

## **Business Committee Regular School Board Meeting**

Duluth Public Schools, ISD 709

Agenda

Tuesday, March 19, 2013

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

### **1. Financial Report**

A. <u>Financial Report</u>	<u>5</u>
B. <u>Approval of Payment of Claims</u>	
This item is attached as an "extra" on board book.	
C. <u>Budget Revisions</u>	<u>30</u>
D. <u>Wire Transfers</u>	<u>32</u>
E. <u>Investment Transactions</u>	<u>33</u>
F. <u>WADM Projections</u>	<u>34</u>
G. <u>Fund Raisers</u>	<u>35</u>
H. <u>Investments in School Children</u>	<u>36</u>

### **2. Bids, R.F.P.s and Quotes Reports**

A. <u>Bids</u>	
1) PLACEHOLDER - for Bids Related to the LRFP	
B. <u>R.F.P.s</u>	
C. <u>Quotes</u>	
1) <u>Quote #4140 – 2013 Lawn Care Services</u>	<u>38</u>
Quotes were solicited from six contractors for the annual 2013 District-wide Lawn Care Services. Three quotes were received in response to this request covering the period from April 28, 2013 through September 21, 2013 (21 weeks). The low quotes are based on site-specific quotes as follows: General Cleaning \$13,629.00, Nick Stokes \$8,965.95, Quality Lawn Care \$42,567.00.	

Recommendation: It is recommended the School Board approve the quotes as submitted above to complete the work defined in Quote #4140 – 2013 District-wide Lawn Care Services, for a total estimated annual (based on an estimated 21 weeks) amount of \$65,161.95, with the option to extend 2013 services beyond September 21, 2013, depending on the growing season. It is further recommended that the Duluth School Board approve the two (2) additional contract extension options through September 2015, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

2) PLACEHOLDER - for Quotes Related to the LRFP

### **3. Policies and Regulations**

A. <u>Policies</u>	
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- 1) Bylaw 9095 - Order of Business for Regular Meetings 40  
Attached is Bylaw 9095 - Order of Business for Regular Meetings with a proposed addition for monthly Recognition of students and staff.

Recommendation: It is recommended that the Duluth School Board approve the second reading of Bylaw 9095 - Order of Business for Regular Meetings.

B. Regulations

4. Contracts, Change Orders, and Leases

A. Contracts

B. Change Orders

- 1) Congdon Park Elementary School 41  
Congdon Park ES LRFP – Structural Steel – Supply  
Change Order #4, Bid #1222, WS #4 – Ben’s Structural Fabrication, Inc.  
Change Order decrease to credit a missing J7 joist for the roof construction   **Deduct: \$150.00**

- b. Congdon Park ES LRFP – Concrete  
Change Order #4, Bid #1222, WS #3 – Kelleher Construction, Inc.  
Change Order increase for concrete topping and vapor barrier at room #124 and concrete slab recess for the floor mat near door #132A  
**Add: \$3,468.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Congdon Park Elementary School reflecting a total increase of \$3,318.00

- 2) Lincoln Park Middle School 45  
a. Lincoln Park MS LRFP – Electrical, Communications and Security  
Change Order #15, Bid #1184, WS #37 – APi Electric Company  
Change Order increase to upgrade a cable for the paging system, modify the science classroom rough-ins, add floor box connections to the auditorium, and add shunt trip connections for the kitchen   **Add: \$10,042.00**

- b. Lincoln Park MS LRFP – Electrical, Communications and Security  
Change Order #16, Bid #1184, WS #37 – APi Electric Company  
Change Order decrease to backcharge replacement parts for flush valves and faucets due to incorrect wiring  
**Deduct: \$2,581.00**

- c. Lincoln Park MS LRFP – Steel Erection  
Change Order #12, Bid #1184, WS #7 – Northern Industrial Erectors, Inc.  
Change Order increase to install seven type A railings at the auditorium handicap seating areas, deduct the stair G center railing, provide expansion anchors rather than the concrete slab to support the angle at

stair A, and add a continuous 10” plate to stair F    **Add: \$3,712.00**

d. Lincoln Park MS LRFP – Tile Work

Change Order #5, Bid #1184, WS #18 – Grazzini Brothers & Company  
Change Order increase to add CT-4 to full height at wash sinks outside  
10 rooms    **Add: \$7,433.00**

Recommendation: It is recommended the School Board approve the change orders as listed above at Lincoln Park Middle School reflecting a total increase of \$11,145.00.

3) Ordean East Middle School

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a. Ordean East MS LRFP – Finish Hardware, HM Frames, Wood Doors - Supply

Change Order #15, Bid #1165, WS #13 – Northern Door & Hardware, Inc.

Change Order increase to provide wall magnets due to door hold open modifications and provide double pole/double throw door position switches due to door security system revisions    **Add: \$2,567.00**

b. Ordean East MS LRFP – Acoustical Ceilings

Change Order #21, Bid #1165, WS #18 – W.A. Schaefer & Son Contracting, Inc.

Change Order increase to install break metal so the smart board projector can be raised higher into the ceiling    **Add \$ 224.00**

c. Ordean East MS LRFP – Excavation/Site Earthwork

Change Order #15, Bid #1165, WS #31 – Arnt Construction Company, Inc.

Change Order decrease to credit for soil corrections at the chiller  
**Deduct: \$11,622.00**

Recommendation: It is recommended the School Board approve the change orders as listed above at Ordean East Middle School reflecting a total decrease of \$8,831.00.

4) PLACEHOLDER - for Change Orders Related to the LRFP

C. Leases

5. Resolutions

A. PLACEHOLDER – Resolution of Support for the Mini-master Plan for Duluth’s Memorial Park near Laura MacArthur School

B. Resolution B-3-13-3079- Designation of Depository and Acceptance of Collateral

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Recommendation: It is recommended that the Duluth School Board approve Resolution B-3-13-3079- Designation of Depository and Acceptance of Collateral.

C. PLACEHOLDER – Resolution authorizing the purchase of properties relating to the Long-range Facilities Plan and relocation expenses that apply to these properties

D. PLACEHOLDER – Resolution authorizing the sale of properties relating to the Long-range Facilities Plan and relocation expenses that apply to these properties

E. PLACEHOLDER – Resolutions for Schematic Designs and Working Drawings related to the LRFP

**6. Informational - These items are provided for informational purposes only an no action is required.**

A. Expenditure Contracts 60

Superintendent Gronseth or the Director of Business and Finance has signed the following contracts during the month of February 2013

B. Revenue Contracts - None

C. Other Contracts - None

D. Facilities Management & Capital Project Status Report 96

Kerry Leider will be present to answer questions regarding the attached report.

E. Johnson Controls, Inc. Long-Range Facilities Plan Status Report 107

Kerry Leider will be present to answer questions regarding the attached report.

F. Change Orders Pertaining to the Long-range Facilities Plan 108

Kerry Leider will be present to answer questions regarding the attached report.

G. Contracts Pertaining to the Long-range Facilities Plan - None

H. Actuarial Presentation

A representative from Van Iwaarden was present to review the Actuarial Valuation of OPEB included with the report.

I. Congdon Park Elementary School Retaining Wall

Administration presented information regarding the bids received to construct a retaining wall at Congdon Park Elementary School

**7. Future Items**

A. Resolution of Support for the Mini-master Plan for Gary New Duluth Park near Stowe School

B. Workers' Compensation and Property Liability Insurance Policies and Premium Designation

**Duluth Public Schools - ISD 709  
Cash Flow Report  
Month Ending 01/31/13**

		Fund											
		Total	1	2	3	4	5	6	7	8 & 9	20	71 & 79	
Cash and investments	12/31/2012	\$ 72,266,478	\$ 38,194,843	\$ 834,398	\$ (3,362,608)	\$ 477,947	\$ (7,159,222)	\$ 27,829,901	\$ 12,599,329	\$ 1,674,033	\$ 55,513	\$ 1,122,343	
Receivables (increase)/decrease -		707,646	478,919	(1,338)	5,498	(417)	(3,842)	-	-	227,734	1,092	-	
Payables increase/(decrease) -		(169,000)	(255,361)	19,034	47,976	2,615	15,641	1,094	-	-	-	-	
Revenues increase/(decrease) -		9,344,723	7,755,282	299,829	76,598	508,670	23,623	-	612,520	-	68,202	-	
Expenditures (increase)/decrease -		(26,259,669)	(6,480,363)	(254,177)	(419,150)	(457,154)	(171,623)	(3,104,312)	(15,077,403)	(250,000)	(45,488)	-	
Cash and investments	1/31/2013	\$ 55,890,178	\$ 39,693,320	\$ 897,747	\$ (3,651,686)	\$ 531,660	\$ (7,295,423)	\$ 24,726,684	\$ (1,865,553)	\$ 1,651,767	\$ 79,319	\$ 1,122,343	

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$22,400	\$22,407
Interest	12	-	12	N/A	(211)	-	(211)	N/A	225	225
Tuition, Fees, Admissions	304	354	(50)	(14.1)	2,503	899	1,604	178.4	3,379	3,556
Other Local Revenues	218	418	(200)	(47.9)	1,055	2,474	(1,419)	(57.3)	2,040	2,682
State Sources	7,791	89	7,702	8,653.9	63,078	37,885	25,193	66.5	80,557	80,621
Federal Aids from MDE	202	(1,735)	1,937	111.7	3,073	1,962	1,111	56.6	7,920	9,414
Federal Direct Aids	653	(351)	1,004	285.9	1,746	743	1,003	134.9	3,154	3,154
Local Sales	97	227	(130)	(57.3)	638	423	215	50.9	6,321	6,326
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>9,277</b>	<b>(998)</b>	<b>10,275</b>	<b>1,029.5</b>	<b>71,882</b>	<b>44,386</b>	<b>27,496</b>	<b>61.9</b>	<b>125,994</b>	<b>128,384</b>
<u>Expenditures</u>										
Salaries	4,600	4,978	378	7.6	25,849	17,159	(8,690)	(50.6)	54,966	56,556
Benefits	1,978	2,188	210	9.6	11,438	8,124	(3,314)	(40.8)	26,995	27,379
Purchased Services	964	871	(93)	(10.7)	5,597	3,550	(2,047)	(57.7)	12,098	12,874
Supplies & Materials	281	390	109	27.9	1,773	1,241	(532)	(42.9)	4,770	4,742
Chargebacks	0	1	1	94.7	0	0	(0)	N/A	315	276
Capital Expenditures	3,267	5,269	2,002	38.0	18,093	18,594	501	2.7	40,505	40,962
Debt Service	15,077	4	(15,073)	#####	20,232	5,525	(14,707)	(266.2)	20,995	20,995
Other	46	19	(27)	(141.2)	452	371	(81)	(21.9)	1,061	1,537
<b>Total Expenditures</b>	<b>26,214</b>	<b>13,720</b>	<b>(12,494)</b>	<b>(91.1)</b>	<b>83,434</b>	<b>54,564</b>	<b>(28,870)</b>	<b>(52.9)</b>	<b>161,704</b>	<b>165,320</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(16,937)</b>	<b>(\$14,718)</b>	<b>(2,219)</b>	<b>(15.1)</b>	<b>(11,552)</b>	<b>(\$10,178)</b>	<b>(1,374)</b>	<b>(13.5)</b>	<b>(\$35,710)</b>	<b>(\$36,936)</b>

