 school year planning guidance: in-person learning, hybrid learning and distance learning.

To begin the 2020-21 school year, MDH has developed parameters using county public health data to support the determination of learning models for each school district and charter school. These parameters are detailed in the [Safe Learning Model Guidance](#) section of this document. In order to be responsive to the ever-changing public health situation throughout the state, MDH will update this plan as needed.

If a school district or charter school chooses to dial back to a more restrictive learning model than what is required by the Safe Learning Model Guidance, it must notify the education commissioner through the Learning Model Portal within 24 hours of beginning the new learning model. This portal is in development.

If a school district or charter school is considering dialing forward to a less restrictive learning model than what is required under the Safe Learning Model Guidance, it must consult with local public health officials, MDH and MDE through the [Regional Support Teams](#).

Pursuant to [Minnesota Statutes, section 12.21, subdivision 3\(11\)](#), the education commissioner is authorized to order a school district or charter school to dial back to a more restrictive learning model if the commissioner, in consultation with MDH and the school district or charter school, determines the learning model being utilized by the district or charter school is no longer safe. More restrictive models of instruction may be necessary for individual classrooms within a school based on household exposure.

As explained in [MDE's 2020-21 School Year Planning Guidance](#), regardless of learning model, all school districts and charter schools must offer an equitable distance learning option to all families who choose not to attend in-person learning due to medical risks or any other safety concerns. Families are not required to provide documentation of risks.

Public Health Guidelines

As school districts and charter schools implement in-person learning, hybrid learning and distance learning throughout the 2020-21 school year, they must continue to ensure they are adhering to the requirements and recommendations outlined in [MDH's 2020-21 Planning Guide for Schools](#), which provides guidance in the following areas:

- Social distancing and minimizing exposure
- Face coverings
- Protecting vulnerable populations
- Hygiene practices
- Cleaning and materials handling
- Monitoring for illness
- Handling suspected or confirmed COVID-19 cases
- Water and ventilation systems
- Transportation guidance
- Supporting mental health and wellbeing

Safe Learning Model Guidance

This section outlines localized determinations of the safest learning models for the start of the 2020-21 school year, as well as some of the critical questions and factors that school districts and charter schools, in consultation with local public health officials, MDH, and MDE, must consider when making the decision to select or transition to another learning model based on the impact of COVID-19 in their community. [See Appendix A for a list of key terms.](#)

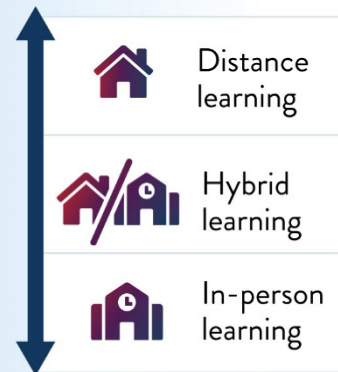
Determining a Safe Learning Model at the Start of the School Year

Communities across Minnesota are experiencing the impact of COVID-19 in different ways. While some areas of the state have seen significant outbreaks, other communities have experienced steady or relatively low numbers of new cases. While there are many factors to take into consideration when determining an appropriate learning model for school opening, the decision-making process should first center on local data indicating the level of viral activity in the surrounding community. School districts and charter schools are encouraged to use the following process in assessing and determining an appropriate learning model for school opening:

How do schools determine their safe learning model?

- STEP 1** Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.
- STEP 2** Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.
- STEP 3** Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.
- STEP 4** Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*
- STEP 5** Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Safe learning models:



* Regardless of learning model, all public schools must offer an equitable distance learning option to all families.

1. Consult the MDH learning model selection parameters as indicated by county-level data to determine the base learning model.

In order to determine the base learning model, school districts and charter schools will be advised of the [bi-weekly case rate \(over 14 days\) by county of residence](#). These data are the number of cases by county of residence in Minnesota over 14 days per 10,000 people by date of specimen collection (when a person was tested). While any increase in case incidence represents greater potential risk, schools may consider a bi-weekly case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

$$\text{Total number of cases for last 14 days} \div \left(\frac{\text{County population}}{10,000} \right) = \text{14-day county case level rate per 10,000}$$

Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

A school district or charter school whose enrollment includes a large proportion of students from an adjacent county should use data from the county with the highest bi-weekly case rate to inform the recommended learning model. It is also important to take into account any notable increases or decreases in county-level case data to inform decision-making. For example, a school district or charter school whose most recent bi-weekly county-level data is 28 cases per 10,000 over 14 days would be recommended to operate a hybrid learning model for all students; however, if the case count has increased each week for the last month, a school may consider whether it is more appropriate to operate using a model which has fewer students learning in-person.

The learning model determination may not be the same for all grades. The research has shown much more limited transmission of COVID-19 in younger children. This combined with understanding that distance learning is more difficult with younger learners and creates a more significant burden on families, should lead districts and schools to always consider ways to keep elementary students in-person where it is safe and possible.

Note: Districts and charters may have already decided to be more restrictive in their learning model prior to the consultative process and may choose to engage with a consultant to confirm or modify their plan.

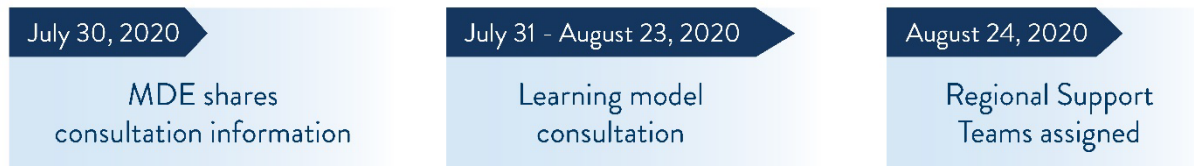
2. Consult with health officials as needed to examine the local epidemiology behind county-level data to assess whether increases or higher numbers of cases are likely the result of isolated outbreaks or whether they may be indicative of more widespread community transmission.

Local information about outbreaks, community spread, and the groups of people becoming ill at the highest rate are also useful components in understanding how COVID-19 is impacting the community. In some cases, high county-level case rates may be the result of a known, isolated outbreak in a specific local employer or workplace that may be unlikely to impact the school setting. However, the high county-level case rates may also be indicative of more widespread community transmission as the result of larger exposures. It is important for school districts and charter schools, particularly those who would like to discuss operating a different learning model than the model determined based on the defined parameters to consult with health officials when they have questions about the local epidemiology of COVID-19 in their community.

Note: Districts and charters may have already decided to be more restrictive in their learning model prior to the consultative process and may choose to engage with a consultant to confirm or modify their plan.

On July 30, 2020, superintendents and charter leaders will receive an email from MDE with contact information and directions about how to schedule a consultation to support their learning model determination.

Superintendents and charter school leaders may also choose to consult with local public health officials regarding their learning model determinations.



Beginning August 24, school districts and charter schools will work with their [Regional Support Teams](#) to support implementation and ongoing evaluation of their learning model.

3. Evaluate the ability to implement required and recommended health best practices to inform decision-making at the school or district level.

It is important for school districts and charter schools to account for their level of preparedness and capacity to implement the required and recommended mitigation strategies outlined in MDH’s [2020-21 Planning Guide for Schools](#). All schools must implement the required health practices, which are considered the minimum level of implementation from which schools may not be less restrictive. As part of the learning model determination process, school districts and charter schools should carefully assess their preparations to ensure all required health practices are addressed to confirm they are prepared to operate with students learning in-person, regardless of whether they plan to operate a full in-person or hybrid learning model.

Two light blue rounded rectangular boxes with dark blue headers. The left box is titled 'Required for In-Person and Hybrid Learning' and lists nine items with checkboxes. The right box is titled 'Required for Hybrid Learning' and lists four items with checkboxes.

Required for In-Person and Hybrid Learning	Required for Hybrid Learning
<input type="checkbox"/> Masking Policy	<input type="checkbox"/> Social distancing of 6 feet at all times in school buildings
<input type="checkbox"/> PPE for direct support student services	<input type="checkbox"/> School facilities at 50% capacity
<input type="checkbox"/> Build routines of hygiene education & practices	<input type="checkbox"/> Transportation at 50% capacity
<input type="checkbox"/> Daily cleaning and frequent cleaning of high touch surfaces throughout the day	<input type="checkbox"/> Sufficient staffing levels to meet the requirements of the model
<input type="checkbox"/> Building level COVID-19 program coordinator, with optional student counterpart	
<input type="checkbox"/> Limiting nonessential visitors/volunteers/external groups	
<input type="checkbox"/> Discontinue large gatherings/activities that do not allow for social distancing	
<input type="checkbox"/> Monitoring and excluding for illness	

If a school district or charter school determines they are not able to successfully implement the required health practices for in-person or hybrid learning, they should implement distance learning for all students.

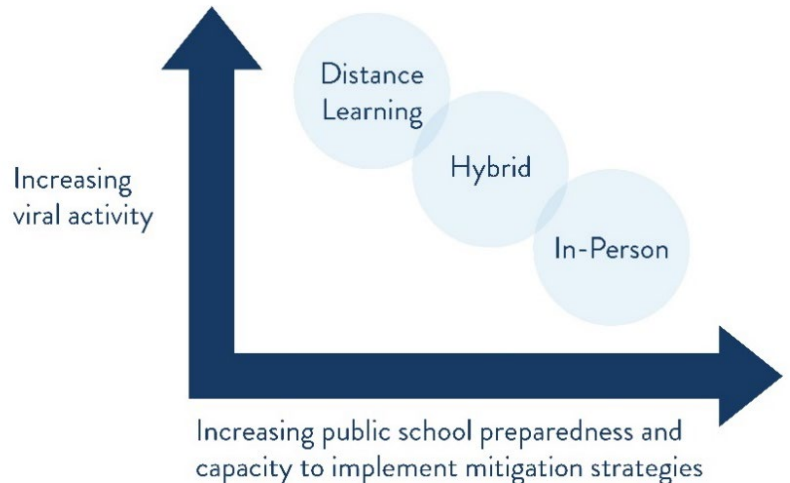
4. Determine the learning model to begin the school year.

After completing a thorough review of the base learning model in the context of the local epidemiology of COVID-19 and assessing preparedness to implement all required health practices, school districts and charter schools must make a determination of the learning model to begin the school year for each school. In making this determination, school districts and charter schools should use their current incident command team or advisory council consisting of school board members, bargaining units, staff, students and families. The learning model must be reported to MDE before implementation. The model and plan must be posted on the school district or charter school website, along with contingency plans for the other learning model scenarios. See the [Communicating Plans with Students and Families](#) section of this document.

Note: All school districts and charter schools must offer an equitable distance learning model to all families who choose not to attend in-person learning (whether as part of an in-person learning model or hybrid learning model) due to medical risks or other safety concerns. Families are not required to provide documentation of risks.

5. Monitor the community and school-level impact of COVID-19 on a regular basis in consultation with public health to determine if adjustments are needed.

After the initial selection of a learning model for school opening, the decision to shift to an alternative learning model should center on the impact of COVID-19 at the school level, while maintaining awareness of changes in viral activity in the community through continued review of the bi-weekly county-level case data ([described under #1 above](#)). School districts and charter schools considering making a change in their learning model for a school or entire district must do so first and foremost in the interest of safety for school staff and students. It is also important to respect the impact a shift in learning model will have on the school community; making a change requires significant coordination and communication even when well thought-out plans are in place, and therefore any recommendation or decision to change learning models should not be taken lightly. With this in mind, school districts and charter schools may consider the general framework below to guide their decision-making.



As viral activity increases within a community or school (e.g., when there are increasing numbers of cases over a short period of time or clusters of cases are identified), the need to adjust to a learning model that reduces the number of people in a school building and requires more stringent mitigation strategies also increases. By contrast, schools utilizing a distance or hybrid learning model that experience a declining level of viral activity in the school and/or surrounding community as indicated by county-level case data may consider cautiously shifting their learning models to increase the number of students learning in-person.

If a school district or charter school chooses to dial back to a more restrictive learning model than what is required by the Safe Learning Model Guidance, it must notify the education commissioner through the Learning Model Portal within 24 hours of beginning the new learning model.

If a school district or charter school is considering dialing forward to a less restrictive learning model than what is required under the Safe Learning Model Guidance, it must consult with local public health officials, MDH and MDE through the [Regional Support Teams](#).

In making these determinations, school districts and charter schools should use their current incident command team or advisory council consisting of school board members, bargaining units, staff, students and families. If the learning model changes, this must be updated on the school district or charter school website, along with contingency plans for the other learning model scenarios. See [Communicating Plans with Students and Families](#) section of this document.

The education commissioner retains statutory authority to order the transition from in-person instruction to a distance learning model if it is determined—after consultation with MDH—that in-person instruction is no longer safe due to concerns related to COVID-19.

Planning Scenarios for Moving Between Learning Models

It is not possible to account for every scenario that schools may encounter over the course of a school year. The scope and duration of transitions between learning models will depend on many factors and will be made using the most up-to-date information about COVID-19 and the specific cases in the community during the consultative process. Included below are brief narrative descriptions of the general assumptions that would support each learning model, including the impact on the school community, staffing, the ability to trace and isolate close contacts, testing capacity, extracurricular activities, and staffing levels. The narratives are accompanied by planning scenarios, which can help inform a decision to shift between learning models.

These learning models apply to each individual school and recommendations based on health parameters vary by grade. This is because the risk of COVID-19 transmission is lower for younger students and public health strategies like consistent groupings or cohorting commonly practiced in elementary schools are demonstrated to mitigate and prevent transmission. Further, in-person learning is more critical at younger ages due to child development.

Scenario 1: In-person learning for all students

Previously issued planning requirements and recommendations for Scenario 1 assume that minimal to moderate community spread is occurring, but the impact on the school community in terms of confirmed cases among students and staff is relatively small. Sporadic cases may be occurring, but in general each confirmed case can be traced to a likely source of exposure and where all or most close contacts can be identified and excluded in the school setting. Staffing is assumed to be sufficient to continue in-person instruction. This planning scenario also assumes that contact tracing can be completed quickly and that all or most close contacts can be notified and excluded within 24 hours of being notified of the confirmed case. Most extracurricular activities may be held, provided they follow current public health guidance.

What situations under Scenario 1 may not necessitate a transition to a hybrid or distance learning model?

- Single, standalone cases are confirmed but close contacts in the school setting can be quickly identified and are limited to individual classrooms or areas in the school. In this case, temporary distance learning could be implemented for the affected classroom(s) and space(s) rather than shifting the learning model for the entire school or school community.
- Multiple cases are identified, but can be linked to a specific classroom or individual activity with minimal impact or exposures to other classrooms/activities in the school setting. All close contacts can be quickly identified and are limited to individual classrooms and/or activities. In this case, temporary distance learning could be implemented for the affected classrooms rather than shifting the learning model for the entire school or school community.

- Multiple cases are identified, but are linked to a clear alternative exposure that is unrelated to the school setting and unlikely to be a source of exposure for the larger school community.
 - For example, social or household clusters where multiple people who attend the same school have become ill as a result of the social or household exposure.

Scenario 2: Hybrid model with strict social distancing and capacity limits

Previously issued planning requirements and recommendations outlined for Scenario 2 assume that moderate to substantial community spread is occurring, and there may be a higher degree of impact on the school community with multiple confirmed cases among students and staff. There may be higher numbers of confirmed cases over shorter periods of time, and/or clusters of cases identified within classrooms or the school community generally, however all or most close contacts can still be identified and excluded in the school setting. Staffing is assumed to be sufficient to continue in-person instruction, but measures including overall capacity limits are needed to allow for strict social distancing that further mitigates the risk of transmission. Testing capacity is generally assumed to be high enough that symptomatic individuals can access testing as needed from local clinics and asymptomatic school staff and educators who are close contacts are prioritized in state testing guidance. Coursework and extracurricular activities with higher risk for transmission are modified to reduce risk or discontinued.

What situations may necessitate a transition to a hybrid learning model?

- The number of students and school staff who are absent or who are sent home with influenza or COVID-19-like illness reaches approximately 5% of the total number of students and staff in a school within a single week.
- A significant community outbreak is occurring or has recently occurred (e.g., large community event or large local employer) that has the potential to impact staff, students, and families served by the school community but has not yet resulted in increased cases within the school setting.
 - Outbreaks in the community occurring in a setting that does not have a strong connection to the school (e.g., long-term care facility, local religious institution or correctional facility) are unlikely to result in a recommendation to shift to a hybrid learning model.

Scenario 3: Distance learning only

Previously issued planning requirements and recommendations outlined for Scenario 3 assume that substantial, uncontrolled community spread is occurring and/or there is a significant degree of impact on the school community with multiple confirmed cases or large scale outbreaks occurring among students and staff. This planning scenario also accounts for situations where staffing may be impacted to the degree that a school is not able to offer in-person instruction. Extracurricular activities are discontinued. In general, implementation of a distance learning model should occur for a minimum of one incubation period (two weeks) when there is evidence of substantial, uncontrolled community transmission or significant levels of illness in the school setting.

What situations may necessitate a transition to a distance learning only model?

- A distance learning only model could be considered for short periods of time if confirmed cases are identified but contact tracing and notification of close contacts in the school setting cannot be completed within 24 to 36 hours. This short-term use of distance learning may allow schools to coordinate with local and state health officials to complete contact tracing and develop a clearer picture of the COVID-19 situation impacting the school while supporting continuity in learning.
- Multiple cases are identified within a short time period (e.g., several cases in one week or within a 14-day time period) that occur across multiple classrooms or activities and a clear connection between cases or to a suspected or confirmed case of COVID-19 cannot be easily identified.

- A significant community outbreak is occurring or has recently occurred (e.g., large event or large local employer) and is impacting multiple staff, students, and families served by the school community.
- Substantial, uncontrolled community transmission is occurring at the county-, regional-, or state level, and there are multiple confirmed cases of COVID-19 among students and/or staff.

Considerations for moving back to hybrid or in-person learning after a distance learning period

- After implementing a distance learning model due to high levels of viral transmission in the school or local geographic community, districts or schools should wait a minimum of two to three weeks before bringing any students back for in-person or hybrid learning. This timeframe is sufficient that most people in the school community who will develop symptoms of illness could be identified and self-quarantine, as appropriate.
- During the period of distance learning, a school district or charter school should consult with local public health officials, MDH and MDE if it is considering dialing forward to hybrid or in-person learning. This process will ensure that districts and schools are working with health officials to assess the level of viral activity occurring within the local community, as well as the impact on the school community in order to determine whether the situation has improved to the point that hybrid or in-person learning may be appropriate.
- A school may consider using a hybrid learning model after a distance learning period was required due to high levels of viral transmission in the school or local geographic community. The hybrid model could be used as a bridge to safely move back toward the model of in-person learning for all students. For example, a school could operate using a hybrid learning model for 2 incubation periods (28 days) and carefully monitor for any additional clusters of confirmed cases of COVID-19 before transitioning back to a full in-person learning model.

Regional Support Teams

The Regional Support Teams are a partnership between MDE, MDH, regional service cooperatives and local public health to support school districts and charter schools in navigating the impacts of the COVID-19 pandemic on the 2020-21 school year.

Beginning August 24, school districts and charter schools will work with Regional Support Teams to consult regarding implementation and ongoing evaluation of their learning model.

In the interim, on July 30, 2020, superintendents and charter leaders will receive an email from MDE with contact information and directions about how to schedule a consultation to support their learning model determination.

Superintendents and charter school leaders may also choose to consult with local public health officials regarding their learning model determinations.

Team Structure

Regional Support Teams are structured in a way that allows efficient communication from the school and district level to the state level in the event of a confirmed case of COVID-19 in a school building.

As shown in the graphic on this page, the first step in this process is for a superintendent or charter school leader to contact their assigned service cooperative lead. The lead will then contact MDH and/or local public health officials to begin the response process, who will notify the Regional Support Team regarding appropriate next steps.

The Regional Support Teams are made up of rapid response staff, health consultants and testing event planners.



Rapid Response

- State lead to direct and oversee response to districts and schools:
 - Coordination across state supports and regional service cooperatives.
 - Works with State Testing Workgroup, oversees school testing event team.
 - 3-4 school testing staff who help execute events when local communities need support.
- Leads from regional service cooperatives (9):
 - Main point of contact for school districts and charter schools in region.
 - Shares updates and information between school districts/charter schools and MDH, MDE, local public health and other state partners.
 - Supports schools in completing contact tracing surveys.
 - Facilitates connections with local public health, MDH, MDE, and other state partners as needed.

Health Consultant

- MDH epidemiologists, assigned by region and paired with regional service cooperatives and local public health
- Connect with regional supports to help respond to health and epidemiology questions
- Supports state reporting and trends on COVID-19 and implications for schools
- Supports local and state health officials in tracking cases, testing events, and school closures

Distribution of Face Coverings

All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Face coverings are meant to protect other people in case the wearer does not know they are infected. A face shield (a clear plastic barrier that covers the face) allows visibility of facial expressions and lip movements for speech perception and may be used as an alternative to a face covering in certain situations.

Face coverings should not be placed on anyone under age 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance, or anyone who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.

Ideally, face coverings should be worn in combination with other infection control measures, including social distancing, but face coverings are especially important in settings where social distancing is difficult to maintain. As the Centers for Disease Control and Prevention (CDC) has explained, face coverings are most effective when they are worn by all individuals in public settings when around others outside of their households because many people infected with COVID-19 do not show symptoms. Consistent with this guidance, Minnesota has strongly recommended widespread use of face coverings since April. On July 22, Governor Walz signed [Executive Order 20-81](#) requiring face coverings in all indoor public spaces in Minnesota, including K-12 school buildings.

Because this is such an important mitigation strategy, we are ensuring all public school students and staff have the face coverings they need for in-person and hybrid learning. The State of Minnesota will provide the following supplies to all public schools:

- Every K-12 student will receive one cloth face covering.
- Every school staff member will receive one cloth face covering.
- Every school will receive three disposable face masks per student.
- Every school will receive face shields for all licensed teachers and 50% of non-licensed staff.

Responding to Confirmed Cases of COVID-19

When a confirmed case of COVID-19 is identified in a school community, it is important for school districts and charter schools to work closely with local public health and MDH officials through the Regional Support Teams to identify whether the person who is ill was present on school grounds while infectious and whether that resulted in any close contact exposures among students or staff. Because of the potential for asymptomatic and pre-symptomatic transmission of COVID-19, it is important that close contacts of students or staff with COVID-19 are quickly identified, informed of the need to quarantine at home, and encouraged to seek testing even if they are not showing any symptoms. In general, testing of close contacts should not occur until either a person becomes symptomatic OR at least 5 to 7 days have passed since their last exposure to the confirmed case to guard against a false negative test result, which can occur when a person is tested too early in the incubation period. Even if a close contact tests negative, they must remain in quarantine for a full 14 days as some people develop infection at the end of their incubation period. The CDC does not recommend universal testing of all students and staff.

In addition to the identification and notification of close contacts, school districts and charter schools should consider the questions outlined below in consultation with health officials to determine whether additional mitigation strategies are needed to protect the school community.

- **How many cases are there, and are they close in time together, or spread out over several weeks?** Sporadic, single confirmed cases are not necessarily worrisome on their own, especially if students or staff did not attend school while infectious or the potential exposures in the school setting are limited (e.g., few classrooms or activities are impacted). Multiple cases that are identified closer together in time (e.g., within one week) could indicate that a significant unidentified exposure occurred and/or that a higher level of transmission is occurring.
- **Are new cases traceable to the school community or are they likely the result of a different exposure (e.g., household exposure, travel)?** It is concerning to see cases that can be clearly traced back to an exposure within the school setting, as it may be an indication that transmission is occurring between members of the school community. Cases that can be traced back to a different exposure such as a cluster of cases within a household or a likely exposure to a positive case while traveling indicate that attendance in school was not the likely source of illness.
- **Where are the cases occurring, and do they have any common themes?** If cases seem to be concentrated based on a common trait such as a physical location (e.g., confined to one building within a school) or to a specific group within the school (e.g., a cluster of cases among food service workers), it may be possible to narrow down the exposure source and take more specific actions that do not necessarily require a change in the learning model used for the school or school system as a whole. Finding common themes among cases may also aid a school's efforts to modify practices to help prevent similar future exposures.
- **How many close contacts does each case have?** Cases that have limited numbers of close contacts in the school setting (e.g., few classrooms or activities are impacted) are less likely to result in a needed shift between learning models for the whole school. Cases that have many close contacts across multiple classrooms and activities, or potential exposures in common areas or at larger school based gatherings/events where close contacts are not readily identifiable may complicate the ability to identify all or most close contacts, and may have a larger impact on the school community as a whole.
- **Are students, parents, and staff forthcoming about close contacts?** When people are unwilling or unable to disclose their close contacts, it may be difficult to ensure that contact tracing can be effectively completed. When contact tracing cannot be fully completed, it is possible that exposed persons may not exclude for the recommended quarantine period of 14 days and could go on to develop symptoms of illness while in the school setting, thereby resulting in additional exposures.
- **Is there other significant COVID-19 transmission in the surrounding community (e.g., a cluster of cases at a large local employer) that will likely impact families and staff?** For example, in communities that are currently experiencing or have very recently (within the last 14 days) experienced an outbreak in a large local employer or

other setting where the families of many students and/or spouses of many staff work or visit, the nature of the community outbreak may increase the potential for community transmission in the school setting.

