

Princeton Public Schools - ISD 477  
Tuesday, April 5, 2016 at 7:00 PM  
Regular School Board Meeting  
District Office Board Room

**Our vision**

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

**our mission**

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

**1. PROCEDURAL ITEMS**

- a. Call to Order and Pledge of Allegiance
- b. Roll Call
- c. Citizen Comments

**2. REPORTS**

- a. Board Members Committee Reports
- b. Student Council Report
- c. Superintendent Report

**3. APPROVE AGENDA**

**4. DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES 3**

**5. CONSENT AGENDA**

*The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*

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<b>9. ADDITIONS TO AGENDA</b>	
<b>10. ADJOURN</b>	

**Call to order and Pledge of Allegiance**

The regular meeting of the School Board of District #477 was called to order by Chair Jeremy Miller on the **15th day of March, at 7:00 p.m.** in the District Office Board Room.

Roll Call: Members Present: Jeremy Miller, Deb Ulm, Eric Minks, and Chuck Nagle

Members Absent: Craig Johnson, Howard Vaillancourt, Chad Young

Others present: Superintendent Julia Espe, Director of Teaching and Learning Julie Williams

Student Council Representative: Sadie Nowak

Citizen Comments: None

**REPORTS**

**Board committee meeting(s) and School Events each Board member attended.**

Chuck Nagle: No report  
Deb Ulm: Whole Life Challenge finals  
Eric Minks: No report  
Jeremy Miller: Meet and Confer

Student Council Report: The high school just finished their SWAN (Stuff We All Need) project. They were able to fill a truck with donations. They are starting to prep for a dance at the beginning of April.

Superintendent Report: Julia Espe spoke about the Superintendent's conference she attended last week. At the conference they had a futurist come to speak with the group about what education will look like. Google Expedition came to the Middle School. All of the students loved the presentation.

**APPROVE AGENDA**

*Motion made by Deb Ulm seconded by Eric Minks, **to approve the agenda as presented** . Motion passed unanimously.*

**DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES**

*Motion by Deb Ulm and seconded by Eric Minks, **to approve the March 1st 2016 Regular Board meeting and closed meeting minutes as presented**. Motion passed unanimously.*

## CONSENT AGENDA

*Motion made by Eric Minks and seconded by Deb Ulm to **to approve the consent agenda as presented:** Personnel, Open Enrollment, Bills, Wire Transfers, Enrollment Update, Fundraisers and Change Orders. Motion passed unanimously.*

## INFORMATION

**Gifted and Talented Update-** Teachers from the Gifted and Talented program gave an update on the program within our schools. The presentation can be found on board book.

## ACTION ITEMS

**Second Reading of Policies # 104, 202, 304, 510, 511, 701, 701.1 and 701.2-** Motion made Eric Minks and seconded by Deb Ulm to approve the second readings of the policies. *Motion passed unanimously.*

**One Day Less for Students at South Elementary Only-** Motion made by Deb Ulm and seconded by Eric Minks to endorse a non-student day for South Elementary School only, on May 27 2016. This day will facilitate time for moving materials to the New Princeton Primary School. *Motion passed unanimously.*

**Award Bid for South Elementary Demolition-** Motion made by Eric Minks and seconded by Deb Ulm to accept the low bid for the South Elementary Demolition. *Motion passed unanimously.*

**Approve the Replacement Contract for casework material supply for Princeton Primary School-** Motion made by Eric Mink and seconded by Deb Ulm to approve the termination of LSI Corporation's contract for the Princeton Primary School as casework material supplier due to default of contract obligations and accept the Tender Agreement by Lexon Surety Group, LLC for Ironshore Indemnity, INC to replace LSI Corporation with Woodside Industries for \$440,000. Upon roll call the following voted for: Eric Minks, Deb Ulm, Jeremy Miller. Opposed: Chuck Nagle. *Motion passed 3:1.*

**Allocation of Assigned Building fund to furniture procurement for The Princeton Primary School.-** Motion made by Deb Ulm and seconded by Eric Minks to approve the allocation of assigned funds of \$ 63,110.00 for furniture procurement for the Princeton Primary school. Roll Call call the following voted for: Eric Minks, Deb Ulm, Jeremy Miller. Opposed: Chuck Nagle. *Motion passed 3:1.*

**Custodial Contract-** Motion made by Deb Ulm and seconded by Eric Minks to approve the custodial contract for 2015-2017. *Motion passed unanimously.*