DULUTH PUBLIC SCHOOLS - ISD 709  
January 13  
General Fund **TOTAL**

**STATEMENT OF REVENUES AND EXPENDITURES**  
(IN THOUSANDS)

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	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$7,846	\$7,846
Interest	12	0	12	N/A	13	0	13	N/A	50	50
Tuition, Fees, Admissions	154	274	(120)	(43.7)	1,709	492	1,217	247.4	1,365	1,371
Other Local Revenues	210	196	14	7.0	870	592	278	46.9	511	816
State Sources	7,289	(57)	7,346	12,887.3	56,510	33,426	23,084	69.1	69,647	69,724
Federal Aids from MDE	10	(1,881)	1,891	100.5	1,874	978	896	91.6	5,884	7,076
Federal Direct Aids	81	(3)	84	2,803.3	81	(3)	84	2,803.3	135	135
Local Sales	0	0	0	N/A	0	14	(14)	(100.0)	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>7,755</b>	<b>(1,471)</b>	<b>9,226</b>	<b>627.2</b>	<b>61,057</b>	<b>35,499</b>	<b>25,558</b>	<b>72.0</b>	<b>85,438</b>	<b>87,018</b>
<u>Expenditures</u>										
Salaries	4,100	4,297	197	4.6	22,574	14,608	(7,966)	(54.5)	48,445	49,688
Benefits	1,499	1,720	221	12.9	9,804	6,908	(2,896)	(41.9)	23,090	23,466
Purchased Services	650	600	(50)	(8.4)	3,259	1,953	(1,306)	(66.9)	6,331	6,750
Supplies & Materials	97	114	17	15.3	639	536	(103)	(19.2)	1,632	1,625
Chargebacks	0	(1)	(1)	(100.0)	(1)	(3)	(2)	(51.9)	(1)	(55)
Capital Expenditures	95	68	(27)	(40.3)	449	237	(212)	(89.4)	365	669
Debt Service	0	0	0	N/A	(88)	97	185	190.5	125	125
Other	39	16	(23)	(146.8)	394	337	(57)	(16.9)	879	1,236
<b>Total Expenditures</b>	<b>6,480</b>	<b>6,814</b>	<b>334</b>	<b>4.9</b>	<b>37,030</b>	<b>24,673</b>	<b>(12,357)</b>	<b>(50.1)</b>	<b>80,866</b>	<b>83,504</b>
Transfers In (Out)	0	0	0	N/A	(3,589)	0	0	N/A	(3,589)	(3,589)
<b>Operating Excess (Deficit)</b>	<b>\$1,275</b>	<b>(\$8,285)</b>	<b>9,560</b>	<b>115.4</b>	<b>\$20,438</b>	<b>\$10,826</b>	<b>\$9,612</b>	<b>88.8</b>	<b>\$983</b>	<b>(\$76)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$7,232	\$7,232
Interest	12	0	12	N/A	13	0	13	N/A	50	50
Tuition, Fees, Admissions	(2)	233	(235)	(100.8)	1,367	405	962	237.5	887	887
Other Local Revenues	177	22	155	703.5	471	110	361	327.9	171	268
State Sources	7,210	67	7,143	10,660.5	55,267	32,586	22,681	69.6	64,569	64,569
Federal Aids from MDE	0	(427)	427	100.0	0	14	(14)	(100.0)	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	14	(14)	(100.0)	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>7,396</b>	<b>(105)</b>	<b>7,501</b>	<b>7,144.0</b>	<b>57,117</b>	<b>33,129</b>	<b>23,988</b>	<b>72.4</b>	<b>72,909</b>	<b>73,006</b>
<u>Expenditures</u>										
Salaries	3,491	3,704	213	5.8	19,147	12,503	(6,644)	(53.1)	41,473	41,577
Benefits	1,226	1,452	226	15.6	8,314	5,974	(2,340)	(39.2)	19,885	19,869
Purchased Services	609	547	(62)	(11.3)	2,967	1,710	(1,257)	(73.5)	5,532	5,871
Supplies & Materials	61	87	26	29.7	505	400	(105)	(26.4)	1,133	1,157
Chargebacks	0	(1)	(1)	(131.5)	(1)	(3)	(2)	(50.7)	(259)	(315)
Capital Expenditures	49	49	0	0.5	298	103	(195)	(189.1)	214	356
Debt Service	0	0	0	N/A	(88)	97	185	190.5	125	125
Other	39	(6)	(45)	(753.9)	351	241	(110)	(45.5)	234	336
<b>Total Expenditures</b>	<b>5,475</b>	<b>5,832</b>	<b>357</b>	<b>6.1</b>	<b>31,493</b>	<b>21,025</b>	<b>(10,468)</b>	<b>(49.8)</b>	<b>68,337</b>	<b>68,976</b>
Transfers In (Out)	0	0	0	N/A	(3,589)	0	0	N/A	(3,589)	(3,589)
<b>Operating Excess (Deficit)</b>	<b>\$1,922</b>	<b>(\$5,937)</b>	<b>7,859</b>	<b>132.4</b>	<b>\$22,035</b>	<b>\$12,104</b>	<b>\$9,931</b>	<b>82.0</b>	<b>\$983</b>	<b>\$440</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$614	\$614
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	156	41	115	281.0	342	87	255	293.4	478	484
Other Local Revenues	33	174	(141)	(81.1)	399	482	(83)	(17.2)	340	548
State Sources	79	(124)	203	163.9	1,243	840	403	48.0	5,077	5,154
Federal Aids from MDE	10	(1,454)	1,464	100.7	1,874	964	910	94.4	5,884	7,076
Federal Direct Aids	81	(3)	84	2,803.3	81	(3)	84	2,803.3	135	135
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>359</b>	<b>(1,366)</b>	<b>1,725</b>	<b>126.3</b>	<b>3,939</b>	<b>2,370</b>	<b>1,569</b>	<b>66.2</b>	<b>12,529</b>	<b>14,012</b>
<u>Expenditures</u>										
Salaries	609	593	(16)	(2.8)	3,426	2,105	(1,321)	(62.8)	6,972	8,111
Benefits	273	268	(5)	(1.8)	1,490	934	(556)	(59.5)	3,205	3,597
Purchased Services	41	53	12	22.3	292	243	(49)	(20.2)	799	879
Supplies & Materials	35	27	(8)	(31.0)	134	136	2	1.8	499	468
Chargebacks	(0)	0	0	N/A	0	0	(0)	N/A	258	259
Capital Expenditures	47	19	(28)	(145.6)	151	134	(17)	(12.8)	150	313
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	22	22	98.8	43	96	53	54.9	645	900
<b>Total Expenditures</b>	<b>1,005</b>	<b>982</b>	<b>(23)</b>	<b>(2.4)</b>	<b>5,537</b>	<b>3,648</b>	<b>(1,889)</b>	<b>(51.8)</b>	<b>12,529</b>	<b>14,527</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$646)</b>	<b>(2,348)</b>	<b>1,702</b>	<b>72.5</b>	<b>(\$1,597)</b>	<b>(\$1,278)</b>	<b>(\$319)</b>	<b>(25.0)</b>	<b>\$0</b>	<b>(\$516)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - T O - D A T E				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	4	12	(8)	(70.7)	17	17
State Sources	17	19	(2)	(13.1)	71	33	38	116.4	165	165
Federal Aids from MDE	186	220	(34)	(15.5)	900	507	393	77.4	2,021	2,021
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	97	120	(23)	(19.2)	480	278	202	72.8	1,130	1,130
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>300</b>	<b>359</b>	<b>(59)</b>	<b>(16.5)</b>	<b>1,455</b>	<b>830</b>	<b>625</b>	<b>75.3</b>	<b>3,332</b>	<b>3,332</b>
<u>Expenditures</u>										
Salaries	74	81	7	8.2	462	267	(195)	(72.9)	968	968
Benefits	31	34	3	7.4	175	111	(64)	(57.6)	403	403
Purchased Services	17	4	(13)	(323.2)	47	16	(31)	(191.8)	105	93
Supplies & Materials	131	204	73	35.6	780	442	(338)	(76.4)	1,705	1,713
Chargebacks	0	1	1	100.0	1	1	0	38.9	131	131
Capital Expenditures	0	0	0	N/A	41	0	(41)	N/A	7	47
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	(1)	(1)	(100.0)	15	0	(15)	N/A	14	16
<b>Total Expenditures</b>	<b>254</b>	<b>323</b>	<b>69</b>	<b>21.3</b>	<b>1,520</b>	<b>837</b>	<b>(683)</b>	<b>(81.6)</b>	<b>3,332</b>	<b>3,371</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$46</b>	<b>\$36</b>	<b>\$10</b>	<b>26.8</b>	<b>(\$65)</b>	<b>(\$7)</b>	<b>(\$58)</b>	<b>(831.0)</b>	<b>(\$0)</b>	<b>(\$39)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	24	(8)	32	404.5	20	20
State Sources	77	2	75	3,729.8	2,664	1,635	1,029	63.0	5,125	5,125
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>77</b>	<b>2</b>	<b>75</b>	<b>3,729.8</b>	<b>2,689</b>	<b>1,627</b>	<b>1,062</b>	<b>65.3</b>	<b>5,145</b>	<b>5,145</b>
<u>Expenditures</u>										
Salaries	99	103	4	4.3	552	358	(194)	(54.3)	1,185	1,185
Benefits	68	68	(0)	(0.5)	351	215	(136)	(63.4)	696	696
Purchased Services	229	209	(20)	(9.5)	1,644	965	(679)	(70.4)	3,709	3,713
Supplies & Materials	23	28	5	16.4	156	88	(68)	(77.4)	317	317
Chargebacks	0	0	0	N/A	0	0	(0)	N/A	1	1
Capital Expenditures	0	0	0	N/A	6	0	(6)	N/A	220	216
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	(0)	N/A	0	0
<b>Total Expenditures</b>	<b>419</b>	<b>408</b>	<b>(11)</b>	<b>(2.7)</b>	<b>2,710</b>	<b>1,626</b>	<b>(1,084)</b>	<b>(66.7)</b>	<b>6,128</b>	<b>6,128</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$343)</b>	<b>(\$406)</b>	<b>\$63</b>	<b>15.6</b>	<b>(\$21)</b>	<b>\$1</b>	<b>(\$22)</b>	<b>(2,214.7)</b>	<b>(\$983)</b>	<b>(\$983)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$905	\$912
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	150	80	70	87.2	794	407	387	95.0	1,032	1,203
Other Local Revenues	7	221	(214)	(96.9)	101	469	(368)	(78.5)	21	258
State Sources	352	(19)	371	1,953.1	1,502	881	621	70.5	2,017	2,004
Federal Aids from MDE	0	(91)	91	100.0	293	460	(167)	(36.4)	15	310
Federal Direct Aids	0	(348)	348	100.0	522	164	358	218.0	1,876	1,876
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>509</b>	<b>(157)</b>	<b>666</b>	<b>424.0</b>	<b>3,210</b>	<b>2,381</b>	<b>829</b>	<b>34.8</b>	<b>5,865</b>	<b>6,563</b>
<u>Expenditures</u>										
Salaries	265	430	165	38.4	1,819	1,586	(233)	(14.7)	3,481	3,828
Benefits	104	138	34	24.7	671	540	(131)	(24.2)	1,467	1,474
Purchased Services	59	46	(13)	(28.0)	256	154	(102)	(66.3)	320	606
Supplies & Materials	23	41	18	44.0	147	131	(16)	(12.3)	253	272
Chargebacks	0	1	1	94.7	1	2	1	53.2	184	200
Capital Expenditures	0	0	(0)	N/A	1	0	(1)	N/A	8	12
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	6	1	(5)	(533.2)	31	9	(22)	(245.2)	123	155
<b>Total Expenditures</b>	<b>457</b>	<b>657</b>	<b>200</b>	<b>30.4</b>	<b>2,926</b>	<b>2,422</b>	<b>(504)</b>	<b>(20.8)</b>	<b>5,837</b>	<b>6,548</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A		
<b>Operating Excess (Deficit)</b>	<b>\$52</b>	<b>(\$814)</b>	<b>\$866</b>	<b>106.3</b>	<b>\$284</b>	<b>(\$41)</b>	<b>\$325</b>	<b>793.7</b>	<b>\$28</b>	<b>\$15</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$1,463	\$1,463
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	1	1	(0)	(7.8)	57	163	(106)	(65.1)	151	251
State Sources	16	0	16	N/A	495	337	158	46.9	648	648
Federal Aids from MDE	7	17	(10)	(60.2)	7	17	(10)	(60.2)	0	7
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	107	(107)	(100.0)	158	107	51	47.5	4,774	4,779
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>24</b>	<b>125</b>	<b>(101)</b>	<b>(81.1)</b>	<b>717</b>	<b>624</b>	<b>93</b>	<b>14.9</b>	<b>7,037</b>	<b>7,149</b>
<u>Expenditures</u>										
Salaries	55	59	4	6.4	411	304	(107)	(35.3)	805	805
Benefits	24	25	1	4.1	177	134	(43)	(32.2)	317	317
Purchased Services	1	10	9	88.2	309	430	121	28.1	345	421
Supplies & Materials	6	2	(4)	(213.2)	23	13	(10)	(76.5)	300	252
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	85	217	132	60.8	1,116	1,128	12	1.1	3,280	3,421
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	61
<b>Total Expenditures</b>	<b>172</b>	<b>313</b>	<b>141</b>	<b>45.2</b>	<b>2,036</b>	<b>2,009</b>	<b>(27)</b>	<b>(1.4)</b>	<b>5,047</b>	<b>5,276</b>
Transfers In (Out)	0	0	0	N/A	577	0	0	N/A	(1,311)	(1,311)
<b>Operating Excess (Deficit)</b>	<b>(\$148)</b>	<b>(\$188)</b>	<b>\$40</b>	<b>21.3</b>	<b>(\$742)</b>	<b>(\$1,385)</b>	<b>\$643</b>	<b>46.4</b>	<b>\$680</b>	<b>\$563</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$409	\$409
Interest	0	0	0	N/A	(212)	0	(212)	N/A	158	158
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	1,250	(1,250)	(100.0)	0	0
State Sources	0	0	0	N/A	199	151	48	31.6	168	168
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	24	(24)	(100.0)	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>(13)</b>	<b>1,425</b>	<b>(1,438)</b>	<b>(100.9)</b>	<b>735</b>	<b>735</b>
<u>Expenditures</u>										
Salaries	7	8	1	12.2	31	36	5	14.8	83	83
Benefits	2	3	1	24.7	9	16	7	42.6	37	37
Purchased Services	8	2	(6)	(295.5)	82	32	(50)	(154.7)	146	150
Supplies & Materials	1	1	0	22.7	28	31	3	9.3	55	55
Chargebacks	0	0	0	N/A	0	0	(0)	N/A	0	0
Capital Expenditures	3,086	4,984	1,898	38.1	16,481	17,229	748	4.3	36,625	36,596
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	3	3	100.0	12	25	13	53.5	6	30
<b>Total Expenditures</b>	<b>3,104</b>	<b>5,001</b>	<b>1,897</b>	<b>37.9</b>	<b>16,642</b>	<b>17,369</b>	<b>727</b>	<b>4.2</b>	<b>36,952</b>	<b>36,952</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$3,104)</b>	<b>(\$5,001)</b>	<b>\$1,897</b>	<b>37.9</b>	<b>(\$16,655)</b>	<b>(\$15,944)</b>	<b>(\$711)</b>	<b>(4.5)</b>	<b>(\$36,217)</b>	<b>(\$36,217)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$11,777	\$11,777
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	(5)	5	100.0	0	0
State Sources	41	144	(103)	(71.5)	1,637	1,422	215	15.1	2,787	2,787
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	571	0	571	N/A	1,143	582	561	96.4	1,143	1,143
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>613</b>	<b>144</b>	<b>469</b>	<b>325.4</b>	<b>2,780</b>	<b>1,999</b>	<b>781</b>	<b>39.1</b>	<b>15,707</b>	<b>15,707</b>
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	0	0
Purchased Services	0	0	0	N/A	0	0	0	N/A	0	0
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	15,077	4	(15,073)	#####	20,320	5,428	(14,892)	(274.4)	20,870	20,870
Other	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Expenditures</b>	<b>15,077</b>	<b>4</b>	<b>(15,073)</b>	<b>#####</b>	<b>20,320</b>	<b>5,428</b>	<b>(14,892)</b>	<b>(274.4)</b>	<b>20,870</b>	<b>20,870</b>
Transfers In (Out)	0	0	0	N/A	3,012	0	0	N/A	4,900	4,900
<b>Operating Excess (Deficit)</b>	<b>(\$14,465)</b>	<b>\$140</b>	<b>(\$14,605)</b>	<b>(10,432.1)</b>	<b>(\$14,528)</b>	<b>(\$3,429)</b>	<b>(\$11,099)</b>	<b>(323.7)</b>	<b>(\$263)</b>	<b>(\$263)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	(12)	0	(12)	N/A	13	13
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	1	(1)	(100.0)	300	300
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>(12)</b>	<b>1</b>	<b>(13)</b>	<b>(1,339.7)</b>	<b>313</b>	<b>313</b>
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	250	200	(50)	(25.0)	250	200	(50)	(25.0)	250	250
Purchased Services	0	0	0	N/A	0	0	0	N/A	0	0
Supplies & Materials	0	0	0	N/A	0	0	(0)	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Expenditures</b>	<b>250</b>	<b>200</b>	<b>(50)</b>	<b>(25.0)</b>	<b>250</b>	<b>200</b>	<b>(50)</b>	<b>(25.0)</b>	<b>250</b>	<b>250</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$250)</b>	<b>(\$200)</b>	<b>(\$50)</b>	<b>(25.0)</b>	<b>(\$262)</b>	<b>(\$199)</b>	<b>(\$63)</b>	<b>(31.9)</b>	<b>\$62</b>	<b>\$63</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	68	0	68	N/A	498	0	498	N/A	790	790
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>68</b>	<b>0</b>	<b>68</b>	<b>N/A</b>	<b>498</b>	<b>0</b>	<b>498</b>	<b>N/A</b>	<b>790</b>	<b>790</b>
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	41	0	(41)	N/A	296	0	(296)	N/A	735	735
Purchased Services	4	0	(4)	N/A	31	0	(31)	N/A	55	55
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Expenditures</b>	<b>45</b>	<b>0</b>	<b>(45)</b>	<b>N/A</b>	<b>327</b>	<b>0</b>	<b>(327)</b>	<b>N/A</b>	<b>790</b>	<b>790</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$23</b>	<b>\$0</b>	<b>\$23</b>	<b>N/A</b>	<b>\$170</b>	<b>\$0</b>	<b>\$170</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>

DULUTH PUBLIC SCHOOLS - ISD 709  
January 13  
Student Activities

**STATEMENT OF REVENUES AND EXPENDITURES**  
(IN THOUSANDS)

**PAGE 14**

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2013	FY2012	\$ Variance	% Variance	FY2013	FY2012	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	4	4
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	981	981
Other Local Revenues	0	0	0	N/A	0	0	0	N/A	230	230
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	417	417
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>1,632</b>	<b>1,632</b>
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	0	0
Purchased Services	0	0	0	N/A	0	0	0	N/A	1,086	1,086
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	507	507
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	39	39
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>1,632</b>	<b>1,632</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>(\$0)</b>	<b>(\$0)</b>

December 12  
ALL FUNDS

### BALANCE SHEET

ASSETS	01/31/13	06/30/12	01/31/12
Cash / Investments	\$55,890	\$71,942	\$83,632
Taxes & Credits Receivable	3,191	16,155	4,300
Accounts / Interest Receivable	115	1,733	124
Due from Other Funds	0	228	75
Due from Other MN Districts	925	995	0
Due From MDE	27,317	27,568	22,747
Due From Federal thru MDE	35	1,743	35
Due From Federal - Direct	0	499	0
Due from Other Governments	0	94	0
Inventory	1,558	1,573	218
Prepays	58,775	82	57
<b>Total Assets</b>	<b>\$147,805</b>	<b>\$122,611</b>	<b>\$111,188</b>

LIABILITIES	01/31/13	06/30/12	01/31/12
Tax and Aid Anticipation Payable	\$ 23,000	\$ 22,610	\$ 31,060
Accrued Interest Payable	0	0	0
Salaries Payable	35	13,157	1,089
Accounts Payable	125	8,662	47
Due to Other Funds	0	228	75
Due to Other MN Districts	8	83	24
Due to Other Governments	0	0	296
Claims Payable	171	179	353
Deferred Revenue	2,616	3,176	13
Taxes Levied for Subsequent Yr.	19,985	19,985	18,890
Property tax shift	(865)	(865)	820
<b>Total Liabilities</b>	<b>\$45,076</b>	<b>\$67,216</b>	<b>\$52,667</b>

FUND BALANCES	01/31/13	06/30/12	01/31/12
Reserved for:			
Severance	\$0	\$0	\$0
Nonspendable Inventory	222	222	212
Nonspendable Prepays	81	82	72
Staff Development	236	236	302
Reemployment comp	0	0	0
Basic skills	305	305	329
Learning development	0	0	0
Desegregation	211	211	293
Gifted and Talented	0	0	23
Pupil Transportation Safety	0	0	0
ECFE	191	191	160
Community Education	281	281	159
Community Services	27	27	0
Operating Capital	0	0	0
Facilities	27,888	27,888	60,433
Alternative facilities	13,561	13,561	20,554
Restricted Programs	0	0	0
Bond Refunding	0	0	0
Endowment	1,652	1,914	1,676
Encumbrances	0	0	0
Severance-Insurance Prem	0	0	4,081
Area Learning Center	0	0	0
Designated for:			
Textbooks	273	273	0
Carryovers	328	328	680
Operating Capital	95	0	0
Referendum	0	0	0
Undesignated	(1,339)	9,877	(30,453)

Total Fund Balance \$44,012 \$55,395 \$58,521

Liabilities & Fund Balance \$89,089 \$122,611 \$111,188

December 12  
General Fund

### BALANCE SHEET

ASSETS	01/31/13	06/30/12	01/31/12
Cash / Investments	\$39,693	\$18,034	\$36,468
Taxes & Credits Receivable	(5,393)	7,571	(5,212)
Accounts / Interest Receivable	(500)	27	(1)
Due from Other Funds	0	0	75
Due from Other MN Districts	901	970	0
Due From MDE	23,611	23,661	21,393
Due From Federal thru MDE	0	1,663	0
Due From Federal - Direct	0	85	0
Due from Other Governments	0	26	0
Inventory	177	131	197
Prepays	58,775	78	57
<b>Total Assets</b>	<b>\$117,263</b>	<b>\$52,245</b>	<b>\$52,977</b>

LIABILITIES	01/31/13	06/30/12	01/31/12
Tax and Aid Anticipation Payable	\$23,000	\$22,610	\$31,060
Accrued Interest Payable	0	0	0
Salaries & Benefits Payable	(718)	12,500	241
Accounts Payable	120	916	45
Due to Other Funds	0	171	0
Due to Other MN Districts	8	83	24
Due to Other Governments	0	0	296
Claims Payable	171	178	353
Deferred Revenue	602	862	11
Taxes Levied for Subsequent Yr.	5,461	5,461	4,945
Property tax shift	(850)	(850)	370
<b>Total Liabilities</b>	<b>\$27,795</b>	<b>\$41,931</b>	<b>\$37,345</b>

FUND BALANCES	01/31/13	06/30/12	01/31/12
Reserved for:			
Severance	\$0	\$0	\$0
Nonspendable Inventory	131	131	129
Nonspendable Prepays	78	78	72
Staff Development	236	236	302
Reemployment comp	0	0	0
Basic skills	305	305	329
Learning development	0	0	0
Desegregation	211	211	293
Gifted and Talented	0	0	23
Pupil Transportation Safety	0	0	0
ECFE	0	0	0
Community Education	0	0	0
Community Services	0	0	0
Operating Capital	0	0	0
Facilities	0	0	0
Alternative facilities	0	0	0
Restricted Programs	0	0	0
Escrow Account	0	0	0
Severance-Insurance Prem	0	0	4,081
Encumbrances	0	0	0
Area Learning Center	0	0	0
Designated for:			
Textbooks	0	0	0
Carryovers	307	307	375
Operating Capital	0	0	0
Referendum	0	0	0
Undesignated	29,484	9,047	10,028
<b>Total Fund Balance</b>	<b>\$30,752</b>	<b>\$10,314</b>	<b>\$15,632</b>
<b>Liabilities &amp; Fund Balance</b>	<b>\$58,547</b>	<b>\$52,245</b>	<b>\$52,977</b>



December 12  
Transportation Fund

## BALANCE SHEET

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	(\$3,652)	(\$3,483)	(\$1,594)	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	141	3	17	Nonspendable Inventory	2	2	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	24	24	0	Staff Development	0	0	0
Due From MDE	2,166	2,166	74	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	(9)	2	(10)	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	(\$1,329)	(\$1,288)	(\$1,513)	Community Education	0	0	0
				Community Services	0	0	0
				Operating Capital	0	0	0
				Facilities	0	0	0
				Alternative facilities	0	0	0
				Restricted Programs	0	0	0
				Escrow Account	0	0	0
				Endowment	0	0	0
				Encumbrances	0	0	0
				Designated for:			
				Textbooks	0	0	0
				Operating Capital	0	0	0
				Undesignated	(1,562)	(1,541)	(1,746)
				Total Fund Balance	(\$1,560)	(\$1,539)	(\$1,746)
				Liabilities & Fund Balance	(\$1,329)	(\$1,288)	(\$1,513)

December 12

## BALANCE SHEET

Community Service Fund

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	\$532	\$212	\$106	Reserved for:			
Taxes & Credits Receivable	629	629	642	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	47	9	6	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	2	2	0
Due from Other MN Districts	0	0	0	Staff development	0	0	0
Due From MDE	514	705	425	Reemployment comp	0	0	0
Due From Federal thru MDE	0	46	0	Basic skills	0	0	0
Due From Federal - Direct	0	414	0	Learning development	0	0	0
Due from Other Governments	0	5	0	Desegregation	0	0	0
Inventory	(3)	0	(2)	Gifted and Talented	0	0	0
Prepays	0	2	0	Pupil Transportation Safety	0	0	0
				ECFE	191	191	160
<b>Total Assets</b>	<b>\$1,719</b>	<b>\$2,022</b>	<b>\$1,177</b>	Community Education	281	281	159
				Community Services	27	27	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	318	563	393	Restricted Programs	0	0	0
Accounts Payable	0	75	1	Escrow Account	0	0	0
Due to Other Funds	0	57	75	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	60	271	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	569	569	628	Undesignated	284	0	(276)
Property tax shift	(14)	(14)	37				
<b>Total Liabilities</b>	<b>\$934</b>	<b>\$1,521</b>	<b>\$1,134</b>	<b>Total Fund Balance</b>	<b>\$786</b>	<b>\$501</b>	<b>\$43</b>
				<b>Liabilities &amp; Fund Balance</b>	<b>\$1,719</b>	<b>\$2,022</b>	<b>\$1,177</b>

December 12

## BALANCE SHEET

Capital Expenditures

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	(\$7,295)	(\$6,355)	(\$7,102)	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	364	60	73	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	11	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	63	0	Desegregation	0	0	0
Inventory	1,351	1,351	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b>(\$5,580)</b>	<b>(\$4,870)</b>	<b>(\$7,029)</b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	102	43	98	Restricted Programs	0	0	0
Accounts Payable	0	27	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	273	273	0
Deferred Revenue	1,351	1,351	0	School Carryover	21	21	305
Taxes Levied for Subsequent Yr.	0	0	0	Operating Capital	95	0	0
Property tax shift	0	0	0	Undesignated	(7,423)	(6,586)	(7,432)
<b>Total Liabilities</b>	<b>\$1,453</b>	<b>\$1,421</b>	<b>\$98</b>	<b>Total Fund Balance</b>	<b>(\$7,033)</b>	<b>(\$6,291)</b>	<b>(\$7,127)</b>
				<b>Liabilities &amp; Fund Balance</b>	<b>(\$5,580)</b>	<b>(\$4,870)</b>	<b>(\$7,029)</b>

December 12

## BALANCE SHEET

Building Construction Fund

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	\$24,727	\$47,075	\$52,248	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	12	1,617	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	60	60	50	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	(1)	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b>\$24,798</b>	<b>\$48,752</b>	<b>\$52,297</b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	27,888	27,888	60,433
Accrued Interest Payable	0	0	0	Alternative facilities	13,561	13,561	20,554
Salaries Payable	4	11	16	Restricted Programs	0	0	0
Accounts Payable	0	7,292	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0				
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	(16,655)	0	(28,706)
Property tax shift	0	0	0				
<b>Total Liabilities</b>	<b>\$4</b>	<b>\$7,303</b>	<b>\$16</b>	<b>Total Fund Balance</b>	<b>\$24,794</b>	<b>\$41,449</b>	<b>\$52,281</b>
				<b>Liabilities &amp; Fund Balance</b>	<b>\$24,798</b>	<b>\$48,752</b>	<b>\$52,297</b>

December 12

## BALANCE SHEET

Debt Service Fund

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	(\$1,866)	\$12,661	(\$232)	Reserved for:			
Taxes & Credits Receivable	7,955	7,955	8,870	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	1	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	965	965	805	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b><u>\$7,055</u></b>	<b><u>\$21,583</u></b>	<b><u>\$9,443</u></b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	0	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Bond Refundings	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	602	602	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	13,955	13,955	13,317	Undesignated	(7,502)	7,026	(4,287)
Property tax shift	0	0	413				
<b>Total Liabilities</b>	<b><u>\$14,557</u></b>	<b><u>\$14,557</u></b>	<b><u>\$13,730</u></b>	<b>Total Fund Balance</b>	<b><u>(\$7,502)</u></b>	<b><u>\$7,026</u></b>	<b><u>(\$4,287)</u></b>
				<b>Liabilities &amp; Fund Balance</b>	<b><u>\$7,055</u></b>	<b><u>\$21,583</u></b>	<b><u>\$9,443</u></b>