- **Are you able to maintain your current learning model based on staffing?** Staffing is a critical component of school operations. When adequate staffing to support an in-person or hybrid learning model cannot be achieved, it may be necessary for schools to transition to an alternative learning model.

COVID-19 Testing Process

While school communities execute significant strategies to prevent transmission of COVID-19, as long as the virus continues to circulate in our communities, we must be diligent in monitoring and testing. This section is intended to provide an overview for pre-K and K-12 educational institutions to prepare for and execute needed COVID-19 testing for student, staff and other populations associated with their school.

Any school that may need to implement a COVID-19 testing strategy will work directly with their Regional Support Teams, following the process outlined in the [Team Structure](#) section above. This testing strategy provides a framework for schools and the state but can vary based on the setting, number of close contacts, and circumstances. Each situation may look slightly different, and the Regional Support Team will guide school and district leaders through the necessary processes.

Routine universal testing is not recommended in schools. Testing should not be used as an entry or enrollment tool for programs for staff, students, or families.

State Partnership and Strategy

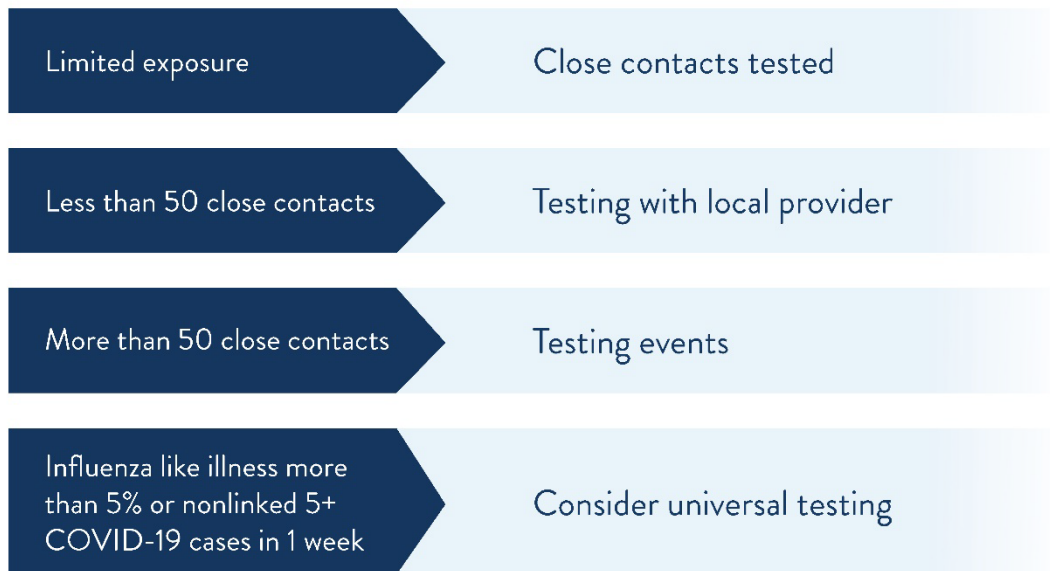
Access to testing and a community's ability to mitigate transmission and respond to COVID-19 exposure is a critical factor in a school or district's ability to provide in-person instruction. As such the state has outlined a series of strategies that will support you.

- **Testing educators and school staff:** The state has a contract with a national saliva testing lab and will work with all insurers to ensure that all educators have access to a COVID-19 test from day one. This is a test that can be conducted at home and utilizes a courier for transport. This ensures that in the case where an educator has close contact with a confirmed case and experiences any challenges getting tested in their community, there is a back-up option.
- **Comprehensive testing strategies:** The Regional Support Teams have a framework and strategy for how to plan for and respond to a potential COVID-19 exposure in our school communities. In all cases, the state has a structure and partnership with districts and charter schools to ensure that there is regular communication and consultation with public health experts. The comprehensive testing strategy includes:
 - State ensures school and settings are prioritized for COVID-19 testing when close contacts have been identified.
 - Regional support teams work with schools to ensure close contacts of an exposure are tested by local providers.
 - Testing events are used when 50+ close contacts and when local communities cannot execute their own testing events, the state Testing Workgroup steps in to execute.
 - School staff and students are prioritized in other available community testing events.

Testing Scenarios and Thresholds

If a known exposure occurs in a classroom (from staff or students), close contacts will be quarantined at home for 14 days. **Close contacts** are defined as someone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before illness onset until the time the patient is isolated testing is recommended for all close contacts of confirmed COVID-19 cases.

Potential scenarios include:



- **Testing is recommended for close contacts** (by regional Support Team):
 - Symptomatic students, children and staff
 - Asymptomatic close contacts - children and staff who are asymptomatic no sooner than 5 to 7 days after known exposure to confirmed case.
- **Testing with local providers:** In classrooms or programs with **less than 50 close contacts** (including children, students and staff) identified, the school community will notify families and they will seek out testing individually through an appointment with their clinic or access a testing site. Educators, school staff, and asymptomatic individuals who have been identified as close contacts of a positive case in schools are a prioritized group in state testing guidance to health care providers. The liaison with MDE and MDH will remain partners with you and want to be notified if these close contacts are not being tested.
 - Here is draft language to use in communication with families: *Please contact your health care provider to see about getting them tested or visit the [Find Testing Locations](#) webpage to find a testing site near you. MDH recommends waiting to be tested until 5 to 7 days after known exposure, which is the optimal time period for the virus to be detected by a test.*
- **Testing event:** Based on the number of close contacts identified, a testing event should be considered if **more than 50 close contacts** (including staff, children, and family community) are identified. Partnering with their regional support team, districts will work with local health providers to execute these events first and bring in other state partners as needed. If local resources are limited and/or state-coordinated response is necessary, the state Testing Workgroup and school testing teams will plan with local communities to execute. If a testing event is indicated, it will not occur until at least 5-7 days after a known exposure.
- **Universal testing:** A universal testing event could be recommended when substantial or ongoing transmission among students and staff is suspected to be occurring. Substantial transmission is defined as a threshold of 5% of total attendees (students and staff) have influenza-like illness or there are 5 or more non-linked laboratory confirmed cases in a single week. Non-linked cases are those that cannot be linked to another case at the school and do not have a clear link to a confirmed case outside of the school. Linked cases include people who are present in the same setting during the same time period (e.g. same classroom, school event, school-based extracurricular activity, or school transportation). As with testing events, if local communities are not able to execute such an event, the state will support the execution.

Meeting the Needs of Students and Families

Communicating Plans with Students and Families

School districts and charter schools must electronically post and communicate their contingency in-person learning, hybrid learning, and distance learning plans to students and their families no later than one week before the beginning of their respective 2020-21 school year. School districts and charter schools must make all attempts to provide such communications orally and written in languages spoken in their respective school district or charter school. The contingency plans must address, but not be limited to, communication pathways with students and families, community input on student and family needs, and other outreach opportunities. This is in addition to addressing core instruction, supports for all student groups, nutrition, school-age care, technology needs, and effective delivery of educational models to students in a distance learning or hybrid model setting.

The education commissioner may review whether a school district or charter school's plan adequately addresses technological disparities in access and learning. The commissioner may recommend changes and provide technical assistance to school district and charter school programming to address any such disparities, to assist in meeting the needs of their students, staff, and communities.

For more information, see the "Communication with Students, Families and Staff" section of [MDE's 2020-21 School Year Planning Guidance](#).

School-age Care

Equitable and affordable school-age child care programs are essential to support working families and provide enrichment and care for students. Over 100,000 students across the state rely on school-based child care programs as their trusted child care provider.

Care for school-aged children, especially those children of workers in critical sectors, will continue to be crucial for frontline workers to continue to confront the pandemic. The state will continue to work with child care providers, school-age programs, schools, and all other child care settings to prioritize this need.

[Executive Order 20-82](#) indicates that a school district or charter school that operates a hybrid or distance learning model "must provide school-aged care for Eligible Children at no cost during the time those children are not receiving instruction in the school building during regular school hours."

This school-age care must be provided for school-age children age 12 and under who are children of critical workers in Tier I of the state critical worker list. Children of Tier I workers only will be cared for at no cost during the typical school hours. For more information about providing school-age care, including the list of Tier I workers, see the "School-age Care Programs in Schools" section of [MDE's 2020-21 School Year Planning Guidance](#).

Equitable Distance Learning Option

[Executive Order 20-82](#) states that all school districts and charter schools must offer an equitable distance learning model to all families who choose not to attend in-person learning (whether as part of an in-person learning model or hybrid learning model) due to medical risks or other safety concerns. Families are not required to provide documentation of risks.

For more information about ensuring this is available to families, see the "Meeting the Distance Learning Needs of Students" section on page 19 of [MDE's 2020-21 School Year Planning Guidance](#).

Ensuring Access to Services and Resources

[Executive Order 20-82](#) outlines several areas that must consistently be addressed, even as schools transition through learning models:

- Regardless of learning model, the school district or charter school must continue to provide meals to students during the school day to the extent possible, utilizing all waivers and flexibilities provided by the U.S. Department of Agriculture.
- School districts and charter schools that dial back in-person instruction, in cooperation with state agencies, are directed to support communities disproportionately impacted by distance learning and hybrid learning, including but not limited to, historically under-represented families and families experiencing homelessness. Where appropriate, school districts and charter schools should prioritize providing in-person instruction and services to students from the aforementioned groups. MDE will continue to provide additional guidance to school districts and charter schools about this.
- When providing in-person learning, a school district or charter school will continue to run its early childhood programs pursuant to [MDH public health guidelines](#), including community education programs, and may charge fees on its normal sliding fee scale. A school district and charter school may also continue to provide before and after school care and may charge fees on its normal sliding fee scale. Schools are not required to provide this care during previously scheduled breaks reflected on a school-board approved calendar.
- A school district or charter school that dial back in-person instruction must allow 2020-21 graduating seniors to complete any testing required to attain a state bilingual or multilingual seal under [Minnesota Statutes, section 120.022\(b\), subdivision 1b](#).
- If a school district is providing instruction through a distance learning model, the education commissioner has the authority to expand in-school provision of necessary activities and programming that can be operationalized in compliance with requirements and recommendations outlined in [MDH's 2020-21 Planning Guide for Schools](#). This expansion of in-school activities must be where those services cannot be provided through a distance learning model and those services are needed to access that student's distance learning instruction, provide supports or services schools can safely offer, and create opportunities for meaningful connections between students and teachers.
- MDE, in consultation with MDH, will establish a protocol to allow for home visits by school staff to build and preserve relationships with students and their families for when a school district or charter school is providing instruction through a distance learning model. This should not be interpreted as a requirement or be used to replace services provided by counties or social services.
- School districts and charter schools that dial back in-person instruction are encouraged to allow students to retain any technology provided to them through the remainder of the 2020-21 school year. School districts and charter schools should also continue to provide maintenance for this technology.

Tribal Consultation

Consistent with Tribal considerations, guidance from MDE, and the federal Every Student Succeeds Act (ESSA), all consultations, collaborations, and partnerships with Tribal Nations, American Indian Parent Committees, and Indigenous Education staff must continue. American Indian Education Aid Program Plans should be considered when creating contingency distance learning and hybrid learning plans.

For more information about Tribal Consultation and serving American Indian students, see [MDE's 2020-21 School Year Planning Guidance](#).

Funding Supports

Education is a fundamental determinant of health because it cultivates life skills, knowledge and reasoning, social-emotional awareness and control, and community engagement, which serve people well over the course of a lifetime. Schools themselves function as tools and resources for public health intervention by addressing core needs of the safety, health and wellness of students, families and communities.

Coronavirus Relief Fund (CRF)

The Coronavirus Aid, Relief and Economic Security (CARES) Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that—

1. are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the state or government; and,
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Funding would be allocated to public schools as follows:

- 60% allocated to schools by ADM (average daily membership)
- 40% allocated to schools by:
 - 40% by ADM
 - 60% by the number of historically underserved students each school supports

MDE will be requesting funding to be allocated to school districts and charter schools in order to:

- Address the **necessary operating costs** associated with bringing children back into the classroom this fall including but not limited to:
 - Daily cleaning supplies and disinfectant sprayers.
 - Screening supplies including no-touch thermometers.
 - Personal protective equipment (PPE) including face coverings.
 - Increased costs for transporting students at limited capacity.
 - Mental health supports.
- Support related **student, family, and educator needs**, including, but not limited to:
 - Digital navigators: training for educators, students, or families on use of technology/digital literacy.
 - Technology devices and internet access.
 - Tutors or mentors to address learning loss: supporting whole school, small group, and individual needs.
 - Translation services.
 - School-age care.
 - Professional development focused on: Academic Response to Intervention (RtI); Social Emotional Learning; competency-based learning; diversity, equity, and inclusion; anti-bias practices.

Funding under this request will be available for eligible expenditures from July 1, 2020 to December 30, 2020.

Governor's Emergency Education Relief (GEER) fund

GEER provides emergency support through grants to K-12 schools significantly impacted by COVID-19. These grants support the ability of schools to continue to meet the needs of students.

Minnesota received a \$43 million award, and dedicated \$38 million to K-12 support. Based on feedback from the range of communities across the state, we identified two key priorities for which these funds can be used:

- Expanding **technology capacity** to meet student learning needs, with particular attention to increasing broadband access, establishing wireless hotspots and purchasing devices such as laptops or tablets for students.
- Improving student-to-teacher ratios for **summer school programming** to at most six students per teacher.
- Grants to education-related entities providing **wrap-around services for children ages 0-8**.

Elementary and Secondary School Emergency Relief (ESSER) fund

The core purpose of ESSER is to provide direct money to school districts to support areas impacted by the disruption from COVID-19, which includes both: 1) Continuing to provide educational services while schools are closed, such as remote learning; and 2) Developing and implementing plans for the return to normal operations.

- ESSER funds are divided into two streams: a formula-based allocation and state-directed grants. Districts and charter schools were notified of their eligibility for one or both funding streams.
- The formula-based allocation to districts and charter schools is based on their allocations under Title I, Part A of the Elementary and Secondary Education Act (ESEA). These funds can be used for a wide range of expenses to meet local needs.
- The state-directed grants are used for summer school programming and to support schools that did not receive funding under the Title I allocation model, such as cooperatives.

References

- [CDC: Interim Guidance for Administrators of US K-12 Schools and Child Care Programs \(www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html\)](http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html)
- [CDC: Interim Considerations for K-12 School Administrators for SARS-CoV-2 Testing \(www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-testing.html\)](http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-testing.html)
- [Resolve to Save Lives Weekly Science Report: Reopening schools during the COVID-19 pandemic \(preventepidemics.org/covid19/science/weekly-science-review/june-20-26-2020/\)](http://preventepidemics.org/covid19/science/weekly-science-review/june-20-26-2020/)
- [American Academy of Pediatrics COVID-19 Planning Considerations: Guidance for School Reopening \(services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/\)](http://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/)

Appendix A: Key terms

Close contact/close contact exposure: Close contact means someone you were within 6 feet of for more than 15 minutes. In the context of COVID-19, a close contact exposure means that an individual either lives with or was within 6 feet or more of a person with lab-confirmed COVID-19 for 15 minutes or longer while the ill person was infectious.

Community spread: Community spread means people have been infected with the virus within a local community, including some people who are not sure how or where they became infected.

Incubation period: The time from close contact exposure to development of symptoms. For COVID-19, the incubation period ranges from 2-14 days.

Isolation: When someone who is infected (tested positive) with COVID-19 stays away from others, even in their own home. For COVID-19, the minimum isolation period is 10 days.

Outbreak: Two or more people with COVID-19 infection are discovered to be linked (e.g., they work in the same office space or attend the same classroom).

Quarantine: When someone who was in close contact with someone who has or is suspected to have COVID-19 stays away from others during the viral incubation period.

Transmission: When an illness spreads between people.

No to minimal community transmission: Individual cases or limited community spread; no evidence of exposure in large communal settings (e.g., schools, workplaces).

Minimal to moderate community transmission: Sustained transmission in the community with likelihood of exposure within communal settings (e.g., schools, workplaces) and potential for rapid increase in cases.

Substantial, controlled community transmission: High rate of cases that are associated with ongoing community transmission, including communal settings (e.g., schools, workplaces).

Substantial, uncontrolled community transmission = Large scale, uncontrolled transmission in the community, including communal settings (e.g., schools, workplaces).

STAY SAFE MN

Safe Learning Plan for the 2020-21 School Year

A Localized, Data-Driven Approach

Making a Decision: Goals

1. Prioritize the safety of students and staff
2. Prioritize in-person learning, especially for younger learners and those with most need
3. Recognize differences in potential spread among different ages
4. Support planning, while permitting flexibility for districts
5. Take into account disease prevalence at a local level

How do schools determine their safe learning model?

STEP 1

Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.

STEP 2

Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.

STEP 3

Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.

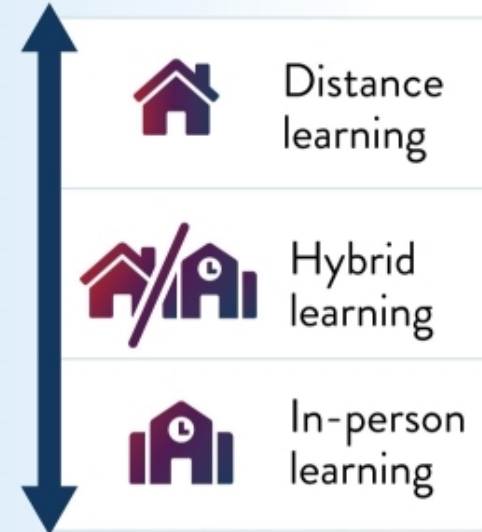
STEP 4

Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*

STEP 5

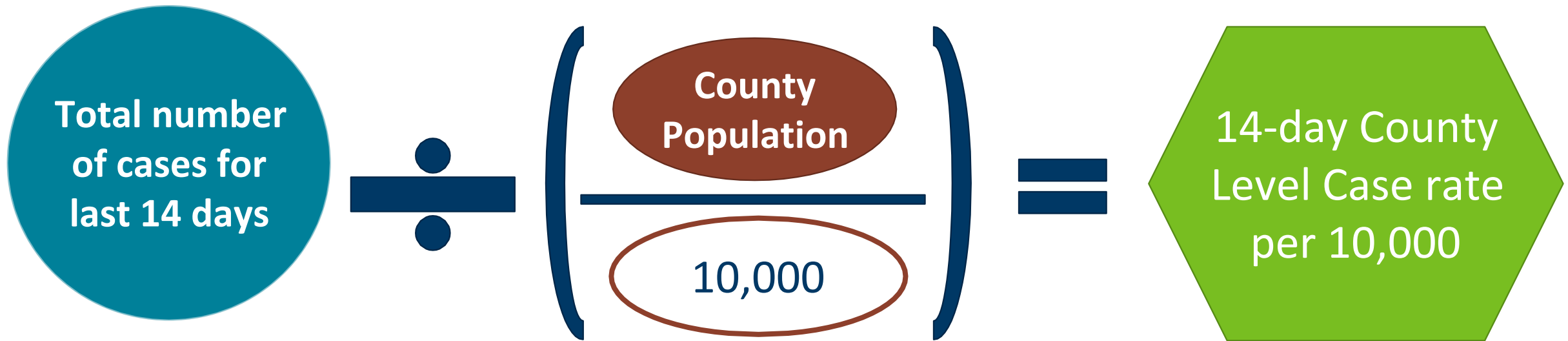
Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Safe learning models:



* Regardless of learning model, all public schools must offer an equitable distance learning option to all families.

14-day county level case rate



Selecting a learning model for school opening

Number of cases per 10,000 over 14 days, by county of residence	Learning model
0-9	In-person learning for all students
10-19	In person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

Health Requirements & Best Practices

STAY SAFE MN

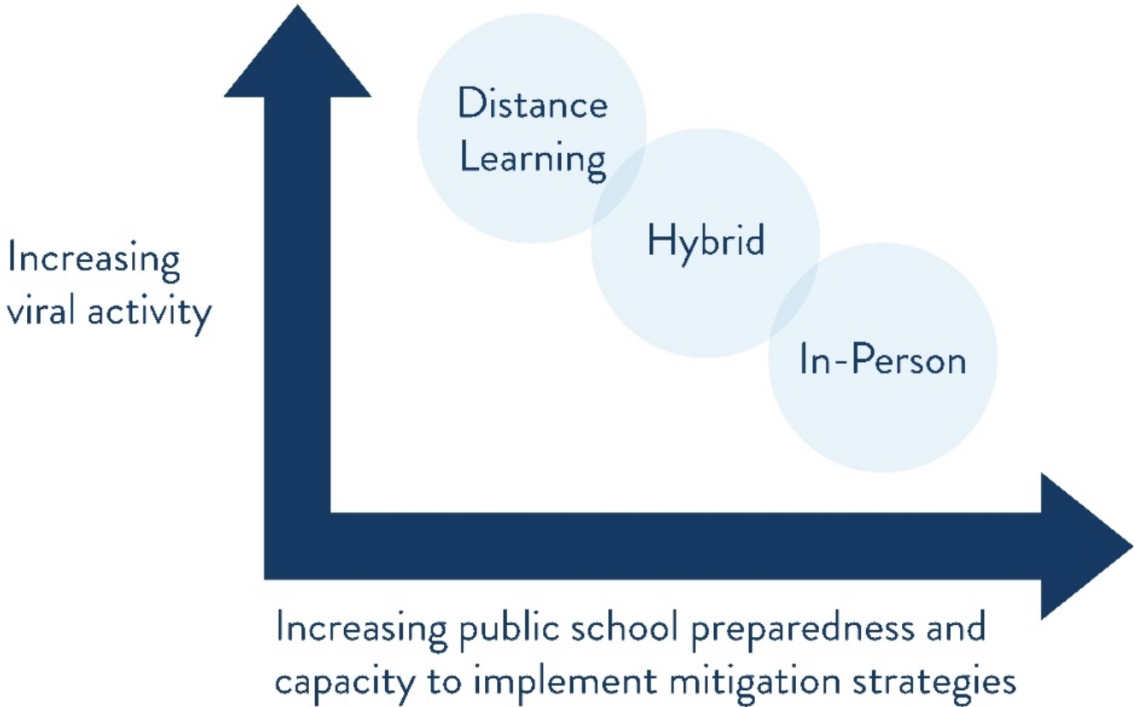
Required for In-Person and Hybrid Learning

- Masking Policy
- PPE for direct support student services
- Build routines of hygiene education & practices
- Daily cleaning and frequent cleaning of high touch surfaces throughout the day
- Building level COVID-19 program coordinator, with optional student counterpart
- Limiting nonessential visitors/volunteers/external groups
- Discontinue large gatherings/activities that do not allow for social distancing
- Monitoring and excluding for illness

Required for Hybrid Learning

- Social distancing of 6 feet at all times in school buildings
- School facilities at 50% capacity
- Transportation at 50% capacity
- Sufficient staffing levels to meet the requirements of the model

Ongoing evaluation framework



Assessing cases in a school after opening

- How many cases are there? Are they close together in time or spread out over several weeks?
- Are new cases traceable to the school community or are they likely the result of a different exposure?
- Where are cases occurring, and do they have any common themes?
- How many close contacts does each case have?
- Are students, parents, and staff forthcoming about close contacts?
- Is there other significant transmission in the surrounding community that will likely impact families and staff?
- Are you able to maintain your current learning model based on staffing?

Supports for Schools

STAY SAFE MN

- Regional Support Teams comprised of MDH and MDE staff to support school districts and charter schools the whole school year.
- A \$430 million investment in our schools.
- Face coverings for every student, educator, and staff member.
- Comprehensive COVID testing care plan for educators and staff.

Regional Support Teams

- Created in partnership with MDE, MDH, Minnesota's regional service cooperatives and local public health.
- Regional support teams are structured in a way that allows efficient communication from the school and district level to the state level in the event of a confirmed case of COVID-19 in a school building.
- The regional support teams are made up of rapid response staff, health consultants and testing event planners.

Funding Supports

- A \$430 million investment in our schools
- GEER and ESSER funding schools have already received.
- Requesting additional funding from Coronavirus Relief Funds
 - Operational costs associated with the learning model chosen – regardless of in-person, hybrid or distance learning (ex: cleaning supplies, screening supplies, and mental health supports).
 - Boost student, family, educator support, prioritizing equity (ex: digital training, technology devices, tutors, translation services, professional development).