## FUTURE MEETINGS-

Paraprofessional Negotiations-3.16.16; 3.23.16

POC-3.17.16; 3.31.16

Transportation Committee Meeting-3.21.16

Teaching and Learning Committee Meeting-3.22.16

**ADDITIONS TO AGENDA- None**

**ADJOURN** - Eric Minks made a motion to adjourn. Deb Ulm seconded the motion. Meeting was adjourned at 7:47 p.m.

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Chair Jeremy Miller

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Clerk Eric Minks

Recorder-Kari Plafcan

### 4.5.16

Name	Status	Job Title	Group	Replacing	Effective Date	Wage
Appleton, Mary	New Hire	District Nurse	PEA	N/A	4.05.16	Step 11, Lane BA/Masters
Argueta, Yimi	Resignation	Spanish Immersion Teacher	PEA	N/A	5.27.16	
Jacobs, Erik	Extra Duty	Girls Basketball coach-HS		Andrew Fenske	11.16.15-3.19.16	\$4,627.00
Magner, Heidi	FMLA	Speech & Language Pathologist	PEA	N/A	3.29.16	
Meyer, Eric	New Hire	Assistant Maintenance Engineer	Custodial	N/A	4.18.16	\$19.82/hr
Oliverius, Hannah	New Assignment	LTS Special Education	PEA	N/A	3.14.16 to 5.31.16	\$200.70/day
Rhodes, GERALYNN	FMLA	Server-HS	Food Service	N/A	3.31.16 to 5.31.16	
Willams, Jessica	New Hire	Playground Para-NE	Para	Michelle Rudlong	3.11.16	12.62/hr
Willams, Julie	New Assignment	Coordinator and administration of the Online Program	At Will	N/A	Sept. 2015-June 2016	\$6,700.00

## Open Enrolled Students (Out/In) as of April 5, 2016

In/Out	Start Date	Resident Dist	Attending Dist	Grade	Reason Given
In	3.18.16	cambridge	Princeton	11	District of choice
In	3.14.16	Zimmerman	Princeton	10	District of choice
In	3.16.16	Northfield	Princeton	11	Online
In	3.17.16	cambridge	Princeton	9	online
In	3.7.16	Big Lake	Princeton	3	currently Enrolled
Out	2.18.16	Princeton	Big Lake	11	Moved
Out	3.29.16	Princeton	Zimmerman	4	District of choice

PRINCETON PUBLIC SCHOOLS  
**ACCEPTANCE OF GIFTS FORM**

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Helen Olson

Description of gift: \$ 250<sup>00</sup> - gift card to be used for DAPE activities

Pre-Condition, Condition, or Limitation on use:

Money to be used for fees/scholarship that will be provided for students with special needs when they go on field trips.

How this gift specifically relates to the program or school: Assist with Transition of <sup>students with</sup> special needs into a community experience, a trip many may not have experienced.

This gift meets all requirements of Policy 706

Accepted  Not Accepted *[Signature]* <sup>Staff Name</sup> Erin Dohrmann Date: 3/14/14  
Principal or Director

Accepted  Not Accepted *[Signature]* Date: 3.17.16  
Superintendent

Accepted  Not Accepted \_\_\_\_\_ Date: \_\_\_\_\_  
School Board Chairperson

Code Assigned: 10-350-298-289-000-099 Program Name Cointainer

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 29, 2013

**04.05.16 CONSTRUCTION CHANGE ORDERS**

04.05.16			
	<b>ADD</b>	<b>Project</b>	<b>DESCRIPTION</b>
W. Gohman Construction	\$1,696.00	Primary School	Restroom at loading dock
A&H Electric	\$1,007.00	Primary School	Restroom at loading dock

## TENDER AGREEMENT

This Tender Agreement (“Agreement”) is made and entered into by and between Lexon Surety Group, LLC for Ironshore Indemnity, Inc. (“Surety”) and Princeton Independent School District No. 477, Princeton, Minnesota (the “Owner”), on the date set forth below. Either party to this Agreement may be referred to herein individually as a “Party” or jointly as the “Parties”.

### RECITALS

WHEREAS, LSI Corporation of America, Inc. (“Principal”), as Contractor, entered into a certain Agreement dated April 9, 2015 with the Owner (the “Contract”) under which Principal agreed to provide casework at Princeton New Primary Elementary School located in Princeton, Minnesota (the “Project”). A copy of the Contract is incorporated herein by reference as if set forth in full;

WHEREAS, in connection with the Contract, the Owner required Principal to post and Ironshore Indemnity, Inc. did post a Performance Bond, dated May 19, 2015, identified by Bond No. SUR29000027 in the penal sum of \$228,549.00 on behalf of LSI Corporation of America, Inc. as principal and the Owner as obligee, in connection with the construction of the Project (the “Performance Bond”);

WHEREAS, in connection with the Contract, the Owner required Principal to post and Ironshore Indemnity, Inc. did post a Payment Bond, dated May 19, 2015, identified by Bond No. SUR29000027 in the penal sum of \$228,549.00 on behalf of LSI Corporation of America, Inc. as principal and the Owner as obligee, in connection with the construction of the Project (the “Payment Bond”);