December 12

## BALANCE SHEET

Dental Internal Service Fund

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	\$79	\$69	\$32	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	1	1	2	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b>\$80</b>	<b>\$70</b>	<b>\$34</b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	4	74	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	90	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	76	(94)	34
Property tax shift	0	0	0				
<b>Total Liabilities</b>	<b>\$4</b>	<b>\$164</b>	<b>\$0</b>	<b>Total Fund Balance</b>	<b>\$76</b>	<b>(\$94)</b>	<b>\$34</b>
				<b>Liabilities &amp; Fund Balance</b>	<b>\$80</b>	<b>\$70</b>	<b>\$34</b>

December 12  
Student Activities

## BALANCE SHEET

ASSETS	01/31/13	06/30/12	01/31/12	FUND BALANCES	01/31/13	06/30/12	01/31/12
Cash / Investments	\$1,122	\$1,122	\$1,172	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b>\$1,122</b>	<b>\$1,122</b>	<b>\$1,172</b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	0	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	1,122	1,122	1,172
Property tax shift	0	0	0				
<b>Total Liabilities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>Total Fund Balance</b>	<b>\$1,122</b>	<b>\$1,122</b>	<b>\$1,172</b>
				<b>Liabilities &amp; Fund Balance</b>	<b>\$1,122</b>	<b>\$1,122</b>	<b>\$1,172</b>





**ISD #709 - Duluth Public Schools**  
**ACH & Wire Transfer Summary**  
**Period Ending 01/31/2013**

<u>CHECK DATE</u>	<u>VENDOR ID</u>	<u>DESCRIPTION</u>	<u>MSDLFA</u>
01/04/2013	V79764	DULUTH FEDERATION OF TEA	23,335.02
01/04/2013	V107231	DULUTH TEACHERS CREDIT	11,637.60
01/04/2013	V79711	DULUTH TEACHERS RETIRE	222,406.84
01/04/2013	V106637	EBC - FLEX EFT	12,144.38
01/04/2013	V106636	EBC - TSA EFT	90,746.52
01/04/2013	V79771	EDUCATION MN CLERICAL	1,253.99
01/04/2013	V102915	FEDERAL 941 PR TAXES	528,132.03
01/04/2013	V108066	MG TRUST	118,894.15
01/04/2013	V05173	MN CHILD SUPPORT EFT	1,102.72
01/04/2013	V102916	MN STATE PR TAXES	94,290.51
01/04/2013	V79708	PUBLIC EMPLOYEES RETIREMENT	85,019.40
01/04/2013	V79704	U S BANK - PY DIRECT DEPOSIT	1,506,371.58
01/18/2013	V106466	CITISTREET FOR MSRS	27,184.97
01/18/2013	V79764	DULUTH FEDERATION OF TEA	23,236.30
01/18/2013	V107231	DULUTH TEACHERS CREDIT	11,587.60
01/18/2013	V79711	DULUTH TEACHERS RETIRE	223,838.16
01/18/2013	V106637	EBC - FLEX EFT	12,488.82
01/18/2013	V106636	EBC - TSA EFT	87,104.82
01/18/2013	V79771	EDUCATION MN CLERICAL	1,253.99
01/18/2013	V102915	FEDERAL 941 PR TAXES	574,893.06
01/18/2013	V108066	MG TRUST	117,544.70
01/18/2013	V05173	MN CHILD SUPPORT EFT	1,102.72
01/18/2013	V102916	MN STATE PR TAXES	91,234.02
01/18/2013	V79708	PUBLIC EMPLOYEES RETIREMENT	70,920.00
01/18/2013	V79704	U S BANK - PY DIRECT DEPOSIT	1,359,086.81
01/29/2013	V106737	ASSOCIATED BANK (EFT)	4,432,785.00
01/29/2013	V06645	MEDICA HEALTH PLAN (EFT)	164,673.10
01/29/2013	V106638	PEIP - HLTH EFT	879,927.35
01/29/2013	V05012	U S BANK TRUST N A CORP EFT	10,642,438.68
01/29/2013	V80030	DELTA DENTAL PLAN OF MN(EFT)	45,488.32
01/29/2013	V104923	HARRIS BANK	16,114.22
01/29/2013	V100499	MN DEPT OF REVENUE EFT	42.00
01/29/2013	V05246	MN UI FUND EFT	29,084.92
			<u>21,507,364.30</u>

**ISD 709 – Duluth Public Schools  
Investment Activity for FY 2013  
As of January 31, 2013**

**Beginning Investment Balance** (December 31, 2012): **\$ 13,870,254.89**

**Add Purchases:**

<u>Date</u>	<u>Issuer</u>	<u>Broker</u>	<u>Matures</u>	<u>Yield (YTM)</u>	
01/02	Apple Bank for Savings (NY)	MBS	03/19/13	0.30%	249,000.00
01/08	Bank of East Asia (xx)	PMA	07/29/13	0.20%	249,700.00
01/11	FHLB	MBS	07/11/25	2.88%	759,375.00
01/16	Everbank (FL)	PMA	07/16/13	0.20%	249,121.40
01/31	Term Series	PMA	07/29/13	0.14%	1,000,000.00

**Total Purchases**      **\$ 2,507,196.40**

**Deduct Maturities/Calls/Sales:**

<u>Date</u>	<u>Issuer</u>	<u>Broker</u>	<u>Matures</u>	<u>Yield (YTM)</u>	
01/11	Term Series	PMA	01/11/13	0.30%	5,000,000.00
01/16	Ironstone Bank (FL)	MBS	01/16/13	4.60%	97,000.00

**Total Maturities**      **\$ 5,097,000.00**

**Other items:**

Add:	Money Market Funds Interest	\$	94.96
	Market Value Adjustment		0.00
	Other Interest		0.00
Deduct:	Transaction Fees/Other		0.00
	Beginning Value Adjustment		0.00

**Total Other**      **\$ 94.96**

**Ending Investment Balance** (January 31, 2013) **\$ 11,280,546.25**

Note: Ending Investment Balance as of January 31, 2012 was \$ 2,490,190.84

**Duluth Public Schools-ISD 709**  
**WADM Projection Report - FY 2013**  
**March 2013**

Grade Levels	March	Progression	Projected ADM	PUW	Projected WADM	EOY 11-12
	Enrollment	to ADM				
KG	623	1.005299414	626.30	0.612	383.30	382.98
HK	78	0.929955443	72.54	1.000	72.54	78.01
Gr 1-3	2006	0.99020189	1986.34	1.115	2214.77	2216.07
Gr 4-6	1857	0.980893382	1821.52	1.060	1930.81	1899.75
Gr 7-8	1107	0.972525102	1076.59	1.300	1399.56	1468.93
Gr 9-12	2946.66	0.968066232	2852.56	1.300	3708.33	3803.52
<b>Sub-Total</b>	8617.66				9709.31	9849.27
<b>Other WADM</b>						
	March	Progression	Projected ADM	PUW	Projected WADM	EOY 11-12
	Enrollment	to ADM				
<b>Early Childhood</b>	209	0.356000095	74.40	1.250	93.01	118.50
	Final Count	Mar 1 Count	Final ADM			
09-10	466	264	97.32			
10-11	474	283	100.12			
11-12	432	265	94.8			
12-13*		209	93.01			
<b>Resident Tuition**</b>						
Resident Tuition Details		Total WADM				
09-10		54.90				
10-11		46.14				
11-12		54.15				
12-13*		51.73				
<b>ALC**</b>						
ALC Details		Total WADM				
09-10		205.88				
10-11		256.02				
11-12		285.78				
12-13*		249.23				
<b>Projected Total WADM</b>					9802.31	9967.77
<b>Budgeted WADM</b>					9866.00	
<b>Net</b>					-63.69	

\* Projected

\*\*Included in Grade Level Projections



**Donations/Investments in School Children**

<b>SCHOOL</b>	<b>FIRST NAME</b>	<b>LAST NAME/ORG.</b>	<b>RESTRICTION</b>	<b>AMOUNT</b>
East High	Catholic Charities		Orchestra	300.00
East High	Mr.	McGolrick	Choraliers	150.00
East High	Mr.	Nerhaugen	Choraliers	10.00
East High	Mr.	Harley	Choraliers	50.00
East High		Congregational Church	Choraliers	66.00
East High		Congregational Church	Choraliers	150.00
East High		Rotary	Choraliers	200.00
East High		LS Consulting	Choraliers	400.00
East High	Mr.	Sanford	Choraliers	40.00
East High		Hermantown CC	Choraliers	150.00
East High		Lakeview	Choraliers	150.00
East High		Lions Club	Choraliers	100.00
East High		Bentleyville	Choraliers	150.00
East High		Chamber of Commerce	Choraliers	100.00
East High		Duluth Teachers Credit Union	Robotics	100.00
East High		Superior Iron Artz	Robotics	16.05
East High		LHB, Inc.	Robotics	100.00
East High	Susan	Velner	Robotics	200.00
East High	Lake Superior	Consulting	Robotics	400.00
East High	Minnesota	Medical Foundation	Orchestra	200.00
East High		UMD	Chemistry	60.00
East High		Whole Foods Community Co-op, Inc.	Robotics	50.00
East High	Mr. Richard Cleath	Ms. Carol Ann Fries Jtwros	Robotics	150.00
East High		Grandma's Marathon-Duluth, Inc.	Orchestra	200.00
East High		Institute of Electrical and Electronics Engineers, Inc.	Robotics	500.00
East High		Complete Corporate	Exec Board	100.00
East High	Mr. Paul Ranelli & Ms. Carla	Brink	Orchestra	100.00
East High	Duluth Library Foundation		Orchestra	100.00
East High	Mr. Timothy	Velner	Yearbook	75.00
East High	Michael	Lien, Attorney at Law	Yearbook	150.00

East High		Center for Muscle and Joint Therapy	Yearbook	150.00
East High		Ancient and Accepted Scottish Rite	Orchestra	100.00
East High	Dr. & Mrs. Waldo	Avello	Orchestra	50.00
East High	Mr. & Mrs. Stephen	Carlson	Orchestra	100.00
East High		Duluth Republican Women	Orchestra	200.00
East High	Ms. Lynn	Wegner	Orchestra	250.00
East High		Saturn Systems, Inc.	Robotics	500.00
East High		Keystone Bluffs Assisted Living	Orchestra	100.00
East High		Maurices	General	1,000.00
East High		W.P. & R.S. Mars Co.	Robotics	100.00
East High		The Old Fashioneds	Orchestra	400.00
Homecroft	Carolyn	Roberts	None	40.00
Homecroft	Lisa	Holte	Mrs. Mlynarczyk's Class	100.00
East High		Superior Iron-Arts LLC	Robotics	250.00
East High	Mr. & Mrs. Marvin	Haugen	Robotics	100.00
East High	Mr. & Mrs. John	Hollick	Robotics	200.00
East High	Mr. & Mrs. Juan	Hutchinson	German Club	10.00
East High	Mr. & Mrs. James	Stout	Robotics	500.00
East High		Chapter by PEO	Robotics	25.00
Denfeld		Oliver Tavern	Art Dept	200.00
Denfeld		West Duluth American Legion Auxiliary	Guidance Dept	200.00
Denfeld		Northern Acrylics	Robotics	20.00
Denfeld		Contract Tile & Carpet, LLC	Robotics	100.00
Denfeld		The St Paul Foundation(William Hoch)	Softball Fence	500.00
Denfeld		Irving Community Assn	PSS Turf Center Logo	10,000.00
			TOTAL	19,712.05



## FACILITIES MANAGEMENT

Independent School District No. 709

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*Mailing Address: 215 North 1st Avenue East*

*Duluth, Minnesota 55802*

Construction Management (218) 336-8907

Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

## Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: March 11, 2013**

**Re: Quote #4140 – 2013 District-wide Lawn Care Services**

Quotes were solicited from six contractors for the 2013 District-wide Lawn Care Services. Three quotes were received in response to the School District's request for quotes covering the period from April 28, 2013 through September 21, 2013 (estimated 21 weeks). The low quotes are based on site-specific quotes as follows:

<u>Vendor</u>	<u>Quote Amount</u>
General Cleaning	\$13,629.00
Nick Stokes	\$ 8,965.95
Quality Lawn Care	\$42,567.00

It is recommended the School Board approve the quotes as submitted above to complete the work defined in Quote #4140 – 2013 District-wide Lawn Care Services, for a total estimated annual (based on an estimated 21 weeks) amount of \$65,161.95, with the option to extend 2013 services beyond September 21, 2013, depending on the growing season.

It is further recommended that the Duluth School Board approve the two (2) additional contract extension options through September 2015, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

Attached please find the Quote Tab and Comparison with other fiscal years for reference.

Attachments

**QUOTE TABULATION**  
**2013 LAWN CARE SERVICES**  
**QUOTE #4140**

for the period of April 28, 2013 through September 21, 2013

	Bee Dee Enterprises	Choremasters/ Goodwill Duluth	General Cleaning	Nick Stokes	Quality Lawn Care	Troy's Ground Maintenance	LOW QUOTE AMOUNT
Bid Bond			yes	na	yes		
1) Central HS			\$590.00		<b>\$570.00</b>		\$570.00
2) Congdon Park ES			\$147.50		<b>\$120.00</b>		\$120.00
3) Denfeld HS			\$206.50		<b>\$185.00</b>		\$185.00
4) East HS			<b>\$206.50</b>		\$255.00		\$206.50
5) Historic Old Central			\$147.50		<b>\$110.00</b>		\$110.00
6) Homecroft ES			\$177.00		<b>\$110.00</b>		\$110.00
7) Lakewood ES			\$177.00		<b>\$135.00</b>		\$135.00
8a) Laura MacArthur ES			\$147.50		<b>\$80.00</b>		\$80.00
8b) Laura MacArthur ES			\$177.00		<b>\$80.00</b>		\$80.00
9) Lester Park ES			\$147.50		<b>\$80.00</b>		\$80.00
10) Lincoln Park MS			<b>\$147.50</b>		\$525.00		\$147.50
11) Lowell ES			\$147.50	<b>\$89.45</b>	\$110.00		\$89.45
12) Meyers-Wilkens ES			\$295.00		<b>\$270.00</b>		\$270.00
13) Morgan Park MS			no bid		<b>\$115.00</b>		\$115.00
14) Nettleton ES			no bid	<b>\$88.00</b>	\$89.00		\$88.00
15) Ordean East MS			<b>\$295.00</b>		\$315.00		\$295.00
16) Piedmont ES			\$118.00	<b>\$90.00</b>	\$110.00		\$90.00
17) Rockridge ES			\$118.00	<b>\$90.00</b>	\$115.00		\$90.00
18) Stowe ES			\$177.00		<b>\$137.00</b>		\$137.00
19) Transportation			\$44.25		<b>\$35.00</b>		\$35.00
20) Woodland MS			\$118.00	<b>\$69.50</b>	\$90.00		\$69.50
Total Amount Per Mowing			\$3,584.25	\$426.95	\$3,636.00		<b>\$3,102.95</b>
Total Amount			\$75,269.25	\$8,965.95	\$76,356.00		<b>\$65,161.95</b>
<i>Total Low Quote</i>			<b>\$649.00</b>	<b>\$426.95</b>	<b>\$2,027.00</b>		
<i>Estimated Annual Amount</i>			<b>\$13,629.00</b>	<b>\$8,965.95</b>	<b>\$42,567.00</b>		

**9095 - Order of Business for Regular Meetings**

The following order shall be observed in conducting business:

1. Roll Call
2. Pledge of Allegiance
3. Approval of the Agenda
4. Reading and approving minutes
5. School and Community Recognition
6. Audience
7. Reading communications, petitions, etc.
- 8 Report of the Superintendent
9. Report of standing committees:
  - a. Education Committee
  - b. Human & Community Resources Committee
  - c. Business Committee
  - d. Committee of the Whole
10. Special Resolutions
11. Questions/Other

This order of business may at any time during a regular meeting be temporarily suspended by unanimous consent of all the School Board members present.

Any question of order arising, not provided for in these Bylaws, shall be decided according to parliamentary rules for the government of deliberative bodies, as defined by Robert's Rules of Order, Newly Revised.

Adopted: 6-9-70 ISD 709

Revised: 7-20-76

5-12-87

6-20-95

8-18-98

4-20-99

3-19-13



## FACILITIES MANAGEMENT

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Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: February 27, 2013**

**Re: Bid #1222 – Congdon Park Elementary School Bid Package #1, WS #4 – Structural Steel – Supply – Change Order #4**

Bid #1222, BP #1, WS #4 – Structural Steel Supply at Congdon Park Elementary School was approved at the Special School Board meeting on June 11, 2012 with a base bid of \$172,000.00.

Change Order #4 to this bid is a credit for a missing J7 joist for the roof construction resulting in a decrease of \$150.00.

### **Recommendation:**

It is recommended the Duluth School Board approve the change order as listed above pertaining to Bid #1222, BP #1 (WS #4) – Structural Steel – Supply at Congdon Park School deducting \$150.00 from the previously awarded base bid and change orders for a new contract total of \$248,210.00.

Attachment

# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> Bid #1222 - Congdon Park Elementary School - Addition and Remodeling 3116 East Superior Street Duluth, MN 55803	<b>CHANGE ORDER NUMBER:</b> 004 <b>INITIATION DATE:</b> January 23 <sup>rd</sup> , 2013	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Ben's Structural Fabrication, Inc. 475 Progress Road Waite Park, MN 56387	<b>PROJECT NUMBERS:</b> / 90396 <b>CONTRACT DATE:</b> June 8, 2012 <b>CONTRACT FOR:</b> Work Scope 04	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Item No. 001 - PCO #057 - Missing J7 joist per JIT PR #016.  
Total Amount Item No. 001: \$(150.00)

Total Amount This Change Order: \$(150.00)

The original Contract Sum was	\$ 172,000.00
Net change by previously authorized Change Orders	\$ 76,210.00
The Contract Sum prior to this Change Order was	\$ 248,210.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 150.00
The new Contract Sum including this Change Order will be	\$ 248,060.00

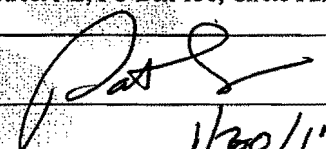
The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is July 19, 2013.

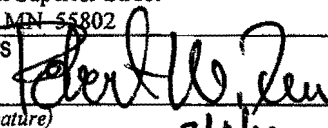
**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Kraus-Anderson Construction Company  
**CONSTRUCTION MANAGER (Firm name)**  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
55014  
**ADDRESS**

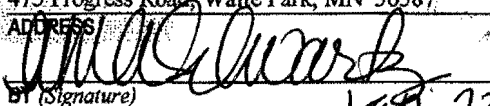
John Ivey Thomas Associates, Inc.  
**ARCHITECT (Firm name)**  
413 East Superior Street  
Duluth, MN 55802  
**ADDRESS**

BY (Signature)   
Pat Sims  
(Typed name) DATE: 1/30/13

BY (Signature)   
Robert Fern  
(Typed name) DATE: 2/4/13

Ben's Structural Fabrication, Inc.  
**CONTRACTOR (Firm name)**  
475 Progress Road, Waite Park, MN 56387  
**ADDRESS**

Duluth Public Schools - ISD #709  
**OWNER (Firm name)**  
215 North 1st Avenue East, Duluth, MN 55802  
**ADDRESS**

BY (Signature)   
Megan Holm  
(Typed name) DATE: Jan 23, 13

BY (Signature) \_\_\_\_\_  
(Typed name) DATE: \_\_\_\_\_



## FACILITIES MANAGEMENT

Independent School District No. 709

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Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: March 7, 2013**

**Re: Bid #1222 – Congdon Park Elementary School Bid Package #1, WS #3 – Concrete  
– Kelleher Construction, Inc. – Change Order #4**

Bid #1222, BP #1, WS #3 – Concrete at Congdon Park Elementary School was approved at the Special School Board Meeting on June 28, 2012 with a base bid of \$331,000.00.