Face Coverings for Every Student, Educator, and School Staff

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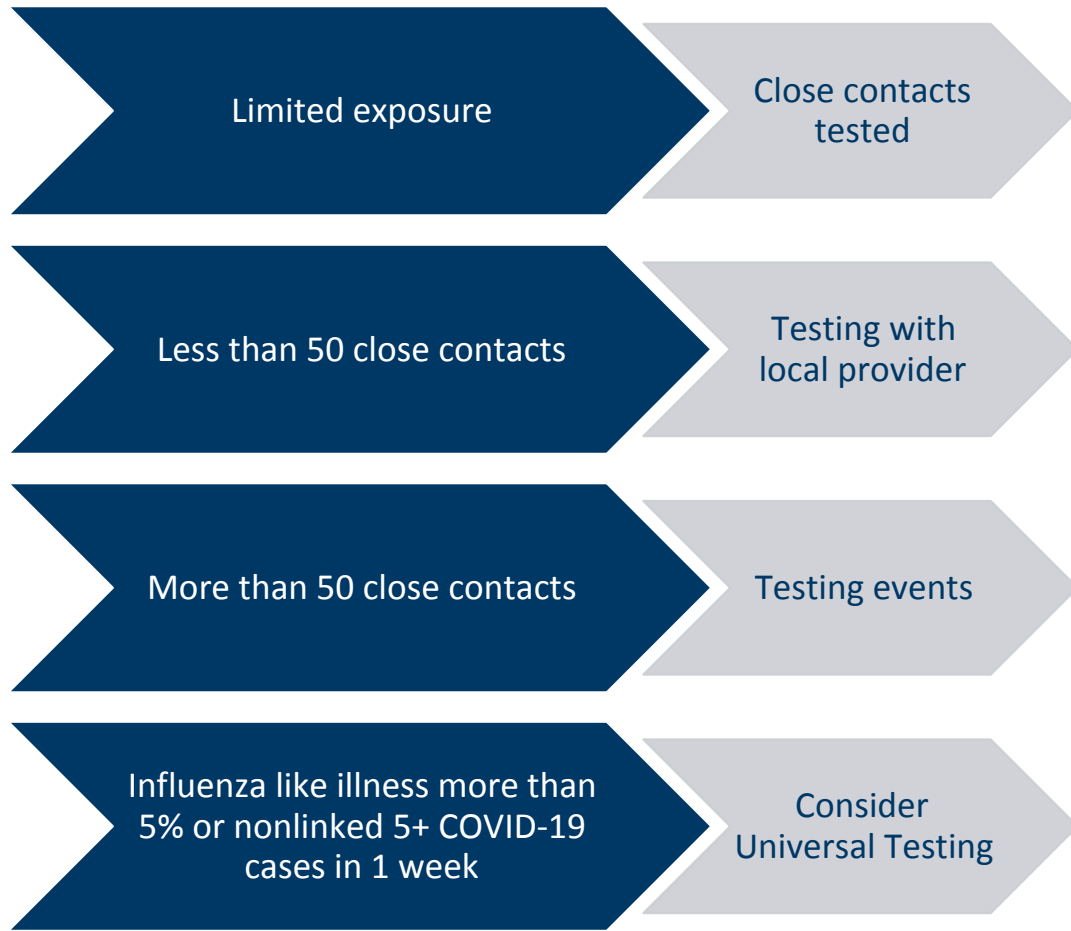
- All students, staff, and others present in school buildings and districts offices or riding on school transportation vehicles are required to wear face coverings.
- Cross agency effort to procure the following supplies to all Minnesota school districts and charter schools:
 - Every K-12 student will receive one cloth face mask
 - Every educator and school staff will receive one cloth face mask
 - Every school will receive three disposable face masks per student
 - Every school will receive face shields for every licensed teacher and 50% of non-licensed staff

Testing Educators and School Staff

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- Home test available for every educator and school staff this fall at no cost
- MDH guidance prioritizing testing for educators and school staff by health providers exposed to COVID-19.
- Coordination and support for events due to any school exposure, including state implementation of larger events

Testing Strategies & State Supports



- Local provider testing when possible to ensure continuity of care for students and staff, with state assistance and coordination as needed
- State supplements local resources with staffing, lab capacity, logistics, resulting and other assistance
- Educators and students prioritized in state testing events in communities with increased COVID-19 circulation

Resolution

Adoption of Base Learning Model for the 2020-2021 School Year and Other COVID-19 Related Matters

WHEREAS, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

WHEREAS, the Superintendent of Independent School District 146 [hereinafter the “Superintendent”] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

WHEREAS, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*;

WHEREAS, on March 13, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-01, which declared a peacetime emergency in Minnesota in response to the COVID-19 pandemic; and

WHEREAS, on July 30, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-82 and the Safe Learning Plan for 2020-2021 (the “Safe Learning Plan”), which set forth five Learning Models (in-person learning for all, in-person learning for elementary students and hybrid learning for secondary students, hybrid learning for all students, hybrid learning for elementary students and distance learning for secondary students, and distance learning) and authorized all school districts in the State of Minnesota to select and implement an appropriate base Learning Model in accordance with, and subject to, the Safe Learning Plan; and

WHEREAS, the Minnesota Department of Education (“MDE”) has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

WHEREAS, the Minnesota Department of Health (“MDH”) has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

WHEREAS, the Superintendent and the administration of the School District have conferred with the School Board regarding the available Learning Models, the current MDE and MDH requirements for each, and other relevant information; and

WHEREAS, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that in-person learning for all will be the base Learning Model to be implemented at the commencement of the 2020-2021 school year.

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 146 as follows:

Section 1: The Superintendent is hereby directed to implement the following base Learning Model to open the 2020-2021 school year: in-person learning for all.

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement a different Learning Model for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of a different Learning Model is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The Learning Model selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement a different Learning Model.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Adopted this _____ day of _____, 2020.

Roll Call Vote

School Board Chair

School Board Clerk

Data for K-12 Schools: 14-day COVID-19 Case Rate by County

Updated 7/30/2020

This document includes data that can be used by schools in making decisions about their safe learning model. It shows the number of cases by county of residence in Minnesota over 14 days, per 10,000 people by the date of specimen collection (when a person was tested). Any increase in case incidence can represent a greater risk, but schools may consider a 14-day case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

Recommended policy options based on 14-day case rate range

Policy Option	Range (14-day case rate per 10,000 people)
In-person learning for all students	0 to less than 10
Elementary in-person, Middle/high school hybrid	10 to less than 20
Both hybrid	20 to less than 30
Elementary hybrid, Middle/high school distance	30 to less than 50
Both distance	50 or more

14-day case rate per 10,000 people by date of specimen collection

County Name	5/31 - 6/13	6/7 - 6/20	6/14 - 6/27	6/21 - 7/4	6/28 - 7/11	7/5 - 7/18
Aitkin	1.26	0.63	0.63	1.26	3.16	5.05
Anoka	8.35	7.22	9.50	11.11	12.38	15.54
Becker	2.37	2.37	2.07	1.18	8.29	13.03
Beltrami	1.52	0.87	0.65	3.47	14.31	20.60
Benton	3.02	3.52	4.02	4.53	9.05	13.58
Big Stone	11.96	3.99	0.00	5.98	7.97	5.98
Blue Earth	3.47	15.38	36.64	37.24	30.91	31.66
Brown	0.79	2.38	4.36	5.16	9.52	10.71
Carlton	1.69	0.84	0.56	3.10	4.78	5.06
Carver	3.98	4.58	7.37	12.55	19.32	20.42
Cass	0.00	0.00	0.69	2.76	4.48	5.86
Chippewa	5.83	13.32	14.99	8.33	6.66	6.66
Chisago	3.29	3.11	2.56	2.92	3.47	5.85

County Name	5/31 - 6/13	6/7 - 6/20	6/14 - 6/27	6/21 - 7/4	6/28 - 7/11	7/5 - 7/18
Clay	7.32	6.05	10.03	10.19	10.99	14.97
Clearwater	3.40	3.40	1.13	3.40	7.94	5.67
Cook	1.88	1.88	0.00	0.00	0.00	1.88
Cottonwood	32.54	27.26	16.71	8.79	9.67	14.95
Crow Wing	2.19	1.72	1.72	1.88	3.60	6.11
Dakota	8.32	8.11	10.55	13.13	14.99	16.79
Dodge	2.43	5.83	9.72	9.72	10.20	12.63
Douglas	1.34	1.61	2.69	3.49	8.06	11.29
Faribault	6.48	7.20	17.99	19.43	6.48	8.64
Fillmore	0.00	1.91	3.35	3.35	5.27	9.10
Freeborn	31.45	22.60	15.72	11.14	11.14	11.47
Goodhue	5.41	4.76	4.11	5.19	4.98	4.54
Grant	3.37	0.00	5.05	18.52	40.42	32.00
Hennepin	12.55	10.64	12.11	14.97	17.69	20.93
Houston	1.61	5.36	10.18	6.97	4.29	2.68
Hubbard	0.96	0.00	0.00	1.44	2.88	3.36
Isanti	3.59	3.08	4.11	5.13	5.39	5.13
Itasca	0.88	0.22	1.11	1.11	2.88	9.29
Jackson	7.96	9.95	6.97	1.99	4.98	6.97
Kanabec	0.62	0.62	0.62	0.62	2.50	5.00
Kandiyohi	10.78	7.50	3.28	4.45	9.85	11.72
Kittson	0.00	0.00	2.31	2.31	0.00	2.31
Koochiching	0.00	0.00	3.16	6.33	13.45	25.31
Lac qui Parle	0.00	1.48	1.48	0.00	1.48	2.95
Lake	2.84	3.78	1.89	0.95	4.73	6.62
Lake of the Woods	0.00	0.00	0.00	0.00	0.00	0.00
Le Sueur	2.50	4.65	10.72	15.37	20.37	22.87
Lincoln	0.00	1.75	7.01	7.01	35.04	70.09
Lyon	62.31	46.44	28.64	17.80	23.61	25.54
McLeod	4.19	6.70	7.54	6.42	6.42	6.14
Mahnomen	0.00	0.00	1.82	9.08	12.71	16.35
Marshall	0.00	0.00	0.00	0.00	8.52	11.71
Martin	7.51	4.01	4.51	11.52	10.52	9.02
Meeker	2.17	4.33	3.90	2.17	3.90	6.07
Mille Lacs	2.33	1.55	1.17	1.55	3.11	5.05
Morrison	1.82	1.21	0.91	1.52	3.95	3.95
Mower	91.16	76.01	52.52	33.84	17.68	14.65
Murray	4.79	7.18	9.58	21.55	46.69	53.87
Nicollet	1.18	2.66	12.73	19.54	20.42	18.06
Nobles	28.85	14.65	14.65	18.32	19.69	20.15
Norman	4.57	1.52	3.05	3.05	3.05	9.15
Olmsted	9.87	12.02	15.81	14.76	17.77	18.95
Otter Tail	2.07	1.21	1.55	2.59	6.38	7.93
Pennington	16.92	1.41	0.00	1.41	4.94	6.35
Pine	1.03	0.69	2.06	4.81	3.78	2.75
Pipestone	2.18	1.09	11.98	48.99	76.21	70.77
Polk	1.90	2.85	4.75	3.48	3.80	6.01
Pope	0.00	0.00	0.00	1.82	10.93	16.39

County Name	5/31 - 6/13	6/7 - 6/20	6/14 - 6/27	6/21 - 7/4	6/28 - 7/11	7/5 - 7/18
Ramsey	14.31	12.78	12.24	11.65	13.63	16.51
Red Lake	0.00	0.00	0.00	2.50	4.99	7.49
Redwood	3.91	2.61	2.61	5.22	5.87	4.57
Renville	4.08	6.79	8.83	12.91	8.15	4.76
Rice	31.63	25.09	17.64	14.45	13.23	10.19
Rock	2.12	4.25	4.25	3.19	8.50	18.06
Roseau	1.94	0.65	1.94	8.41	13.58	12.93
St Louis	0.45	1.30	1.95	2.80	4.85	5.50
Scott	5.93	5.93	8.65	13.18	19.39	20.99
Sherburne	2.90	1.93	2.79	5.90	9.76	15.23
Sibley	6.04	5.36	16.09	16.09	10.06	11.40
Stearns	4.72	4.08	11.22	19.58	17.92	13.97
Steele	3.00	7.63	10.63	9.54	11.45	14.45
Stevens	0.00	2.04	3.07	3.07	9.20	8.18
Swift	1.06	1.06	0.00	3.19	23.38	26.56
Todd	18.41	13.09	8.18	2.86	2.05	2.05
Traverse	0.00	0.00	0.00	3.00	11.99	11.99
Wabasha	2.33	3.26	3.72	1.86	6.05	12.09
Wadena	0.00	2.93	3.66	0.73	2.20	4.40
Waseca	4.25	5.85	12.23	13.29	12.23	15.95
Washington	5.37	6.32	8.92	10.74	12.71	14.84
Watsonwan	27.34	71.99	88.40	54.68	51.95	41.01
Wilkin	4.73	12.61	7.88	3.15	4.73	1.58
Winona	1.57	3.34	6.49	6.29	9.24	14.16
Wright	3.77	3.09	4.44	6.86	10.25	12.88
Yellow Medicine	4.05	16.21	19.25	7.09	5.07	11.15

Number of counties in each range

Date	0 to less than 10	10 to less than 20	20 to less than 30	30 to less than 50	50 or more
6/1 to 6/13	74	6	2	3	2
6/7 to 6/20	72	9	3	1	2
6/14 to 6/27	63	20	1	1	2
6/21 to 7/4	60	22	1	3	1
6/28 to 7/11	51	26	4	4	2
7/5 to 7/18	40	32	9	3	3

Process for Determining A Safe Learning Plan

1 message

Minnesota Department of Education <mde.webmaster@service.govdelivery.com>

Fri, Jul 31, 2020 at 3:02 PM

Reply-To: mde.webmaster@service.govdelivery.com

To: jellerbusch@barnesville.k12.mn.us



July 31, 2020

Determining a Safe Learning Plan for the 2020-21 School Year

Good Afternoon Superintendents and Charter School Leaders:

Thank you all for your work this summer to plan for the upcoming school year. Following yesterday's announcement, we wanted to send a reminder about the process for determining the best plan for your school communities. It is important to remember that the county-level COVID-19 data is only one part of the equation, and it is critical that you meet with your local incident command or advisory council teams before diving in to the five steps outlined in the Safe Learning Plan document. Steps 1-4 of this process should be followed before announcing your plan:

1. **Consult the MDH learning model selection parameters** as indicated by county-level data to determine the base learning model
2. **Consult with health officials (local public health and/or state officials) as needed** to examine the local epidemiology behind county-level data to assess whether increases or higher numbers of cases are likely the result of isolated outbreaks or whether they may be indicative of more widespread community transmission.
 - o If a consultation with a state official is needed, please contact Distance.Learning.MDE@state.mn.us and specify what you would like to discuss so we can schedule you with the appropriate expert.

- Note that if you would like to dial forward to a less restrictive learning plan than what MDH has determined as the base model for your county, you must have a consultation before making that decision.
3. **Evaluate the ability to implement required and recommended health best practices** to inform decision- making at the school or district level.
 4. **Determine the learning model to begin the school year.**
 5. **Monitor the community and school-level impact of COVID-19 on a regular basis** in consultation with public health to determine if adjustments are needed.

This email was sent to jellerbusch@barnesville.k12.mn.us using GovDelivery Communications Cloud on behalf of: Minnesota Department of Education · 1500 Highway 36 West · Roseville MN 55113-4266 · 1-800-439-1420



Resolution

Adoption of Base Learning Model for the 2020-2021 School Year and Other COVID-19 Related Matters

WHEREAS, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

WHEREAS, the Superintendent of Independent School District 146 [hereinafter the “Superintendent”] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

WHEREAS, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*;

WHEREAS, on March 13, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-01, which declared a peacetime emergency in Minnesota in response to the COVID-19 pandemic; and

WHEREAS, on July 30, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-82 and the Safe Learning Plan for 2020-2021 (the “Safe Learning Plan”), which set forth five Learning Models (in-person learning for all, in-person learning for elementary students and hybrid learning for secondary students, hybrid learning for all students, hybrid learning for elementary students and distance learning for secondary students, and distance learning) and authorized all school districts in the State of Minnesota to select and implement an appropriate base Learning Model in accordance with, and subject to, the Safe Learning Plan; and

WHEREAS, the Minnesota Department of Education (“MDE”) has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

WHEREAS, the Minnesota Department of Health (“MDH”) has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

WHEREAS, the Superintendent and the administration of the School District have conferred with the School Board regarding the available Learning Models, the current MDE and MDH requirements for each, and other relevant information; and

WHEREAS, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that in-person learning for elementary students (Pre-K through grade 6) and hybrid learning for secondary students (Grades 7-12) will be the base Learning Model to be implemented at the commencement of the 2020-2021 school year.

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 146 as follows:

Section 1: The Superintendent is hereby directed to implement the following base Learning Model to open the 2020-2021 school year: in-person learning for elementary students (Pre-K through grade 6) and hybrid learning for secondary students (Grades 7-12).

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement a different Learning Model for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of a different Learning Model is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The Learning Model selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement a different Learning Model.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Adopted this _____ day of _____, 2020.

Roll Call Vote

School Board Chair

School Board Clerk

Barnesville Public Schools Calendar 2020-2021

July '20						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August '20						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

24 New Teacher Workshop
 25-27 Teacher Workshop
 26 Elementary Open House & Grade 7 Orientation

1 First Day of School
 7 Labor Day (No School)

October '20						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '20						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

12 HS Conferences 4:00-7:30 PM
 15-16 MEA (No School)

2 End of Quarter 1 (42 Days)
 9-10 Elementary Conferences 4:00-7:30 PM
 20 End of Trimester 1
 26-27 Thanksgiving (No School)

7 HS Conferences 4:00-7:30 PM
 24-31 Holiday Break (No School)

January '21						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 New Year's Day (No School)
 12 End of Quarter 2 (45 Days)
 18 Martin Luther (No School) Teacher Workshop

15 President's Day (No School)
 22 HS Workshop & Elem Conferences 4:00-7:30 PM
 23 End of Trimester 2

1 Elementary Conferences 4:00-7:30 PM
 8 HS Conferences 4:00-7:30 PM
 16 End of Quarter 3 (43 Days)

April '21						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May '21						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June '21						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2-5 Spring Break (No School)

14 Last Day of School
 16 Graduation HS Gym 2:00 PM
 31 Memorial Day

- First and Last Day of School
- End of Quarter
- 1:00 p.m. early out on Nov. 25 and Dec. 23
- School Closed/ Holidays
- End of Trimester
- Elementary Conferences
- Teacher in-Service Day (no school for students)
- High School Conferences
- CPT Days

Barnesville Public Schools Calendar 2020-2021

July '20						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August '20						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

24 New Teacher Workshop
 25-27 Teacher Workshop
 26 Elementary Open House & Grade 7 Orientation

1 First Day of School
 7 Labor Day (No School)

October '20						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '20						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

12 HS Conferences 4:00-7:30 PM
 15-16 MEA (No School)

2 End of Quarter 1 (42 Days)
 9-10 Elementary Conferences 4:00-7:30 PM
 20 End of Trimester 1
 26-27 Thanksgiving (No School)

7 HS Conferences 4:00-7:30 PM
 24-31 Holiday Break (No School)

January '21						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 New Year's Day (No School)
 12 End of Quarter 2 (45 Days)
 18 Martin Luther (No School) Teacher Workshop

15 President's Day (No School)
 22 HS Workshop & Elem Conferences 4:00-7:30 PM
 23 End of Trimester 2

1 Elementary Conferences 4:00-7:30 PM
 8 HS Conferences 4:00-7:30 PM
 16 End of Quarter 3 (43 Days)

April '21						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May '21						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June '21						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2-5 Spring Break (No School)

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- High School Conferences
- CPT Days



Barnesville Police Department



BOX 550 — BARNESVILLE, MINNESOTA 56514

218 354-2281

July 30, 2020

To: ISD # 146 School Board Members,

I attended all of my grade school and high school years at ISD #146 and graduated from the Barnesville High School in the class of 1987.

I started my career in law enforcement in May, 1990 working for the Pelican Rapids Police Department as a part-time patrol officer. In June of 1990, I was hired by the Barnesville Police Department as a part-time patrol officer. I continued with both part-time patrol officer positions until I was hired as a full-time patrol officer in April of 1991. I continued as a full-time patrol officer with the Barnesville Police Department until 1999 when I was promoted to the rank of Sergeant. In March, 2002 I was hired as the Police Chief for the Barnesville Police Department.

Jeff Tharaldson was hired in January 2003 to serve as the Barnesville School Resource Officer (SRO) under a Federal Grant in the amount of \$125,000.00 that was written by me in cooperation with the Barnesville Police Department and the ISD #146. The conditions of that Grant obligated the City of Barnesville and ISD #146 to a (4) year commitment. Additional contracts after the end of the four year commitment has extended the position to the present day.

I feel that I have the background, experience, and understanding of what the ISD #146 environment was prior to the SRO position both as a student and as a police officer. I also feel that I have the background, experience, and understanding of what the ISD #146 environment has become with the employment of the SRO position both as a supervisor and as the parent of three ISD #146 students.

With that being said, I would like to relay to the ISD #146 my recommendation that we keep the SRO position. I feel that this is a valuable position and is one of the reasons we have what I would consider a safe school environment. I don't think that was always the case prior to the SRO position being a dedicated position within the schools.

Feel free to contact me if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Dean Ernst".

Dean Ernst
Chief of Police

126C.44 SAFE SCHOOLS LEVY.

(a) Each district may make a levy on all taxable property located within the district for the purposes specified in this section. The maximum amount which may be levied for all costs under this section shall be equal to \$36 multiplied by the district's adjusted pupil units for the school year. The proceeds of the levy must be reserved and used for directly funding the following purposes or for reimbursing the cities and counties who contract with the district for the following purposes:

(1) to pay the costs incurred for the salaries, benefits, and transportation costs of peace officers and sheriffs for liaison in services in the district's schools;

(2) to pay the costs for a drug abuse prevention program as defined in section 609.101, subdivision 3, paragraph (e), in the elementary schools;

(3) to pay the costs for a gang resistance education training curriculum in the district's schools;

(4) to pay the costs for security in the district's schools and on school property;

(5) to pay the costs for other crime prevention, drug abuse, student and staff safety, voluntary opt-in suicide prevention tools, and violence prevention measures taken by the school district;

(6) to pay costs for licensed school counselors, licensed school nurses, licensed school social workers, licensed school psychologists, and licensed alcohol and chemical dependency counselors to help provide early responses to problems;

(7) to pay for facility security enhancements including laminated glass, public announcement systems, emergency communications devices, and equipment and facility modifications related to violence prevention and facility security;

(8) to pay for costs associated with improving the school climate; or

(9) to pay costs for collocating and collaborating with mental health professionals who are not district employees or contractors.

(b) For expenditures under paragraph (a), clause (1), the district must initially attempt to contract for services to be provided by peace officers or sheriffs with the police department of each city or the sheriff's department of the county within the district containing the school receiving the services. If a local police department or a county sheriff's department does not wish to provide the necessary services, the district may contract for these services with any other police or sheriff's department located entirely or partially within the school district's boundaries.

(c) A school district that is a member of an intermediate school district may include in its authority under this section the costs associated with safe schools activities authorized under paragraph (a) for intermediate school district programs. This authority must not exceed \$15 times the adjusted pupil units of the member districts. This authority is in addition to any other authority authorized under this section. Revenue raised under this paragraph must be transferred to the intermediate school district.

History: 1975 c 432 s 75; 1976 c 271 s 81; 1977 c 447 art 6 s 8; 1978 c 764 s 105; 1982 c 548 art 6 s 21; 1983 c 314 art 6 s 24; 1984 c 463 art 6 s 6; 1986 c 444; 1987 c 398 art 1 s 21; art 6 s 12; 1988 c 486 s 85; 1988 c 718 art 6 s 20,21; 1988 c 719 art 5 s 84; 1989 c 329 art 6 s 48; art 13 s 9-11,20; 1Sp1989 c 1 art 2 s 11; 1990 c 426 art 2 s 1; 1990 c 562 art 6 s 33; art 7 s 10; art 10 s 9-11; 1990 c 596 s 3; 1991 c 130 s 29; 1991 c 265 art 5 s 12; 1991 c 291 art 4 s 1; 1992 c 499 art 6 s 29; art 7 s 11,26; art 12 s 29; 1992 c 511 art 2 s 21; art 5 s 9; 1992 c 603 s 11; 1993 c 224 art 7 s 13; art 8 s 3,4; 1994 c 647 art 8 s 9; 1Sp1995

School Resource Officer Activities

The following list show activities or duties that take place on a daily or frequent basis:

Each day can be different, not everything on this list happens every day. For example, citations or classroom visits do not happen every single day. Most of the SRO's time is spent in the high school each day, but at least 2-3 walk throughs at the elementary school are conducted each day.