WHEREAS, by letter dated February 5, 2016, Owner notified Principal of its noncompliance with certain obligations of the Contract and gave the Principal until February 9, 2016 to respond to the notice;

WHEREAS, Surety understands that Principal did not respond to the February 5, 2016 notice from the Owner which resulted in the termination of the Contract by the Owner;

WHEREAS, the Owner has confirmed, that the following is a full and complete summary of the project accounting for the Contract:

1. Original Contract price is \$228,549.00
2. Contract funds paid to Principal to-date is \$0.00
3. Remaining contract balance is \$228,549.00 (the "Contract Balance"); and

WHEREAS, to satisfy any obligations it may have under the Performance Bond, Surety has elected to produce and tender to the Owner, Woodside Industries, Inc. ("Woodside"), a contractor acceptable to the Owner and which is ready, willing and able to perform and complete all of the work required to be performed under the Contract all in accordance with the plans and specifications for the construction of the Project; and

WHEREAS, as part of its tender offer, Surety has agreed to make a cash payment to the Owner in full settlement of its Performance Bond obligations as provided for herein.

#### AGREEMENT

NOW THEREFORE, for and in consideration of the mutual promises, releases, assignments, and payments received herein and intending to be fully and legally bound hereby, the parties agree as follows:

1. The above recitals are incorporated herein.
2. Woodside is hereby tendered by Surety as the completion contractor, which has agreed to enter into a contract (the "Completion Contract") with the Owner to fully perform the Contract. The amount of the Completion Contract shall be \$440,000.00, which shall be paid to Woodside pursuant to that Contract.
3. The Owner hereby accepts the tender of Woodside, and the Owner will contemporaneously with the execution of this Agreement enter into the Completion Contract

with Woodside. Upon executing the Completion Contract, Woodside shall furnish to Owner a performance bond and a payment bond upon forms provided by Owner, each in the amount of the Completion Contract. This Agreement is null and void if Woodside fails to produce performance and payment bonds reasonably suitable to Owner at the time of the execution and delivery of the Completion Contract.

4. Due to the Principal's default and termination, Owner and Surety worked together to identify certain other completion items related to the performance of the Contract and determined their cost to be \$17,098.00 (the "Completion Cost").

5. Surety agrees to pay the Owner the sum of \$228,549.00 which represents the difference between the total amount of the Completion Contract price and Completion Cost (\$457,098.00) and the Contract Balance of \$228,549.00 (the "Payment"), within ten (10) business days from the full execution of this Agreement by both Parties, and being advised in writing by the Owner that it has entered into the Completion Contract with Woodside.

6. Upon execution of this Agreement by Surety and Owner, and upon receipt by Owner of the executed Completion Contract by Woodside and new payment and performance bonds from Woodside, and upon receipt by Owner of the Payment from Surety, Owner agrees that Surety shall have no responsibility or obligation for the completion of the Contract and further agrees that Surety (including its respective predecessors, successors, assigns, officers, directors, employees, agents, representatives, heirs, personal representatives, administrators, subsidiaries, affiliates, members, attorneys and partners) shall be and is hereby fully, finally, and completely released, discharged, and exonerated of and from any and all claims, demands and causes of action which Owner has or may ever claim to have, now or in the future arising out of or in any way relating to the Contract, the Project, Performance Bond No. SUR29000027, and Payment Bond No. SUR29000027.

7. Surety acknowledges and agrees that the Payment Bond shall remain in full force and effect according to the terms contained therein and subject to such limitations and defenses as may exist at law or at equity with respect to the Payment Bond.

8. As of the date of this Agreement, Owner acknowledges that the Principal has not performed any of the work included in the Contract.

9. It is understood and agreed that the payments and promises mentioned herein are not to be construed as an admission of liability on the part of Surety, all such liability being expressly denied.

10. This Agreement contains the entire agreement between the Parties and supersedes any and all prior arrangements, and/or understandings between the Parties. No modification, amendment or waiver of any of the provisions contained in this Agreement, or any future representation, promise, or condition in connection with the subject matter of this Agreement, shall be binding upon the Parties unless made in writing and signed by such party or by a duly authorized officer or agent of such party.

11. The Parties and their signatories hereto warrant that each has the power and authority to execute this Agreement.

12. The Parties hereto have voluntarily executed this Agreement based upon their independent investigations. The provisions of the Agreement shall be applied and interpreted in a manner consistent with one another so as to carry out the purpose and intent of the Parties, but if for any reason any provision is unenforceable or invalid, such provision shall be deemed severed from this Agreement and the remaining provisions shall be carried out with the same force and effect as if the severed portion had not been a part of this Agreement.

13. This Agreement shall inure to the benefit of and shall be binding upon the successors and assigns of the Parties. This Agreement is intended to release and inure to the benefit of the Parties' affiliated corporations, parent corporations, subsidiaries (whether or not

wholly owned), divisions, officers, directors, agents, representatives, employees, and any and all other related individuals and entities, if any, individually as well as in any other capacity.