Change Order #4 to this bid is for additional concrete and vapor barrier at room #124 and to recess the concrete slab for the floor mat near door #132A resulting in an increase of \$3,468.00.

**Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to WS #3 – Concrete at Congdon Park Elementary School adding \$3,468.00 to the previously awarded base bid and change orders for a new contract total of \$387,798.00.

Attachment



# AIA Document G701/CMa™ - 1992

RECEIVED  
MAR 06 2013  
I.S.D. #709  
FACILITIES MGMT

## Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):  
Bid #1222 - Congdon Park Elementary  
School - Addition and Remodeling  
3116 East Superior Street  
Duluth, MN 55803

CHANGE ORDER NUMBER: 004  
INITIATION DATE: January 30<sup>th</sup>, 2013

OWNER:   
CONSTRUCTION MANAGER:   
ARCHITECT:   
CONTRACTOR:   
FIELD:   
OTHER:

TO CONTRACTOR (Name and address):  
Kelleher Construction, Inc.  
11531 Rupp Drive  
Burnsville, MN 55337

PROJECT NUMBERS: / 90396  
CONTRACT DATE: June 8<sup>th</sup>, 2012  
CONTRACT FOR: Work Scope 03

### THE CONTRACT IS CHANGED AS FOLLOWS:

Item No. 001 - PCO #034 - Additional concrete and vapor barrier per revised construction drawings.  
Total Amount Item No. 001: \$3,468.00

Total Amount This Change Order: \$3,468.00

The original Contract Sum was	\$	331,000.00
Net change by previously authorized Change Orders	\$	53,330.00
The Contract Sum prior to this Change Order was	\$	384,330.00
The Contract Sum will be increased by this Change Order in the amount of	\$	3,468.00
The new Contract Sum including this Change Order will be	\$	387,798.00

The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is July 19, 2013.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Kraus-Anderson Construction Company  
CONSTRUCTION MANAGER (Firm name)  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
55014  
ADDRESS

John Ivey Thomas Associates, Inc.  
ARCHITECT (Firm name)  
413 East Superior Street  
Duluth, MN 55802  
ADDRESS

BY (Signature)   
Pat Sims  
(Typed name) DATE: 2/19/13

BY (Signature)   
Robert Fern  
(Typed name) DATE: 2/20/13

Kelleher Construction, Inc.  
CONTRACTOR (Firm name)  
11531 Rupp Drive, Burnsville, MN 55337  
ADDRESS

Duluth Public Schools - ISD #709  
OWNER (Firm name)  
215 North 1st Avenue East, Duluth, MN 55802  
ADDRESS

BY (Signature)   
Galen Peterson  
(Typed name) DATE: 2/4/13

BY (Signature) \_\_\_\_\_  
(Typed name) DATE: \_\_\_\_\_



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

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Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: February 27, 2013**

**Re: Bid #1184, Bid Package #2 –West Middle School (WS #37) – Electrical,  
Communications and Security – Change Order #15 – APi Electric, Inc**

Bid #1184, BP #2, WS #37 – Electrical, Communications and Security at West (Lincoln Park) Middle School was approved at the Special School Board Meeting on June 15, 2010 with a base bid of \$3,284,650.00.

Change Order #15 to this bid is to upgrade the shielded cable for the paging system, modify the science classroom rough-ins, add floor box connections to the auditorium and add shunt trip connections for the kitchen resulting in an increase of \$10,042.00.

**Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1184, BP #2 (WS #37) – Electrical, Communications and Security at West (Lincoln Park) Middle School adding \$10,042.00 to the previously awarded base bid and change orders for a new contract total of \$4,025,508.00.

Attachment



# AIA® Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

**PROJECT (Name and address):**  
Lincoln Park Middle School - Bid #1184  
37<sup>th</sup> Avenue West and Grand Avenue  
Duluth, MN 55802

**CHANGE ORDER NUMBER:** 015  
**INITIATION DATE:** November 20, 2012

**OWNER:**   
**CONSTRUCTION MANAGER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO CONTRACTOR (Name and address):**  
APi Electric  
4330 West First Street  
Suite B  
Duluth, MN 55807

**PROJECT NUMBERS:** 080330 / 90311  
**CONTRACT DATE:** August 16<sup>th</sup>, 2010  
**CONTRACT FOR:** Work Scope 37

### THE CONTRACT IS CHANGED AS FOLLOWS:

Item No. 001 - PCO #273 - Upgraded shielded cable for paging system per RFI #187.

Total Amount Item No. 001: \$1,544.00

Item No. 002 - PCO #273 - Science classrooms rough-ins.

Total Amount Item No. 002: \$1,606.00

Item No. 003 - PCO #273 - Added floor box connections to the auditorium per RFI #152.

Total Amount Item No. 003: \$3,496.00

Item No. 004 - PCO #273 - Added shunt trip connections for the kitchen per RFI #163.

Total Amount Item No. 004: \$3,396.00

Total Amount This Change Order: \$10,042.00

The original Contract Sum was	\$	3,284,650.00
Net change by previously authorized Change Orders	\$	730,816.00
The Contract Sum prior to this Change Order was	\$	4,015,466.00
The Contract Sum will be increased by this Change Order in the amount of	\$	10,042.00
The new Contract Sum including this Change Order will be	\$	4,025,508.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802*

Construction Management (218) 336-8907

Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: February 27, 2013**

**Re: Bid #1184, Bid Package #2 –West Middle School (WS #37) – Electrical,  
Communications and Security – Change Order #16 – APi Electric, Inc**

Bid #1184, BP #2, WS #37 – Electrical, Communications and Security at West (Lincoln Park) Middle School was approved at the Special School Board Meeting on June 15, 2010 with a base bid of \$3,284,650.00.

Change Order #16 to this bid is a back charge to Gorham Oien for replacement parts for flush valves and faucets due to incorrect wiring resulting in a decrease of \$2,581.00.

### **Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1184, BP #2 (WS #37) – Electrical, Communications and Security at West (Lincoln Park) Middle School deducting \$2,581.00 from the previously awarded base bid and change orders for a new contract total of \$4,022,927.00.

Attachment

# AIA Document G701/CMa™ - 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> Lincoln Park Middle School - Bid #1184 3215 West 3 <sup>rd</sup> Street Duluth, MN 55807	<b>CHANGE ORDER NUMBER:</b> 016 <b>INITIATION DATE:</b> November 30 <sup>th</sup> , 2012	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> APi Electric 4330 West First Street Suite B Duluth, MN 55807	<b>PROJECT NUMBERS:</b> 080330 / 90311 <b>CONTRACT DATE:</b> August 16 <sup>th</sup> , 2010 <b>CONTRACT FOR:</b> Work Scope 37	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Item No. 001 - PCO #279 - Backcharge for replacement parts for flush valves and faucets due to incorrect wiring.  
Total Amount Item No. 001: \$(2,581.00)

Total Amount This Change Order: \$(2,581.00)

The original Contract Sum was	\$	3,284,650.00
Net change by previously authorized Change Orders	\$	740,858.00
The Contract Sum prior to this Change Order was	\$	4,025,508.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	2,581.00
The new Contract Sum including this Change Order will be	\$	4,022,927.00

The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**


Kraus-Anderson Construction Company  
**CONSTRUCTION MANAGER (Firm name)**  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN 55014

LHB Engineers & Architects  
**ARCHITECT (Firm name)**  
21 West Superior Street Suite 500, Duluth, MN 55802

**ADDRESS**

**ADDRESS**

BY (Signature)   
Pat Sims  
(Typed name) DATE: 12/14/12

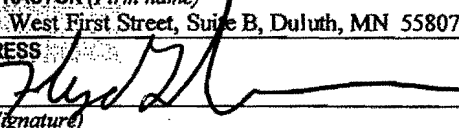
BY (Signature)   
Kevin Holm  
(Typed name) DATE: 1-4-13

APi Electric  
**CONTRACTOR (Firm name)**  
4330 West First Street, Suite B, Duluth, MN 55807

Duluth Public Schools - ISD #709  
**OWNER (Firm name)**  
215 North 1st Avenue East, Duluth, MN 55802

**ADDRESS**

**ADDRESS**

BY (Signature)   
Floyd Cochran  
(Typed name) DATE: 12/5/12

BY (Signature) \_\_\_\_\_  
(Typed name) DATE: \_\_\_\_\_



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802*

Construction Management (218) 336-8907

Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: March 7, 2013**

**Re: Bid #1184, Bid Package #2 – West Middle School (WS #7) – Steel Erection – Change Order #12 – Northern Industrial Erectors, Inc.**

Bid #1184, BP #2, WS #7 – Steel Erection at West (Lincoln Park) Middle School was approved at the Special School Board Meeting on June 15, 2010 with a base bid of \$308,000.00.

Change Order #12 to this bid is to install seven type “A” railings at the auditorium handicap seating areas, deduct the stair G center railing, provide expansion anchors rather than the concrete slab to support the angle at stair A, and add a continuous 10” plate to stair F resulting in an increase of \$3,712.00.

### **Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1184, BP #2 (WS #7) – Electrical, Communications and Security at West (Lincoln Park) Middle School adding \$3,712.00 to the previously awarded base bid and change orders for a new contract total of \$373,868.00.

Attachment



# AIA Document G701/CMa™ - 1992

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FACILITIES MGMT

## Change Order - Construction Manager-Adviser Edition

**PROJECT (Name and address):**  
Lincoln Park Middle School - Bid #1184  
3215 West 3<sup>rd</sup> Street  
Duluth, MN 55807

**CHANGE ORDER NUMBER:** 012  
**INITIATION DATE:** December 26<sup>th</sup>, 2012

**OWNER:**   
**CONSTRUCTION MANAGER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO CONTRACTOR (Name and address):**  
Northern Industrial Erectors, Inc.  
2500 Glenwood Drive  
PO Box 308  
Grand Rapids, MN 55744

**PROJECT NUMBERS:** 080330 / 90311  
**CONTRACT DATE:** August 16<sup>th</sup>, 2010  
**CONTRACT FOR:** Work Scope 07

### THE CONTRACT IS CHANGED AS FOLLOWS:

- Item No. 001 - PCO #162 - Install the Type A railings at the seating areas per LHB PR #66.  
Total Amount Item No. 001: \$1,824.00
- Item No. 002 - PCO #184 - Deduct center railing at Stair G per LHB PR #77.  
Total Amount Item No. 002: \$(240.00)
- Item No. 003 - PCO #186 - Steel erection changes per LHB ASI #58.  
Total Amount Item No. 003: \$2,128.00

Total Amount This Change Order: \$3,712.00

The original Contract Sum was  
 Net change by previously authorized Change Orders  
 The Contract Sum prior to this Change Order was  
 The Contract Sum will be increased by this Change Order in the amount of  
 The new Contract Sum including this Change Order will be

\$	308,000.00
\$	62,156.00
\$	370,156.00
\$	3,712.00
\$	373,868.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802*

Construction Management (218) 336-8907

Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry M. Leider**

**Date: March 7, 2013**

**Re: Bid #1184, Bid Package #2 –West Middle School (WS #18) – Tile Work – Change Order #4 – Grazzini Brothers and Company**

Bid #1184, BP #2, WS #18 – Tile Work at West (Lincoln Park) Middle School was approved at the Special School Board Meeting on June 15, 2010 with a base bid of \$251,900.00.

Change Order #5 to this bid is to extend the wainscot to the full height at the wash sinks resulting in an increase of \$7,433.00.

**Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1184, BP #2 (WS #18) – Tile Work at West (Lincoln Park) Middle School adding \$7,433.00 to the previously awarded base bid and change orders for a new contract total of \$307,996.00.

Attachment



**AIA**

# Document G701/CMa™ - 1992

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MAR 06 2013  
I.S.D. #709  
FACILITIES MGMT

## Change Order - Construction Manager-Adviser Edition

**PROJECT (Name and address):**  
Lincoln Park Middle School - Bid #1184  
37<sup>th</sup> Avenue West and Grand Avenue  
Duluth, MN 55802

**CHANGE ORDER NUMBER:** 005  
**INITIATION DATE:** January 17<sup>th</sup>, 2013

**OWNER:**   
**CONSTRUCTION MANAGER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO CONTRACTOR (Name and address):**  
Grazzini Brothers & Company  
1175 Eagan Industrial Road  
Eagan, MN 55121

**PROJECT NUMBERS:** 080330 / 90311  
**CONTRACT DATE:** June 16<sup>th</sup>, 2010  
**CONTRACT FOR:** Work Scope 18

### THE CONTRACT IS CHANGED AS FOLLOWS:

Item No. 001 - PCO #282 - Extend wainscot tile to ceiling at hand wash sinks.  
Total Amount Item No. 001: \$7,433.00

Total Amount This Change Order: \$7,433.00

The original Contract Sum was	\$	251,900.00
Net change by previously authorized Change Orders	\$	48,663.00
The Contract Sum prior to this Change Order was	\$	300,563.00
The Contract Sum will be increased by this Change Order in the amount of	\$	7,433.00
The new Contract Sum including this Change Order will be	\$	307,996.00

The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Kraus-Anderson Construction Company  
**CONSTRUCTION MANAGER (Firm name)**  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
55014  
**ADDRESS**

Pat Sims  
**BY (Signature)**  
Pat Sims  
**(Typed name)**      **DATE:** 1/25/13

LHB Engineers & Architects  
**ARCHITECT (Firm name)**  
21 West Superior Street Suite 500, Duluth, MN 55802  
**ADDRESS**

Kevin Holm  
**BY (Signature)**  
Kevin Holm  
**(Typed name)**      **DATE:** 2-26-13

Grazzini Brothers & Company  
**CONTRACTOR (Firm name)**  
1175 Eagan Industrial Road, Eagan, MN 55121  
**ADDRESS**

Eugene F. Grazzini  
**BY (Signature)**  
Eugene F. Grazzini  
**(Typed name)**      **DATE:** 1/24/13

Duluth Public Schools - ISD #709  
**OWNER (Firm name)**  
215 North 1st Avenue East, Duluth, MN 55802  
**ADDRESS**

**BY (Signature)**  
**(Typed name)**      **DATE:**



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East*

*Duluth, Minnesota 55802*

Construction Management (218) 336-8907


Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To:** Bill Hanson  
School Board Members

**From:** Kerry M. Leider 

**Date:** March 7, 2013

**Re:** Bid #1165 – Eastern Middle School Project – WS #13– Finish Hardware, HM Frames, Wood Doors - Supply - Change Order #15 – Northern Door & Hardware, Inc.

Bid #1165, WS #13 – Finish Hardware, HM Frames, Wood Doors - Supply at Eastern Middle School was approved at the Special School Board Meeting on October 6, 2009 with a base bid of \$231,713.00.

Change Order #15 to this bid is to provide wall magnets due to door hold open modifications and provide double pole/double throw door position switches due to door security system revisions resulting in an increase of \$2,567.00.

**Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1165, WS #13 – Finish Hardware, HM Frames, Wood Doors - Supply at Eastern Middle School adding \$2,567.00 to the previously awarded base bid and change orders for a new contract total of \$268,088.00.

Attachment

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 FACILITIES MGMT

**Change Order - Construction Manager-Adviser Edition**

<b>PROJECT (Name and address):</b> Eastern Middle School - Bid #1165 2900 East 4 <sup>th</sup> Street Duluth, MN 55812	<b>CHANGE ORDER NUMBER:</b> 015 <b>INITIATION DATE:</b> July 3 <sup>rd</sup> , 2012	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Northern Door & Hardware, Inc. 2202 West First Street Duluth, MN 55806	<b>PROJECT NUMBERS:</b> 080331 / 90281-2 <b>CONTRACT DATE:</b> October 7, 2009 <b>CONTRACT FOR:</b> Work Scope 13	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Item No. 001 - PCO #558 - Provide wall magnet per LHB PR #132.  
 Total Amount Item No. 001: \$344.00  
 Item No. 002 - PCO #631 - Provide double pole/double throw door position switches in lieu of those on jobsite.  
 Total Amount Item No. 002: \$2,223.00  
**Total Amount This Change Order: \$2,567.00**

The original Contract Sum was	\$	231,713.00
Net change by previously authorized Change Orders	\$	33,808.00
The Contract Sum prior to this Change Order was	\$	265,521.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,567.00
The new Contract Sum including this Change Order will be	\$	268,088.00

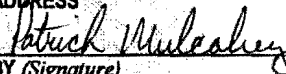
The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is June 1, 2012.

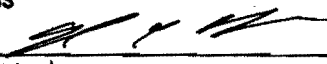
**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Kraus-Anderson Construction Company  
**CONSTRUCTION MANAGER (Firm name)**  
 8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
 55014


LHB Engineers & Architects  
**ARCHITECT (Firm name)**  
 21 West Superior Street Suite 500, Duluth, MN 55802

**ADDRESS**  
  
**BY (Signature)**  
 Patrick Mulcahey  
**(Typed name)**                      **DATE:** 7-20-12

**ADDRESS**  
  
**BY (Signature)**  
 Kevin Holm  
**(Typed name)**                      **DATE:** 2-26-13

Northern Door & Hardware, Inc.  
**CONTRACTOR (Firm name)**  
 2202 West First Street, Duluth, MN 55806

Duluth Public Schools - ISD #709  
**OWNER (Firm name)**  
 215 North 1st Avenue East, Duluth, MN 55802

**ADDRESS**  
  
**BY (Signature)**  
 Mark Olafson  
**(Typed name)**                      **DATE:** 7-17-2012

**ADDRESS**  
  
**BY (Signature)**  
 Bill Hanson  
**(Typed name)**                      **DATE:**



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East*

*Duluth, Minnesota 55802*

Construction Management (218) 336-8907


Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To:** Bill Hanson  
School Board Members

**From:** Kerry M. Leider 

**Date:** March 7, 2013

**Re:** Bid #1165 – Eastern Middle School Project – WS #18– Acoustical Ceilings – W.A. Schaefer & Son Contracting, Inc. - Change Order #21

Bid #1165, WS #18 – Acoustical Ceilings at Eastern Middle School was approved at the Special School Board Meeting on October 6, 2009 with a base bid of \$340,018.00.

Change Order #21 to this bid is to install break metal so the smart board projector can be raised higher into the ceiling resulting in an increase of \$224.00.

### **Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1165, WS #18 – Acoustical Ceilings at Eastern Middle School adding \$224.00 to the previously awarded base bid and change orders for a new contract total of \$397,097.00.

Attachment



**AIA**

**Document G701/CMa™ - 1992**

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MAR 06 2013  
I.S.D. #709  
FACILITIES MGMT

**Change Order - Construction Manager-Adviser Edition**

**PROJECT (Name and address):**  
Eastern Middle School - Bid #1165  
2900 East 4<sup>th</sup> Street  
Duluth, MN 55812

**CHANGE ORDER NUMBER:** 021  
**INITIATION DATE:** January 17<sup>th</sup>, 2013

**OWNER:**   
**CONSTRUCTION MANAGER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO CONTRACTOR (Name and address):**  
W.A. Schaefer & Son Contracting, Inc.  
Suite 205  
3947 East Calvary Road  
Duluth, MN 55803

**PROJECT NUMBERS:** 080331 /  
90281-2  
**CONTRACT DATE:** October 7, 2009  
**CONTRACT FOR:** Work Scope 18

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Item No. 001 - PCO #701 - Installation of break metal so that the smart board projector could be raised higher into the ceiling.  
Total Amount Item No. 001: \$224.00

Total Amount This Change Order: \$224.00

The original Contract Sum was	\$	340,018.00
Net change by previously authorized Change Orders	\$	56,855.00
The Contract Sum prior to this Change Order was	\$	396,873.00
The Contract Sum will be increased by this Change Order in the amount of	\$	224.00
The new Contract Sum including this Change Order will be	\$	397,097.00

The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is June 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

**Kraus-Anderson Construction Company**  
**CONSTRUCTION MANAGER (Firm name)**  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
55014

**ADDRESS**  
  
**BY (Signature)**  
Patrick Mulcahey  
**(Typed name)**                      **DATE:** 1-30-13

**LHB Engineers & Architects**  
**ARCHITECT (Firm name)**  
21 West Superior Street Suite 500, Duluth, MN 55802

**ADDRESS**  
  
**BY (Signature)**  
Kevin Holm  
**(Typed name)**                      **DATE:** 2-26-13

**W.A. Schaefer & Son Contracting, Inc.**  
**CONTRACTOR (Firm name)**  
3947 East Calvary Road, Suite 205, Duluth, MN 55803

**ADDRESS**  
  
**BY (Signature)**  
Wendy Schaefer  
**(Typed name)**                      **DATE:** 1-22-13

**Duluth Public Schools - ISD #709**  
**OWNER (Firm name)**  
215 North 1st Avenue East, Duluth, MN 55802

**ADDRESS**  
**BY (Signature)**  
**(Typed name)**                      **DATE:**



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802*

Construction Management (218) 336-8907


Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To:** Bill Hanson  
School Board Members

**From:** Kerry M. Leider 

**Date:** March 7, 2013

**Re:** Bid #1165 – Eastern Middle School Project – WS #31– Excavation/Site Earthwork - Change Order #15 – Arnt Construction Company, Inc.