- Provide a safe and secure school for the students and staff.
- Patrol around both schools before and after school.
- Monitor the 5th grade school patrol in the morning & the afternoon. Provide training to them as needed.
- Monitor the elementary staff parking lot to ensure that parents use their appropriate drop-off area rather than staff parking.
- Ensure that all exterior doors are locked and remain locked throughout the day. Many doors do not shut properly.
- Monitor and respond to bullying incidents both electronically (phones, ipads, social media, etc) and in person to prevent the escalation of events between students.
- Be a visible presence in and around the schools to deter any criminal activity.
- Report any safety concerns identified during walk arounds to the appropriate staff.
- Work with truancy programs and visit to student's homes if the students are not coming to school without appropriate reason.
- Respond to attempt to locate students that have left the school without permission or supervision.
- Acts as point of contact for fire alarms & medicals in the school.
- Assist with students that are violent to staff.
- Liaison between the Barnesville Police Department and the school regarding juvenile issues/concerns.
- First line of defense if called to respond to a violent incident in or around the schools.
- Monitor and stop visitors that are moving throughout the schools to make sure they have checked in at the office properly and the nature of their visit.
- Handle all parking complaints or violations around both schools.
- Monitor students during both senior high & junior high lunch hours daily. Occasionally, I visit the elementary lunchroom during their lunch period too.
- Patrol around the high school during senior high lunch hour when weather is nice so students do not get in their vehicles to leave school grounds for Dairy Queen or Subway or drive off to smoke or vape.
- Monitor school cameras while I am in my office.
- Meet with students as requested by them to answer a variety of questions pertaining to citations, court, careers, military, home life, bullying, drugs, alcohol, etc.
- Investigate criminal incidents when they occur.
- Enforce state laws as needed.
- Always visible in the hallways at various locations during the time students move from class to class throughout the day.
- Assist both principals and staff as needed with school policies.
- Build relationships with students to earn their trust & respect. Be a positive role model.
- Present law related presentations to classrooms as requested.
- Work closely with the school guidance counselor and provide assistance when needed.

Other tasks that occur annually or on an as needed basis:

- Fifth grade DARE program from October to January. There are 11 total lessons that are presented to two different sections of the 5th grade for a total of 22 classroom instructions over this period.
- Second grade DARE program consists of three lessons presented to two different sections of the 2nd grade. This occurs in April of each year.
- Halloween safety presentations conducted for Pre-School, Kindergarten and 1st Grade. Approximately 12 different classroom presentations, depending on class size.
- Fingerprint every kindergartner each year.
- Vehicle unlocks for staff and students.
- Crash reports that take place on or around the school grounds.
- Review archived camera footage to investigate suspected, suspicious activity in or around the schools.
- Assist BPD and other law enforcement agencies if they have a case pertinent to an ISD student.
- Respond to parent/student concerns at the student's home.
- Update crisis packets for staff members.
- Speak to the Drivers Education class regarding driving laws and consequences of violations.
- Point of Impact presentation to the parents of the Drivers Ed class.
- Assist InterQuest Canine Detection Services 3-4 times each year when they conduct K-9 searches on the schools grounds and buildings.
- Conduct Lock and Talk lockdown scenarios at high school and elementary school. State law requires five of these to take place at each location, each year.
- Attend afterschool activities when requested by the Activity Director. This can include football games, basketball games, etc.
- Train school patrol crossing guards at the beginning of each school year.
- Assist Probation Officers as needed.
- Assist Social Services when necessary.
- Lead and assist with the Homecoming parade.
- Participate in bicycle & helmet safety programs for students.

**AGREEMENT TO PROVIDE
SCHOOL RESOURCE OFFICER (SRO) SERVICES
TO THE BARNESVILLE PUBLIC SCHOOLS**

2020-2021

This Agreement is made by and between the City of Barnesville, Minnesota (hereinafter the “City”), and Independent School District No. 146, Barnesville, Minnesota (hereinafter the “School District”).

RECITALS

WHEREAS, the City provides police services with the City of Barnesville, Minnesota; and

WHEREAS, the School District provides educational instruction and services to children enrolled therein; and

WHEREAS, the School District generally provides such instruction and services at public schools located within the City of Barnesville, Minnesota; and

WHEREAS, the City and the School District desire to enter into an agreement whereby the City shall assign one or more peace officers to serve as School Resource Officers (“SRO”) and provide School Resource Officer services (hereinafter the “SRO Services”) to the School District; and

WHEREAS, the purpose of the SRO Services includes enhancing security and safety within the School District facilities and School District property; building positive relationships between law enforcement, students, and school staff; maintaining a law enforcement presence at School District events and facilities, and providing prompt responses to, and investigations of, criminal or delinquent offenses committed on or about School District property or School District facilities; and

WHEREAS, the City is prepared to provide the SRO Services to the School District according to the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. ***Employment of the School Resource Officer; Uniforms and Equipment.*** The City agrees to employ and provide a peace officer to work in and about the School District’s property and facilities during the school year (hereinafter the “School Resource Officer” or “SRO”). It is acknowledged and agreed to by the parties that the SRO is an employee of the City, subject to the administration, supervision, and control of the City. It is understood and agreed that in performing the SRO Services, the City, and any person employed by or contracted with the City, shall not be an employee or agent of the School District. The City will furnish training, uniforms, equipment, and schedule of deployment required under Minnesota law or that is needed for the implement of this Agreement. The SRO shall wear a City-approved uniform or other approved attire when providing the SRO Services. The School District will provide the SRO with a secure workspace,

as well as ancillary support services, such as occasional clerical assistance, use of copiers, and telephones.

2. ***Compensation for the SRO Services.*** In exchange for providing the SRO Services, the School District shall pay the City as set forth in **Exhibit A**, attached hereto. The School District shall not assume liability for the direct payment of any salaries, wages, or other compensation to the SRO or any City personnel performing services hereunder for said SRO Services, and the City hereby assumes said responsibility for payment of wages and benefits, including vacation and sick leave, mileage, uniforms, public employees retirement contributions, workers' compensation, automobile, general liability insurance costs, general overhead, including indirect expenses and supplies radio unit expense, and health expenses.

3. ***Supervision of the SRO; Assignment and Reassignment.*** The City, in its sole discretion, shall have the power and authority to hire, assign, reassign, discharge, and discipline the SRO. As an employee of the City, the SRO will be subject to the chain of command of the City's Police Department. In the event the School District is dissatisfied with the SRO who has been assigned to the School District, the City's Chief of Police shall within a reasonable time not to exceed 90 days assign a different peace officer to act as the SRO. The City reserves the right to remove or reassign any SRO upon written notification to the Superintendent of the School District. If it is reasonably anticipated that the assigned SRO will be unable to perform the duties for periods of less than one month for reasons related to vacation, illness, or injury, the City, after consulting the School District, will determine if there is a need to assign another peace officer to fill the temporary vacancy. If the SRO resigns or is otherwise unable or unwilling to perform the duties and the anticipated absence is one month or longer or is permanent, the City shall promptly assign a replacement peace officer to provide the SRO Services.

4. ***Hours of Work; Duties of the SRO.*** The SRO's hours of work will be 8:00 a.m. to 3:30 p.m., or a similar schedule to coincide with the hours school is in session. The SRO's duties shall include, but not be limited to, the following:

a. Build relationships, enhance community-policing activities, identify safety concerns within the schools, develop problem-solving strategies with school administrators and staff, and collaboratively develop a comprehensive school safety plan with school administrators and staff;

b. In coordination with school administrators, provide presentations in the areas of safety, crime prevention, bullying, etc.;

c. Engage students and staff during School District hours or at designated School District events to establish rapport between the SRO and the student population;

d. Patrol School District grounds and facilities during School District hours, and at other specified times or events, in order to reduce or deter incidents of school violence and maintain a safe and secure environment on school grounds;

e. Coordinate with School District administration and staff the School District's Emergency Operations Plans and the implementation of any safety drills, including fire, inclement weather, active shooter, or other lock-down drills;

- f. At the School District's request, periodically review and assess the School District's physical space, policies, and/or procedures to complete a threat assessment and evaluate potential risks for student and staff safety;
- g. Present drug awareness and resistance education (DARE or other similar program) to students or provide personal safety education to students and/or staff as requested by School District administration;
- h. Respond to complaints and investigate matters of alleged criminal or delinquent activity;
- i. Attend and participate in applicable school meetings and communicate and coordinate with the School District's principal and other appropriate school administrators concerning the needs of the school and its students;
- j. Promptly notify school administration upon removing a student from the school campus;
- k. Notify a parent as soon as practicable when minor students are issued a criminal citation or arrested;
- l. Provide appropriate, and when warranted, immediate response and interventions regarding students who may be abused, neglected, and otherwise maltreated pursuant to Minnesota Statutes § 626.556 or Minnesota Statutes § 260C.001, *et seq.* This response may include making reports to the local social service agency, taking immediate action to place a student on a hold pursuant to Minnesota Statutes § 260C.1 75, or enforcing court orders;
- m. Enforcement of criminal law and protection of students and staff and the public against criminal activity;
- n. Coordinate, when practical, the investigative approach between the City, other law enforcement authorities (if involved) and the School District. The SRO shall comply with applicable legal standards for searches, seizures, and interviews. The SRO will not be involved with administrative activities of school personnel unless a violation of law (criminal, delinquent, juvenile petty offense, or juvenile traffic offense) is alleged or there is an exigent circumstance requiring intervention for safety or to prevent flight;
- o. Assist School District staff and respond to concerns of visitors at the School District facilities, including the presence of unauthorized adults, allegations of trespass or threatening behaviors, and alleged violations of Orders for Protection, Domestic Abuse No-Contact Orders or Harassment Restraining Orders; and
- p. At the request of the School District, participate as a witness in any administrative, quasi-judicial, or judicial proceeding in which the School District is a party, including, but not limited to, expulsion hearings.

5. **Personnel Policies.** The SRO shall be subject to all personnel policies and practices of the City, except as such policies or practices may be modified by the terms and conditions of this Agreement.

6. **Responsibility for Student Discipline.** The parties hereto acknowledge and agree that the School District shall be responsible for disciplining students for violations of School District policies, rules and procedures.

7. **Term of Agreement; Termination.** This Agreement shall commence on July 1, 2020, and end on June 30, 2021, unless otherwise renewed or extended by the parties. Any party may terminate this Agreement without cause by notifying the other party no earlier than ninety (90) days prior to the date of termination.

8. **Default.** In the event either party shall default in any of the covenants, agreements, commitments, or conditions herein contained, and any such default shall continue uncured for a period of thirty (30) days after written notice thereof, the non-defaulting party may, at its option and in addition to all other rights and remedies which it may have at law or in equity against the other party, immediately terminate this Agreement.

9. **Notices.** All notices to be given under the terms of this Agreement shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, or hand-delivered to the addresses of the parties listed below.

City of Barnesville
ATTN: Chief of Police
102 Front Street North
Barnesville, MN 56514

Independent School District No. 146
ATTN: Superintendent of Schools
302 3rd Street SE
Barnesville, MN 56514

10. **Workers' Compensation.** The City agrees to be responsible for any claim of injury or sickness to the SRO stemming from the performance of work under this Agreement.

11. **Liability.** Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, officers, officials, agents, boards, committees, commissions, agencies, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions, including providing its own defense. In situations including joint liability, each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, officers, officials, agents, boards, commissions, committees, agencies, and representatives. It is not the intent of the parties to waive any statutory protections or impose liability beyond that imposed by state statutes. The obligations of the parties under this paragraph shall survive the expiration or termination of this Agreement.

12. **Insurance.** The City will maintain workers' compensation insurance, public employees' liability insurance, and automobile insurance in amounts deemed appropriate and not less than the coverage limits prescribed under Minn. Stat. § 466.04. The City and the School District will each maintain general liability insurance with coverage limits not less than those prescribed in Minn. Stat. § 466.04.

13. **Data Practices.** The parties will share information as necessary for the administration and performance of this Agreement, consistent with local, state, and federal law relating to confidentiality and disclosure of government data, including but not limited to education records created or maintained by educational institutions and law enforcement agencies. For the purposes of access to student records by an SRO, the SRO is considered a “school official” as provided in the Federal Educational Rights and Privacy Act (“FERPA”) 20 U.S.C. 1232g. A SRO may be provided access to student information only as needed by the SRO to perform his duties related to educational or school administration activities when the SRO’s use of such student information remains under the direct control of the School District. A SRO may also be granted access to education records in the event of an emergency situation threatening the health or safety of a student or other individual. The SRO may only re-disclose such student information consistent with FERPA and the Minnesota Government Data Practices Act.

14. **Non-Discrimination.** In the performance of work under this Agreement, the City agrees not to discriminate against any School District employee, volunteer student, or student family member because of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, or disability.

15. **Entire Agreement/Modifications/Applicable Law.** This Agreement (including **Exhibit A**) contains all of the agreements and understandings between the parties and supersedes and replaces any prior agreements, negotiations, or proposed agreements, written or oral. Each of the parties hereto acknowledges that no other party, nor agent of any other party, has made any promises, representations, or warranties whatsoever, express or implied, not contained herein, to induce it to execute this Agreement. This document may not be modified or altered except by a subsequent writing to be signed by all parties hereto. All terms and conditions shall be construed and interpreted in accordance with and be subject to the laws of the State of Minnesota.

16. **Severability.** If any provision of this Agreement is held to be illegal, invalid, or unenforceable under present or future laws, rules, or regulations, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part of the Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provisions or by its severance from this Agreement.

17. **No Assignment or Subcontract.** The City shall assign, delegate, or subcontract any right or obligation hereunder without the prior written consent of the School District.

18. **No Third Party Beneficiary Rights.** The provisions of this Agreement are for the sole benefit of the parties and their successors and permitted assigns, and they will not be construed as conferring any rights to any third party (including any third party beneficiary rights).

19. **Binding Agreement.** This Agreement will be binding upon, inure to the benefit of, and enforceable by the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

20. **No Oral Waiver.** No breach of any provision of this Agreement can be waived by any party hereto unless such waiver is made in writing. Waiver of any breach by any undersigned party will not be deemed to be a waiver of any other breach of the same or any other provision hereof.

21. **Reduction of Hours.** The School District may reduce the SRO's weekly hours if both the Elementary and High School move to distance learning for instructing students at home. The School District will visit with the City or Chief of Police prior to adjusting any hours for the SRO. The hours reduced will be deducted from the School District's compensation to the City.

IN WITNESS WHEREOF, the City, by resolution duly adopted by its Council, has caused this Agreement to be signed by its Mayor, Clerk, and Chief of Police and the seal of the City to be affixed hereto on the ____ day of _____, 2020; and the School District, by resolution of its School Board and signature of its Board Chair and Clerk of said Board on the ____ day of _____, 2020.

CITY OF BARNESVILLE

By: _____
Mayor of the City of Barnesville

By: _____
Clerk

By: _____
Chief of Police

**INDEPENDENT SCHOOL DISTRICT
NO. 146**

By: _____
Board Chair

By: _____
Clerk

EXHIBIT A

RATE OF COMPENSATION

The hourly rate for the SRO Services is \$ 36.59 per hour for the time period July 1, 2020 to June 30, 2021. The total number of hours of service for the aforementioned time period is 1,248 hours. The City shall invoice the School District on a semiannual basis during the term of this Agreement. In no event will the compensation paid to the City for the SRO Services exceed \$ 45,664.32.

Barnesville School Resource Officer (SRO)

Mission Statement:

The mission statement of the School Resource Officer partnership is to protect life and property, to preserve peace, and to enforce the law of the land and assist in the enforcement of school policies. To accomplish this, the School Resource Officer will establish relationships with students, parents, community members, school administrators, teachers, and police agencies. The open lines of communication will establish a presence within the school and community. The presence within the school and community will make this officer available to protect life and property, preserve peace, educate, and enforce laws.

Description of General Duties:

The description of general duties of the School Resource Officer are to patrol the two schools, school grounds, parking lots, and adjacent streets to the schools before, during, and after school hours. The School Resource Officer will take appropriate enforcement action when necessary. The School Resource Officer will sit in on student classes and build relationships with students and school staff. The School Resource Officer will coordinate and instruct educational programs within the school and related community. The School Resource Officer will assist school officials with disciplinary actions, Restorative Justice, criminal and non-criminal matters, and community policing matters. The School Resource Officer will build partnerships with students, teachers, parents, school administrators, city administrators, community members, and police agencies and develop problem solving interactions and actions.

Background:

On September 5, 2002, the City of Barnesville and the Barnesville Independent School District # 146 were formally notified that they received a Federal Grant in the amount of \$ 125,000. This grant was to fund a School Resource Officer position within the Barnesville School District. On January 1, 2003, this position was filled. Officer Jeff Tharaldson was hired to fill this position. As promised by the grant, the grant paid out installments from the grant fund for the first three (3) years of this position up to the total amount of the grant. The grant promised that the School Resource Officer position would spend at least seventy-five percent (75%) of the year working within the Barnesville School District. To meet this compliance, the School Resource Officer was deployed full-time at forty (40) hours per week from September 1 to May 31 of each school year for the grant period. Those nine (9) months accounted for the seventy-five percent (75%) of each year.

As of December 31, 2005, the funds have been depleted and the grant funds were closed out. As required by the grant, the City of Barnesville and the Barnesville Independent School District # 146 were required to retain this School Resource Officer position for a minimum of one (1) full local budget cycle. On January 1, 2006, that budget cycle began. For the period of that full local budget cycle, the City of Barnesville and the Barnesville Independent School District # 146 agreed to a fifty percent (50 %) / fifty percent (50 %) split of the benefited cost of this School Resource Officer position. The cost for the January 1, 2006 to December 31, 2006 School Resource Officer position was \$ 49,894. The Barnesville Independent School District # 146 was billed for half of that amount. That amount was \$ 24,947. That was the only cost incurred by the Barnesville Independent School District # 146 at that time since the inception of the grant on January 1, 2003. The 2007 full-time benefited cost of the School Resource Officer position was anticipated to be \$ 53,560. Fifty percent (50 %) of that amount was \$ 26,780.

As of December 31, 2006, the grant requirements were fulfilled. At that time, the City of Barnesville and / or the Barnesville Independent School District # 146 could have eliminated the School Resource Officer position.

A new contract was signed for the period of January 01, 2007 to December 31, 2011.

A new contract was signed for the period of January 01, 2012 to December 31, 2016.

A new contract was signed for the period of January 01, 2017 to December 31, 2019.

On 05-16-17, Jeff Tharaldson turned in a formal notice that he was resigning from his full-time position with the Barnesville Police Department and his last day of employment would be 05-26-17.

Discussion and negotiation took place during the summer of 2017 with Jeff Tharaldson.

A new amended contract was signed for the period of September 05, 2017 to December 31, 2019. (This contract employed Jeff Tharaldson as a part-time employee.)

2014-2015 School Year = \$ 35,138.86 paid by ISD #146 (SRO 30 hrs. / week) (Full-time employment)

2015-2016 School Year = \$ 35,296.66 paid by ISD #146 (SRO 30 hrs. / week) (Full-time employment)

2016-2017 School Year = \$ 36,917.89 paid by ISD #146 (SRO 30 hrs. / week) (Full-time employment)

2017-2018 School Year = \$ 36,250.96 paid by ISD #146 (SRO 32.5 hrs. / week) (Part-time employment)

2018-2019 School Year = \$ 36,161.70 paid by ISD #146 (SRO 32.5 hrs. / week) (Part-time employment)

2019-2020 School Year = \$ 44,154.87 paid by ISD #146 (SRO 37.5 hrs. / week) (Part-time employment)

(Hours were reduced in the spring of 2020 due to COVID-19 restrictions. \$ 44,154.87 minus \$ 1,328.30 credit for distance learning reduced hours = \$ 42,826.57 for the 2019-2020 School Year.)

- During the 2014-2015 School Year, the SRO was in the schools 8 hours a day / 4 days a week per contract. The SRO was in and around the schools for the entire 8 hour day.
- During the 2015-2016 School Year, the SRO was in the schools 8 hours a day / 4 days a week per contract. The SRO was in and around the schools for the entire 8 hour day.
- During the 2015-2017 School Year, the SRO was in the schools 8 hours a day / 4 days a week per contract. The SRO was in and around the schools for the entire 8 hour day.
- During the 2017-2018 School Year, the SRO was in the schools 6.5 hours a day / 5 days a week per contract. The 6.5 hours represented an 8:00 am start time and a 3:30 pm end time (10:00 am start time for CPT days) and included an unpaid (1) hour lunch break where the SRO would leave the school and was off-shift and unavailable. **The change in the hourly schedule was negotiated by Superintendent Loeslie in an effort to meet ISD #146 budget goals.**
- During the 2018-2019 School Year, the SRO was in the schools 6.5 hours a day / 5 days a week per contract. The 6.5 hours represented an 8:00 am start time and a 3:30 pm end time and included an unpaid (1) hour lunch break where the SRO would leave the school and was off-shift and unavailable.

In December 2019 a new contract was signed for the period of January 01, 2020 to June 30, 2020. The SRO was in the schools 7.5 hours a day / 5 days a week per contract. The SRO was in and around the schools for the entire 7.5 hour day. The 7.5 hours represented an 8:00 am start time and a 3:30 pm end time (10:00 am start time for CPT days) and included a paid lunch break where the SRO was available and subject to call.

The change in the hourly schedule to include the paid lunch break language was negotiated by Superintendent Ellerbush. The contract term from the fiscal calendar City of Barnesville year was changed to end this and future contracts on June 30 of each year to mesh with the ISD #146 fiscal year per the request of Superintendent Ellerbush.

This January 01, 2020 to June 30, 2020 contract = \$25,901.85 paid by ISD #146 (SRO 37.5 hrs. / week) (Part-time employment) **Note: This was a (6) month contract. The previous contracts were for (1) year.**

From 2014 to 2019 the total **SALARY** cost of the SRO position was \$ 371,766.97

From 2014 to 2019 ISD #146 paid \$ 215,653.68 (Approximately 58%)

From 2014 to 2019 the City of Barnesville paid \$ 156,113.29 (Approximately 42%)

In the calendar year 2018 the total compensation paid to the SRO Officer was \$ 40,843.47. ISD #146 paid \$ 35,817.92 (88%) and the City of Barnesville paid \$ 5,025.55 (12%).

In the calendar year 2019 the total compensation paid to the SRO Officer was \$ 41,371.72. ISD #146 paid \$ 36,505.76 (88%) and the City of Barnesville paid \$ 4,865.96 (12%).

- (For the School Year 2014-2015, School Year 2015-2016, and School Year 2016-2017, the SRO was a full-time position and the contract was paid approximately 50% by the ISD #146 and 50% by the City of Barnesville. The SRO was in and around the schools for at least 30 hours per week during the school year and the remainder of the full-time employment was with the Barnesville Police Department covering patrol shifts every other weekend and full-time each summer.)
- (For the School Year 2017-2018, School Year 2018-2019, and School Year 2019-2020, the SRO was a part-time position and the contract was paid approximately 88% by the ISD #146 and 12% by the City of Barnesville. The SRO was in and around the schools for at least (32.5 hours per week 2017-2019) (37.5 hours per week 2020) during the school year and the remainder of the part-time employment was with the Barnesville Police Department attending department meetings, required training courses, and some extra shifts helping with the Clay County Fair and Barnesville Potato Days.)
- **The City of Barnesville has always paid 100% for the training, equipment, uniforms, license fees, equipment, vehicle, and gasoline expenses for the SRO position.**
- **The hourly cost used to calculate the SRO contract is the actual hourly cost to the City of Barnesville to employ the SRO position and doesn't contain a profit margin.**
- **ISD #146 only pays for the hours that the SRO Officer is in and around the schools during the assigned work day.**

Barnesville School Resource Officer (SRO)

On Monday, July 27, 2020 at 8:00 am, ISD #146 Superintendent Jon Ellerbush, ISD #146 Board Chair Dion Bredman, Barnesville City Administrator Mike Rietz, Barnesville SRO Jeff Tharaldson, and Barnesville Police Chief Dean Ernst met at the Barnesville City Hall. The following were items we discussed:

Minnesota Statute 126C.44 Safe Schools Levy is currently being used by ISD #146 to generate revenue to offset the expense of an SRO position. The Safe Schools Levy allows for \$36 multiplied by the district's adjusted pupil units for the school year. Superintendent Ellerbush provided the number 874 as the pupil unit for ISD #146. \$36 multiplied by 874 equals \$ 31,464.00 in revenue that can be used to offset the expense of the SRO position.

Contract Options to Consider:

- 1) 2020-2021 Contract from July 1, 2020 to June 30, 2021 for 1,248 SRO hours at ISD #146. The SRO would be present in and around the schools every day school is in session and would be available from 8:00 am to 3:30 pm. The SRO would take paid lunch breaks on-campus and would be subject to call if needed. Contract price would be **\$ 45,664.00**
- 2) 2020-2021 Contract from July 1, 2020 to June 30, 2021 for 1,076 SRO hours at ISD #146. The SRO would be present in and around the schools every day school is in session and would be available from 8:00 am to 3:30 pm. The SRO would take (one) hour unpaid lunch breaks off-campus and would be unavailable during that time. Contract price would be **\$ 39,371.00**
- 3) 2020-2021 Contract from July 1, 2020 to June 30, 2021 for (negotiated) SRO hours at ISD #146. The SRO would be present in and around the schools every day school is in session and would be available from 8:00 am to 3:30 pm. The SRO would take a (paid on-campus or unpaid off-campus) lunch breaks and would be (available or unavailable) during that time. ISD #146 could negotiate with the City of Barnesville to have a flexible SRO position where the SRO would spend the 8:00 am to 3:30 pm school days in and around the schools, but could be available to leave the school campus to assist the Barnesville Police Department with calls within the City of Barnesville. SRO could also be available to take Barnesville Police Department calls if another officer is unavailable due to other call volume or unavailability due to a scheduled meeting. Contract price would be negotiable.
- 4) Fail to approve an SRO Contract and the SRO position would be eliminated.