14. The Parties acknowledge they have received prior independent legal advice from legal counsel of their own choice with respect to the advisability of executing this Agreement.

15. This Agreement may be executed by facsimile or electronically and in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

16. This Agreement shall be governed by the laws of the state of Minnesota.

*(Remainder of this page intentionally left blank. Signature page to follow).*

(Signature page to Tender Agreement re: Bond No. SUR29000027).

IN WITNESS WHEREOF, this Agreement has been executed on this 18 day of March, 2016.

**LEXON SURETY GROUP, LLC  
FOR IRONSHORE INDEMNITY, INC.**

By: \_\_\_\_\_  
Title: President

**PRINCETON INDEPENDENT SCHOOL DISTRICT  
NO. 477**

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

STATE OF TENNESSEE )  
COUNTY OF WILSON ) ss:

On the 18 day of March in the year 2016 before me, the undersigned, personally appeared David E. Campbell, the President of **Lexon Surety Group, LLC for Ironshore Indemnity, Inc.**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the company or person upon behalf of which the individual acted, executed the instrument.

Vicki Batson  
NOTARY PUBLIC



My Commission Expires August 1, 2017

STATE OF MINNESOTA )  
COUNTY OF \_\_\_\_\_ ) ss:

On the \_\_\_\_\_ day of March in the year 2016 before me, the undersigned, personally appeared \_\_\_\_\_, the \_\_\_\_\_ of **Princeton Independent School District No. 477**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the company or person upon behalf of which the individual acted, executed the instrument.

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

# Princeton Public Schools

## 2016-2017 School Calendar

July 2016						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
Su	M	Tu	W	Th	F	Sa
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



February 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				



March 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

 School Closed  
 Last Day of Trimester

 Staff Development Day  
 First and Last Day of School

Aug 29-31	New Teacher Workshop
Sep 5	Labor Day
Sep 6-8	Staff Development Days
Sep 12	First Day of School for Students
Oct 20-21	MEA--No School for Staff/Students
Oct 28	Staff Development Day--No School for Students
Nov 11	Staff Development Day--No School for Students
Nov 24-25	Thanksgiving Break--No School for Staff/Students
Dec 2	Last Day of Trimester 1
Dec 5	Staff Development/Grading--No School for Students

Dec 26-Jan 2	Winter Break--No School for Staff/Students
Jan 16	Staff Development Day--No School for Students
Feb 20-22	No School for Staff/Students
March 10	Last Day of Trimester 2
March 13	Staff Development/Grading--No School for Students
March 14	Staff Development Day--No School for Students
April 14-17	No School for Staff/Students
May 29	Memorial Day--No School for Staff/Students
June 2	High School Graduation
June 7	Last Day of School/Trimester 3
June 8	Staff Development/Grading--No School for Students

Totals: 171 student days; T1 = 54 days, T2 59 days, T3 58 days

Revised 3/16/16

# Alternative Services: Who?

## FY14 ADMs Leaving the District

- ALC-34.44
- Targeted Services-19.78
- Online Programs-42.23
- Homeschool-188
- Care and Treatment-4.25

# Alternative Services: Why?

- Targeted Programs could be aligned with student interventions
- ALC, Online, and Care and Treatment instruction could be aligned with district curriculum planning and expectations
- All students enrolled would count in Free and Reduced calculations

# Alternative Services: What?

## Timeline of Service Delivery

- Fall 2015-Care and Treatment-2 Sites
- Winter 2015-Online Starts
- Summer 2016-Targeted Services
- Fall 2016-ALC



March 24, 2016

Sent via email: [julia.espe@isd477.org](mailto:julia.espe@isd477.org) and USPS

Ms. Julia Espe  
Superintendent  
Princeton Public Schools  
706 First Street  
Princeton, MN 55371

RE: City of Princeton Tax Increment Financing District No. 7-1

Dear Mr. Thompson:

The City of Princeton is considering the establishment of Tax Increment Financing District No. 7-1 (the "TIF District"), a housing district, within proposed Development District No. 7. The purpose of the TIF District will be to provide the basis for assisting with the proposed development of an approximate 16 unit apartment building in the City. The building will include a mix of 1 bedroom, 2 bedroom, 3 bedroom and 4 bedroom units to provide a variety of affordable housing options for potential tenants.

This letter provides you with a copy of the draft plan for the Development District and the TIF District for your review and comments. Exhibits I and III of the plan illustrate the estimated fiscal and economic impacts on the affected local taxing jurisdictions from the proposed District.

Please note that the attached plan is a draft. We are still working on refining the plan, specifically the estimate of taxable market valuation for the Project. We will provide you with a revised plan if any substantial revisions to this draft are proposed.