Bid #1165, WS #31 – Excavation/Site Earthwork at Eastern Middle School was approved at the Special School Board Meeting on October 6, 2009 with a base bid of \$1,000,900.00.

Change Order #15 to this bid is to credit for soil corrections at the chiller resulting in a decrease of \$11,622.00.

**Recommendation:**

It is recommended the School Board approve the change order as listed above pertaining to Bid #1165, WS #31 – Excavation/Site Earthwork at Eastern Middle School deducting \$11,622.00 from the previously awarded base bid and change orders for a new contract total of \$1,151,751.00.

Attachment



# Document G701/CMa™ - 1992

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ED. D. #709  
CONTRACTS MGMT

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> Eastern Middle School - Bid #1165 2900 East 4 <sup>th</sup> Street Duluth, MN 55812	<b>CHANGE ORDER NUMBER:</b> 015 <b>INITIATION DATE:</b> March 13 <sup>th</sup> , 2012	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Arnt Construction Company, Inc. 2190 Phelps Road PO Box 549 Hugo, MN 55038	<b>PROJECT NUMBERS:</b> 080331 / 90281-2 <b>CONTRACT DATE:</b> October 7, 2009 <b>CONTRACT FOR:</b> Work Scope 31	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Item No. 001 - PCO #262 - Provide soil corrections at chiller.  
Total Amount Item No. 001: \$(11,622.00)

Total Amount This Change Order: \$(11,622.00)

The original Contract Sum was	\$	1,000,900.00
Net change by previously authorized Change Orders	\$	162,473.00
The Contract Sum prior to this Change Order was	\$	1,163,373.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	11,622.00
The new Contract Sum including this Change Order will be	\$	1,151,751.00

The Contract Time will be unchanged by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is June 1, 2012.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Kraus-Anderson Construction Company  
**CONSTRUCTION MANAGER (Firm name)**  
8625 Rendova Street NE, PO Box 158, Circle Pines, MN  
55014

LHB Engineers & Architects  
**ARCHITECT (Firm name)**  
21 West Superior Street Suite 500, Duluth, MN 55802

**ADDRESS**  
  
**BY (Signature)**  
Patrick Mulcahey  
**(Typed name)** DATE: 1-31-13

**ADDRESS**  
  
**BY (Signature)**  
Kevin Holm  
**(Typed name)** DATE: 2-26-13

Arnt Construction Company, Inc.  
**CONTRACTOR (Firm name)**  
2190 Phelps Road, PO Box 549, Hugo, MN 55038

Duluth Public Schools - ISD #709  
**OWNER (Firm name)**  
215 North 1st Avenue East, Duluth, MN 55802

**ADDRESS**  
  
**BY (Signature)**  
Nick Arnt  
**(Typed name)** DATE: 1-30-13

**ADDRESS**  
**BY (Signature)**  
**(Typed name)** DATE:

## **RESOLUTION**

### **Designation of Depository and Acceptance of Collateral**

WHEREAS, Pursuant to Minnesota Statutes and at the request of the financial institution, the National Bank of Commerce wishes to be a designated depository of District funds.

THEREFORE BE IT RESOLVED, By the School Board of Duluth Public Schools, St. Louis County, Minnesota, that National Bank of Commerce shall be a depository of the funds of this School District for up to one year period commencing January 1, 2013, and said bank shall be required to deposit for said district collateral securities, if required by Minnesota statutes, subject to approval by the School Board, and kept in trust.

BE IT FURTHER RESOLVED, that the Treasurer, Clerk, and/or Director of Business Services shall be authorized to arrange for the exchange, release, or placing of collateral, provide that in all instances such exchange, releases, or placing of additional collateral shall be approved by the school board and all new collateral shall be placed in trust.



## AGREEMENT

**THIS AGREEMENT**, made and entered into this 7<sup>th</sup> day of February, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Chang'aa Mweti, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of February 7, 2013, and shall remain in effect until June 30, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** Chang'aa Mweti will provide classroom presentations at Stowe, Piedmont, Nettleton and Laura MacArthur Elementary schools.

Using power of narratives students will be exposed to different cultural perspectives and people of different ethnicities.

The students will be exposed to different cultural perspectives and people of different ethnicities.

Themes covered will include: Bullying, Respect, Leadership, Cultural Responsibility, Being a role model, Being in transition, Building skills toward being a middle

3. **Background Check.** Not Applicable.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$2,800.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

Contractor will be paid in the following manner. Contractor will submit an invoice to the Office of Education Equity monthly for payment. Payment will be made in the amount of \$100.00 per hour. Maximum billable time per event is equal to Student/presentation time of six hours in any given day this contract will exclude preparation and travel time.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail care of Chang'aa Mweti, 2027 Dunedin Ave, Duluth, MN 55803.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Contractor

~~XXXXXXXXXX~~

SSN/ Tax Identification Number

2/14/13  
Date

Program Director

2-8-13  
Date

Director of Business Service / Superintendent of Schools

2/19/13  
Date

OK  
[Handwritten initials]

January 15, 2013

To: Tracy Maurer

I am, per agreement, speaking to 5<sup>th</sup> graders at Congdon Elementary located in Duluth, MN on February 28, 2013. It is a rotation style presentation with student participation on the non-fiction writing process. Further information will be following in the near future.

My fee for this will be \$600.

I understand that I should arrive about ½ hour before the presentation and I will let Terry Betlewski at [Therese.Betlewski@duluth.k12.mn.us](mailto:Therese.Betlewski@duluth.k12.mn.us) know in advance of any equipment that I would need. Children will begin rotations at 8:30 and leave at 1:30 with lunch break during that time.

I am signing this document and returning it to Terry in the SASE and keeping the other copy for my file.

Signed: Tracy M. Maurer  
Date: 1-22-13

WCHanson  
2/19/13

## INFINITE CAMPUS SERVICES AGREEMENT

This Infinite Campus Services Agreement ("**Agreement**") is made between **Infinite Campus, Inc**, a Minnesota corporation located at 4321 109<sup>th</sup> Avenue NE, Blaine, MN 55449-6794 ("**Company**") and ISD 709 - Duluth , with offices located at 215 N. 1st Avenue East , Duluth, MN 55802 , ("**Client**").

### RECITALS

- A. Client finds that the Company is willing to perform certain work hereinafter described in accordance with the provisions of this Agreement; and
- B. Client finds that the Company is qualified to perform the work, all relevant factors considered, and that such performance will be in furtherance of Client's business.
- C. Company has developed certain proprietary (i) student information software and as updated and revised by Company from time to time (the "**Infinite Campus Product**"), and (ii) such other products and services as offered by Company and as amended by Company from time to time (the "**Infinite Campus Additional Products**"). The Infinite Campus Product, and the Infinite Campus Additional Products are collectively referred to as the "**Infinite Campus Products**";
- D. Company or a Company authorized service provider provides certain services for the Infinite Campus Products, including project management, data conversion and training services, (the "**Infinite Campus Services**");
- E. Company and Client desire to enter into this Agreement for the purpose of facilitating the implementation of certain Infinite Campus Products subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the terms and conditions hereinafter stated, it is agreed as follows:

#### 1.0 Infinite Campus Services, Fees

During the Term of this Agreement, Company shall provide Client with Infinite Campus Services according to the fees described in the following table:



Description	Quantity	Cost Per	Total
Infinite Campus Services, Product Assessment and Recommendations, inclusive of travel expenses if any.	1	\$3,600	\$3,600
<b>Total:</b>			<b>\$3,600</b>

2.0 Agreement Term and Termination

2.1 Agreement Term

The term of this Agreement (the "Term") shall begin on the Effective Date of this Agreement, and remain in effect until completed or terminated pursuant to Section 2.2

2.2 Agreement Termination

This Agreement may be terminated as follows:

- 2.2.a either party may terminate this Agreement, with or without cause, with no less than thirty (30) days written notice.
- 2.2.b either party may terminate this Agreement and any other active agreement with the other party if the other party fails to fully perform any material obligation under this Agreement with 30 days to cure.

2.3 No Liability for Termination

Except as provided for in this Agreement, neither party shall be liable to the other for damages of any kind, including incidental or consequential damages, damages for loss of prospective business or loss of continuing business, or otherwise which arise due to the expiration or termination of this Agreement. This does not relieve either party from responsibility for damages caused by its actions or breaches of the Agreement, but only for damages related to or resulting from the expiration or termination of the business relationship.

2.4 Survivorship



Those sections that by their nature survive expiration or termination of this Agreement will survive such expiration or termination.

### 3.0 Payment Terms

#### 3.1 Payment Terms

Client will pay Company the Fees and Expenses monthly as incurred, net 30 days from date of invoice.

#### 3.2 Taxes

All amounts set forth for payment are exclusive of applicable sales and similar taxes and it shall be Client 's responsibility to add to the amounts payable, and to pay all such taxes if applicable.

### 4.0 Limitations of Liability

EXCEPT TO THE EXTENT INCLUDED IN AN AWARD SUBJECT TO COMPANY'S INDEMNITY OBLIGATION, IN NO EVENT WILL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, PUNITIVE OR SPECIAL DAMAGES OF ANY NATURE, SUCH AS LOST BUSINESS PROFITS. COMPANY'S TOTAL LIABILITY WILL BE LIMITED TO THE LICENSE FEES ACTUALLY PAID BY LICENSEE TO INFINITE CAMPUS FOR THE APPLICABLE INFINITE CAMPUS PRODUCTS, SUBJECT HOWEVER TO A TWELVE (12) MONTH STRAIGHT LINE DEPRECIATION COMMENCING ON THE DATE OF DELIVERY OF SUCH INFINITE CAMPUS PRODUCTS.

### 5.0 General Terms and Conditions

#### 5.1 Performance

Company represents and warrants that, (a) the work to be performed and services to be provided by it under this Agreement will be rendered using sound, professional practices and in a competent and professional manner by knowledgeable, trained and qualified personnel; (b) the work will be configured using commercially reasonable technical specifications; (c) the work will operate in conformance with the terms of this Agreement; (d) the work to be performed by it under this agreement will not violate any law, statute, ordinance or regulation (including without limitation the laws and regulations governing export control, unfair competition, anti-discrimination or false advertising; (e) the work to be performed by it under this Agreement will not be defamatory, trade libelous, unlawfully threatening or unlawfully harassing; (f) the work to be performed by it under this Agreement will



not be obscene, child pornographic, or indecent; and (g) the work to be performed by it under this agreement will be free of any software disabling devices, internal controls, or computer programming routines that are intended to damage, detrimentally interfere with, surreptitiously intercept or expropriate any system, data or personal information.

## 5.2 Assignment

Client shall not, voluntarily or involuntarily, sublicense, sell, assign, give or otherwise transfer this Agreement. Any such transfer or attempted transfer shall be null and void. Company has the right to assign or otherwise transfer its rights and obligations under any of this Agreement, whether voluntarily, involuntarily, or by operation of law.

## 5.3 Governing Law and Jurisdiction

This Agreement will be governed and interpreted under the laws of Minnesota, U.S.A, without regard to its conflict of laws provisions. Any litigation between the parties will take place in the state or federal courts in Minnesota, and both parties waive any objection to the jurisdiction of and venue in such courts. Any action arising out of or related to this Agreement must be brought within one (1) year from the first date such action could have been brought, despite any longer period provided by statute. If a longer period is provided by statute, the parties hereby expressly waive it.

## 5.4 Amendments; Waiver

This Agreement shall not be amended or modified except in writing by duly authorized representatives of the parties that refer specifically to this Agreement. The failure of either party to enforce at any time or for any period of time the provisions hereof shall not be construed to be a waiver of such provisions or of the right to enforce each and every such provision.

## 5.5 Severability

If a court of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect, and the parties will replace the invalid or unenforceable provision with a valid and enforceable provision that achieves the original intent of the parties and economic effect of the Agreement.

## 5.6 Headings and Construction

Paragraph headings are for reference only and will not be considered as parts of this



Agreement. Wherever the singular is used, it includes the plural, and, wherever the plural is used, the singular is included.

5.7 Force Majeure

Except for the obligation to make payments, neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of Company), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

5.8 Entire Agreement

This Agreement supersedes all previous agreements and representations of, between or on behalf of the parties in regard to the subject matter herein. Any document, instrument, or agreement issued or executed contemporaneous or subsequent to this Agreement shall not alter the terms and conditions of this Agreement. This Agreement contains all of Company's and Client's agreements, warranties, understandings, conditions, covenants and representations in regard to the subject matter herein. Neither Company nor Client will be liable for any warranties, understandings, conditions, covenants or representations not expressly set forth or referenced in this Agreement. Client acknowledges that Company reserves the right to refuse any different or additional provisions in purchase orders, invoices or similar documents, and such refused provisions will be unenforceable.

5.9 Notices

Any notice under this Agreement, including notices of changes in the Specifications and Practices and Procedures, must be in writing and will be deemed given upon the earlier of actual receipt or ten (10) days after being sent by first class mail, return receipt requested, to the address set forth below for Company and to the address designated on page one (1) of this Agreement by Advocate for receipt of notices, or as may be provided by the parties

Infinite Campus, Inc.  
Sales Contracts Management  
4321 109<sup>th</sup> Ave NE  
Blaine, MN 55449-6794

ISD 709 - Duluth  
  
215 N. 1st Avenue East  
Duluth, MN 55802



Either party may give notice of its change of address for receipt of notices by giving notice in accordance with this section.

5.10 Electronic Signatures; Counterparts.

This Agreement may be executed in any number of counterparts, each of which when so executed will be deemed to be an original and all of which when taken together will constitute one Agreement. The parties agree that the electronic signature of a party to this Agreement shall be as valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties agree that any electronically signed document shall be deemed (a) to be "written" or "in writing," (b) to have been signed and (c) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Such paper copies will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule. For purposes hereof, "electronic signature" means a manually signed original signature that is then transmitted by electronic means; "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a "pdf" (portable document format) or other replicating image attached to an e mail message; and, "electronically signed document" means a document transmitted by electronic means and containing, or to which there is affixed, an electronic signature.

5.11 Applicable Laws

Company complies with applicable laws governing online privacy, including the Child Privacy Protection and Parental Empowerment Act, the Family Educational Right to Privacy Act and the Children's Online Privacy Protection Act. Client may review these laws and their related regulations by logging on to the U.S. Federal Trade Commission's website at <http://www.ftc.gov>

IN WITNESS WHEREOF, this Infinite Campus Implementations Services Agreement has been executed by the duly authorized representative of Company and Client as of the Effective Date below.



Infinite Campus, Inc.

ISD 709 - Duluth

By:

By:



Name: Eric Creighton

Name:

Bill HANSON

Its: Chief Operating Officer

Its:

CFO



# Attachment I

## POLICY 314

### BUSINESS EXPENSE POLICY

#### **POLICY:**

Occasionally, during the course of business employees will incur expenses on behalf of the Company. It shall be the policy of Infinite Campus to reimburse employees for the cost of these expenses if they are properly authorized and documented in accordance with the following procedures:

#### **Auto Expenses:**

The company will assume or reimburse the employee for all reasonable personal automobile expenses incurred in carrying out work assignments.

#### **Guidelines:**

Reimbursement for the use of the employee's own car will only be made if prior approval for the car's use has been given by the appropriate supervisor and documentation that the employee has appropriate auto insurance coverage is on file.

To receive reimbursement for miles driven on Company business, the employee must complete the mileage portion of the expense form. All mileage for the calendar month must be reported on a single expense report.

Mileage expense shall be reimbursed monthly at current IRS mileage rates.

In the event that multiple vehicles are traveling to the same destination, employees will use all reasonable effort to carpool. If an employee chooses not to carpool, based on personal discretion, Company reserves the right to not reimbursement for miles driven.

#### **Travel Expenses:**

The company will assume or reimburse the employee for reasonable business expenses incurred in carrying out work assignments away from their primary location.

#### **Airfare**

When reasonable to do so, employees should use the Company provided travel agent for booking airfare. Only coach-class tickets are reasonable, and the company will not reimburse business- or first-class tickets or upgrades.

#### **Ground Transportation**



When reasonable to do so, employees should use the Company provided travel agent or direct contracts for reserving auto rentals. When appropriate, employees shall use public transportations (taxi, train, or shuttle).

### Meals and Incidentals (M&IE)

The employee will be reimbursed up to a "not to exceed" amount for meal and incidental expenses at a rate set forth by the US General Services Administration's Domestic Per Diem Rates:

[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA\\_BA\\_SIC](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BA_SIC)

M&IE not to exceed amounts are calculated on a "per trip" basis. As an example, an employee traveling for three days to a location with a \$44 M&IE rate would have a trip not to exceed amount of \$132 for the trip ( $\$44 \times 3$ ).

A full day of travel will be reimbursed if the travel day begins prior to 7:00 a.m., and is completed after 7:00 p.m. Partial days will be reimbursed using the GSA Meals and Incidental Expense (M&IE) Breakdown for partial days

When an employee is on a trip that lasts seven or more days, reasonable laundry and valet costs will be reimbursed if documented by the proper receipts.



January 15, 2013

To: Lisa Bullard

As per agreement I will be a guest speaker the evening of the Young Authors Conference for area Duluth teachers. The date is February 27, 2013 at Ordean East Middle School Library, Duluth, MN. The time will be 4:30-6:30 and I will speak for approximately one hour. This talk can be interactive with teachers participating in an activity if I choose to take that approach.

I am also, per agreement, speaking to 5<sup>th</sup> graders at Congdon Elementary located in Duluth, MN on February 28, 2013. It is a rotation style presentation with student participation on the non-fiction writing process. Further information will be following in the near future.

My fee for these two sessions will be \$1000 including expenses.

I understand that I should arrive about ½ hour before the presentation and I will let Terry Betlewski at [Therese.Betlewski@duluth.k12.mn.us](mailto:Therese.Betlewski@duluth.k12.mn.us) know in advance of any equipment that I would need. Children will begin rotations at 8:30 and leave at 1:30 with lunch break during that time.

I am signing this document and returning it to Terry in the SASE and keeping the other copy for my file.

Signed: \_\_\_\_\_

*Lisa Bullard*

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

*Jan. 24, 2013*

*W. Hanson*  
*2/19/13*

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 5<sup>th</sup> day of February, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Men as Peacemakers, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of February 5, 2013, and shall remain in effect until May 31, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
  
2. **Performance.** Professionals from a variety of careers will come and share about their jobs, training and educational experience during the Boys' Group Career Month. The Boys' Group consists of 4<sup>th</sup> and 5<sup>th</sup> graders at Laura MacArthur and Piedmont Elementary Schools.

Some goals of this project are as follows:

- Educate boys about a variety of careers and trades held by men in our community.
- Expose boys to careers traditionally not held by men. This aligns with our vision to break down male stereotypes and expand their idea of masculinity.
- Introduce boys to positive male role models in our community.
- Encourage higher education, training and lifelong learning.
- Celebrate the commitment and hard work the boys have done through the year by offering a graduation party, including food and awards.
- Connect parents to the Boys Group Program and school by inviting them to the graduation party and other activities.