At a minimum the Barnesville Police Department would like the ISD #146 to renew the SRO contract at the #2) option from July 1, 2020 to December 31, 2020 for 574 SRO hours at ISD #146. The SRO would be present in and around the schools every day school is in session and would be available from 8:00 am to 3:30 pm. The SRO would take (one) hour unpaid off-campus lunch breaks and would be unavailable

during that time. Contract price would be **\$ 20,589.00** (This option would allow the City of Barnesville and the ISD #146 the ability to negotiate the #3) option if either #1) or #2) is unacceptable.

The ISD #146 School Board Meeting is August 3, 2020. The City of Barnesville City Council Meeting is August 10, 2020. School is tentatively scheduled to start September 1, 2020.

Contract terms for #1) and #2) could be forwarded to the City of Barnesville City Council Meeting for approval and would allow for contract terms to have an SRO contract in place prior to the start of school on September 1, 2020.

Contract terms for #3 would require more time and negotiation and wouldn't be able to meet the September 1, 2020 start of school date. A temporary contract term from July 1, 2020 to December 31, 2020 would allow for further research and / or negotiation for the SRO position if either Option #1) or Option #2) is unacceptable to the ISD #146 School Board.

7. Addendum
A. Proposal Request (PR) 5

Proposal Request #05
Barnesville School
 PR 5 BP2 Plan Review Revisions



Contractor	Date Sent	Date Received	\$ Amount
All Finish Concrete - 3A			
Taracon Precast - 3B			
Eicholtz Masonry - 4A	6/25/2020	7/7/2020	\$ 1,335.00
Integrity Steel Supply - 5A			
Innovative Erectors - 5B			
Gast Construction - 6A	6/25/2020	7/7/2020	\$ 770.00
Northern Woodwork - 6B	6/25/2020	6/30/2020	\$ 141.00
Herzog Coatings - 7A			
Pierce Lee Roofing - 7B	6/25/2020	7/1/2020	\$ 445.20
WCS1 - 7C			
Central Door & Hardware - 8A	6/25/2020	6/29/2020	\$ 3,734.00
Rusco Window - 8B	6/25/2020	7/7/2020	\$ -
8C			
RTL Construction - 9A	6/25/2020	7/15/2020	\$ -
McArthur Tile - 9B	6/25/2020	7/7/2020	\$ -
9C			
H2I Group - 9D			
Floor to Ceiling - 9E	6/25/2020	6/30/2020	\$ -
Traill Painting - 9F	6/25/2020	7/7/2020	\$ -
Olympus Lockers - 10A			
H&B Specialized Products - 11A			
H2I Group - 12A			
H2I Group - 12B			
Seating and Athletic Facility - 12C			
Otiz Elevator - 14A			
LVC Companies - 21A	6/25/2020	7/7/2020	\$ -
Manning Mechanical - 22A	6/25/2020	7/15/2020	\$ 21,044.37
Vinco - 26A	6/25/2020	7/15/2020	\$ 8,375.00

Landwehr Construction - 31A			
FM Asphalt - 32A			
32B			
Total			\$ 35,844.57

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 7/2/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add: 1335 ⁰⁰	Labor:\$ 1080 ⁰⁰
		Material:\$ 255 ⁰⁰
*	Deduct:	Labor:\$
		Material:\$
*	No Change:	_____

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Eicholtz Masonry
Company Name

Bo Got 7/6/2020
Signature Date

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review
Revisions



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St. Cloud, MN 56301

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*	Add:	Labor:\$ <u>720.00</u> Material:\$ <u>50.00</u>
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	_____

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R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Gast Construction Co., Inc.
Company Name
[Signature]
Signature
7/7/2020
Date



GAST CONSTRUCTION

General Contractors

Fargo • Wahpeton

Brad Bednar
RA Morton Construction Managers
3315 Roosevelt Road, Suite 100
St. Cloud, MN 56301

July 7, 2020

Re: Barnesville Public Schools Additions and Remodeling – PR 005

Brad,

Below is a broken down price to add the 4 doors that are being requested to replace as per PR 005. Those doors being E150.1, E150.2, E150.3 & E150.4. Existing frames to remain.

Carpenter Labor – 3 man hours per door 4 doors x 3 man hours x \$60.00/hr	\$720.00
Misc. Consumables	<u>\$50.00</u>
Total	\$770.00

If you have any questions or concerns please call.

Signature for Approval: _____

Date: _____

Thanks,

Jared Pedersen
Project Manager

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review
Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

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Please submit your response to the office of R.A. Morton & Associates, LLC by 7/2/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ 0
		Material:\$ 367.00
*	Deduct:	Labor:\$ 0
		Material:\$ \$226.00
*	No Change:	

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Northern Woodwork Inc
Company Name

Jackie Meunier 6/30/20
Signature Date



Northern Woodwork, Inc.

Complete Casework & Millwork Packages Since 1920

6/30/20

Change Proposal

To: RA Morton
Attn: Brad Bednar
Project: Barnesville Public Schools
NWI Job #: #0035
Issued By: Jackie Meunier - Estimator
218-681-2305 ext. 212
jackie@northernwoodworkinc.com

Regarding: PR#5
Add: \$141.00 including tax
Includes: Adds 1-Butcherblock bench at Dress Rm #192B.
Adds A&M bracket and ledger at Dress Rm #192B
Omits 2 plastic laminate sink cabinets at Training & Conf Rm
Adds 2 plastic laminate aprons at Training & Conf. Rm
Adds ledger at Training & Conf. Rm
Delivery to site and Installation

No work will be performed on this change proposal until a signed and dated authorization is received by mail, fax or email.

Accepted By: _____

Date: _____

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

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*	Add:	Labor:\$ 330.00	Total: \$445.20
		Material:\$ 115.20	
*	Deduct:	Labor:\$	
		Material:\$	
*	No Change:		

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R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Pierce Lee Roofing
Company Name
Pierce Lee 7/1/20
Signature Date

July 1, 2020

R.A. Morton Construction Managers
3315 Roosevelt Rd STE 100
St. Cloud, MN 56301

Project: Barnesville Public School
Barnesville, MN

PR No. 005

Material:

80 sq ft membrane @ \$1.05	\$ 84.00
48 sq ft insulation @\$0.65	<u>\$ 31.20</u>
	\$115.20

Labor:

6 hours @ \$55.00	\$330.00
-------------------	----------

Total:	\$445.20
--------	----------

Central Door & Hardware, Inc.
602 43rd St. NW
Fargo, ND 58102
Phone 701-281-9082 ~ 1-800-747-9082
Fax 701-281-1707

CDH Project # 6475

DATE: 6/29/2020

PROJECT: Barnesville Public School Add. & Remod

TO: R A Morton

LOCATION: Barnesville MN

ATTENTION: Brad Bednar

ARCHITECT: Wendel

WE ACKNOWLEDGE ADDENDUMS:

WE PROPOSE TO FURNISH THE MATERIAL SPECIFIED BELOW:

P.R. 005 Doors E150.1, E150.2, E150.3, E150.4

1- Non rated 3070 flush wood door (verify) with hardware preps	\$325.00 (each)
1- Hinges FBB179NRP 4-1/2" x 4-1/2" US26D	4.50 (each)
1- Exit Device 2108 4908 630 36" (non fire rated)	\$440.00 (each)
1- door closer D4550 HS 689	\$135.00 (each)
1- kick plate 10 x 34 32D	20.00 (each)
Total (Per Door opening)	\$933.50 (each)
Grand Total	\$3,734.00

**F.O.B. JOBSITE
NO STATE OR CITY TAX INCLUDED
MATERIAL ONLY**

ACCEPTED: _____

RESPECTFULLY SUBMITTED,

BY: _____

CENTRAL DOOR & HARDWARE, INC.

DATE: _____

BY: Tom Edmunds

Tom Edmunds

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review
Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

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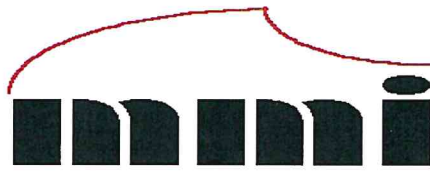
*	Add:	Labor:\$ <u>13,536</u> Material:\$ <u>12,228</u>
*	Deduct:	Labor:\$ <u>NA</u> Material:\$ <u>NA</u>
*	No Change:	<u>NA</u>

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R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

MANNING MECHANICAL
Company Name

[Signature] 7.9.2020
Signature Date



Date: 7.7.2020

Project Name: BARNESVILLE PUBLIC SCHOOL

Project #:

Time Extension To The Mechanical Contract

Description: PR#5 Plan Review Changes

Manning Mechanical, Inc.

11 Days

4210 19th Ave N, Fargo, ND 58102

Bus: 701-293-9774

Fax: 701-293-6863

DESCRIPTION	QUANTITY	UNIT	MATERIAL		LABOR		TOTAL
			PER UNIT	SUBTOTAL	PER UNIT	SUBTOTAL	
MATERIAL							
PLAN PAGE M1415 & M1425							
BEF-1	1	Each	\$ 1,005.00	\$1,005.00	3	3.00	\$1,005.00
STORM COLLAR	1	Each	\$ 15.50	\$15.50	0.5	0.50	\$15.50
8X6 DUCT	68	Each	\$ 3.33	\$226.44	0.24	16.32	\$226.44
8X6 ELBOW	4	Each	\$ 15.52	\$62.08	0.39	1.56	\$62.08
6X6 COLLAR	1	Each	\$ 7.62	\$7.62	0.39	0.39	\$7.62
6X6 DUCT	17	Each	\$ 3.19	\$54.23	0.22	3.74	\$54.23
6X6 ELBOW	1	Each	\$ 14.25	\$14.25	0.35	0.35	\$14.25
E-1 REGISTERS	2	Each	\$ 43.25	\$86.50	0.5	1.00	\$86.50
PLAN PAGE MD2411							
FAN DEMO	1	Each	\$ -	\$0.00	3	3.00	\$0.00
ROOF HOOD DEMO (ALL ROOFING BY OTHERS)	3	Each	\$ -	\$0.00	3	9.00	\$0.00
PLAN PAGE M2411							
BEF-1	1	Each	\$ 1,005.00	\$1,005.00	3	3.00	\$1,005.00
8X6	25	Each	\$ 3.33	\$83.25	0.24	6.00	\$83.25
8X6 ELBOW	2	Each	\$ 15.52	\$31.04	0.39	0.78	\$31.04
STORM COLLAR	1	Each	\$ 15.50	\$15.50	0.5	0.50	\$15.50
PLAN PAGE M2412							
BLANK OFFS	8	Each	\$ 5.00	\$40.00	0.33	2.64	\$40.00
PAINT	1	Each	\$ 10.00	\$10.00	0.5	0.50	\$10.00
REMOVE/REINSTALL GRD FOR BLANK OFFS	8	Each	\$ -	\$0.00	0.5	4.00	\$0.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
PLAN PAGE M1202							
CONCRETE CUT AND PATCH	96	Each	\$ 35.00	\$3,360.00	0	0.00	\$3,360.00
4" PVC 45	20	Each	\$ 5.52	\$110.40	0.58	11.60	\$110.40
4" PVC PIPE	60	Each	\$ 2.18	\$130.80	0.08	4.80	\$130.80
3/4" WARD FLEX	80	Each	\$ 3.87	\$309.60	0.02	1.60	\$309.60
WARD FLEX ADAPTERS	12	Each	\$ 16.82	\$201.84	0.44	5.28	\$201.84
PLAN PAGE M1204							
2" PVC WYE	1	Each	\$ 4.17	\$4.17	0.48	0.48	\$4.17
2" PVC 45	3	Each	\$ 1.95	\$5.85	0.32	0.96	\$5.85
2" PVC LS 90	2	Each	\$ 3.44	\$6.88	0.32	0.64	\$6.88
2" PVC 90	1	Each	\$ 2.10	\$2.10	0.32	0.32	\$2.10
4" X 2" PVC WYE	1	Each	\$ 12.24	\$12.24	0.82	0.82	\$12.24
2" PVC PIPE	45	Each	\$ 0.81	\$36.45	0.05	2.25	\$36.45
6" X 2" PVC WYE	-1	Each	\$ 47.65	(\$47.65)	1.4	-1.40	(\$47.65)
2" PVC 45	-2	Each	\$ 1.95	(\$3.90)	0.58	-1.16	(\$3.90)
2" PVC LS 90	-1	Each	\$ 3.44	(\$3.44)	0.32	-0.32	(\$3.44)
2" PVC PIPE	-15	Each	\$ 0.81	(\$12.15)	0.05	-0.75	(\$12.15)
PLAN PAGE M1212							
1" THREADED BALL VALVE	2	Each	\$ 15.95	\$31.90	0.49	0.98	\$31.90
GAS SHUT OFF BOX	1	Each	\$ 350.00	\$350.00	1	1.00	\$350.00
PLAN PAGE M1213							
1/2" COPPER TEE	1	Each	\$ 1.30	\$1.30	0.38	0.38	\$1.30
1/2" COPPER 90	4	Each	\$ 0.77	\$3.08	0.26	1.04	\$3.08
1/2" HOLDRITE	2	Each	\$ 2.28	\$4.56	0.1	0.20	\$4.56
1/2" COPPER PIPE	30	Each	\$ 1.45	\$43.50	0.03	0.90	\$43.50
3" HANGER	6	Each	\$ 5.00	\$30.00	0.22	1.32	\$30.00
			79				
PLAN PAGE M1224							
3" X 1/2" PROGRESS TEE	1	Each	\$ 229.29	\$229.29	0.56	0.56	\$229.29
1/2" SWT 90	5	Each	\$ 0.77	\$3.85	0.26	1.30	\$3.85

1/2" SWT BALL VALVE	1	Each	\$ 7.29	\$7.29	0.26	0.26	\$7.29
1/2" SWT CAP	1	Each	\$ 0.55	\$0.55	0.13	0.13	\$0.55
1/2" HOLDRITE	2	Each	\$ 2.28	\$4.56	0.1	0.20	\$4.56
1/2" COPPER PIPE	20	Each	\$ 1.45	\$29.00	0.03	0.60	\$29.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
					SUM		90.3
RENTALS							
Backhoe	0	hours	\$ 65.00	\$ -			\$0.00
Crane	0	hours	\$ 200.00	\$ -			
Power Scaffold	0	Per Week	\$ 200.00	\$ -			
Specialties							

LABOR							
Welder	-	hours			\$90.90	\$0.00	\$0.00
Mechanic-Pipefitter / Plumber / Sheet Metal	90.3	hours			\$90.90	\$8,205.54	\$8,205.54
Mechanic-HVAC / Service / Startup	-	hours			\$90.90	\$0.00	\$0.00
Height Differential @ 10% of Crew Labor	10%				-	\$ -	\$0.00
Pipe Testing	0	hours				\$ -	\$0.00
Research	0	hours			\$65.00	\$0.00	\$0.00
Trucking	0	hours			\$50.00	\$0.00	\$0.00
Total - Crew Labor	90						
				Material:	\$7,508.48	Labor:	\$8,205.54
SUBCONTRACTOR	Sub-total	5%	Total				
Site Utilities	\$0.00	\$0.00	\$0.00				
Controls	\$1,740.00	\$87.00	\$1,827.00				
Insulation	\$850.00	\$42.50	\$892.50				
Balancing	\$400.00	\$20.00	\$420.00				
Fire Protection	\$0.00	\$0.00	\$0.00				
Temporary Heat	\$0.00	\$0.00	\$0.00				
	Total Subcontractors		\$3,139.50				
						Subtotal	\$15,714.02
						Sales Tax 7.50%	\$563.14
						Subtotal	\$16,277.16
						P&O 0.10	\$1,627.72
						Subtotal	\$17,904.87
						Subcontractor	\$3,139.50
						Subtotal	\$21,044.37
With Time Extension						Total	\$21,044.37
Without Time Extension						Optional Total	\$22,096.59

Zach Osbjornson

From: Scott Miller <scott@diamondenergysystems.com>
Sent: Tuesday, July 07, 2020 2:01 PM
To: Zach Osbjornson
Subject: Barnesville School PR #05

Zach,

Please figure \$500 for the pipe insulation on PR #05, and \$350 for the duct insulation. Labor/material breakout is 50% each. Thanks

Scott

PROPOSAL

TESTING ~ ADJUSTING ~ BALANCING

Project: Barnesville School PR-05
Project Location: *Barnesville, MN*

CLINFOOT[™]

AIR & WATER BALANCING

4805 DeMers Avenue ~ P.O. Box 12816

Grand Forks, ND 58208-2816

Phone (701) 775-3961

Fax (701) 775-2194

Date: 7/6/2020

AIR SYSTEMS TESTING AND BALANCING as related to the following equipment:
Registers & Grilles associated with above equipment

HYDRONIC SYSTEMS TESTING AND BALANCING as related to the following equipment:
Hydronic Balancing Valves associated with Heating / Cooling Circuits

Total Net Price: \$ 400.00

Remarks:

C.L. Linfoot Company

By Cody Hansen

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review
Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301


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*	Add:	Labor:\$ 1,700.00
		Material:\$ 40.00
*	Deduct:	Labor:\$
		Material:\$
*	No Change:	

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Johnson Controls, Inc.
Company Name

Signature
7/7/2020
Date

PROPOSAL REQUEST

DATE: 6/25/2020
PROJECT: Barnesville Public School
RE: PR No. 005
SUBJECT: PR 5 BP2 Plan Review
Revisions



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

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Please submit your response to the office of R.A. Morton & Associates, LLC by 7/2/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ 6,418.87	\$5,822.10 per revised breakdown
		Material:\$ <u>2,552.66</u>	
*	Deduct:	Labor:\$ _____	
		Material:\$ _____	
*	No Change:	_____	

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R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

VINGO INC.
Company Name

APPROVED
By Zachary Jeppesen at 4:03 pm, Jul 08, 2020

CHANGE ORDER REQUEST

PR-05

To: RA MORTON
3315 ROOSEVELT ROAD, SUITE 100
ST. CLOUD, MN 56301

COR # _____
 ITEM(S) # _____

A BRAD BEDNER
 cc: _____

Date: 7/15/2020

Project: BARNESVILLE PUBLIC SCHOOLS

Title PR-05 RESPONSE

Scope of Change: Per Attached

Amount of Change:

Material:	1	X	\$2,156.31	=	\$2,156.31
Material Tax	1	X	\$ 159.03	=	\$159.03
Subcontractor Material	1		\$ -	=	\$0.00
Equipment	0		\$ -	=	\$0.00
Plan Copying	1		\$ -	=	\$0.00
SUBTOTAL MATERIALS:					\$2,315.34
Overhead MATERIAL	\$2,315.34	X	5.00%	=	\$115.77
Profit MATERIAL	\$2,431.10		5.00%	=	\$121.56
TOTAL MATERIALS:					\$2,552.66

Labor	66.26	X	\$ 85.00	=	\$5,632.10
Subcontractor Labor	1		\$ -	=	\$0.00
Field Superintendent	2		\$ 95.00	=	\$190.00
SUBTOTAL LABOR:					\$5,822.10
Overhead LABOR	\$5,822.10	X	0.00%	=	\$0.00
Profit LABOR	\$5,822.10		0.00%	=	\$0.00
TOTAL LABOR:					\$5,822.10
Additional Days OH					\$0.00
GRAND TOTAL					\$8,375

Signed **APPROVED**
By Zachary Jeppesen / Project Manager Date _____

This Change Order is good for 30 days from the date of signature.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Item #	Item Name	Quantity	Price 1	U	Ext Price 1	Labor 1	U	Labor 1 Ext				
2	Label Set: Combined, 200_e_E1153 HS Area C Electronic, Combined, Coi					\$169.59			12.11				
3	1,508	3/4 EMT CONDUIT	90.00	\$116.36	C	\$104.72	7.43	C	6.69				
4	1,629	3/4 EMT CONN D/S	2.00	\$72.52	C	\$1.45	6.28	C	0.13		Standard Materials		\$ 1,171.81
5	1,725	3/4 EMT COUP D/S	9.00	\$76.51	C	\$6.89	4.40	C	0.40		Fire Alarm Quote		\$ 122.00
6	1,962	3/4 EMT 1 HOLE STP/STL	11.00	\$19.18	C	\$2.11	3.77	C	0.41		Fixture Quote		\$ 862.50
7	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	11.00	\$2.70	C	\$0.30	0.00	X	0.00		(See Attached)		
8	5,874	1/4 FLAT STEEL WASHER	11.00	\$82.50	C	\$9.08	0.00	X	0.00			Total	\$ 2,156.31
9	6,038	TEK SCREWS	2.00	\$34.50	M	\$0.07	3.14	C	0.06				
10	6,085	BOX TO STUD HANGER	1.00	\$88.73	C	\$0.89	6.28	C	0.06		Standard Labor		66.26
11	9,527	#16 CONTROL TERMINATON	4.00	\$0.00	X	\$0.00	0.11	E	0.45				
12	24,921	4/S BOX 1-1/2" DEEP	1.00	\$301.24	C	\$3.01	12.56	C	0.13				
13	24,926	4/S 1/2" DEEP 1G MUD RING	1.00	\$183.92	C	\$1.84	6.28	C	0.06				
14	27,962	FA MANUAL STATION ADDRESSABLE	1.00	\$0.00	Q	\$0.00	0.50	E	0.50				
15	28,085	FA 18/2 RED CABLE	100.00	\$135.90	M	\$13.59	12.06	M	1.21				
16	28,087	FA 14/2 RED CABLE	100.00	\$256.49	M	\$25.65	20.10	M	2.01				
17	100,075	FIRE ALARM PIPE & WIRE	90.00	\$0.00	Q	\$0.00	0.00	X	0.00				
18	Label Set: Combined, 207_e_E1234 HS Area D Power, Combined, Combi					\$131.19			4.55				
19	31	12 THHN CU STRANDED	20.00	\$142.03	M	\$2.84	5.00	M	0.10				
20	32	10 THHN CU STRANDED	20.00	\$217.20	M	\$4.34	6.20	M	0.12				
21	1,508	3/4 EMT CONDUIT	5.00	\$116.36	C	\$5.82	7.43	C	0.37				
22	1,629	3/4 EMT CONN D/S	2.00	\$72.52	C	\$1.45	6.28	C	0.13				
23	1,962	3/4 EMT 1 HOLE STP/STL	1.00	\$19.18	C	\$0.19	3.77	C	0.04				
24	5,450	#10 X 1 1/2 SCREW	4.00	\$4.16	C	\$0.17	0.00	X	0.00				
25	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	1.00	\$2.70	C	\$0.03	0.00	X	0.00				
26	5,874	1/4 FLAT STEEL WASHER	1.00	\$82.50	C	\$0.83	0.00	X	0.00				
27	5,996	#8-#12 PLASTIC ANCHOR 100# 1 1/4"	4.00	\$2.65	C	\$0.11	16.08	C	0.64				
28	8,621	1/2 FLEX STEEL	3.00	\$94.27	C	\$2.83	2.51	C	0.08				
29	8,675	1/2 FLEX SQZ CONN	1.00	\$229.28	C	\$2.29	7.54	C	0.08				
30	8,728	1/2 FLEX 90 1 SCREW CONN	1.00	\$356.66	C	\$3.57	11.30	C	0.11				
31	9,535	30A WIRE TERMINATION	10.00	\$0.00	X	\$0.00	0.15	E	1.51				
32	9,608	R/Y RED/YELLOW 3M WIRE NUT	4.00	\$13.20	C	\$0.53	4.52	C	0.18				