The hearing on the establishment of the TIF District is scheduled for Thursday, April 28, 2016, at approximately 7:00 p.m., at the City Hall in Princeton. We welcome comments on the proposed TIF District. Any written comments will be included in the record for the hearing. Additionally, we would be happy to discuss the proposed TIF plan, to answer your questions and to provide additional information about the proposed project, timing, or type of development in the District. Do not hesitate to contact me or the City directly.

Thank you for your review and consideration of the proposed plan for the District.

Sincerely,

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

Tammy Omdal  
Senior Vice President

Cc: Jolene Foss, City of Princeton  
Steve Jackson, City of Princeton

Attachment (1)

**CITY OF PRINCETON, MINNESOTA**  
**DEVELOPMENT PROGRAM FOR**  
**MUNICIPAL DEVELOPMENT DISTRICT NO. 7**  
**TAX INCREMENT FINANCING PLAN FOR**  
**TAX INCREMENT FINANCING (HOUSING)**  
**DISTRICT NO. 7-1**  
**(CENTRAL MN HOUSING PARTNERSHIP)**

**PUBLIC HEARING DATE: APRIL 28, 2016**

**PLAN APPROVED DATE: \_\_\_\_\_, 2016**

**PLAN CERTIFICATION REQUEST DATE: \_\_\_\_\_, 2016**

**PLAN CERTIFIED DATE: \_\_\_\_\_, 2016**



Northland Securities, Inc.  
45 South 7th Street, Suite 2000  
Minneapolis, MN 55402  
(800) 851-2920  
Member NASD and SIPC

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## **ARTICLE I – INTRODUCTION AND DEFINITIONS**

### **SECTION 1.01 INTRODUCTION**

The City of Princeton proposes to provide tax increment financing assistance to Central Minnesota Housing Partnership, Inc., for public costs related to the construction of multifamily housing units in the City. This document contains the plan for achieving the objectives of the Development Program for Municipal Development District No. 7 through the establishment of Tax Increment Financing District No. 7-1.

### **SECTION 1.02 DEFINITIONS**

For the purposes of this document, the terms below have the meanings given in this section, unless the context in which they are used indicates a different meaning:

1. “City” means the City of Princeton, Minnesota.
2. “City Council” means the City Council of the City.
3. “County” means Mille Lacs County, Minnesota.
4. “Developer” means the private party undertaking construction in the TIF District, anticipated to be Central Minnesota Housing Partnership, Inc.
5. “Development District” means Development District No. 7 in the City, created and established pursuant to and in accordance with the Development District Act.
6. “Development District Act” means Minnesota Statutes, Sections 469.124 through 469.134, as amended and supplemented from time to time.
7. “Development Program” means the Development Program for the Development District, as amended and supplemented from time to time.
8. “Project Area” means the geographic area of the Development District.
9. “Project Costs” means the cost of the development activities that will or are expected to occur within the Project Area or TIF District.
10. “School District” means Princeton Public Schools (ISD #477).
11. “State” means the State of Minnesota.
12. “TIF Act” means Minnesota Statutes, Sections 469.174 through 469.1794, as amended, both inclusive.
13. “TIF District” means Tax Increment Financing (Housing) District No. 7-1 (Central MN Housing Partnership).
14. “TIF Plan” means the tax increment financing plan for the TIF District (this document).

### **SECTION 1.03 PLAN PREPARATION**

The document was prepared for the City by Northland Securities, Inc.

## **ARTICLE II - DEVELOPMENT PROGRAM**

### **SECTION 2.01 OVERVIEW**

The City establishes the Development District and the related Development Program as a tool to achieve the objectives described in Section 2.02. The Development District serves as the Project Area for tax increment financing districts established within its boundaries. The Development Program describes the City's objectives for the development of this area and the use of tax increment financing.

This modified Development Program is intended to restate and expand on the original Development Program and all prior amendments hereto, which are incorporated herein by reference. Nothing in this modification is intended to supersede or alter the activities described in the original Development Program.

### **SECTION 2.02 STATEMENT OF OBJECTIVES**

The establishment of the Development District in the City pursuant to the Development District Act is necessary and in the best interests of the City and its residents and is necessary to give the City the ability to meet certain public purpose objectives that would not be obtainable in the foreseeable future without intervention by the City in the normal development process.

The establishment of the Statement of Objectives for the Development Program provides the City with the ability to achieve certain public purpose goals not otherwise obtainable in the foreseeable future without City intervention in the normal development process.

The public purpose goals include: restore and improve the tax base and tax revenue generating capacity of the Development District; increase employment and housing opportunities; realize comprehensive planning goals; remove blighted conditions; revitalize the property within the Development District to create an attractive, comfortable, convenient, and efficient area for industrial, commercial and related use.