The following is an approximate budget plan:

Boys Group Program Staff (\$14/hr. x 48hrs) (hourly + benefit costs)	\$672
Supplies and materials	\$340
Partial Overnight Trip Costs	<u>\$988</u>
Total	\$2,000

3. **Background Check.** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$2000.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District in the amount of two thousand dollars upon approval of contract by district and contractor.
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail: Men as Peacemakers, Attention: Nikki Kaul, 205 W. 2<sup>nd</sup> St. Suite 15, Duluth, MN 55802.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Ed Heisler 41-1841689 \_\_\_\_\_  
Contractor SSN/ Tax Identification Number Date  
Nikki Kaul, Program Coordinator  
Ed Heisler, Executive Director

Ron Haglund \_\_\_\_\_ 2-7-13  
Program Director Date

W. K. Hanson \_\_\_\_\_ 2/14/13  
Director of Business Service / Superintendent of Schools Date

<b>FY:</b> 13	<b>Contract #:</b> 	<b>Cost Center:</b> 308133	<b>Obj Code:</b> 9182	<b>Amount:</b> \$4,000.00	<b>PSFO #:</b> 	<b>PO #:</b> N/A
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## STATE OF MINNESOTA

## MINNESOTA STATE COLLEGES AND UNIVERSITIES

## LAKE SUPERIOR COLLEGE

## CUSTOMIZED TRAINING INCOME CONTRACT

**LAKE SUPERIOR COLLEGE** (hereafter College/University) by virtue of its delegated authority from the Board of Trustees of the Minnesota State Colleges and Universities) and ISD 709, 215 North First Avenue East, Duluth, MN 55802 (hereafter Purchaser) agrees as follows:

I. DUTIES OF THE COLLEGE/UNIVERSITY. The College/University agrees to provide the following:

Title of Instruction/Activity/Service: Hire ABE instructor to work on FasTRAC project

Dates of Training and Development: July 1, 2012 – June 30, 2014

Instructor/Trainer/Consultant: Jody Langseth

II. DUTIES OF THE PURCHASER: ISD 709 will reimburse LSC for payments made to ABE instructor.

III. SITE OF INSTRUCTION/ACTIVITY: Lake Superior College

IV. CONSIDERATION AND TERMS OF PAYMENT:

A. Cost: Cost of Instruction/Activity/Service: Not to exceed \$4,000.00

Notwithstanding the thirty (30) day notice period established in paragraph VII, in the event that the Purchaser desires to cancel or reschedule the Instruction/Activity/Service due to low enrollment, Purchaser shall give at least 10 days notice in writing to the College/University's authorized agent to cancel or reschedule. If the Instruction/Activity/Service is canceled as provided herein, the College/University shall be entitled to payment calculated according to paragraph VII. If the Instruction/Activity/Service is rescheduled as provided herein, payment shall be according to this paragraph IV.

B. Terms of Payment. The College/University will send an invoice for the Instruction/Activity/Service performed. **The Purchaser will pay within 30 days of receiving the invoice.**

Please send payment to: Lake Superior College  
Student Payment Office  
2101 Trinity Road  
Duluth, MN 55811

V. AUTHORIZED AGENTS FOR THE PURPOSES OF THIS CONTRACT.

A. Purchasers authorized agent: Beth Tamminen

B. College/University's authorized agent: Steve Wagner, Executive Director of Workforce Development

VI. TERM OF CONTRACT.

A. Effective Date: July 1, 2012

- B. End Date: June 30, 2014 or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.
- VII. CANCELLATION. This contract may be canceled by the Purchaser or the College/University at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the College/University shall be entitled to payment, determined on a pro rata basis, for work or Instruction/Activity/Service satisfactorily performed.
- VIII. ASSIGNMENT. Neither the Purchaser nor the College/University shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.
- IX. LIABILITY. Purchaser agrees to indemnify and save and hold the College/University, its representatives and employees harmless from any and all claims or causes of action arising from the performance of this contract by the Purchaser or the Purchasers agents or employees. This clause shall not be construed to bar any legal remedies the Purchaser may have for the College/University's failure to fulfill its obligations pursuant to this contract.
- X. AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE. The Purchaser agrees that in fulfilling the duties of this contract, the Purchaser is responsible for complying with the applicable provisions of the Americans with Disabilities Act, 42 U.S.C. Section 12101, et seq. and regulations promulgated pursuant to it. The College/University IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.
- XI. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
- XII. DATA PRACTICES. The Purchaser agrees to comply with the Minnesota Data Practices Act as it applies to all data provided by the College/University in accordance with this contract and as it applies to all data created, gathered, generated, or acquired in accordance with this contract.
- XIII. RIGHTS IN ORIGINAL MATERIALS. The college shall own all rights, including all intellectual property rights, in all original materials, including any curriculum materials, inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically or magnetically recorded materials, and other work in whatever form, developed by the College/University and its employees individually or jointly with others or any subcontractor in the performance of its obligations under this contract. This provision shall not apply to the following materials:  
N/A
- XIV. JURISDICTION AND VENUE. This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.


PURCHASERS ADDRESS: ISD 709  
215 N. First Avenue East  
Duluth, MN 55802  
Phone: 218-336-8790  
Fax:  
Email:


IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

**1. CONTRACTOR:** Steve Wagner  
Executive Director  
Lake Superior College  
2101 Trinity Road  
Duluth, MN 55811

**CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.**

By	
Title	ADE Coordinator
Date	2/7/2013

By	
Title	CFO
Date	2/7/13

**2. MINNESOTA STATE COLLEGES AND UNIVERSITIES**  
**Lake Superior COLLEGE/UNIVERSITY**

By	
Title	Executive Director Workforce & Community Development
Date	



Habitat Program  
Independent School District #709  
Duluth, MN 55802

**CONTRACT FOR PURCHASE OF CIRCLE OF SECURITY® Supervision**

This contract, entered into this day September 15, 2012 by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Glen Cooper, LP,** (hereafter referred to as the AGENCY) witnesses that:

WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented of training and supervision in the **Circle of Security®**;

Whereas the AGENCY is duly qualified to perform these services for Habitat Program.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:

Staff training and development in assessment and intervention training, ongoing supervision and technical assistance in Circle of Security® to Habitat staff up to 5 hours a week at a cost of \$150 per hour;

2. The AGENCY shall perform these services electronically to staff at Habitat.
3. The approximate date the service will begin is September 1, 2012 and shall not extend beyond June 30, 2013; the contract is not to exceed a total cost of \$6,750 paid for with grant dollars from Ordean Foundation.
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: **Upon receipt of monthly/quarterly billing statement**
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows:

The Circle of Security® trainer will build upon previous themes learned by Habitat staff in training in Circle of Security Parenting Education and Circle of Security Assessment and Treatment Planning. The trainer will provide ongoing distance training and supervision and technical assistance in the Circle of Security® intervention protocol. Central to the supervision will be a focus upon access to a systematic approach for evaluating parental states of mind using the Circle of Security Interview, identifying precise strengths and lynchpin difficulties in parent/child interactions using Ainsworth's Strange Situation, creating specific intervention plans tailored to the unique themes of each parent/child dyad, and

**Page 2 - Contract for Purchase of Circle of Security® supervision**

supervision of the implementation of a detailed protocol addressing core intervention themes. The protocol will embody best practice and research/evidence based practice for infant and early childhood mental health. All training will be done within the context of the 'learner-friendly' accessibility provided by the Circle of Security Protocol. The underlying focus will be upon teaching a practical application for intervention with parent/child dyads (birth to five years). Central to this approach will be an emphasis upon differential diagnosis. An attachment oriented understanding of personality defenses will allow for a specific and unambiguous means of communicating with the underlying capacities available beneath the defensive process for each parent. Supervision will lead to certification as a Circle of Security Provider. Themes central to the training outcomes will include building observational skills via video review; building reflective functioning via video review; and dyadic regulation of affects as the foundation of treatment.

- 6. Either party may terminate this agreement as follows: Thirty (30) days written notice or upon mutual agreement.
- 7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

Glen Cooper (sole provider)  
Name of Agency

By [Signature]  
Authorized Agent

9/6/12  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

**Duluth, Minnesota**

[Signature]  
C.F.O. Executive Director of Business Services

Date 2/7/13

## AGREEMENT

**THIS AGREEMENT** made and entered into this 25 day of January, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Maria Patti an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. This Agreement shall be deemed to be effective as of February 11, 2013, and shall remain in effect until June 7, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. Contractor shall provide the following services:

The contractor will present on Latino culture through a Brazilian perspective sharing history, arts, contemporary interests and popular customs to families at various family events for ISD 709. They will additionally present either a craft or cooking activity for families to participate in the culture. The first event will be at Laura Macarthur School's "Celebrate Diversity" family night on February 26, 2013, the second will be at the Adelante Cultural Center's family night on April 30, 2013 and possible other presentations may arise through the end of the school year.

3. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$300. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided. TIN Number (SSN#) ~~XXXXXXXXXX~~

4. **Requests for Reimbursement.** Contractor will be paid in the following manner. Payment shall be made by the District in an amount not to exceed \$75.00 for the February 26, 2013 event and \$150 on April 30, 2013 event within 30 days of submission of a proper invoice by the Contractor. Further performances will be similarly reimbursed within 30 days of submission of a proper invoice by the Contractor.

5. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

6. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Relationship.** It is agreed that nothing contained herein is intended to or shall be construed in any manner as creating or establishing a relationship between the parties for any purpose whatsoever. Contractor and its officers, agents, servants and employees shall not be construed as employees of the District and any and all claims which may or might arise under the Worker's Compensation Act on

behalf of the Contractor's officers, agents, servants or employees shall in no way be the responsibility of the District.

8. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Superintendent, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States

Mail (Your Address) 231 E Superior Street AP#904  
Duluth, MN  
55802

9. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

10. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

11. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

12. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

13. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

[Signature] 2-25-13 [Signature]  
Program Director date Contractor date  
[Signature] 2/26/13  
Director of Business Service date

## AGREEMENT

**THIS AGREEMENT** made and entered into this 25 day of January, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Sylvia Garavello an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. This Agreement shall be deemed to be effective as of February 11, 2013, and shall remain in effect until June 7, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. Contractor shall provide the following services:

The contractor will present on Latino culture through a Brazilian perspective sharing history, arts, contemporary interests and popular customs to families at various family events for ISD 709. They will additionally present either a craft or cooking activity for families to participate in the culture. The first event will be at Laura Macarthur School's "Celebrate Diversity" family night on February 26, 2013, the second will be at the Adelante Cultural Center's family night on April 30, 2013 and possible other presentations may arise through the end of the school year.

3. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$300. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided. TIN Number (SSN#) ~~XXXXXXXXXX-1234~~

4. **Requests for Reimbursement.** Contractor will be paid in the following manner. Payment shall be made by the District in an amount not to exceed \$75.00 for the February 26, 2013 event and \$150 on April 30, 2013 event within 30 days of submission of a proper invoice by the Contractor. Further performances will be similarly reimbursed within 30 days of submission of a proper invoice by the Contractor.

5. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

6. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Relationship.** It is agreed that nothing contained herein is intended to or shall be construed in any manner as creating or establishing a relationship between the parties for any purpose whatsoever. Contractor and its officers, agents, servants and employees shall not be construed as employees of the District and any and all claims which may or might arise under the Worker's Compensation Act on

behalf of the Contractor's officers, agents, servants or employees shall in no way be the responsibility of the District.

8. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Superintendent, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States

Mail (Your Address) 410 E 7<sup>th</sup> ST.  
Duluth MN  
55805.

9. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

10. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

11. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

12. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

13. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Don Hagler 2-25-13  
Program Director date

W.C. Hansen 2/24/13  
Director of Business Service date

[Signature]  
Contractor date

## AGREEMENT

JK B.

88

**THIS AGREEMENT** made and entered into this 25 day of January, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Nixon Bustos an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. This Agreement shall be deemed to be effective as of January 25, 2013, and shall remain in effect until June 7, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. Contractor shall provide the following services:

The contractor will provide "A Journey of Latin American Music" Cultural Music Presentations for the Adelante Cultural Center. The presentation will explain the origins of the music styling and dance connections of Latin American regions of South America and the Caribbean. The first presentation will be at the "Celebrate Diversity" family event at Larua MacArthur on February 26, 2013 between 6-7 p.m. The students and their families in attendance will be exposed to different cultural perspectives and people of different ethnicities. Additional dates for similar presentations will follow this spring with dates and locations to be determined.

3. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$400. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided. TIN Number (SSN#) [REDACTED].

4. **Requests for Reimbursement.** Contractor will be paid in the following manner. Payment shall be made by the District in an amount not to exceed \$50.00 for the February 26, 2013 event within 30 days of submission of a proper invoice by the Contractor. Further performances will be similarly reimbursed within 30 days of submission of a proper invoice by the Contractor.

5. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

6. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Relationship.** It is agreed that nothing contained herein is intended to or shall be construed in any manner as creating or establishing a relationship between the parties for any purpose whatsoever. Contractor and its officers, agents, servants and employees shall not be construed as employees of the District and any and all claims which may or might arise under the Worker's Compensation Act on behalf of the Contractor's officers, agents, servants or employees shall in no way be the responsibility of the District.

8. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Superintendent, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States

Mail (Your Address) 2411 John Ave  
Superior, WI  
54880

9. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.


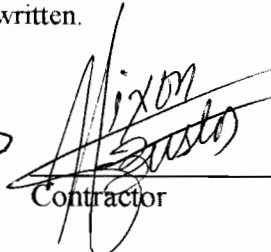
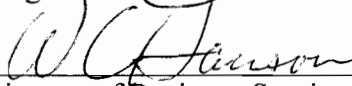
10. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

11. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

12. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

13. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

	<u>2-25-17</u>		<u>2-20-13</u>
Program Director	date	Contractor	date
	<u>2/26/13</u>		
Director of Business Service	date		

## AGREEMENT

**THIS AGREEMENT** made and entered into this 25 day of January, 2013, by and between Independent School District #709, a public corporation, hereinafter called District, and Melanie Sever an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. This Agreement shall be deemed to be effective as of January 25, 2013, and shall remain in effect until June 7, 2013, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. Contractor shall provide the following services:

The contractor will provide "A Journey of Latin American Music" Cultural Music Presentations for the Adelante Cultural Center. The presentation will explain the origins of the music styling and dance connections of Latin American regions of South America and the Caribbean. The first presentation will be at the "Celebrate Diversity" family event at Larua MacArthur on February 20, 2013 between 6-7 p.m. The students and their families in attendance will be exposed to different cultural perspectives and people of different ethnicities. Additional dates for similar presentations will follow this spring with dates and locations to be determined.

3. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$250. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided. TIN Number (SSN#) 473-90-3167.

4. **Requests for Reimbursement.** Contractor will be paid in the following manner. Payment shall be made by the District in an amount not to exceed \$50.00 for the February 26, 2013 event within 30 days of submission of a proper invoice by the Contractor. Further performances will be similarly reimbursed within 30 days of submission of a proper invoice by the Contractor.

5. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

6. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Relationship.** It is agreed that nothing contained herein is intended to or shall be construed in any manner as creating or establishing a relationship between the parties for any purpose whatsoever. Contractor and its officers, agents, servants and employees shall not be construed as employees of the District and any and all claims which may or might arise under the Worker's Compensation Act on

behalf of the Contractor's officers, agents, servants or employees shall in no way be the responsibility of the District.

**8. Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Superintendent, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States

Mail (Your Address) Melanie Sever  
302-102<sup>nd</sup> Ave. W.  
Duluth, MN 55808

**9. Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

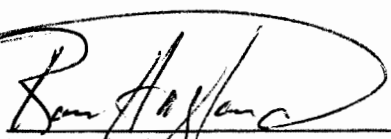
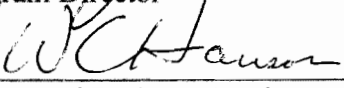
**10. Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

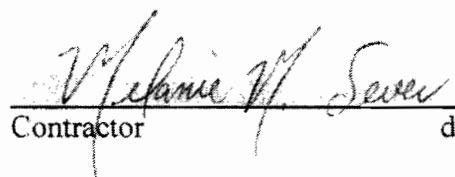
**11. Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

**12. Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

**13. Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

  
\_\_\_\_\_  
Program Director  
  
\_\_\_\_\_  
Director of Business Service  
2/21/13 date  
2/26/13 date

  
\_\_\_\_\_  
Contractor  
2/18/13 date



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East*

*Duluth, Minnesota 55802*

Construction Management (218) 336-8907


Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

# Memorandum

**To:** Bill Hanson

**From:** Kerry M. Leider 

**Date:** February 15, 2013

**Re:** Quote #4136 – Softball Field Dugouts at Ordean East Middle School

Attached please find two copies of the Agreement between Century Fence Company and Independent School District #709 to construct two softball field dugouts at Ordean East Middle School. Century Fence Company provided the only quote for this work with an estimated value of \$12,170.00.

I am recommending approval of the Agreement with Century Fence Company based on their lowest quote submitted pursuant to Quote #4136 - Softball Field Dugouts at Ordean East Middle School. If you concur, please sign both copies and return them to the Facilities Management office for processing.

Attachments

**INDEPENDENT SCHOOL DISTRICT NO. 709**

MEMORANDUM OF AGREEMENT, made this 2<sup>nd</sup> day of February, 2013, between Independent School District No. 709, a public corporation, in the State of Minnesota, party of the first part, hereinafter called "ISD 709," and Century Fence Company, party of the second part, hereinafter called "Contractor".

WITNESSETH, that the said Contractor, in consideration of the covenants and agreements herein mutually entered into and under the conditions and penalties provided in the specifications hereto annexed, which specifications form an integral part of this contract does for itself and for its successors, assigns, executors and administrators covenant, promise and agree to and with ISD 709 that Contractor shall and will at its own proper cost and expense and according to the best of its art and ability, do and perform all the work and furnish all materials (except only where otherwise especially provided herein to the contrary) which may be required in building and completing the specified work: **To perform all work as specified in Quote #4136 to construct two softball field dug outs at Ordean East Middle School. Total contract award amount has an approximate value of \$12,170.00. Total contract award amount to be determined through execution of this contract.** As stated above, and together

with all other words connected therewith or necessary thereto, in accordance with the specifications herein contained and in accordance with the plans and directions made and to be made from time to time as the work proceeds, said plans and directions to form a part of this contract.

**AUDIT:**

All books, records, documents, and accounting procedures and practices of the vendor, that are relevant to the contract, are subject to examination by the state auditor. (1998 Minnesota Laws chp. 386, art. 1, & 6).

**CONSIDERATION:**

ISD 709, in consideration of the due and faithful performance of the covenants and agreements referred to herein and in the specifications promises and agrees that the contract price submitted to ISD 709 in Contractor's quote shall be paid to said Contractor, in full for all claims and demands, and in the manner herein provided and subject to all specified and legal conditions, forfeitures and deductions.

**CONTRACT DOCUMENTS:**

It is understood and agreed that this contract consists of the following:

1. Printed Memoranda of Agreement and Title Sheet
2. Contractor's Quote
3. Contractor's Insurance Policy.

4. Supplementary Conditions and Insurance Requirements.

IN WITNESS WHEREOF, Independent School District No. 709 has caused these presents to be signed by the Director of Business Services and said Contractor shall hereunto set his/her hand the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709

By: WC Hanson

Bill Hanson, Director of Business Services

Date: 2/15/13

CONTRACTOR

By: [Signature]

Title: Don Witte, MGR.

Date: 2/12/13

# FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

## February 2013

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### **Facilities Management – General**

In the past month the maintenance crews have completed 208 work orders, and are currently working on 616 open work orders.

Maintenance crews are back on scheduled maintenance and focusing on OEMS at this time.

Storeroom / Utility functions are being evaluated.

Construction has started to create modifications in the main office at ALC for a GED testing booth.

### **Capital Construction:**

Currently, LRF site work is ongoing at Congdon Park, Myers-Wilkins, WMS, and OEMS.

Various training sessions at our new sites on a variety of systems are occurring regularly.

Training specific to Denfeld was conducted by FJJ and was related to energy management systems and how to optimize occupant comfort while maximizing energy savings. Approximately 10 staff attended this training.

JCI, District, and CM's continue to meet at Facilities on a weekly basis to review all ongoing issues, as well as weekly at all site construction meetings.

### **Operations**

Everything has been readied for the auction of district surplus items, which will take place on March 9<sup>th</sup> at Central HS. The food service equipment will be auctioned at a separate event on March 12, 2013.

Over winter break, Operations staff performed project cleaning at various sites that were not able to be completed last summer.

### **Health and Safety**

- Emergency Response Crisis Management (ERCM) activities included:
  - An ERCM team meeting was held. The group was informed of the items being looked into to improve school security and safety. This included current procedures, door locks, lockdown buttons, etc. There is a gap in lunchtime activities, afterschool activities, and special events that will be reviewed. The group will also be working on changing the role it plays in review of such procedures as the needs have changed.
- Workers' Compensation activities include:
  - 15 Report of Incidents resulting in 2 OSHA recordable incidents. There was lower reporting due to a short month and a one week recess.
- Insurance/Inspections
  - Dave Shirley with Indiana Insurance began assisting in an audit of the industrial arts, science, and after school activities for any unsafe projects or

procedures. The goal of his audits will be to identify any shortcomings in our systems so they can be addressed prior to any incidents. 97

- Air Quality
  - Another complaint of a gas smell was received at Homecroft School. An investigation with the assistance of the City of Duluth confirmed a bad regulator in the boiler room which was shut down and replaced.