	A	B	C	D	E	F	G	H	I	J	K	L	M
33	20,229	30A GD 1 PH N1 NF SW	1.00	\$106.20	E	\$106.20	1.19	E	1.19				
34	Label Set: Combined, 218_e_ E2121 ES Area G Lighting, Combined, Com					\$675.88			42.44				
35	31	12 THHN CU STRANDED	1,060.00	\$142.03	M	\$150.55	5.00	M	5.30				
36	1,508	3/4 EMT CONDUIT	350.00	\$116.36	C	\$407.26	7.43	C	26.02				
37	1,629	3/4 EMT CONN D/S	12.00	\$72.52	C	\$8.70	6.28	C	0.75				
38	1,725	3/4 EMT COUP D/S	35.00	\$76.51	C	\$26.78	4.40	C	1.54				
39	1,962	3/4 EMT 1 HOLE STP/STL	43.00	\$19.18	C	\$8.25	3.77	C	1.62				
40	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	43.00	\$2.70	C	\$1.16	0.00	X	0.00				
41	5,874	1/4 FLAT STEEL WASHER	43.00	\$82.50	C	\$35.48	0.00	X	0.00				
42	6,084	BOX SUPPORTS-CLIP ON	6.00	\$100.18	C	\$6.01	3.77	C	0.23				
43	9,606	YELLOW 3M WIRE NUT	18.00	\$7.80	C	\$1.40	4.02	C	0.72				
44	22,772	LED RED EXIT FIXTURE W/BATTERY	6.00	\$0.00	X	\$0.00	0.85	E	5.12				
45	24,921	4/S BOX 1-1/2" DEEP	6.00	\$301.24	C	\$18.07	12.56	C	0.75				
46	24,927	4/S 5/8" DEEP 1G MUD RING	6.00	\$203.56	C	\$12.21	6.28	C	0.38				
47	100,018	FIXTURE E1-L - EXIT - SF	6.00	\$0.00	Q	\$0.00	0.00	X	0.00				
48	Label Set: Combined, 220_e_ E2131 ES Area G Power, Combined, Combi					\$195.15			7.16				
49	31	12 THHN CU STRANDED	100.00	\$142.03	M	\$14.20	5.00	M	0.50				
50	32	10 THHN CU STRANDED	20.00	\$217.20	M	\$4.34	6.20	M	0.12				
51	1,508	3/4 EMT CONDUIT	30.00	\$116.36	C	\$34.91	7.43	C	2.23				
52	1,629	3/4 EMT CONN D/S	3.00	\$72.52	C	\$2.18	6.28	C	0.19				
53	1,725	3/4 EMT COUP D/S	3.00	\$76.51	C	\$2.30	4.40	C	0.13				
54	1,962	3/4 EMT 1 HOLE STP/STL	3.00	\$19.18	C	\$0.58	3.77	C	0.11				
55	5,450	#10 X 1 1/2 SCREW	4.00	\$4.16	C	\$0.17	0.00	X	0.00				
56	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	4.00	\$2.70	C	\$0.11	0.00	X	0.00				
57	5,874	1/4 FLAT STEEL WASHER	4.00	\$82.50	C	\$3.30	0.00	X	0.00				
58	5,996	#8-#12 PLASTIC ANCHOR 100# 1 1/4"	4.00	\$2.65	C	\$0.11	16.08	C	0.64				
59	8,779	1/2 LIQUIDTIGHT FLEX	5.00	\$178.20	C	\$8.91	2.51	C	0.13				
60	8,791	1/2 LIQUIDTIGHT FLEX CONN	1.00	\$658.04	C	\$6.58	10.05	C	0.10				
61	8,839	1/2 LIQUIDTIGHT 90 FLEX CONN	1.00	\$1,074.86	C	\$10.75	12.56	C	0.13				
62	9,535	30A WIRE TERMINATION	10.00	\$0.00	X	\$0.00	0.15	E	1.51				
63	9,608	R/Y RED/YELLOW 3M WIRE NUT	4.00	\$13.20	C	\$0.53	4.52	C	0.18				
64	20,229	30A GD 1 PH N1 NF SW	1.00	\$106.20	E	\$106.20	1.19	E	1.19				
65						\$1,171.81			66.26				



Quotation

VIKING ELECTRIC
 451 INDUSTRIAL BLVD NE
 MINNEAPOLIS, MN 55413-2938
 612-627-1234 Fax 612-627-1240

QUOTE DATE	QUOTE NUMBER
07/08/20	S003770619
PAGE NO.	
1 of 1	

joshua.hamilton@vikingelectric.com

QUOTE TO:
 VINCO INC.
 PO BOX 907
 FOREST LAKE, MN 55025-0907
 218-685-4973

SHIP TO:
 VINCO INC - ELBOW LAKE TAXABLE
 117 2ND AVE SE
 ELBOW LAKE, MN 56531
 218-685-4973

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	JOB NAME	QUOTED TO		
30812	Barnesville PR5		Greg		
SALESPERSON	SHIP VIA	FREIGHT ALLOWED	EXPIRATION DATE		
JOSH HAMILTON	STC-151A	No	08/22/20		
ORDER QTY	UPC	DESCRIPTION	UNIT PRICE	U	EXT PRICE
6ea	08008353418	CPL CX71WHSD EXIT WH DC HOUS UNV RNG W BAT Item is subject to NS return policy	143.750	e	862.50

TERMS & CONDITIONS
 Prices firm for 5 days unless otherwise stated. Pricing for commodities such as conduit and wire are subject to change and will be in effect at time of shipment unless otherwise noted. Prices are subject to change if order quantities change. Stock quantities are subject to availability at time of order.

TAXES NOT INCLUDED

Subtotal	862.50
S&H CHGS	0.00
Amount Due	862.50

Protection Systems, Inc.

901 Page Drive
 Fargo, ND 58103
 Ph (701) 280-2144
 Fax (701) 356-4013

Estimate

Date	Estimate #
7/8/2020	18736

Name / Address
Vinco Electric Barnesville PR #5

Rep	Project
IRK	Barnesville HS - PR #5

Description	Qty	Cost
<p>*** Fire Alarm PR #5 ***</p> <p>Addressable Pull Station - Single Action.</p> <p>Protection Systems, Inc. shall provide the equipment listed above, make final connections at the main control equipment, test and certify the system.</p>	1	122.00
All applicable taxes included		Total \$122.00

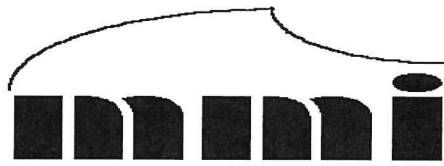
Signature _____

Proposal Request #06
Barnesville School
 Plumbing Review Revisions



Contractor	Date Sent	Date Received	\$ Amount
All Finish Concrete - 3A			
Taracon Precast - 3B			
Eicholtz Masonry - 4A			
Integrity Steel Supply - 5A			
Innovative Erectors - 5B			
Gast Construction - 6A			
Northern Woodwork - 6B			
Herzog Coatings - 7A			
Pierce Lee Roofing - 7B	6/12/2020	6/18/2020	\$ -
WCS1 - 7C			
Central Door & Hardware - 8A			
Rusco Window - 8B			
8C			
RTL Construction - 9A			
McArthur Tile - 9B			
9C			
H2I Group - 9D			
Floor to Ceiling - 9E			
Traill Painting - 9F			
Olympus Lockers - 10A			
H&B Specialized Products - 11A			
H2I Group - 12A			
H2I Group - 12B			
Seating and Athletic Facility - 12C			
Otiz Elevator - 14A			
LVC Companies - 21A			
Manning Mechanical - 22A	6/12/2020	7/9/2020	\$ 66,688.21
Vinco - 26A			

Landwehr Construction - 31A			
FM Asphalt - 32A			
32B			
Total			\$ 66,688.21



Manning Mechanical, Inc.

Date: 6.25.20

Project Name: BARNESVILLE PUBLIC SCHO

Project #:

Time Extension To The Mechanical Contract

Description: PR #6

28 Days

4210 19th Ave N, Fargo, ND 58102

Bus: 701-293-9774

Fax: 701-293-6863

DESCRIPTION	QUANTITY	UNIT	MATERIAL		LABOR		TOTAL
			PER UNIT	SUBTOTAL	PER UNIT	SUBTOTAL	
MATERIAL							
PLAN SHEET M2201							
10"X 4"PVC BUSHING	-1	Each	\$ 56.90	(\$56.90)	1	-1.00	(\$56.90)
8"FERNCO	-1	Each	\$ 21.64	(\$21.64)	1	-1.00	(\$21.64)
8"PVC 90	-1	Each	\$ 50.05	(\$50.05)	1.3	-1.30	(\$50.05)
8"X 6"PVC WYE	-1	Each	\$ 45.10	(\$45.10)	1.72	-1.72	(\$45.10)
6"X 4"PVC BUSHING	-1	Each	\$ 19.20	(\$19.20)	1.04	-1.04	(\$19.20)
6"PVC 45	-4	Each	\$ 37.45	(\$149.80)	1.04	-4.16	(\$149.80)
6"X 4"PVC WYE	-4	Each	\$ 47.65	(\$190.60)	1.4	-5.60	(\$190.60)
6"PVC CPLG	-7	Each	\$ 16.65	(\$116.55)	1.04	-7.28	(\$116.55)
4"PVC WYE	-2	Each	\$ 16.85	(\$33.70)	0.86	-1.72	(\$33.70)
4"PVC 45	-5	Each	\$ 8.35	(\$41.75)	0.58	-2.90	(\$41.75)
4"PVC LT 90	-2	Each	\$ 12.35	(\$24.70)	0.58	-1.16	(\$24.70)
4"PVC CPLG	-12	Each	\$ 4.19	(\$50.28)	0.58	-6.96	(\$50.28)
3"PVC 45	-2	Each	\$ 4.55	(\$9.10)	0.48	-0.96	(\$9.10)
3"PVC LT 90	-1	Each	\$ 6.55	(\$6.55)	0.48	-0.48	(\$6.55)
8"PVC PIPE	-10	Each	\$ 6.35	(\$63.50)	0.16	-1.60	(\$63.50)
6"PVC PIPE	-160	Each	\$ 4.08	(\$652.80)	0.14	-22.40	(\$652.80)
4"PVC PIPE	-250	Each	\$ 1.80	(\$450.00)	0.08	-20.00	(\$450.00)
3"PVC PIPE	-40	Each	\$ 1.32	(\$52.80)	0.07	-2.80	(\$52.80)
10"FERNCO	1	Each	\$ 32.45	\$32.45	1	1.00	\$32.45
10"X 6"PVC BUSHING	1	Each	\$ 86.15	\$86.15	1	1.00	\$86.15
10"X 8"PVC BUSHING	1	Each	\$ 95.45	\$95.45	1	1.00	\$95.45
10"PVC 90	1	Each	\$ 96.85	\$96.85	1.47	1.47	\$96.85
10"X 8"PVC WYE	1	Each	\$ 116.60	\$116.60	2.08	2.08	\$116.60
8"PVC 45	5	Each	\$ 40.10	\$200.50	1.31	6.55	\$200.50
8"PVC 90	1	Each	\$ 50.05	\$50.05	1.31	1.31	\$50.05
8"X 4"PVC WYE	2	Each	\$ 30.60	\$61.20	1.94	3.88	\$61.20
8"PVC CPLG	9	Each	\$ 25.10	\$225.90	1.31	11.79	\$225.90
6"PVC 45	4	Each	\$ 37.45	\$149.80	1.04	4.16	\$149.80
6"PVC LT 90	1	Each	\$ 66.90	\$66.90	1.04	1.04	\$66.90
6"X 4"PVC WYE	1	Each	\$ 47.65	\$47.65	1.4	1.40	\$47.65
6"PVC CPLG	9	Each	\$ 16.65	\$149.85	1.04	9.36	\$149.85
10"PVC PIPE	10	Each	\$ 8.79	\$87.90	0.2	2.00	\$87.90
8"PVC PIPE	200	Each	\$ 6.35	\$1,270.00	0.16	32.00	\$1,270.00
6"PVC PIPE	190	Each	\$ 4.08	\$775.20	0.14	26.60	\$775.20
PLAN SHEET M2211							
3"N.H. CO TEE	-1	Each	\$ 33.50	(\$33.50)	0.56	-0.56	(\$33.50)
4"MISSION CPLG	-2	Each	\$ 17.80	(\$35.60)	0	0.00	(\$35.60)
4"N.H. 90	-3	Each	\$ 33.76	(\$101.28)	0.64	-1.92	(\$101.28)
4"N.H.SS 90	-3	Each	\$ 52.72	(\$158.16)	0.64	-1.92	(\$158.16)
4"N.H. CO TEE	-3	Each	\$ 58.80	(\$176.40)	0.64	-1.92	(\$176.40)
3"N.H.HD CPLG	-1	Each	\$ 4.18	(\$4.18)	0	0.00	(\$4.18)
4"N.H.HD CPLG	-15	Each	\$ 7.28	(\$109.20)	0	0.00	(\$109.20)
4"BLK RISER CLAMP	-3	Each	\$ 6.09	(\$18.27)	0.26	-0.78	(\$18.27)
4"ZC100-C	-3	Each	\$ 694.20	(\$2,082.60)	0.96	-2.88	(\$2,082.60)
5"CORE DRILL	-1	Each	\$ 35.00	(\$35.00)	1.2	-1.20	(\$35.00)
5"HANGER	-2	Each	\$ 9.00	(\$18.00)	0.26	-0.52	(\$18.00)
6"HANGER	-8	Each	\$ 9.00	(\$72.00)	0.26	-2.08	(\$72.00)
4"N.H. PIPE	-50	Each	\$ 19.88	(\$994.00)	0.14	-7.00	(\$994.00)
3"N.H. PIPE	-10	Each	\$ 15.30	(\$153.00)	0.1	-1.00	(\$153.00)
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
4"N.H.45	1	Each	\$ 24.72	\$24.72	0.64	0.64	\$24.72
4"N.H.90	1	Each	\$ 33.76	\$33.76	0.64	0.64	\$33.76
4"N.H.SS 90	1	Each	\$ 52.72	\$52.72	0.64	0.64	\$52.72
6"MISSION CPLG	1	Each	\$ 38.30	\$38.30	0	0.00	\$38.30
6"N.H.CO TEE	1	Each	\$ 128.72	\$128.72	0.8	0.80	\$128.72
6"N.H.45	2	Each	\$ 54.80	\$109.60	0.8	1.60	\$109.60

6"N.H.90	2	Each	\$ 81.68	\$163.36	0.8	1.60	\$163.36
6"N.H.SS 90	5	Each	\$ 97.20	\$486.00	0.8	4.00	\$486.00
6"BLK RISER CLAMP	1	Each	\$ 10.19	\$10.19	0.4	0.40	\$10.19
6"ZC100-C	2	Each	\$ 877.00	\$1,754.00	1.36	2.72	\$1,754.00
6"ZC100-C-W2	1	Each	\$ 1,129.00	\$1,129.00	1.36	1.36	\$1,129.00
8"MISSION CPLG	1	Each	\$ 52.14	\$52.14	0	0.00	\$52.14
8"CO TEE	1	Each	\$ 328.72	\$328.72	1.08	1.08	\$328.72
8"N.H.45	1	Each	\$ 158.16	\$158.16	1.04	1.04	\$158.16
8"N.H.LT 90	2	Each	\$ 251.60	\$503.20	1.04	2.08	\$503.20
8"X 4"N.H.WYE	1	Each	\$ 177.60	\$177.60	1.56	1.56	\$177.60
8"X 6"N.H.REDUCER	1	Each	\$ 82.24	\$82.24	0.88	0.88	\$82.24
8"ZC100-C-42	0	Each	\$ 1,311.60	\$0.00	1.36	0.00	\$0.00
10"x 8"N.H.WYE	1	Each	\$ 589.44	\$589.44	1.92	1.92	\$589.44
10"x 6"N.H.REDUCER	1	Each	\$ 153.52	\$153.52	1.04	1.04	\$153.52
3"PVC LT 90	1	Each	\$ 6.55	\$6.55	0.48	0.48	\$6.55
3"ZARB199	1	Each	\$ 378.00	\$378.00	1.2	1.20	\$378.00
10"ZARB199	1	Each	\$ 1,759.80	\$1,759.80	1.6	1.60	\$1,759.80
4"N.H.HD CPLG	7	Each	\$ 7.28	\$50.96	0	0.00	\$50.96
6"N.H.HD CPLG	23	Each	\$ 17.10	\$393.30	0	0.00	\$393.30
8"N.H.HD CPLG	11	Each	\$ 35.27	\$387.97	0	0.00	\$387.97
10"N.H.HD CPLG	2	Each	\$ 60.42	\$120.84	0	0.00	\$120.84
4"N.H.PIPE	10	Each	\$ 19.88	\$198.80	0.14	1.40	\$198.80
6"N.H.PIPE	90	Each	\$ 33.37	\$3,003.30	0.2	18.00	\$3,003.30
8"N.H.PIPE	140	Each	\$ 53.24	\$7,453.60	0.32	44.80	\$7,453.60
10"N.H.PIPE	5	Each	\$ 90.45	\$452.25	0.38	1.90	\$452.25
6"HANGER	2	Each	\$ 9.00	\$18.00	0.26	0.52	\$18.00
8"HANGER	24	Each	\$ 11.00	\$264.00	0.4	9.60	\$264.00
10"HANGER	26	Each	\$ 21.00	\$546.00	0.4	10.40	\$546.00
12"HANGER	2	Each	\$ 25.00	\$50.00	0.4	0.80	\$50.00
PLAN SHEET M1205							
2"PVC FLOOR DRAIN	-1	Each	\$ 290.40	(\$290.40)	1.2	-1.20	(\$290.40)
2"PVC LT 90	-1	Each	\$ 3.44	(\$3.44)	0.32	-0.32	(\$3.44)
2"PVC PIPE	-10	Each	\$ 0.81	(\$8.10)	0.05	-0.50	(\$8.10)
2"PVC GROMMET	-1	Each	\$ 30.00	(\$30.00)	0.2	-0.20	(\$30.00)
4" FLOOR DRAIN	1	Each	\$ 355.20	\$355.20	1.2	1.20	\$355.20
4" PVC L.S. 90	1	Each	\$ 14.99	\$14.99	0.58	0.58	\$14.99
4" PVC PIPE	10	Each	\$ 2.18	\$21.80	0.08	0.80	\$21.80
4" SUMP PUMP GOMMET	1	Each	\$ 30.00	\$30.00	0.2	0.20	\$30.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
PLAN PAGE MD1202							
U/G DWV DEMO	50	Each	\$ 1.00	\$50.00	0.04	2.00	\$50.00
CUT AND PATCH CONCRETE SQ FEET	50	Each	\$ 35.00	\$1,750.00	0	0.00	\$1,750.00
PLAN PAGE M1202							
CUT AND PATCH CONCRETE SQ FEET	122	Each	\$ 35.00	\$4,270.00	0	0.00	\$4,270.00
2" X 3/4" SWT TEE	2	Each	\$ 23.38	\$46.76	0.74	1.48	\$46.76
1" X 3/4" SWT TEE	1	Each	\$ 9.55	\$9.55	0.5	0.50	\$9.55
3/4" SWT 90	8	Each	\$ 1.70	\$13.60	0.29	2.32	\$13.60
3/4" SWT BALL VALVE	6	Each	\$ 10.16	\$60.96	0.29	1.74	\$60.96
1-1/4" SWT BALL VALVE	2	Each	\$ 26.19	\$52.38	0.38	0.76	\$52.38
1/2" SWT TEE	3	Each	\$ 1.30	\$3.90	0.38	1.14	\$3.90
1/2" SWT 90	8	Each	\$ 0.77	\$6.16	0.26	2.08	\$6.16
3/4" SWT TEE	2	Each	\$ 3.11	\$6.22	0.43	0.86	\$6.22
3/4" X 1/2" X 1/2" SWT TEE	2	Each	\$ 3.65	\$7.30	0.42	0.84	\$7.30
3/4" COPPER PIPE	30	Each	\$ 2.37	\$71.10	0.03	0.90	\$71.10
1" SWT BALL VALVE	1	Each	\$ 16.50	\$16.50	0.35	0.35	\$16.50
1/2" COPPER	15	Each	\$ 1.45	\$21.75	0.03	0.45	\$21.75
CORE DRILL	3	Each	\$ 25.00	\$75.00	1.32	3.96	\$75.00
3" X 2" PVC WYE	2	Each	\$ 8.32	\$16.64	0.68	1.36	\$16.64

WILL BE A DEDUCT
COMING FOR PEX

2" PVC 45	11	Each	\$ 1.95	\$21.45	0.32	3.52	\$21.45
2" PVC WYE	8	Each	\$ 4.17	\$33.36	0.48	3.84	\$33.36
2" PVC LS 90	7	Each	\$ 3.44	\$24.08	0.32	2.24	\$24.08
3" FERNCO	2	Each	\$ 5.26	\$10.52	0.2	0.40	\$10.52
3" PVC PIPE	6	Each	\$ 1.60	\$9.60	0.07	0.42	\$9.60
2" PVC PIPE	80	Each	\$ 0.81	\$64.80	0.05	4.00	\$64.80
3" PVC LS 90	1	Each	\$ 7.92	\$7.92	0.48	0.48	\$7.92
4" PVC WYE	2	Each	\$ 20.45	\$40.90	0.86	1.72	\$40.90
4" PVC 45	10	Each	\$ 5.52	\$55.20	0.58	5.80	\$55.20
4" PVC FEMALE ADAPTER W/PLUG	1	Each	\$ 8.72	\$8.72	0.58	0.58	\$8.72
4" FERNCO	2	Each	\$ 6.58	\$13.16	0.2	0.40	\$13.16
4" X 2" PVC WYE	1	Each	\$ 12.24	\$12.24	0.82	0.82	\$12.24
2" PVC TEE	1	Each	\$ 3.42	\$3.42	0.48	0.48	\$3.42
2" PVC P-TRAP	1	Each	\$ 6.00	\$6.00	0.32	0.32	\$6.00
2" FLOOR DRAIN	1	Each	\$ 290.40	\$290.40	1.2	1.20	\$290.40
4" PVC PIPE	90	Each	\$ 2.18	\$196.20	0.08	7.20	\$196.20
3" FLOOR CLEAN OUT	1	Each	\$ 396.00	\$396.00	1.2	1.20	\$396.00
LINK SEAL	3	Each	\$ 50.00	\$150.00	0.5	1.50	\$150.00
3" HANGERS	4	Each	\$ 5.00	\$20.00	0.22	0.88	\$20.00
4" HANGERS	12	Each	\$ 5.50	\$66.00	0.22	2.64	\$66.00
PLAN PAGE M1212							
2" PVC CLEANOUT TEE	8	Each	\$ 5.58	\$44.64	0.48	3.84	\$44.64
2" PVC 90	13	Each	\$ 2.10	\$27.30	0.32	4.16	\$27.30
2" PVC TEE	5	Each	\$ 3.42	\$17.10	0.48	2.40	\$17.10
2" X 1-1/2" PVC TEE	3	Each	\$ 3.02	\$9.06	0.43	1.29	\$9.06
2" PVC PIPE	110	Each	\$ 0.81	\$89.10	0.05	5.50	\$89.10
ACID NUETRALIZER TRAP	1	Each	\$ 289.00	\$289.00	1.2	1.20	\$289.00
2" ACID WASTE PIPE	20	Each	\$ 19.40	\$388.00	0.1	2.00	\$388.00
4" ACID WASTE PIPE	10	Each	\$ 49.20	\$492.00	0.13	1.30	\$492.00
4" X 2" ACID WASTE REDUCER	1	Each	\$ 104.80	\$104.80	0.84	0.84	\$104.80
2" ACID WASTE 90	2	Each	\$ 45.80	\$91.60	0.46	0.92	\$91.60
ACID WASTE P-TRAP	1	Each	\$ 147.20	\$147.20	0.43	0.43	\$147.20
2" X 1-1/2" ACID WASTE TEE	1	Each	\$ 64.05	\$64.05	0.69	0.69	\$64.05
3/4" SWT 90	12	Each	\$ 1.70	\$20.40	0.29	3.48	\$20.40
3/4" FMD	1	Each	\$ 117.00	\$117.00	0.3	0.30	\$117.00
3/4" SWT MALE ADAPTER	5	Each	\$ 2.66	\$13.30	0.15	0.75	\$13.30
3/4" SWT UNION	3	Each	\$ 10.27	\$30.81	0.3	0.90	\$30.81
3/4" SWT TEE	3	Each	\$ 3.11	\$9.33	0.43	1.29	\$9.33
3/4" X 1/2" X 3/4" SWT TEE	2	Each	\$ 3.66	\$7.32	0.42	0.84	\$7.32
1/2" SWT 90	5	Each	\$ 0.77	\$3.85	0.26	1.30	\$3.85
1/2" SWT CAP	3	Each	\$ 0.55	\$1.65	0.13	0.39	\$1.65
1/2" X 1/2" X 3/4" SWT TEE	1	Each	\$ 5.91	\$5.91	0.42	0.42	\$5.91
1/2" COPPER PIPE	35	Each	\$ 1.45	\$50.75	0.03	1.05	\$50.75
3/4" COPPER PIPE	170	Each	\$ 2.37	\$402.90	0.03	5.10	\$402.90
3" HANGERS	22	Each	\$ 5.00	\$110.00	0.22	4.84	\$110.00
EMERGENCY EW/ES	1	Each	\$ 3,019.00	\$3,019.00	3	3.00	\$3,019.00
.	0	Each	\$ -	\$0.00	0	0.00	\$0.00
					SUM	224.7	
RENTALS							
Backhoe	0	hours	\$ 65.00	\$ -			\$0.00
Crane	0	hours	\$ 200.00	\$ -			
Power Scaffold	0	Per Week	\$ 200.00	\$ -			
Specialties							
LABOR							
Welder	-	hours			\$90.90	\$0.00	\$0.00
Mechanic-Pipefitter / Plumber / Sheet Metal	224.7	hours			\$90.90	\$20,420.69	\$20,420.69
Mechanic-HVAC / Service / Startup	-	hours			\$90.90	\$0.00	\$0.00
Height Differential @ 10% of Crew Labor	10%				-	\$ -	\$0.00
Pipe Testing	0	hours				\$ -	\$0.00
Research	0	hours			\$65.00	\$0.00	\$0.00
Trucking	0	hours			\$50.00	\$0.00	\$0.00
Total - Crew Labor	225						
					Material:	\$32,098.91	Labor: \$20,420.69
SUBCONTRACTOR	Sub-total	5%	Total				
Site Utilities	\$0.00	\$0.00	\$0.00				

Controls	\$0.00	\$0.00	\$0.00				
Insulation	\$5,970.00	\$298.50	\$6,268.50				
Balancing	\$0.00	\$0.00	\$0.00				
Fire Protection	\$0.00	\$0.00	\$0.00				
Temporary Heat	\$0.00	\$0.00	\$0.00				
	Total Subcontractors		\$6,268.50				
					Subtotal		\$52,519.60
					Sales Tax 7.50%		\$2,407.42
					Subtotal		\$54,927.01
					P&O 0.10		\$5,492.70
					Subtotal		\$60,419.71
					Subcontractor		\$6,268.50
					Subtotal		\$66,688.21
With Time Extension					Total		\$66,688.21
Without Time Extension					Optional Total		\$70,022.63

Proposal Request #08
Barnesville School
 170 Commons Expansion



Contractor	Date Sent	Date Received	\$ Amount
All Finish Concrete - 3A	6/12/2020	6/18/2020	\$ -
Taracon Precast - 3B	6/12/2020	6/19/2020	\$ -
Eicholtz Masonry - 4A	6/12/2020	6/26/2020	\$ (744.00)
Integrity Steel Supply - 5A	6/12/2020	6/18/2020	\$ 20,040.00
Innovative Erectors - 5B	6/12/2020	6/18/2020	\$ 7,582.58
Gast Construction - 6A	6/12/2020	6/15/2020	\$ 478.00
Northern Woodwork - 6B	6/23/2020	6/25/2020	\$ 698.00
Herzog Coatings - 7A	6/12/2020	6/19/2020	\$ -
Pierce Lee Roofing - 7B	6/12/2020	6/24/2020	\$ 12,172.56
WCS1 - 7C	6/12/2020		
Central Door & Hardware - 8A			
Rusco Window - 8B	6/12/2020	6/19/2020	\$ 900.00
8C			
RTL Construction - 9A	6/12/2020	6/19/2020	\$ 7,935.10
McArthur Tile - 9B	6/12/2020	6/19/2020	\$ -
9C			
H2I Group - 9D			
Floor to Ceiling - 9E	6/12/2020	6/18/2020	\$ 3,998.00
Traill Painting - 9F	6/12/2020	6/19/2020	\$ 350.00
Olympus Lockers - 10A			
H&B Specialized Products - 11A			
H2I Group - 12A			
H2I Group - 12B			
Seating and Athletic Facility - 12C			
Otiz Elevator - 14A			
LVC Companies - 21A	6/12/2020	6/19/2020	\$ 2,530.75
Manning Mechanical - 22A	6/12/2020	6/19/2020	\$ 9,642.00
Vinco - 26A	6/12/2020	6/19/2020	\$ 16,451.25

Landwehr Construction - 31A	6/12/2020	6/19/2020	\$ 110.77
FM Asphalt - 32A			
32B			
Total			\$ 82,145.01

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



"right from the start"

3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

- 1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ _____ Material:\$ _____
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	_____ <i>X</i> _____

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

All Finish Concrete Inc

Company Name

Brad Bednar *6/18/2020*

Signature

Date

Brad Bednar

From: Ryan Miles <ryan.miles@taraconprecast.com>
Sent: Friday, June 19, 2020 12:36 PM
To: Brad Bednar
Subject: RE: Barnesville PR 8

Brad,

The precast wall was extended per this PR but its not enough for me to worry about an add. I wont have a cost change.