The City seeks to achieve the following Development District program objectives:

1. Promote and secure the prompt development of certain property in the Development District, which property is not now in productive use or in its highest and best use, in a manner consistent with the City's Comprehensive Plan and with the minimum adverse impact on the environment, and thereby promote and secure the development of other land in the City.
2. Promote and secure additional employment and housing opportunities within the Development District and the City for residents of the City and the surrounding area, thereby improving living standards, reducing unemployment and the loss of skilled and unskilled labor and other human resources in the City.
3. Secure the increase of commercial/industrial property subject to taxation by the City, School, County and other taxing jurisdictions in order to better enable such entities to pay for governmental services and programs required to be provided by them.
4. Provide for the financing and construction of public improvements in the Development District necessary for the orderly and beneficial development of the Development District and adjacent areas of the City.
5. Promote the concentration of commercial, office, and other appropriate development in the Development District so as to maintain the area in a manner compatible with its accessibility and prominence in the City.
6. Encourage local business expansion, improvement, and development, whenever possible.

7. Create a desirable and unique character within the Development District thorough quality land use alternatives and design quality in new and remodeled buildings.
8. Encourage and provide maximum opportunity for private redevelopment of existing areas and structures that are compatible with the Development Program.
9. Encourage redevelopment of substandard buildings, to improve employment opportunities in the Development District and the City, where compatible with other planning and development goals.

### **SECTION 2.03 BOUNDARIES OF DEVELOPMENT DISTRICT**

The boundaries of the Development District are depicted in Exhibit V. The area within the Development District includes the following parcel and adjacent right of way: 24-686-0030; 24-686-0020; and 24-686-0010.

### **SECTION 2.04 DEVELOPMENT ACTIVITIES**

The City will perform or cause to be performed, to the extent permitted by law, all project activities pursuant to the Development District Act, the Tax Increment Financing Act and other applicable state laws, and in doing so anticipates that the following may, but are not required, to be undertaken by the City:

1. The making of studies, planning, and other formal and informal activities relating to the Development Program.
2. The implementation and administration of the Development Program.
3. The rezoning of land within the Development District.
4. The acquisition of property, or interests in property, by purchase or condemnation, which acquisition is consistent with the objectives of the Development Program.
5. The preparation of property for use and development in accordance with applicable Land Use Regulations and the Development Agreement, including demolition of structures, clearance of sites, placement of fill and grading.
6. The resale of property to private parties.
7. The construction or reconstruction of site improvements to property within a tax increment financing district.
8. The construction, improvement and maintenance of parking facilities.
9. The construction, improvement and maintenance of streets, sidewalks, alleys, and public utilities.
10. The issuance of Tax Increment Bonds to finance the Project Costs of the Development Program, and the use of Tax Increments or other funds available to the City to pay or finance the Project Costs of a tax increment financing plan incurred or to be incurred by it pursuant to the Development Program.
11. The use of Tax Increments to pay debt service on the Tax Increment Bonds or otherwise pay or reimburse with interest the Project Costs of a tax increment financing plan.

**SECTION 2.05 PAYMENT OF PROJECT COSTS**

Project Costs and the plan for their payment will be described in the tax increment financing plans. It is anticipated that the Project Costs of the Development Program will be paid primarily from tax increments. The City reserves the right to utilize other available sources of revenue, including but not limited to special assessments, user charges and financial assistance from other units of government, which the City may apply to pay a portion of the Project Costs.

**SECTION 2.06 ENVIRONMENTAL CONTROLS; LAND USE REGULATIONS**

All municipal actions, public improvements and private development shall be carried out in a manner consistent with existing environmental controls and all applicable Land Use Regulations.

**SECTION 2.07 PARK AND OPEN SPACE TO BE CREATED**

Park and open space within the Development District if created will be created in accordance with the City's Comprehensive Plan and zoning and subdivision ordinances.

**SECTION 2.08 PROPOSED REUSE OF PROPERTY**

The Development Program provides that the City may acquire property and reconvey the same to another entity. All parcels in the Development District are eligible for acquisition. In acquiring land, the City Council will require the execution of a binding development agreement with respect thereto and evidence that Tax Increments or other funds will be available to repay the Project Costs associated with the proposed acquisition. It is the intent of the City to negotiate the acquisition of property whenever possible. Appropriate restrictions regarding the reuse and redevelopment of property shall be incorporated into any Development Agreement to which the City is a party.

**SECTION 2.09 ADMINISTRATION AND MAINTENANCE OF DEVELOPMENT DISTRICT**

Maintenance and operation of the Development District will be the responsibility of the City Administrator or designee of the City who shall serve as administrator of the Development District for the City. Each year the Administrator will submit to the City the maintenance and operation budget for the following year.