### **Risk Management**

There have been no significant claims or changes in status relating to insurance policies for general liability, property, auto, and school leader's legal liability.

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL

Fiscal Year: 2013

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FQA: 06-870-215-386-JOB

ALT FACILITIES/DENFELD

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/25/2013	DFLD FINAL		00626995	V62693	NORTHLAND CONSTRUCTORS INC	DENFELD FINAL APPLICATION	837465	OH	10,000.00	0.00	10,000.00
							<b>Object 152000</b>	<b>Total:</b>	10,000.00	0.00	10,000.00
							<b>FQA 06-870-215-386-JOB</b>	<b>Total:</b>	10,000.00	0.00	10,000.00

FQA: 06-870-220-386-JOB

ALT FACILITIES/EAST

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/25/2013	EAST APP 4		00627009	V102745	VEIT AND COMPANY INC	EAST APPLICATION 4	837465	OH	1,898.50	0.00	1,898.50
01/25/2013	EAST APP 3		00627005	V107259	T D TEST AND BALANCE INC	EAST APPLICATION 3	837465	OH	12,650.00	0.00	12,650.00
01/25/2013	EAST APP 29		00626969	V61181	BENSON ELECTRIC CO INC	EAST APPLICATION 29	837465	OH	76,719.83	0.00	76,719.83
01/25/2013	EAST APP 26		00626981	V02687	HARBOR CITY MASONRY	EAST APPLICATION 26	837465	OH	248.07	0.00	248.07
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	3,500.00	0.00	3,500.00
01/25/2013	EAST APP 15		00626978	V106471	GORHAM OIEN MECHANICAL INC	EAST APPLICATION 15	837465	OH	484.50	0.00	484.50
01/25/2013	EAST APP 11		00626971	V107056	CARCIOFINI COMPANY INC	EAST APPLICATION 11	837465	OH	318.48	0.00	318.48
							<b>Object 152000</b>	<b>Total:</b>	95,819.38	0.00	95,819.38
							<b>FQA 06-870-220-386-JOB</b>	<b>Total:</b>	95,819.38	0.00	95,819.38

FQA: 06-870-320-386-JOB

ALT FACILITIES/ORDEAN

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/07/2013	163584		00626692	V104710	RJF AGENCIES INC	BUILDING ACQUISITION/CONSTRUCT	835391	OH	2,258.91	0.00	2,258.91
01/25/2013	ORD APP 39		00626967	V105879	BELKNAP ELECTRIC	ORDEAN FINAL APPLICATION	837465	OH	50,269.55	0.00	50,269.55
							<b>Object 152000</b>	<b>Total:</b>	52,528.46	0.00	52,528.46
							<b>FQA 06-870-320-386-JOB</b>	<b>Total:</b>	52,528.46	0.00	52,528.46

FQA: 06-870-435-386-JOB

ALT FACILITIES/CONGDON PARK

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/07/2013	163584		00626692	V104710	RJF AGENCIES INC	BUILDING ACQUISITION/CONSTRUCT	835391	OH	1,545.37	0.00	1,545.37
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	955.77	0.00	955.77

**GL Transactions by Object Code within Org. Key**

GL Ledger Code: GL  
Fiscal Year: 2013

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01/17/2013	12/4-1/2/13	00626955	V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	2,721.17	0.00	2,721.17		
01/25/2013	CGDN PROF	00626985	V87763	JOHNSON CONTROLS INC	CONGDON PROF FEE APP 24	837465	OH	26,460.52	0.00	26,460.52		
01/25/2013	572	00626986	V106763	KELLEHER CONSTRUCTION	CONGDON APPLICATION 6	837465	OH	9,262.50	0.00	9,262.50		
01/25/2013	CGDN 09 APP	00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 09 APPLICATION 5	837465	OH	5,710.93	0.00	5,710.93		
01/25/2013	CGDN 10 APP	00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 10 APPLICATION 1	837465	OH	19,546.25	0.00	19,546.25		
01/25/2013	CGDN 12/12	00626988	V105888	KRAUS-ANDERSON	DEC 12 REIMBURSABLES	837465	OH	4,268.11	0.00	4,268.11		
01/25/2013	CGDN APP 1	00626983	V92302	HOVLAND MASONRY INC	CONGDON APPLICATION 1	837465	OH	4,750.00	0.00	4,750.00		
01/25/2013	CGDN APP 1	00627003	V63580	ST GERMAINS GLASS CO	CONGDON APPLICATION 1	837465	OH	20,395.50	0.00	20,395.50		
01/25/2013	CGDN APP 2	00626977	V107093	GARLAND DBS INC	CONGDON APPLICATION 2	837465	OH	58,140.64	0.00	58,140.64		
01/25/2013	PGM MGMT	00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	1,249.50	0.00	1,249.50		
01/25/2013	CGDN APP 2	00626996	V89594	O BRIEN A G PLUMBING	CONGDON APPLICATION 2	837465	OH	10,854.13	0.00	10,854.13		
01/25/2013	PGM MGMT	00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	3,106.74	0.00	3,106.74		
01/25/2013	CGDN APP 3	00626973	V108048	CUSTOM DRYWALL INC	CONGDON APPLICATION 3	837465	OH	37,050.00	0.00	37,050.00		
01/25/2013	CGDN APP 3	00626993	V00202	NORTHERN DOOR AND HRDWRE	CONGDON APPLICATION 3	837465	OH	3,556.80	0.00	3,556.80		
01/25/2013	CGDN APP 4	00626967	V105879	BELKNAP ELECTRIC	CONGDON APPLICATION 4	837465	OH	23,316.14	0.00	23,316.14		
01/25/2013	CGDN APP 5	00626981	V02687	HARBOR CITY MASONRY	CONGDON APPLICATION 5	837465	OH	15,798.34	0.00	15,798.34		
01/25/2013	CGDN APP 5	00626982	V107973	HECIMOVICH MECH CONT	CONGDON APPLICATION 5	837465	OH	155,928.08	0.00	155,928.08		
01/25/2013	CGDN KA	00626985	V87763	JOHNSON CONTROLS INC	CONGDON KRAUS 12/12	837465	OH	20,532.06	0.00	20,532.06		
								<b>Object 152000</b>	<b>Total:</b>	425,148.55	0.00	425,148.55
								<b>FQA 06-870-435-386-JOB</b>	<b>Total:</b>	425,148.55	0.00	425,148.55

**FQA: 06-870-470-386-JOB**

**ALT FACILITIES/GRANT**

**Object: 152000**

**BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/07/2013	163584	220192	00626692	V104710	RJF AGENCIES INC	BUILDING ACQUISITION/CONSTRUCT	835391	OH	2,589.47	0.00	2,589.47
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	558.80	0.00	558.80
01/17/2013	12/4-1/2/13		00626955	V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	1,476.72	0.00	1,476.72
01/17/2013	0066856-IN	221531	00626946	V92769	TWIN PORTS TESTING	BUILDING ACQUISITION/CONSTRUCT	836677	OH	361.50	0.00	361.50
01/25/2013	MWE APP 6		00626967	V105879	BELKNAP ELECTRIC	MYERS-WILKINS APP 6	837465	OH	53,626.17	0.00	53,626.17
01/25/2013	MWE APP 5		00626987	V107943	KELLINGTON CONSTRUCTION INC	MYERS-WILKINS APP 5	837465	OH	11,003.39	0.00	11,003.39
01/25/2013	MWE APP 4		00627007	V106468	THELEN HEATING & ROOFING INC	MYERS-WILKINS APP 4	837465	OH	324,816.73	0.00	324,816.73
01/25/2013	MWE APP 4		00626966	V105889	BEDROCK-FLINT INC	MYERS-WILKINS APP 4	837465	OH	29,450.00	0.00	29,450.00
01/25/2013	120230-6		00627009	V102745	VEIT AND COMPANY INC	MYERS-WILKINS APP 6	837465	OH	4,602.63	0.00	4,602.63
01/25/2013	MWE APP 4		00626963	V37181	A W KUETTEL AND SONS INC	MYERS-WILKINS APP 4	837465	OH	957.13	0.00	957.13
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	1,507.20	0.00	1,507.20
01/25/2013	MWE APP 3		00627004	V61015	SUPERIOR GLASS INC	MYERS-WILKINS APP 3	837465	OH	1,177.57	0.00	1,177.57
01/25/2013	MWE APP 3		00626972	V108047	CROSSROAD CONSTRUCTION INC	MYERS-WILKINS APP 3	837465	OH	14,129.64	0.00	14,129.64

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL  
Fiscal Year: 2013

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01/25/2013	MWE 12/12	00626970	V107094	BOSSARDT CORPORATION	DEC 12 REIMBURSABLES	837465	OH	2,206.62	0.00	2,206.62	
01/25/2013	GRNT PROF	00626985	V87763	JOHNSON CONTROLS INC	GRANT PROF FEE 22	837465	OH	30,290.00	0.00	30,290.00	
01/25/2013	565	00626986	V106763	KELLEHER CONSTRUCTION	MYERS-WILKINS APP 5	837465	OH	1,995.00	0.00	1,995.00	
01/25/2013	12-230-5	00626999	V106831	RTL CONSTRUCTION	MYERS-WILKINS APP 9	837465	OH	42,750.00	0.00	42,750.00	
01/25/2013	MWE BOSS	00626985	V87763	JOHNSON CONTROLS INC	MYERS-WILKINS BOSS 12/12	837465	OH	10,346.88	0.00	10,346.88	
01/25/2013	MWE APP 6	00627002	V105887	SHANNON'S INC	MYERS-WILKINS APP 6	837465	OH	116,701.81	0.00	116,701.81	
<b>Object 152000</b>								<b>Total:</b>	650,547.26	0.00	650,547.26
<b>FQA 06-870-470-386-JOB</b>								<b>Total:</b>	650,547.26	0.00	650,547.26

**FQA: 06-871-220-000-000                      GEN FUND SAVINGS-EAST**

**Object: 152000                      BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/16/2013	7621	221343	00626957	V06162	WHERLEY MOVING AND	BUILDING ACQUISITION/CONSTRUCT	836550	OH	4,290.00	0.00	4,290.00
01/17/2013	160957	221526	00626895	V34360	JAMAR COMPANY	BUILDING ACQUISITION/CONSTRUCT	836677	OH	5,113.99	0.00	5,113.99
01/25/2013	EAST APP 11		00626971	V107056	CARCIOFINI COMPANY INC	EAST APPLICATION 11	837465	OH	1,097.57	0.00	1,097.57
01/25/2013	EAST APP 26		00626981	V02687	HARBOR CITY MASONRY	EAST APPLICATION 26	837465	OH	1,194.62	0.00	1,194.62
01/25/2013	EAST APP 16		00626976	V107053	FRANSEN DECORATING INC	EAST APPLICATION 16	837465	OH	5,369.03	0.00	5,369.03
<b>Object 152000</b>								<b>Total:</b>	17,065.21	0.00	17,065.21
<b>FQA 06-871-220-000-000</b>								<b>Total:</b>	17,065.21	0.00	17,065.21

**FQA: 06-873-350-000-000                      LRFPLINCOLN PK MIDDLE SCHOOL**

**Object: 152000                      BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/10/2013	145480	221031	00626770	V108007	HUNT ELECTRIC CORP	BUILDING ACQUISITION/CONSTRUCT	835945	OH	2,175.00	0.00	2,175.00
01/10/2013	78529	221030	00626732	V100769	AMERICAN ENGINEERING &	BUILDING ACQUISITION/CONSTRUCT	835945	OH	560.00	0.00	560.00
01/16/2013	7621		00626957	V06162	WHERLEY MOVING AND	BUILDING ACQUISITION/CONSTRUCT	836550	OH	3,870.00	0.00	3,870.00
01/25/2013	WMS KA		00626985	V87763	JOHNSON CONTROLS INC	WEST KRAUS 12/12	837465	OH	10,107.11	0.00	10,107.11
01/25/2013	WMS APP 8		00626964	V107190	ADVANCE TERRAZZO & TILE CO	WEST MIDDLE APP 8	837465	OH	12,268.20	0.00	12,268.20
01/25/2013	WMS APP 6		00626965	V107055	ANDERSON-LADD INC	WEST MIDDLE RETENTION	837465	OH	7,674.45	0.00	7,674.45
01/25/2013	WMS APP 5		00626997	V107261	OLYMPUS LOCKERS & STORAGE	WEST MIDDLE APP 5	837465	OH	8,484.15	0.00	8,484.15
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	3,500.00	0.00	3,500.00
01/25/2013	WMS APP 16		00627006	V107303	TEKTON CONSTRUCTION	WEST MIDDLE APP 16	837465	OH	298.30	0.00	298.30
01/25/2013	WMS 12/12		00626988	V105888	KRAUS-ANDERSON	DEC 12 REIMBURSABLES	837465	OH	5,115.34	0.00	5,115.34
01/25/2013	WMS FINAL		00626975	V107191	EGAN COMPANY	WEST MIDDLE RETENTION	837465	OH	49,754.55	0.00	49,754.55
01/25/2013	WMS FINAL		00627001	V61525	SELL HARDWARE INC	WEST MIDDLE FINAL APP	837465	OH	15,923.25	0.00	15,923.25
<b>Object 152000</b>								<b>Total:</b>	119,730.35	0.00	119,730.35

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL  
Fiscal Year: 2013

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FQA 06-873-350-000-000 Total: 119,730.35 0.00 119,730.35

FQA: 06-873-550-000-000 LRFPIEDMONT LINCOLN

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/16/2013	03566.00003621351	00626886	V92312		FRYBERGER BUCHANAN SMITH & BUILDING ACQUISITION/CONSTRUCT		836550	OH	6,394.30	0.00	6,394.30
							<b>Object 152000</b>	<b>Total:</b>	6,394.30	0.00	6,394.30
							<b>FQA 06-873-550-000-000</b>	<b>Total:</b>	6,394.30	0.00	6,394.30

FQA: 06-876-200-000-000 COP 2012A

Object: 118501 OVERTIME,SHIFT DIFFERENTIAL

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/04/2013	02010DP	EARN REG		7066		BERNDT, BETTY GRS.	834841	3	277.10	0.00	277.10
01/18/2013	02020DP	EARN REG		7066		BERNDT, BETTY GRS.	836457	3	195.60	0.00	195.60
							<b>Object 118501</b>	<b>Total:</b>	472.70	0.00	472.70

Object: 121000 FICA/MEDICARE

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/04/2013	02010DP	CONT REG		N/A..N/A		COP 2012A	834841	2	18.12	0.00	18.12
01/18/2013	02020DP	CONT REG		N/A..N/A		COP 2012A	836457	2	12.70	0.00	12.70
							<b>Object 121000</b>	<b>Total:</b>	30.82	0.00	30.82

Object: 121400 PERA

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/04/2013	02010DP	CONT REG		N/A..N/A		COP 2012A	834841	2	20.09	0.00	20.09
01/18/2013	02020DP	CONT REG		N/A..N/A		COP 2012A	836457	2	14.18	0.00	14.18
							<b>Object 121400</b>	<b>Total:</b>	34.27	0.00	34.27

Object: 127000 WORKERS COMPENSATION

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/04/2013	02010DP	CONT REG		N/A..N/A		COP 2012A	834841	2	1.11	0.00	1.11
01/18/2013	02020DP	CONT REG		N/A..N/A		COP 2012A	836457	2	0.78	0.00	0.78
							<b>Object 127000</b>	<b>Total:</b>	1.89	0.00	1.89

Object: 128000 UNEMPLOYMENT COMPENSATION

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
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GL Transactions by Object Code within Org. Key

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Fiscal Year: 2013

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01/04/2013	02010DP	CONT REG	N/A..N/A		COP 2012A	834841	2	1.94	0.00	1.94
01/18/2013	02020DP	CONT REG	N/A..N/A		COP 2012A	836457	2	1.37	0.00	1.37
						<b>Object 128000</b>	<b>Total:</b>	3.31	0.00	3.31
						<b>FQA 06-876-200-000-000</b>	<b>Total:</b>	542.99	0.00	542.99

**FQA: 06-876-220-000-000 COP 2012A-EAST HIGH SCHOOL**

**Object: 152000 BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/25/2013	EAST APP 11		00626971	V107056	CARCIOFINI COMPANY INC	EAST APPLICATION 11	837465	OH	383.25	0.00	383.25
01/25/2013	EAST APP 26		00626981	V02687	HARBOR CITY MASONRY	EAST APPLICATION 26	837465	OH	5,085.31	0.00	5,085.31
01/25/2013	EAST APP 16		00626976	V107053	FRANSEN DECORATING INC	EAST APPLICATION 16	837465	OH	3,318.72	0.00	3,318.72
						<b>Object 152000</b>	<b>Total:</b>	8,787.28	0.00	8,787.28	
						<b>FQA 06-876-220-000-000</b>	<b>Total:</b>	8,787.28	0.00	8,787.28	

**FQA: 06-876-320-000-000 COP 2012A-EAST HS**

**Object: 152000 BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/25/2013	ORD FINAL		00626994	V107008	NORTHERN INDUSTRIAL	ORDEAN FINAL APPLICATION	837465	OH	34,206.70	0.00	34,206.70
01/25/2013	ORD APP 4		00626991	V107942	MIDWEST TENNIS & TRACK CO	ORDEAN FINAL APPLICATION	837465	OH	11,915.85	0.00	11,915.85
01/25/2013	ORD FINAL		00627009	V102745	VEIT AND COMPANY INC	ORDEAN FINAL APPLICATION	837465	OH	66,161.40	0.00	66,161.40
01/25/2013	ORD APP 12		00626986	V106763	KELLEHER CONSTRUCTION	ORDEAN FINAL APPLICATION	837465	OH	29,589.00	0.00	29,589.00
01/25/2013	ORD 3212		00626995	V62693	NORTHLAND CONSTRUCTORS INC	ORDEAN 3212 APPLICATION 6	837465	OH	12,895.90	0.00	12,895.90
01/25/2013	ORD APP 11		00627008	V107499	UPPER MIDWEST ATHLETIC	ORDEAN APPLICATION 11	837465	OH	8,721.25	0.00	8,721.25
						<b>Object 152000</b>	<b>Total:</b>	163,490.10	0.00	163,490.10	
						<b>FQA 06-876-320-000-000</b>	<b>Total:</b>	163,490.10	0.00	163,490.10	

**FQA: 06-876-435-000-000 COP 2012A-CONGDON PARK**

**Object: 152000 BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	477.88	0.00	477.88
01/17/2013	12/4-1/2/13		00626955	V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	1,360.58	0.00	1,360.58
01/25/2013	CGDN APP 4		00626967	V105879	BELKNAP ELECTRIC	CONGDON APPLICATION 4	837465	OH	15,544.08	0.00	15,544.08
01/25/2013	CGDN APP 3		00626998	V106725	RED CEDAR STEEL ERECTORS INC	CONGDON APPLICATION 3	837465	OH	11,990.90	0.00	11,990.90
01/25/2013	572		00626986	V106763	KELLEHER CONSTRUCTION	CONGDON APPLICATION 6	837465	OH	23,156.25	0.00	23,156.25
01/25/2013	CGDN 09 APP		00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 09 APPLICATION 5	837465	OH	5,710.92	0.00	5,710.92