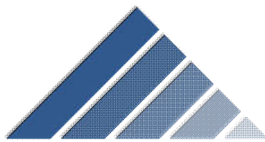
Thank you,

Ryan Miles | TaraCon Precast | Project Manager

6189 170th Street North, Hawley MN 56549

Mobile (952) 200-9887 | Email ryan.miles@taraconprecast.com

www.taraconprecast.com | Building Better Buildings



TARACON
taraconprecast.com

From: Brad Bednar <bradb@RAMorton.com>
Sent: Friday, June 19, 2020 12:08 PM
Subject: Barnesville PR 8

I have not received pricing from you for PR 8 which is due today, please have to me by the end of day today or I will assume no cost change on your end.

Brad Bednar
Project Manager
Office: 320-223-6088
Cell: 320-266-2887



PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

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Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ <u>108⁰⁰</u> Material:\$ <u>-</u>
*	Deduct:	Labor:\$ _____ Material:\$ <u>852⁰⁰</u>
*	No Change:	<u>TOTAL Deduct \$ 744⁰⁰</u>

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Eicholtz Masonry Inc
Company Name
John [Signature] 6/25/2020
Signature Date

Commercial
Residential

Eicholtz Masonry, Inc.

Phone 701-277-9088
Fax 701-277-9165

1402 44th Street NW - Fargo, ND 58102

PROB Deduct 20' x 3'4" Precast

Deduct 2244

Add Burnish 20 x 3'4" Block.

Add 1500

Deduct. $\overline{744}^{00}$

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

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*	Add:	Labor:\$ _____ Material:\$ <u>20,040.00</u>
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	_____

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R.A. Morton & Associates, LLC
Brad Bednar
 Project Manager

Integrity Steel Supply, LLC
 Company Name
Brad H/B 06-18-2020
 Signature Date



124 Gold Court
 Mapleton, ND 58059
 (P) 701-364-0333
 (F) 701-282-9570



Proud to be an AISC Member

Est. #: J2457
 Date: 6/18/2020
 To: RA Morton
 For: Barnesville Public Schools
 Location: Barnesville, MN

Page 1 of 1

Items Included in Bid: PR-08

Area D High School - Foundation, Low and High Roof Changes

- Increased Beam & Angle Sizes (Low Roof)
- Decreased Column Size (1 Location)
- New Column & Beam Framing (Approx.. 3.42 Tons)
- Added 18K4 Spliced Joists & Bridging
- Increased 10K1 Joists to 18KCS3 Joists
- Added 28LHSP1 Joists
- Added 1.5BA Decking

- All Steel Shop Primed 1 Coat Std. Gray
- Delivery To Barnesville, MN

Structural Steel \$ 10,610.00

Joists & Decking \$ 9,430.00

ADD the Lump Sum of..... \$20,040.00

No Sales Tax Included

Qualifications:

- Price is Valid for 30 days
- No Retainage Allowed
- Payment to **Integrity Steel Supply** is the Responsibility of the Customer & is NOT Contingent Upon Payment by the Owner. Payment is due for all Materials (Including Joist & Deck) Within 30 Days of Delivery

Exclusions:

- All Light Gauge Steel, Framing, & Fasteners
- Concrete Reinforcement, Including @ Stair Pans/Landings

Please Sign and Return to the Address Above:

Signature _____

Date _____

Accepted Declined

Innovative

Builders · Erectors · Developers

Barnesville Public Schools Additions

PR-08 - Structural Revisions

Material Costs		<u>\$50.00</u>
Labor Costs		<u>\$4,625.00</u>
Subcontractors		<u>\$0.00</u>
Equipment		<u>\$2,150.00</u>
	Subtotal	<u>\$6,825.00</u>
Overhead & Profit	10.0%	<u>\$682.50</u>
	Subtotal	<u>\$7,507.50</u>
Bond	1.0%	<u>\$75.08</u>
	Total	<u><u>\$7,582.58</u></u>

Signature: *Dalon Bitzan*

Dalon Bitzan, Project Manager

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

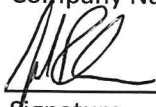
- 1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ _____ Material:\$ _____
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	_____

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Gast Construction Co., Inc.
Company Name

Signature
6/15/2020
Date



GAST CONSTRUCTION

General Contractors

Fargo • Wahpeton

Brad Bednar
RA Morton Construction Managers
3315 Roosevelt Road, Suite 100
St. Cloud, MN 56301

June 15, 2020

Re: Barnesville Public Schools Additions and Remodeling – PR 008

Brad,

Below is a broken down price for the 170 Commons Expansion as described in PR 008.
The total would be an add to our scope of work.

Carpenter Labor – 6 hours x \$60.00/hr	\$360.00
Material –	
2 – 2x4x16’-0” Fire Treated	\$39.00
2 – 2x6x16’-0” Fire Treated	\$50.00
Misc. Consumables	<u>\$20.00</u>
Subtotal	\$469.00
Material Markup 10%	<u>\$9.00</u>
Total	\$478.00

If you have any questions or concerns please call.

Signature for Approval: _____

Date: _____

Thanks,

Jared Pedersen
Project Manager

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

* Add: Labor:\$ 210.00
Material:\$ 488.00

* Deduct: Labor:\$ _____
Material:\$ _____

* No Change: _____

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Northern Woodwork Inc
Company Name

Jackie Mounier 6/25/20
Signature Date



Northern Woodwork, Inc.

Complete Casework & Millwork Packages Since 1920

6/25/20

Change Proposal

To: RA Morton
Attn: Brad Bednar
Project: Barnesville Public Schools
NWI Job #: #0035
Issued By: Jackie Meunier - Estimator
218-681-2305 ext. 212
jackie@northernwoodworkinc.com

Regarding: PR#8
Add: \$698.00 including tax
Includes: Solid Surface windowsill at Vestibule 170A
Template and installation of windowsill

No work will be performed on this change proposal until a signed and dated authorization is received by mail, fax or email.

Accepted By: _____

Date: _____

PROPOSAL REQUEST

DATE: 6/12/2020
 PROJECT: Barnesville Public School
 RE: PR No. 008
 SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	<div style="border: 1px solid black; border-radius: 50%; padding: 2px; display: inline-block;">Add:</div>	Labor:\$ <u>1760⁰⁰</u> Material:\$ <u>10,412.56</u>
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	<u>12,172.56</u>

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
 Brad Bednar
 Project Manager

Pierce Lee Roofery
 Company Name
Frank Pierce 6-18-20
 Signature Date

June 18, 2020

R.A. Morton & Associates
Attn: Brad Bednar

RE: PR No. 008
170 Commons Expansion

Cost Breakdown:

900 sq ft tapered insulation (\$2.06/sq ft)	\$ 1,854.00
1800 sq ft 1/4" Dens Decks (\$67.50)	\$ 1,215.00
1800 sq ft 2.6" ISO (\$91.65)	\$ 1,649.70
1000 sq ft PVC Membrane (\$1.05/sq ft)	\$ 1,050.00
1000 sq ft Vapor Barrier (\$1.98/sq ft)	\$ 1,980.00
50 LF securement strip (\$4.10/LF)	\$ 205.00
100 Plates & Fasteners (\$0.46/ea)	\$ 46.00
Miscellaneous	\$ 20.00
160 sq ft metal wall panel (\$4.49/sq ft)	\$ 718.40
160 sq ft 1 1/2" ISO (\$0.85/sq ft)	\$ 136.00
100 LF 1 1/2" Z channel (\$2.00/LF)	\$ 200.00
30 LF wall cap (\$10.80/LF)	\$ 324.00
160 sq ft Tyvek (\$1.80/sq ft)	\$ 288.00
	<u>\$ 9,686.10</u>
Subtotal	\$ 9,686.10
Tax 7.5%	\$ 726.46
	<u>\$10,412.56</u>
Labor Roofing 16hrs @ \$55.00	\$ 880.00
Metal wall 16 hrs @ \$55.00	\$ 880.00
	<u>\$ 880.00</u>
Grand total	\$12,172.56

Frank Pierce Jr., Project Manager/Estimator
Pierce Lee Roofing, LLC.
701-232-7023 Office
701-232-3922 Fax

RUSCO WINDOW COMPANY, INC.

411 40TH STREET SW
FARGO, ND 58106
TELEPHONE 701-281-1848 ~ FAX 701-281-2003

NAME: RA MORTON Attention: Brad	PHONE:	DATE: 6/19/20
ADDRESS:	JOB NAME: & ADDRESS Barnesville School addition	
CITY, STATE & ZIP:	JOB LOCATION: Barnesville, MN.	

WE HEREBY SUBMIT ESTIMATES FOR

PR-8

ADDED 1 THUS FRAME TYPE HS19

- CLEAR ANODIZED FRAMING

labor: \$600.00

Grand total including materials: \$900.00

There is a ten-year warranty on the insulated glass against seal failure

There is a five-year factory warranty on the door closers

Rusco provides a two-year warranty on parts and workmanship

Price subject to change after 30 days

We propose hereby to furnish material complete in accordance with above specifications. All material is guaranteed to be as specified. Any alterations or deviations from above specifications 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 worker's compensation.

RUSCO Authorized signature: Terry Molter

Acceptance of proposal – the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to supply materials as specified. Payment terms are Net 30 with a service charge of 1.5% monthly (18% annually) charged on all balances over 30 days. A \$25.00 charge is applied for all NSF checks

Customer Authorized Signature: _____



Request for Change Order

To: RA Morton Construction Manager

Project: Barnesville Schools

Original Contract : \$778,075.00

Other Approved Change Orders: \$0.00

Total Contract to Date: \$778,075.00

Other Pending Requests: \$0.00

This Request: \$7,935.10

RTL Job # 20-206

Date:6/19/2020

RFC No: PR #008

Description: Reconfigure vestibule 170A.

Labor	Hours	Rate	Total
Structural Framing	24	\$85.00	\$2,040.00
Exterior Sheating	6	\$85.00	\$510.00
Sheetrocking	16	\$85.00	\$1,360.00
Taping	8	\$85.00	\$680.00
General Labor/Clean up	4	\$85.00	\$340.00
Labor Total	58		\$4,930.00

Material	Cost	Tax	Total
Material	\$1,602.86	\$128.23	\$1,731.09
Material Total		\$128.23	\$1,731.09

Equipment	Hours	Rate	Total
Equipment	1	864.00	\$864.00
Equipment Total	1		\$864.00

Description	Pcnt	Amount
Labor		\$4,930.00
Material		\$1,731.09
Equipment		\$864.00
Total Cost		\$7,525.09
Material OH&P	10%	\$259.51
Bond	2%	\$150.50
Change in Contract Amount		\$7,935.10

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$7,935.10 will be added to the contract price.

Authorized Signature: _____ Date: _____

RTL Construction Inc

Authorized Signature: _____ Date: _____

RA Morton Construction Manager

Purchasing Report

Barnesville Public Schools - Bid Package 2

PR-008

Bid No. 59

Selected Sections: 05400 Cold Formed Metal Framing, 07210 Building Insulation, 09250 Gypsum board assemblies

Selected Typical Areas:

Selected Areas: (unassigned), Elementary, High School

Estimator:
 Job Class:
 Wage Type: **Union**
Job Site: Barnesville, MN 56514

Job Status:
 Bid Date/Time: **4/13/2020 1:15:44 PM**
 Plans Date: **4/27/2020**

Materials	Quantity	Pieces	Ordered	Quoted	Paid	Total
FASTNER						
Tek Screws 1-1/4 (DTS114)	785.60 EA	0.10 Boxes	_____	78.00 / container _____	_____	7.66
Pan Heads Tek Points (PHT)	90.60 EA	0.01 Boxes	_____	10.50 / 1000 EA _____	_____	0.95
3/4 Concrete Pin/Load (SPC)	28.94 EA	0.03 Case	_____	85.00 / 1000 EA _____	_____	2.46
FINISHING						
Joint Cement All Purpose 4/gal (MUD4)	1.48 EA	1.48 Boxes	_____	12.00 / container _____	_____	17.71
Tape 250' Roll (TAPE-250)	0.74 EA	0.74 rolls	_____	2.35 / container _____	_____	1.73
INSULATION						
6" unfaced batt insulation, 1' 4" x 12' (R1916UFR)	343.70 SF	0.02 Piece	_____	373.00 / 1000 SF _____	_____	128.20
SHEATHING						
5/8" Dens Glass Gyp. Sheathing, 4' x 8' (DG58)	343.70 SF	10.74 each	_____	648.00 / 1000 SF _____	_____	222.72
STRUC METAL FRMING						
Clip for Black Iron (BICLP)	79.27 EA	79.27 Piece	_____	0.85 / 1 EA _____	_____	67.38
1 1/2" Cold Rolled Channel 16GA (CRC)	100.80 LF	100.80	_____	508.00 / 1000 LF _____	_____	51.21
Stud 6" 16ga 1 5/8" Flange (sizes 2) (S616CSJ)	252.05 LF	19.38 Stud	_____	1,755.00 / 1000 LF _____	_____	442.34
Stud 8" 14ga 2 1/2" flange, 11' (S814CSE)	18.09 LF	1.64 Stud	_____	3,139.00 / 1000 LF _____	_____	56.80
Track 6" 14ga Structural 1 1/4" Leg, 10' (T614S)	18.09 LF	1.81 Piece	_____	1,918.00 / 1000 LF _____	_____	34.70
6" 16ga. Track, 10' (T616)	70.35 LF	0.70 Bundle	_____	1,535.00 / 1000 LF _____	_____	107.99
Vertical Slide Clips (VSC)	20.76 EA	20.76 each	_____	3.77 / 1 EA _____	_____	78.27
Welding (WELD)	79.27 EA	79.27 units	_____	0.20 / 1 EA _____	_____	15.85
TRIM DRYWALL						
093 control joint (CONTROL JT)	0.00 LF	0.00	_____	625.00 / 1000 LF _____	_____	0.00
WALLBOARD						
5/8" Mold & Moisture Resistant-Extra Protection, 4' x 8' (X58XP)	767.52 SF	23.98 Sheet	_____	478.00 / 1000 SF _____	_____	366.87

Materials Total: 1,602.86

Total for Accepted ChangeOrder(s) 0.00

Grand Total: 1,602.86

Brad Bednar

From: karl vangerud <karl.vangerud@yahoo.com>
Sent: Friday, June 19, 2020 1:09 PM
To: Brad Bednar; Mcarthurtile Info
Subject: Fw: Barnesville PR 8

Brad,
There is no change to McArthur Tile's contract for PR-08. It appears to be CPT or LVT for this addition.
Karl
McArthue Tile

----- Forwarded Message -----

From: McArthur Tile <info@mcarthurtile.com>
To: karl vangerud <karl.vangerud@yahoo.com>
Sent: Friday, June 19, 2020, 12:54:14 PM CDT
Subject: Fw: Barnesville PR 8

McArthur Tile Co.

Quality & Experience with STILE

339 27th Cir. S.

Fargo, ND 58103

701-298-3709

www.mcarthurtile.com

From: Brad Bednar <bradb@RAMorton.com>
Sent: Friday, June 19, 2020 12:07 PM
Subject: Barnesville PR 8

I have not received pricing from you for PR 8 which is due today, please have to me by the end of day today or I will assume no cost change on your end.

Brad Bednar
Project Manager
Office: 320-223-6088
Cell: 320-266-2887





360 36th ST S
Fargo, ND 58103
(701) 237-6601 / (701) 237-9077 fax

Date: June 18, 2020

To: R A Morton Construction
3315 Roosevelt Road, Ste. 100
Attn: Brad Bednar

From: Bryan Vidden

Re: Barnesville High School



PR # 008

Proposed Change

Ref: Room 170 Commons Expansion

Item #1:At 170 Commons Expansion add additional LVT #1 & LVT #2

Add: Materials and Tax: \$ 2,475.00

Add: Installation.....: \$ 1,523.00

Total Flooring Add = \$ 3,998.00
=====

NOTES

Any additional work to be done on a “Time and Materials” basis.

This Proposal is valid for 30 days unless the Specifications indicate otherwise.

Accepted For _____

By: _____

By: Bryan Vidden _____
Bryan Vidden

Date: _____

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

* Add: Labor:\$ 250.00
Material:\$ 100.00

* Deduct: Labor:\$ _____
Material:\$ _____

* No Change: _____

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Trail Painting
Company Name

Signature Date

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ <u>1812.00</u>
		Material:\$ <u>718.75</u>
*	Deduct:	Labor:\$ _____
		Material:\$ _____
*	No Change:	_____

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

LVC Companies
Company Name
Jim Kirsch 6/19/20
Signature Date



June 19, 2020

Company: Morton, RA & Associates, Inc
3315 Roosevelt Rd. Suite 100
St. Cloud, MN 56301

Attention: Brad Bednar
E-mail: bradb@RAMorton.com

Regarding: Barnesville Public Schools – Proposal Request # 08

LVC proposes to make the necessary sprinkler pipe modifications in regard to Proposal Request PR-08, extending the Commons in Area D of the High School. We propose to extend the (3) branch lines and add (6) new sprinkler heads in this area.

Change Order Price:\$2,530.75

Material = \$468.75
Labor = \$1,812.00
Lift = \$250.00

Fire & Life Safety | Fire Suppression | Fire Extinguishers | Video Surveillance | Structured Cable | Access Control | 24 Hour Service

MINNESOTA

Minneapolis 952-835-4600
Rochester 507-281-4600
Hibbing 218-262-2484
International Falls 218-286-1141
Crosby 218-259-2135
Alexandria 320-219-6633

WISCONSIN

Eau Claire 715-688-4600

ARIZONA

Tempe 480-967-0800



Our list of exclusions are as follows:

- Installation of New Underground fire line into buildings and/or testing of fire line.
- Fire Pump, Controller, and associated work.
- Removal or Relocation of installed sprinkler piping for the convenience of other trades.
- Fire Alarm/sprinkler monitoring
- Electrical wire and/or wiring of any kind.
- Removal and/or replacement of ceilings for installation of our work.
- Cutting of ceiling tiles and/or gyp board.
- Paint and/or painting of any kind.
- 3D drawings & 3D modeling.
- Overtime.

Again, thank you for the opportunity to present this proposal. I am certain that LVC Companies, Inc Fire Suppression can provide the engineering, equipment, installation and testing needed to insure a complete and fully operational system. Please contact me with any further questions or to discuss in greater detail.

Thank You

Jim Kirsch
Fire Sprinkler Sales
Mobile: 218-546-3272
E-mail: JKirsch@lvcinc.com

Accepted By: _____ Date: _____

Print Name: _____

Title: _____

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

- 1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

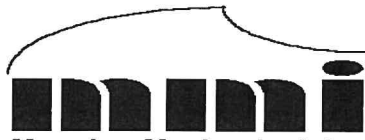
*	Add:	Labor:\$ <u>2,973⁰⁰</u>
		Material:\$ <u>6,669⁰⁰</u>
*	Deduct:	Labor:\$ <u>—</u>
		Material:\$ <u>—</u>
*	No Change:	<u>—</u>

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
 Project Manager

MANNING MECHANICAL
 Company Name

[Signature] 6-19-2020
 Signature Date



Date: 6.19.20

Project Name: BARNESVILLE PUBLIC SCHOOL

Project #:

Time Extension To The Mechanical Contract

Description: PR #8 Commons Curtain Wall

Manning Mechanical, Inc.