The Administrator will administer the Development District pursuant to the provisions of Section 469.131 of the Development District Act; provided, however, that such powers may only be exercised at the direction of the City Council. No action taken by the Administrator pursuant to the above-mentioned powers shall be effective without authorization by the City Council.

**SECTION 2.10 AMENDMENTS**

The City reserves the right to alter and amend the Development Program, subject to the provisions of state law regulating such action. The City specifically reserves the right to enlarge or reduce the size of the Development District, the Development Program and the Project Costs of the Development.

**ARTICLE III - TAX INCREMENT FINANCING PLAN**

**SECTION 3.01 STATUTORY AUTHORITY**

The TIF District and the TIF Plan are established under the authority of the TIF Act.

**SECTION 3.02 PLANNED DEVELOPMENT**

*3.02.1 Project Description*

The Developer proposes to build an approximate 16 unit apartment building in the City. The building will include a mix of 1 bedroom, 2 bedroom, 3 bedroom and 4 bedroom units to provide a variety of affordable housing options for potential tenants.

*3.02.2 City Plans and Development Program*

In addition to achieving the objectives of the Development Program, the proposed development is consistent with and works to achieve the development objectives of the City. The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City as a whole.

The City has adopted land use controls to guide the use of property. The proposed development plans for the project in the TIF District have been reviewed by the Planning Commission and the City Council.

*3.02.3 Land Acquisition*

The City does not intend to acquire any property within the TIF District.

*3.02.4 Development Activities*

As of the date of approval of this TIF Plan, there are no development activities proposed in this TIF Plan that are subject to contracts.

*3.02.5 Need for Tax Increment Financing*

In various materials the Developer has demonstrated that the proposed use of tax increment financing is needed to offset the high construction costs of high-quality low- to moderate-income housing and associated infrastructure required to support the facility. Without the proposed assistance, these initial up-front costs would make it infeasible for the Developer to be able to charge the affordable rents required for low-to moderate-income tenants. Thus, it is the City's opinion that the proposed development would not reasonably be expected to occur solely through private investment within the foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above and is shown in Exhibit I. This analysis indicates that the increase in estimated market value of the proposed development (less the present value of the projected tax increments for the maximum duration permitted by the TIF Plan) exceeds the estimated market value of the site prior to the establishment of the TIF District.

### **SECTION 3.03 TAX INCREMENT FINANCING DISTRICT**

#### *3.03.1 Designation*

This TIF District is designated Tax Increment Financing (Housing) District No. 7-1.

#### *3.03.2 Boundaries of TIF District*

The boundaries of the TIF District are depicted in Exhibit V. The TIF District includes parcel numbers: 24-686-0030; 24-686-0020; and 24-686-0010, and including adjacent right-of-way.

#### *3.03.3 Type of District*

The TIF District is designated as a “housing” district pursuant to Minnesota Statutes Section 469.174, Subd. 11. In the Development Agreement, the developer will commit to:

1. Satisfy the income requirements for a qualified residential rental project as defined in section 142(d) of the Internal Revenue Code. This requirement applies for the duration of the tax increment financing district. The Fiscal Year 2015 Area Median Income for the County is \$59,000. The developer will commit to provide (a) 20% or more of units for occupancy by persons at 50% or less of area median gross income (estimated at \$29,500) or (b) (a) 40% or more of units for occupancy by persons at 60% or less of area median gross income (estimated at \$35,400). These income thresholds may change over the life of the TIF District.
2. No more than 20% of the square footage of buildings that receive assistance from tax increments consist of commercial, retail, or other nonresidential uses. Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in Minnesota Statutes, Section 469.174, subdivision 11. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.
3. Failure to comply with these income limitations is subject to Minnesota Statutes, Section 469.1771.

### **SECTION 3.04 PLAN FOR USE OF TAX INCREMENT**

#### *3.04.1 Estimated Tax Increment*

The original net tax capacity of value of the TIF District will be set by the County upon request for certification. For the purposes of this Plan, the estimated original net tax capacity is \$3,278. This amount is estimated based on the most recent published estimated combined taxable market value of \$262,200 for parcel numbers: 24-686-0030; 24-686-0020; and 24-686-0010; with tax capacity value calculated for residential low income property.

The total tax capacity value of the property after development completion (for taxes payable in 2018) is estimated to be \$24,000. This amount is based on a total estimated market value of \$1,920,000 with property classified as residential low-income property. The estimated difference between the total tax capacity value after development completion (for taxes payable in 2018) and the original net tax capacity value is the captured tax capacity value for the creation of tax increment, estimated to be \$20,723.

The total local tax rate for taxes payable in 2016 is 186.850%. The TIF Plan assumes that this rate will be set as the original local tax rate for the TIF District. At the time of the certification of the original net tax capacity for the TIF District, the county auditor shall certify the original local tax rate that applies to the TIF District. The original local tax rate is the sum of all the local tax rates, excluding that portion of the school rate attributable to the general education levy under Minnesota Statutes section 126C.13, that apply to a property in the TIF District.