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01/25/2013	CGDN 10 APP	00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 10 APPLICATION 1	837465	OH	9,773.12	0.00	9,773.12		
01/25/2013	CGDN 12/12	00626988	V105888	KRAUS-ANDERSON	DEC 12 REIMBURSABLES	837465	OH	2,134.05	0.00	2,134.05		
01/25/2013	CGDN APP 3	00626993	V00202	NORTHERN DOOR AND HRDWRE	CONGDON APPLICATION 3	837465	OH	7,113.60	0.00	7,113.60		
01/25/2013	CGDN APP 1	00627003	V63580	ST GERMAINS GLASS CO	CONGDON APPLICATION 1	837465	OH	20,395.50	0.00	20,395.50		
01/25/2013	CGDN APP 2	00626968	V108046	BEN'S STRUCTURAL	CONGDON APPLICATION 2	837465	OH	10,357.14	0.00	10,357.14		
01/25/2013	CGDN APP 2	00626977	V107093	GARLAND DBS INC	CONGDON APPLICATION 2	837465	OH	24,917.42	0.00	24,917.42		
01/25/2013	CGDN APP 2	00626996	V89594	O BRIEN A G PLUMBING	CONGDON APPLICATION 2	837465	OH	3,101.18	0.00	3,101.18		
01/25/2013	CGDN APP 3	00626979	V107473	GRIVETTE ENVIRONMENTAL	CONGDON APPLICATION 3	837465	OH	2,167.90	0.00	2,167.90		
01/25/2013	CGDN APP 3	00626973	V108048	CUSTOM DRYWALL INC	CONGDON APPLICATION 3	837465	OH	22,230.00	0.00	22,230.00		
01/25/2013	PGM MGMT	00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	1,670.54	0.00	1,670.54		
01/25/2013	PGM MGMT	00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	624.75	0.00	624.75		
01/25/2013	CGDN PROF	00626985	V87763	JOHNSON CONTROLS INC	CONGDON PROF FEE APP 24	837465	OH	13,230.26	0.00	13,230.26		
01/25/2013	CGDN KA	00626985	V87763	JOHNSON CONTROLS INC	CONGDON KRAUS 12/12	837465	OH	10,266.03	0.00	10,266.03		
01/25/2013	CGDN APP 5	00626982	V107973	HECIMOVICH MECH CONT	CONGDON APPLICATION 5	837465	OH	14,175.28	0.00	14,175.28		
01/25/2013	CGDN APP 5	00626981	V02687	HARBOR CITY MASONRY	CONGDON APPLICATION 5	837465	OH	48,399.01	0.00	48,399.01		
								<b>Object 152000</b>	<b>Total:</b>	248,796.39	0.00	248,796.39
								<b>FQA 06-876-435-000-000</b>	<b>Total:</b>	248,796.39	0.00	248,796.39

**FQA: 06-876-470-000-000**

**COP 2012A-MEYERS WILKINS**

**Object: 152000**

**BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/10/2013	78529		00626732	V100769	AMERICAN ENGINEERING &	BUILDING ACQUISITION/CONSTRUCT	835945	OH	640.00	0.00	640.00
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	558.80	0.00	558.80
01/17/2013	0066856-IN		00626946	V92769	TWIN PORTS TESTING	BUILDING ACQUISITION/CONSTRUCT	836677	OH	1,084.50	0.00	1,084.50
01/17/2013	12/4-1/2/13		00626955	V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	1,476.72	0.00	1,476.72
01/24/2013	11-4744	221936	00627000	V104288	SALO ENGINEERING INC	BUILDING ACQUISITION/CONSTRUCT	837304	OH	1,825.73	0.00	1,825.73
01/25/2013	144387		00626980	V28830	HALDEMAN HOMME INC	MYERS-WILKINS APP 3	837465	OH	1,454.45	0.00	1,454.45
01/25/2013	120230-6		00627009	V102745	VEIT AND COMPANY INC	MYERS-WILKINS APP 6	837465	OH	3,945.11	0.00	3,945.11
01/25/2013	12-230-5		00626999	V106831	RTL CONSTRUCTION	MYERS-WILKINS APP 9	837465	OH	25,650.00	0.00	25,650.00
01/25/2013	MWE APP 3		00627004	V61015	SUPERIOR GLASS INC	MYERS-WILKINS APP 3	837465	OH	6,015.20	0.00	6,015.20
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	753.60	0.00	753.60
01/25/2013	MWE BOSS		00626985	V87763	JOHNSON CONTROLS INC	MYERS-WILKINS BOSS 12/12	837465	OH	10,346.87	0.00	10,346.87
01/25/2013	MWE APP 6		00627002	V105887	SHANNON'S INC	MYERS-WILKINS APP 6	837465	OH	20,623.27	0.00	20,623.27
01/25/2013	MWE APP 6		00626967	V105879	BELKNAP ELECTRIC	MYERS-WILKINS APP 6	837465	OH	67,032.71	0.00	67,032.71
01/25/2013	MWE APP 4		00627007	V106468	THELEN HEATING & ROOFING INC	MYERS-WILKINS APP 4	837465	OH	70,175.08	0.00	70,175.08
01/25/2013	MWE APP 4		00626974	V108012	D & M IRON WORKS INC	MYERS-WILKINS APP 4	837465	OH	33,262.35	0.00	33,262.35
01/25/2013	MWE APP 4		00626966	V105889	BEDROCK-FLINT INC	MYERS-WILKINS APP 4	837465	OH	58,900.00	0.00	58,900.00

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01/25/2013	MWE APP 4	00626963	V37181	A W KUETTEL AND SONS INC	MYERS-WILKINS APP 4	837465	OH	382.84	0.00	382.84	
01/25/2013	MWE APP 3	00626989	V106640	KREMER & DAVIS INC	MYERS-WILKINS APP 3	837465	OH	1,053.03	0.00	1,053.03	
01/25/2013	MWE APP 3	00626972	V108047	CROSSROAD CONSTRUCTION INC	MYERS-WILKINS APP 3	837465	OH	7,104.58	0.00	7,104.58	
01/25/2013	MWE APP 2	00626992	V106727	MOLIN CONCRETE PRODUCTS COM	MYERS-WILKINS APP 2	837465	OH	85,320.45	0.00	85,320.45	
01/25/2013	MWE 12/12	00626970	V107094	BOSSARDT CORPORATION	DEC 12 REIMBURSABLES	837465	OH	2,206.61	0.00	2,206.61	
01/25/2013	GRNT PROF	00626985	V87763	JOHNSON CONTROLS INC	GRANT PROF FEE 22	837465	OH	30,290.00	0.00	30,290.00	
01/25/2013	565	00626986	V106763	KELLEHER CONSTRUCTION	MYERS-WILKINS APP 5	837465	OH	5,985.00	0.00	5,985.00	
01/25/2013	1475-2	00626984	V108072	INDUSTRIAL CONSTRUCTION	MYERS-WILKINS APP 2	837465	OH	13,594.50	0.00	13,594.50	
<b>Object 152000</b>								<b>Total:</b>	449,681.40	0.00	449,681.40
<b>FQA 06-876-470-000-000</b>								<b>Total:</b>	449,681.40	0.00	449,681.40

**FQA: 06-876-510-000-000 COP 2012A-LESTER PARK**

**Object: 152000 BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/07/2013	147669	220590	00626638	V106040	AYRES ASSOCIATES	BUILDING ACQUISITION/CONSTRUCT	835259	OH	2,421.17	0.00	2,421.17
<b>Object 152000</b>								<b>Total:</b>	2,421.17	0.00	2,421.17
<b>FQA 06-876-510-000-000</b>								<b>Total:</b>	2,421.17	0.00	2,421.17

**FQA: 06-876-525-000-000 COP 2012A-LAURA MACARTHUR**

**Object: 152000 BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/10/2013	78529		00626732	V100769	AMERICAN ENGINEERING &	BUILDING ACQUISITION/CONSTRUCT	835945	OH	560.00	0.00	560.00
<b>Object 152000</b>								<b>Total:</b>	560.00	0.00	560.00
<b>FQA 06-876-525-000-000</b>								<b>Total:</b>	560.00	0.00	560.00

**FQA: 06-877-200-000-000 COP 2012B**

**Object: 130500 OTHER CONTRACTED SERVICES**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
01/22/2013	JE509164			N/A..N/A		RECORD INTEREST	836911	JE	2.18	0.00	2.18
<b>Object 130500</b>								<b>Total:</b>	2.18	0.00	2.18
<b>FQA 06-877-200-000-000</b>								<b>Total:</b>	2.18	0.00	2.18

**FQA: 06-877-435-000-000 GEN FUND SAVINGS-CONGDON PK**

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GL Ledger Code: GL  
 Fiscal Year: 2013  
 Object: 152000

**BUILDING ACQUISITION/CONSTRUCT**

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Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
01/07/2013	179382	309612	00626658	V44924	EPA AUDIO VISUAL INC	WV-SW559 PANASONIC IP OUTDOOR	835259	OH	50,884.00	0.00	50,884.00	
01/07/2013	179382	309612	00626658	V44924	EPA AUDIO VISUAL INC	PWM-484S PANASONIC OUTDOOR HOU	835259	OH	2,318.00	0.00	2,318.00	
01/07/2013	179382	309612	00626658	V44924	EPA AUDIO VISUAL INC	SBSDRH-008G-A11 8 GIG SD CARD	835259	OH	583.00	0.00	583.00	
01/14/2013	0003081519	309628	00626775	V04029	KAPLAN SCHOOL SUPPLY	12-15342 COLORFUL PLACES SEATI	836101	OH	1,503.84	0.00	1,503.84	
01/14/2013	179498	309612	00626757	V44924	EPA AUDIO VISUAL INC	WJ-ND400/8000T2DVR PANASONIC 6	836101	OH	8,840.00	0.00	8,840.00	
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	477.88	0.00	477.88	
01/17/2013	12/4-1/2/13		00626955	V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	1,360.59	0.00	1,360.59	
01/25/2013	CGDN 09 APP		00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 09 APPLICATION 5	837465	OH	11,421.85	0.00	11,421.85	
01/25/2013	CGDN 10 APP		00626990	V00917	LIPE BROS CONST INC	CONGDON BP2 10 APPLICATION 1	837465	OH	9,773.13	0.00	9,773.13	
01/25/2013	CGDN 12/12		00626988	V105888	KRAUS-ANDERSON	DEC 12 REIMBURSABLES	837465	OH	2,134.06	0.00	2,134.06	
01/25/2013	CGDN APP 2		00626968	V108046	BEN'S STRUCTURAL	CONGDON APPLICATION 2	837465	OH	6,054.11	0.00	6,054.11	
01/25/2013	CGDN APP 2		00626996	V89594	O BRIEN A G PLUMBING	CONGDON APPLICATION 2	837465	OH	1,550.59	0.00	1,550.59	
01/25/2013	CGDN APP 3		00626973	V108048	CUSTOM DRYWALL INC	CONGDON APPLICATION 3	837465	OH	14,820.00	0.00	14,820.00	
01/25/2013	CGDN APP 3		00626993	V00202	NORTHERN DOOR AND HRDWRE	CONGDON APPLICATION 3	837465	OH	3,556.80	0.00	3,556.80	
01/25/2013	CGDN APP 3		00626998	V106725	RED CEDAR STEEL ERECTORS INC	CONGDON APPLICATION 3	837465	OH	7,009.10	0.00	7,009.10	
01/25/2013	CGDN APP 4		00626967	V105879	BELKNAP ELECTRIC	CONGDON APPLICATION 4	837465	OH	116,580.68	0.00	116,580.68	
01/25/2013	CGDN APP 5		00626981	V02687	HARBOR CITY MASONRY	CONGDON APPLICATION 5	837465	OH	34,234.65	0.00	34,234.65	
01/25/2013	CGDN APP 5		00626982	V107973	HECIMOVICH MECH CONT	CONGDON APPLICATION 5	837465	OH	113,402.24	0.00	113,402.24	
01/25/2013	CGDN KA		00626985	V87763	JOHNSON CONTROLS INC	CONGDON KRAUS 12/12	837465	OH	10,266.03	0.00	10,266.03	
01/25/2013	CGDN PROF		00626985	V87763	JOHNSON CONTROLS INC	CONGDON PROF FEE APP 24	837465	OH	13,230.26	0.00	13,230.26	
01/25/2013	572		00626986	V106763	KELLEHER CONSTRUCTION	CONGDON APPLICATION 6	837465	OH	13,893.75	0.00	13,893.75	
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	624.75	0.00	624.75	
01/25/2013	PGM MGMT		00626985	V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	1,625.72	0.00	1,625.72	
<b>Object 152000</b>									<b>Total:</b>	426,145.03	0.00	426,145.03
<b>FQA 06-877-435-000-000</b>									<b>Total:</b>	426,145.03	0.00	426,145.03

**FQA: 06-877-470-000-000**

**GEN FD SAVINGS-MEYERS WILKINS**

**Object: 152000**

**BUILDING ACQUISITION/CONSTRUCT**

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
01/07/2013	179383	309613	00626658	V44924	EPA AUDIO VISUAL INC	WV-SW559 PANASONIC IP OUTDOOR	835259	OH	57,595.00	0.00	57,595.00
01/07/2013	179383	309613	00626658	V44924	EPA AUDIO VISUAL INC	PWM484S PANASONIC OUTDOOR HOU	835259	OH	2,440.00	0.00	2,440.00
01/07/2013	179383	309613	00626658	V44924	EPA AUDIO VISUAL INC	SBSDRH-008G-A11, 8 GIG SD CARD	835259	OH	660.00	0.00	660.00
01/14/2013	0003081519	309628	00626775	V04029	KAPLAN SCHOOL SUPPLY	MARK FOR: MYERS-WILKINS SCHOOL	836101	OH	1,503.84	0.00	1,503.84
01/14/2013	179499	309613	00626757	V44924	EPA AUDIO VISUAL INC	WJ-ND400/8000T2DVR PANASONIC 6	836101	OH	8,840.00	0.00	8,840.00
01/16/2013	12/28/12 MN		00626914	V44024	MN POWER AND LIGHT CO	BUILDING ACQUISITION/CONSTRUCT	836550	OH	279.40	0.00	279.40

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01/17/2013	0066856-IN	00626946 V92769	TWIN PORTS TESTING	BUILDING ACQUISITION/CONSTRUCT	836677	OH	361.50	0.00	361.50		
01/17/2013	12/4-1/2/13	00626955 V92344	WATER AND GAS DEPT	BUILDING ACQUISITION/CONSTRUCT	836677	OH	738.36	0.00	738.36		
01/25/2013	120230-6	00627009 V102745	VEIT AND COMPANY INC	MYERS-WILKINS APP 6	837465	OH	4,602.63	0.00	4,602.63		
01/25/2013	565	00626986 V106763	KELLEHER CONSTRUCTION	MYERS-WILKINS APP 5	837465	OH	11,970.00	0.00	11,970.00		
01/25/2013	12-230-5	00626999 V106831	RTL CONSTRUCTION	MYERS-WILKINS APP 9	837465	OH	17,100.00	0.00	17,100.00		
01/25/2013	GRNT PROF	00626985 V87763	JOHNSON CONTROLS INC	GRANT PROF FEE 22	837465	OH	15,145.00	0.00	15,145.00		
01/25/2013	PGM MGMT	00626985 V87763	JOHNSON CONTROLS INC	PRGM MGMT FEE APP 54	837465	OH	1,507.20	0.00	1,507.20		
01/25/2013	MWE 12/12	00626970 V107094	BOSSARDT CORPORATION	DEC 12 REIMBURSABLES	837465	OH	1,103.31	0.00	1,103.31		
01/25/2013	MWE APP 3	00626972 V108047	CROSSROAD CONSTRUCTION INCMYERS-WILKINS APP 3	837465	OH	6,186.00	0.00	6,186.00			
01/25/2013	MWE APP 3	00626989 V106640	KREMER & DAVIS INC	MYERS-WILKINS APP 3	837465	OH	579.07	0.00	579.07		
01/25/2013	MWE APP 3	00627004 V61015	SUPERIOR GLASS INC	MYERS-WILKINS APP 3	837465	OH	1,472.18	0.00	1,472.18		
01/25/2013	MWE APP 4	00626963 V37181	A W KUETTEL AND SONS INC	MYERS-WILKINS APP 4	837465	OH	574.28	0.00	574.28		
01/25/2013	MWE APP 4	00626966 V105889	BEDROCK-FLINT INC	MYERS-WILKINS APP 4	837465	OH	29,450.00	0.00	29,450.00		
01/25/2013	MWE APP 4	00627007 V106468	THELEN HEATING & ROOFING INC	MYERS-WILKINS APP 4	837465	OH	51,983.19	0.00	51,983.19		
01/25/2013	MWE APP 5	00626987 V107943	KELLINGTON CONSTRUCTION INCMYERS-WILKINS APP 5	837465	OH	4,751.75	0.00	4,751.75			
01/25/2013	MWE APP 6	00626967 V105879	BELKNAP ELECTRIC	MYERS-WILKINS APP 6	837465	OH	147,471.97	0.00	147,471.97		
01/25/2013	MWE APP 6	00627002 V105887	SHANNON'S INC	MYERS-WILKINS APP 6	837465	OH	37,745.14	0.00	37,745.14		
01/25/2013	MWE BOSS	00626985 V87763	JOHNSON CONTROLS INC	MYERS-WILKINS BOSS 12/12	837465	OH	5,173.44	0.00	5,173.44		
							<b>Object 152000</b>	<b>Total:</b>	409,233.26	0.00	409,233.26
							<b>FQA 06-877-470-000-000</b>	<b>Total:</b>	409,233.26	0.00	409,233.26
							<b>Grand Total:</b>	<u>3,086,893.31</u>	<u>0.00</u>	<u>3,086,893.31</u>	

**Long-Range Facilities Plan Status Report**  
**Provided by Johnson Controls, Inc.**  
**March 6, 2013**

**Project Construction**

- Myers-Wilkins Elementary –Load bearing masonry work for the Classroom Addition structure has been completed. Joists and decking for the Classroom Addition are complete to allow roofing to start. Exterior masonry has started on the west wall of the Gym. Gym ceiling will be painted in March. Ceiling grid has been installed on 2<sup>nd</sup> and 3<sup>rd</sup> Floors. Project will be complete August, 2013.
- Congdon Elementary – Exterior masonry will proceed around April 15th following delivery of limestone. Third floor above ceiling inspections are done, 2<sup>nd</sup> floor is ongoing. Third floor ceiling grid is complete, second floor is proceeding. Casework deliveries will start March 7<sup>th</sup>, which will allow the upper floors to be completed. Kitchen mechanical / electrical rough-ins are continuing. Project will be complete August, 2013.



## FACILITIES MANAGEMENT

Independent School District No. 709

Located at 730 E. Central Entrance

Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802

Construction Management (218) 336-8907

Maintenance (218) 336-8906

Operations (218) 336-8905

Fax (218) 336-8909

## Memorandum

**To:** School Board Members

**From:** Kerry M. Leider

**Date:** February 28, 2013

**Re:** Long-range Facilities Plan Change Order Approval Information

Pursuant to School Board Resolution #B-8-08-2565, the following Change Orders pertaining to the Long-range Facilities Plan were signed by Bill Hanson during the month of February:

### East High School

#### East HS LRFP – Fire Protection

Change Order #7, Bid #1175, BP #4 (Contract #2100) – Viking Automatic Sprinkler Company

Change Order increase to make an adjustment to a prior change order credit that was not accepted

**Add: \$6,420.00**

All Change Orders for East High School as listed above reflect a total increase of \$6,420.00.

### Congdon Park Elementary School

#### Congdon Park ES LRFP – Hollow Metal Doors, Frames & hardware - Supply

Change Order #4, Bid 1223, BP #2 (WS #13) – Northern Door & Hardware, Inc

Change Order increase to add a door frame in opening #218

**Add: \$160.00**

#### Congdon Park ES LRFP – Drywall/Plaster & Framing

Change Order #2, Bid 1223, BP #2 (WS #15) – Custom Drywall, Inc

Change Order increase to frame, rock and insulate the east wall and install a door frame in room 218, reframe the chase, and laminate 5/8” DensShield

**Add: \$4,231.00**

#### Congdon Park ES LRFP – Carpentry

Change Order #1, Bid 1224, BP #3 (WS #10) – Lipe Brothers Construction, Inc  
Change Order increase to remove and salvage base trim and install a combination of new pine and salvaged trim

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**Add: \$2,767.00**

**Congdon Park ES LRFP – Painting**

Change Order #1, Bid 1224, BP #3 (WS #20) – Prindle Painting, Inc  
Change Order increase to paint the new baseboard and match the existing refinished baseboards throughout the room

**Add: \$1,050.00**

All Change Orders for Congdon Park Elementary School as listed above reflect a total increase of \$8,208.00.

**Myers-Wilkins (Grant) Elementary School**

**Myers-Wilkins ES LRFP – Plumbing and Heat Piping**

Change Order #6, Bid 1215, BP #1, (Contract #2200) – Shannon’s, Inc  
Change Order increase to revise the domestic water piping to the water closet in room 209, provide pipe insulation, and run a sump line

**Add: \$2,946.00**

All Change Orders for Myers-Wilkins Elementary School as listed above reflect a total increase of \$2,946.00.

All project Change Orders listed on this report are available for review by School Board members upon request. If you wish to have copies of this information, please contact the Facilities Management Office.