4 Days

4210 19th Ave N, Fargo, ND 58102

Bus: 701-293-9774

Fax: 701-293-6863

DESCRIPTION	QUANTITY	UNIT	MATERIAL		LABOR		TOTAL
			PER UNIT	SUBTOTAL	PER UNIT	SUBTOTAL	
MATERIAL							
PLAN SHEET M 1213							
10"X 6"PVC WYE	-1	Each	\$ 81.10	(\$81.10)	2.08	-2.08	(\$81.10)
6"PVC 45	-1	Each	\$ 37.45	(\$37.45)	1.04	-1.04	(\$37.45)
6"PVC 90	-1	Each	\$ 35.20	(\$35.20)	1.04	-1.04	(\$35.20)
6"MISSION CPLG	-1	Each	\$ 38.30	(\$38.30)	0	0.00	(\$38.30)
6"N.H.45	-2	Each	\$ 54.80	(\$109.60)	0.8	-1.60	(\$109.60)
6"N.H.SS 90	-1	Each	\$ 97.20	(\$97.20)	0.8	-0.80	(\$97.20)
6"N.H.HD CPLG	-8	Each	\$ 17.10	(\$136.80)	0	0.00	(\$136.80)
6"N.H.PIPE	-30	Each	\$ 19.88	(\$596.40)	0.2	-6.00	(\$596.40)
8"HANGER	-7	Each	\$ 11.00	(\$77.00)	0.4	-2.80	(\$77.00)
6"ZC100-C	-1	Each	\$ 877.00	(\$877.00)	1.36	-1.36	(\$877.00)
10"X 8"PVC WYE	1	Each	\$ 116.60	\$116.60	2.08	2.08	\$116.60
6"PVC 45	2	Each	\$ 37.45	\$74.90	1.04	2.08	\$74.90
8"PVC 90	1	Each	\$ 50.05	\$50.05	1.3	1.30	\$50.05
8"MISSION CPLG	1	Each	\$ 52.14	\$52.14	0	0.00	\$52.14
8"N.H.45	2	Each	\$ 158.16	\$316.32	1.04	2.08	\$316.32
8"N.H.SS 90	1	Each	\$ 251.60	\$251.60	1.04	1.04	\$251.60
8"N.H.HD CPLG	8	Each	\$ 35.27	\$282.16	0	0.00	\$282.16
8"N.H.PIPE	30	Each	\$ 53.24	\$1,597.20	0.32	9.60	\$1,597.20
8"ZC100-C	1	Each	\$ 1,059.60	\$1,059.60	1.36	1.36	\$1,059.60
10"HANGER	7	Each	\$ 21.00	\$147.00	0.4	2.80	\$147.00
5"N.H.HD CPLG	2	Each	\$ 15.05	\$30.10	0	0.00	\$30.10
5"N.H.PIPE	30	Each	\$ 30.45	\$913.50	0.17	5.10	\$913.50
8"HANGER	6	Each	\$ 11.00	\$66.00	0.4	2.40	\$66.00
PLAN SHEET M1424							
24" DUCT	15	Each	\$ 4.98	\$74.70	0.23	3.45	\$74.70
14" DUCT	3	Each	\$ 2.15	\$6.45	0.2	0.60	\$6.45
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
					SUM	29.7	
Guarantee @ 2% of Material			2%	\$ 96.94			\$96.94
RENTALS							
Backhoe	0	hours	\$ 65.00	\$ -			\$0.00
Crane	0	hours	\$ 200.00	\$ -			
Power Scaffold	0	Per Week	\$ 200.00	\$ -			
Specialties							
LABOR							
Welder	-	hours			\$90.90	\$0.00	\$0.00
Mechanic-Pipefitter / Plumber / Sheet Metal	29.7	hours			\$90.90	\$2,702.46	\$2,702.46
Mechanic-HVAC / Service / Startup	-	hours			\$90.90	\$0.00	\$0.00
Height Differential @ 10% of Crew Labor	10%				-	\$ -	\$0.00
Change order preparation @ 2% of Crew Labor	2%				0.6	\$ 54.05	\$54.05
Project Coordination @ 2% of Crew Labor	2%				0.6	\$ 54.05	\$54.05
Pipe Testing	0	hours				\$ -	\$0.00
Research	0	hours			\$65.00	\$0.00	\$0.00
Trucking	0	hours			\$50.00	\$0.00	\$0.00
Total - Crew Labor	30						
				Material:	\$4,943.76	Labor:	\$2,702.46
SUBCONTRACTOR							
	Sub-total	5%	Total				
Site Utilities	\$0.00	\$0.00	\$0.00				
Controls	\$0.00	\$0.00	\$0.00				
Insulation	\$580.00	\$29.00	\$609.00				
Balancing	\$0.00	\$0.00	\$0.00				
Fire Protection	\$0.00	\$0.00	\$0.00				
Temporary Heat	\$0.00	\$0.00	\$0.00				
	Total Subcontractors		\$609.00				
					Subtotal	\$7,754.31	
					Sales Tax 7.50%	\$370.78	
					Subtotal	\$8,125.09	
					P&O 0.10	\$812.51	
					Subtotal	\$8,937.60	
					Subcontractor	\$609.00	
					Subtotal	\$9,546.60	
					Bond 1.00%	\$95.47	
With Time Extension					Total	\$9,642.07	
Without Time Extension					Optional Total	\$10,124.17	

CHANGE ORDER REQUEST

PR-08

To: RA MORTON
 3315 ROOSEVELT ROAD, SUITE 100
 ST. CLOUD, MN 56301

COR # _____
 ITEM(S) # _____

A BRAD BEDNER
 CC: _____

Date: 6/19/2020

Project: BARNESVILLE PUBLIC SCHOOLS

Title PR-08 RESPONSE

Scope of Change: * DRAWING #E1134-MOVE 3 OUTLETS AND EXTEND BRANCH CIRCUITRY
 * DRAWING #E1144-ADD SPEAKER.
 * DRAWING #E1224-ADD (6) C2 FIXTURES, ADD (1) C3 OCCUPANCY SENSOR AND ADD BRANCH CIRCUITRY PER ATTACHED

Amount of Change:

Material:	1	X	\$11,326.87	=	\$11,326.87
Material Tax	1	X	\$ 835.36	=	\$835.36
Subcontractor Material	1		\$ -	=	\$0.00
Equipment	0		\$ -	=	\$0.00
Plan Copying	1		\$ -	=	\$0.00
SUBTOTAL MATERIALS:					\$12,162.23
Overhead MATERIAL	\$12,162.23	X	5.00%	=	\$608.11
Profit MATERIAL	\$12,770.34		5.00%	=	\$638.52
TOTAL MATERIALS:					\$13,408.85

Labor	30.23	X	\$ 85.00	=	\$2,569.55
Subcontractor Labor	1		\$ -	=	\$0.00
Field Superintendent	2		\$ 95.00	=	\$190.00
SUBTOTAL LABOR:					\$2,759.55
Overhead LABOR	\$2,759.55	X	5.00%	=	\$137.98
Profit LABOR	\$2,897.53		5.00%	=	\$144.88
TOTAL LABOR:					\$3,042.40
Additional Days OH					\$0.00
GRAND TOTAL					\$16,451

Signed:  Date: 6-19-20
 Zach Jeppesen / Project Manager

This Change Order is good for 30 days from the date of signature.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	BARNESVILLE PUBLIC SCHOOLS PR-08 RESPONSE												
2	Item #	Item Name	Quantity	Price 1	U	Ext Price 1	Bid Labor	U	Bid Labor Ext				
3	Label Set: Combined, 192_e_E1134 HS Area D Power, Combined, Combined					\$170.25			6.04				
4	31	12 THHN CU STRANDED	294.00	\$142.03	M	\$41.76	5.00	M	1.47				
5	1,508	3/4 EMT CONDUIT	90.00	\$116.36	C	\$104.72	3.72	C	3.35		Standard Materials	\$ 476.87	
6	1,629	3/4 EMT CONN D/S	6.00	\$72.52	C	\$4.35	6.28	C	0.38		Quoted Materials	\$ 10,850.00	
7	1,725	3/4 EMT COUP D/S	9.00	\$76.51	C	\$6.89	4.40	C	0.40		(Copy Attached)		
8	1,962	3/4 EMT 1 HOLE STP/STL	12.00	\$19.18	C	\$2.30	3.77	C	0.45		Total	\$ 11,326.87	
9	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	12.00	\$2.70	C	\$0.32	0.00	X	0.00				
10	5,874	1/4 FLAT STEEL WASHER	12.00	\$82.50	C	\$9.90	0.00	X	0.00		Standard Labor	30.23	
11	Label Set: Combined, 196_e_E1144 HS Area D Telecomm, Combined, Combined					\$0.00			0.75				
12	28,391	AV 18 WATT SPEAKER	1.00	\$0.00	Q	\$0.00	0.75	E	0.75				
13	100,202	CEILING SPEAKERS	1.00	\$0.00	X	\$0.00	0.00	X	0.00				
14	Label Set: Combined, 203_e_E1224 HS Area D Lighting, Combined, Combined					\$306.62			23.43				
15	31	12 THHN CU STRANDED	264.00	\$142.03	M	\$37.50	5.00	M	1.32				
16	1,508	3/4 EMT CONDUIT	80.00	\$116.36	C	\$93.09	3.72	C	2.97				
17	1,629	3/4 EMT CONN D/S	4.00	\$72.52	C	\$2.90	6.28	C	0.25				
18	1,725	3/4 EMT COUP D/S	8.00	\$76.51	C	\$6.12	4.40	C	0.35				
19	1,962	3/4 EMT 1 HOLE STP/STL	10.00	\$19.18	C	\$1.92	3.77	C	0.38				
20	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	10.00	\$2.70	C	\$0.27	0.00	X	0.00				
21	5,874	1/4 FLAT STEEL WASHER	10.00	\$82.50	C	\$8.25	0.00	X	0.00				
22	5,876	3/8" FLAT STEEL WASHER	12.00	\$64.23	C	\$7.71	0.00	X	0.00				
23	5,939	3/8" X 2 1/4 STUD ANCHOR	12.00	\$44.88	C	\$5.39	11.30	C	1.36				
24	6,084	BOX SUPPORTS-CLIP ON	6.00	\$100.18	C	\$6.01	3.77	C	0.23				
25	6,182	1 1/2 KINDORF-B905	12.00	\$807.58	C	\$96.91	6.28	C	0.75				
26	9,606	YELLOW 3M WIRE NUT	39.00	\$7.80	C	\$3.04	4.02	C	1.57				
27	22,510	MISC. BOX HANGER \$5.50 MAT	1.00	\$5.55	E	\$5.55	0.38	E	0.38				
28	22,869	C2 FIXTURE	6.00	\$0.00	X	\$0.00	2.01	E	12.06				
29	24,223	CEILING SENSOR DUAL TECH	1.00	\$0.00	Q	\$0.00	0.50	E	0.50				
30	24,921	4/S BOX 1-1/2" DEEP	7.00	\$301.24	C	\$21.09	12.56	C	0.88				
31	24,940	4/S BLANK COVER	6.00	\$127.32	C	\$7.64	6.28	C	0.38				
32	24,941	4/S TO 3/0 1/2" DEEP MUD RING	1.00	\$324.74	C	\$3.25	6.28	C	0.06				
33	100,074	C3 SENSOR-CEILING	1.00	\$0.00	Q	\$0.00	0.00	X	0.00				
34						\$476.87			30.23				



Project: Barnesville School

Expiration

06/12/20

Quotation

Type	Quantity	Vendor	Description	LOT #	Unit Price	Ext Price
------	----------	--------	-------------	-------	------------	-----------

PR-08 ADDER

C2	6		AS SPECIFIED (FIXTURE)			
----	---	--	------------------------	--	--	--

C3 OS	1		AS SPECIFIED (OCC SENSOR)			
-------	---	--	---------------------------	--	--	--

Subtotal of PR-08

10,850.00

From:
VIKING ELECTRIC
PROJECT SALES 218-336-1333
15 S 38TH AVE WEST
DULUTH, MN 55807
Printed By: MATT ERICKSON

Notes

Order is subject to Viking's standard terms and conditions
Sales tax not included
Orders to be billed through 3rd party require a purchase order from that party in advance of any shipment

PROPOSAL REQUEST

DATE: 6/12/2020
PROJECT: Barnesville Public School
RE: PR No. 008
SUBJECT: 170 Commons Expansion



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

- 1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 6/19/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

		Soil Correction Unit Price:\$ 30.80
		Quantity of Additional Correction: 179 CY
*	Add:	Labor:\$ 110.77
		Material:\$
*	Deduct:	Labor:\$
		Material:\$
*	No Change:	_____

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
 Project Manager

Landwehr Construction Inc.

 Company Name
John Landwehr 6/19/20
 Signature Date

Proposal Request #11
Barnesville School
 Elementary Site Pavement



Contractor	Date Sent	Date Received	\$ Amount
All Finish Concrete - 3A	7/15/2020	7/30/2020	\$ 19,038.13
Taracon Precast - 3B			
Eicholtz Masonry - 4A			
Integrity Steel Supply - 5A			
Innovative Erectors - 5B			
Gast Construction - 6A			
Northern Woodwork - 6B			
Herzog Coatings - 7A			
Pierce Lee Roofing - 7B			
WCS1 - 7C			
Central Door & Hardware - 8A			
Rusco Window - 8B			
8C			
RTL Construction - 9A			
McArthur Tile - 9B			
9C			
H2I Group - 9D			
Floor to Ceiling - 9E			
Traill Painting - 9F			
Olympus Lockers - 10A			
H&B Specialized Products - 11A			
H2I Group - 12A			
H2I Group - 12B			
Seating and Athletic Facility - 12C			
Otiz Elevator - 14A			
LVC Companies - 21A			
Manning Mechanical - 22A			
Vinco - 26A			

Landwehr Construction - 31A	7/15/2020	7/16/2020	\$ 14,962.80
FM Asphalt - 32A	7/15/2020	7/21/2020	\$ 12,144.00
32B			
Total			\$ 46,144.93

PROPOSAL REQUEST

DATE: 7/15/2020
 PROJECT: Barnesville Public School
 RE: PR No. 011
 SUBJECT: Elementary Site Pavement



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 7/22/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

C100	a. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	b. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	c. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
C200	a. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	b. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	c. Add / Deduct / No Change	Labor:\$ <u>2300</u>
	Material:\$ <u>927.50</u>	
	d. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	e. Add / Deduct / No Change	Labor:\$ <u>9,200</u>
		Material:\$ <u>6,610.63</u>
C300	a. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____

2

If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC

Brad Bednar

Project Manager

Company Name

Signature

Date

#-

Project Name: Barnesville Public Schools PR #11



Date: 7/30/2020
E/PM: Brett Larson

	Labor Hours	\$ / MH	Labor Cost (\$)		Material / Subcontractor Qty	Unit Price (\$)	Unit	Material / Subcontractor Cost (\$)	
1	PR #11- Thickened Edge Sidewalk								
							SF	1,900.00	
1.01	Concrete	120.00	\$ -	\$ -	\$ -	\$ -	33.00	\$ 124.50	\$ 4,108.50
1.02	Rebar		\$ -	\$ -	\$ -	\$ -	1.00	\$ 600.00	\$ 600.00
1.03	2x4		\$ -	\$ -	\$ -	\$ -	15.00	\$ 7.00	\$ 105.00
1.04	2x12		\$ -	\$ -	\$ -	\$ -	15.00	\$ 22.00	\$ 330.00
1.05	stakes						120.00	\$ 0.35	\$ 42.00
1.06	cure						10.00	\$ 7.00	\$ 70.00
1.07	chairs						230.00	\$ 0.10	\$ 23.00
1.08	expansion		\$ -	\$ -	\$ -	\$ -	40.00	\$ 0.25	\$ 10.00
1.09			\$ -	\$ -	\$ -	\$ -			\$ -
1.10			\$ -	\$ -	\$ -	\$ -			\$ -
	Subtotal								\$ 5,208.50
	Labor Hour Calculator								
		Crew Size	Shifts	Shift Hours	Labor Hours				
		6.00	2.00	10.00	120.00				
								Total Direct Costs:	\$ 5,268.50
								Profit (%):	10%
								Profit (\$):	661.06
								OH (%):	10%
								OH Costs (\$):	661.06
								Total Price:	\$ 6,610.63
								Total With Labor:	\$ 15,810.63

	Apprentice	Journeyman
Labor	\$ 75.00	\$ 85.00
Hours	100	20
Total	\$ 7,500.00	\$ 1,700.00

Project Name: Barnesville Public Schools PR #11



Date: 7/30/2020
E/PM: Brett Larson

	Labor Hours	\$ / MH	Labor Cost (\$)		Material / Subcontractor Qty	Unit Price (\$)	Unit	Material / Subcontractor Cost (\$)
1	PR #11- B612 Curb and Gutter							
1.01	Concrete	30.00	\$ -	\$ -	\$ -	-	4.00	\$ 124.50
1.02	Rebar		\$ -	\$ -	\$ -	-	-	\$ -
1.03	2x8		\$ -	\$ -	\$ -	-	6.00	\$ 13.00
1.04	2x12		\$ -	\$ -	\$ -	-	6.00	\$ 22.00
1.05	stakes						60.00	\$ 0.40
1.06	cure						1.00	\$ 10.00
1.07							-	\$ -
1.08			\$ -	\$ -	\$ -	-	-	\$ -
1.09			\$ -	\$ -	\$ -	-	-	\$ -
1.10			\$ -	\$ -	\$ -	-	-	\$ -
Subtotal								742.00
Labor Hour Calculator		Crew Size	Shifts	Shift Hours	Labor Hours	Total Direct Costs: \$ 742.00		
		6.00	0.50	10.00	30.00	Profit (%): 10%		
						Profit (\$): 92.75		
						OH (%): 10%		
						OH Costs (\$): 92.75		
						Total Price: \$ 927.50		
						Total With Labor: \$ 3,227.50		

Labor			
Apprentice	\$ 75.00	Journeyman	\$ 85.00
Hours	25	Hours	5
Total	\$ 1,875.00	Total	\$ 425.00



Proposal

Landwehr Construction, Inc.
P. O. Box 1086
St. Cloud, MN 56302

Phone (320) 252-1494
Fax (320) 252-2380

Submitted to:		Job Name	
Name RA Morton	Name PR 011	(If different than submitted to)	
Attn: Brad Bednar			
City, State, Zip	City, State, Zip Barnesville, MN		
Phone	Fax:	Bid Date 7/31/2020	

We hereby submit specifications and estimates for: PR. 011

A. C100 Bit Removal 258 SY

Material	QTY	Unit	Unit Price	Material total
Bitumionus Tip Fee	60	LCY	\$ 7.43	\$ 445.80
Labor	Rate	QTY	Units	Labor Totals
1 Mob	\$ 1,250.00	1	EA	\$ 1,250.00
Foreman	\$ 117.00	3	Hr.	\$ 351.00
Operator	\$ 91.00	3	Hr.	\$ 273.00
Laborer	\$ 78.00	3	Hr.	\$ 234.00
80,000 Hoe	\$ 197.00	3	Hr.	\$ 591.00
Skid Stear	\$ 56.00	3	Hr.	\$ 168.00
				\$ 2,867.00

A C100. Total \$ 3,312.80

B. C100 Curb and Gutter 85 LF

Material	QTY	Unit	Unit Price	Material total
Concrete Tip Fee	12	LCY	\$ 7.43	\$ 89.16
Labor	Rate	QTY	Units	Labor Totals
Foreman	\$ 117.00	1	Hr.	\$ 117.00
Operator	\$ 91.00	1	Hr.	\$ 91.00
Laborer	\$ 78.00	1	Hr.	\$ 78.00
80,000 Hoe	\$ 197.00	1	Hr.	\$ 197.00
Skid Stear	\$ 56.00	1	Hr.	\$ 56.00
				\$ 539.00

B C100. Total \$ 628.16

C. C100 Concrete Removals 1712 SF

Material	QTY	Unit	Unit Price	Material total
Concrete Tip Fee	48	LCY	\$ 7.43	\$ 356.64
Labor	Rate	QTY	Units	Labor Totals
Foreman	\$ 117.00	3	Hr.	\$ 351.00
Operator	\$ 91.00	3	Hr.	\$ 273.00
Laborer	\$ 78.00	3	Hr.	\$ 234.00
80,000 Hoe	\$ 197.00	3	Hr.	\$ 591.00
Skid Stear	\$ 56.00	3	Hr.	\$ 168.00
				\$ 1,617.00

C C100. Total \$ 1,973.64

A. C200 Deduct LD Bit 419 SY

Change \$ -

B. C200 Add HD Bit 419 SY

Material	QTY	Unit	Unit Price
Excess Tip Fee	65	LCY	\$ 7.08

\$460.20

Labor	Rate	QTY	Units
Foreman	\$ 117.00	0.5	Hr.
Operator	\$ 91.00	0.5	Hr.
Laborer	\$ 78.00	1	Hr.
80,000 Hoe	\$ 197.00	0.5	Hr.

Labor Totals

\$ 58.50
\$ 45.50
\$ 78.00
\$ 98.50

\$ 280.50

Per my conversation with Don Emslander, Section has been corrected additional depth and sand correction section is in place.

B C200. Total \$ 740.70

C. C200 Add Curb and Gutter 84 LF

Material	QTY	Unit	Unit Price
Class V	8	LCY	\$ 13.00
Soil Correction	13	CY	\$ 30.80

Material total

\$ 104.00
\$ 400.40

Labor	Rate	QTY	Units
Foreman	\$ 117.00	2	Hr.
Operator	\$ 91.00	2	Hr.
Laborer	\$ 78.00	2	Hr.
80,000 Hoe	\$ 197.00	0	Hr.
Dozer	\$ 97.00	2	Hr.
Skid Stear	\$ 56.00	2	Hr.

Labor Totals

\$ 234.00
\$ 182.00
\$ 156.00
\$ -
\$ 194.00
\$ 112.00

\$ 878.00

C C200. Total \$ 1,382.40

D. C200 Add LD Bit 258 SY

Material	QTY	Unit	Unit Price
Soil Correction	172	CY	\$ 30.80

Material total

\$ 5,297.60

Labor	Rate	QTY	Units
Foreman	\$ 117.00	1.5	Hr.
Operator	\$ 91.00	1.5	Hr.
Laborer	\$ 78.00	1.5	Hr.
80,000 Hoe	\$ 197.00	0	Hr.
Dozer	\$ 97.00	1.5	Hr.
Skid Stear	\$ 56.00	1.5	Hr.

Labor Totals

\$ 175.50
\$ 136.50
\$ 117.00
\$ -
\$ 145.50
\$ 84.00

\$ 658.50

D C200 Total \$ 5,956.10

E. C200 Conc 1712 SF

Labor	Rate	QTY	Units
Foreman	\$ 117.00	2	Hr.
Operator	\$ 91.00	2	Hr.
Laborer	\$ 78.00	2	Hr.
Dozer	\$ 97.00	1	Hr.
Skid Stear	\$ 56.00	2	Hr.

Labor Totals

\$ 234.00
\$ 182.00
\$ 156.00
\$ 97.00
\$ 112.00

\$ 781.00

Per my conversation with Don Emslander, all existing base materials under the sidewalk are to stay in place and be tolleranced for new concrete.

D C200 Total \$ 781.00

A. C300 Revised Grading 1 LS

<u>Labor</u>	<u>Rate</u>	<u>QTY</u>	<u>Units</u>	<u>Labor Totals</u>
Operator	\$ 91.00	1 Hr.		\$ 91.00
Dozer	\$ 97.00	1 Hr.		\$ 97.00
				\$ 188.00

D C200 Total \$ 188.00

PR 11 Total \$ 14,962.80

Prepared by -
Landwehr Construction, Inc.

7/31/2020
Date

Accepted by (Signature)

Title, Company

PROPOSAL REQUEST

DATE: 7/15/2020
PROJECT: Barnesville Public School
RE: PR No. 011
SUBJECT: Elementary Site Pavement



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

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Please submit your response to the office of R.A. Morton & Associates, LLC by 7/22/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

C100	a. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	b. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	c. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
C200	a. Add / Deduct / No Change	Labor:\$ <u>3982.00</u>
		Material:\$ <u>6138.00</u>
	b. <u>Add</u> / Deduct / No Change	Labor:\$ <u>6116.00</u>
		Material:\$ <u>8866.00</u>
	c. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
	d. <u>Add</u> / Deduct / No Change	Labor:\$ <u>3124.00</u>
		Material:\$ <u>4158.00</u>
	e. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____
C300	a. Add / Deduct / No Change	Labor:\$ _____
		Material:\$ _____

2

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R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

Fun Asphalt LLC
Company Name
Mark Peters 7/21/2020
Signature Date

FM ASPHALT LLC

PO Box 857

Moorhead, MN 56561

Telephone (701) 866-4673

Facsimile (218) 443-8783

**PROPOSAL**

Date: JULY 21, 2020

Customer: BRAD BEDNAR
 RA MORTON
 3315 ROOSEVELT ROAD, STE. 100
 ST. CLOUD, MN 56301

Job: BARNESVILLE PUBLIC SCHOOLS - PR NO. 011

QUANTITY	DESCRIPTION	UNIT	EXTENSION
	AS PER PR NO. 011:		
	SHEET C200		
	A) LABOR		(\$3,620.00)
	5% OVERHEAD		(\$181.00)
	5% PROFIT		(\$181.00)
	MATERIALS		(\$5,580.00)
	5% OVERHEAD		(\$279.00)
	5% PROFIT		(\$279.00)
	TOTAL - ITEM A		(\$10,120.00)
	B) LABOR		\$5,560.00
	5% OVERHEAD		\$ 278.00
	5% PROFIT		\$ 278.00
	MATERIALS		\$8,060.00
	5% OVERHEAD		\$ 403.00
	5% PROFIT		\$ 403.00
	TOTAL - ITEM B		\$14,982.00
	E) LABOR		\$2,840.00
	5% OVERHEAD		\$ 142.00
	5% PROFIT		\$ 142.00
	MATERIALS		\$3,780.00
	5% OVERHEAD		\$ 189.00
	5% PROFIT		\$ 189.00
	TOTAL - ITEM E		\$7,282.00
	144		
	GRAND TOTAL - ITEM A,B & E		\$12,144.00

WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR – COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS FOR THE SUM OF:

TWELVE THOUSAND ONE HUNDRED FORTY-FOUR AND NO/100----- Dollars \$12,144.00

Payment to be made as follows: *Payment is due on the 15th of the month following the date of statement. A service charge of 1.5% per month (18% Annual Percentage Rate) will be added to any unpaid balance past due. In the event of any legal action taken to recover funds from a delinquent account, FM ASPHALT LLC shall be entitled to recover all costs and expenses incurred, including attorney's fees, where applicable.*

All material is guaranteed to be as specified. All Work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving cost 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 Worker's Compensation Insurance.

Authorized Signature  Mark Pieterick

Note: We may withdraw this proposal if not accepted within 30 days.

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.

Date of Acceptance _____ Signature _____

Signature _____

SIGN BOTH COPIES, RETAIN ONE COPY FOR YOUR RECORDS, RETURN ONE COPY TO FM ASPHALT LLC.

File Name: BARNESVILLE PUBLIC SCHOOL - PR NO. 011 - ASPHALT PAVEMENT

An Equal Opportunity Employer/Contractor

8. Closing Meeting for Annual Evaluation of Superintendent
9. Re-Open Meeting After Discussion on Annual Evaluation of Superintendent
10. Adjournment