The local tax rate to be certified is the rate in effect for the same taxes payable year applicable to the tax capacity values certified as the TIF District's original tax capacity. The resulting tax capacity rate is the original local tax rate for the life of the TIF District.

Under these assumptions, the estimated annual tax increment will be \$38,720 after development completion and the first year of tax increment collection. The actual tax increment will vary according to the certified original tax capacity value and original tax rate, the actual property value produced by the proposed development and the changes in property value and State tax policy over the life of the district.

It is the City's intent to retain 100% of the Capture Tax Capacity Value for the duration of the TIF district. Exhibit II contains the projected tax increment over the life of the District.

### *3.04.2 Project Costs*

The City will use tax increment to pay Project Costs. The City anticipates the use of tax increment to pay administrative expenses for the TIF District and to reimburse the Developer on a pay-go basis for a portion of the cost for construction of affordable housing. A development assistance contract with the Developer will define the means for verifying Developer costs eligible for reimbursement and the means of disbursing tax increments collected by the City to the Developer.

The City may also use tax increments to pay financing costs. The interest rate payable on bonds (i.e., tax increment financing note) to be issued will be set pursuant to a development assistance contract with the Developer.

The City reserves the right to use any other legally available revenues to finance or pay for Project Costs associated with the development in the TIF District.

The City reserves the authority to modify the TIF Plan to provide authority to expend tax increment from the TIF District on other housing projects that meet the criteria for establishing a housing TIF district. The statutes governing the use of TIF define a housing district consisting of a project, or a portion of a project, intended for occupancy, in part, by persons or families of low and moderate income (Minnesota Statutes, Section 469.174, Subd. 11). The requirements for the establishment of a housing TIF district are contained in Minnesota Statutes, Section 469.1761. The primary criteria are income related. The criteria are different for owned and rental housing.

The practical application of this authority for the City includes:

- The use of tax increment is not limited by pooling restrictions or the five-year rule.
- The tax increment can be spent on activities outside of the TIF district, but within the Development District No. 1.
- This authority does not extend the maximum statutory duration of the TIF district.
- The tax increment must be used solely to finance the cost of the "housing project" as defined by the TIF Act. The cost of public improvements directly related to the housing project and the allocated administrative expenses of the city may be included in the cost of a housing project.
- No more than 20% of the square footage of buildings that receive TIF assistance may consist of commercial, retail, or other nonresidential uses.

Potential applications of this authority include:

- Individual housing projects avoiding the need for a new TIF district.
- Supplementing the revenues of another housing TIF district.
- Assistance for the renovation of existing housing.

- Acquisition of land for housing.
- Assistance to make public improvements more affordable.

3.04.3 *Estimated Sources and Uses of Funds*

The estimated sources of revenue, along with the estimated Project Costs of the TIF District, are itemized in Figure 3-1 that follows. Such costs are eligible for reimbursement from tax increments, and other listed sources of revenue from the TIF District.

**FIGURE 3-1  
ESTIMATED SOURCES AND USES OF FUNDS**

	<b>Totals</b>
<b>Estimated Tax Increment Revenues (from tax increment generated by the district)</b>	
Tax increment revenues distributed from the county	\$600,000
Interest and investment earnings	\$0
Sales/lease proceeds	\$0
Market value homestead credit	\$0
<b>Total Estimated Tax Increment Revenues</b>	<b>\$600,000</b>
<b>Estimated Project/Financing Costs (to be paid or financed with tax increment)</b>	
Project costs	
Land/building acquisition	\$0
Site improvements/preparation costs	\$0
Utilities	\$0
Other qualifying improvements	\$0
Construction of affordable housing	\$425,000
Small city authorized costs, if not already included above	\$0
Administrative costs	\$60,000
<b>Estimated Tax Increment Project Costs</b>	<b>\$485,000</b>
Estimated financing costs	
Interest expense	\$115,000
<b>Total Estimated Project/Financing Costs to be Paid from Tax Increment</b>	<b>\$600,000</b>
<b>Estimated Financing</b>	
Total amount of bonds to be issued	\$485,000

The City reserves the right to administratively adjust the amount of any of the Project Cost items listed in Figure 3-1, so long as the total estimated tax increment project costs amount, not including financing costs, is not increased.

3.04.4 *Administrative Expense*

The City will retain up to five percent (10%) of annual tax increment revenues, in addition to any required fees paid to the State and County. The City will use these monies to pay for and reimburse the City for costs of administering the TIF district allowed by the TIF Act. The amount of tax increment revenue available to pay administrative expense is estimated to be \$60,000. Anticipated administrative expenses of the TIF District include annual audit of the fund for TIF District, preparation of annual reporting, legal publication of annual report, and administration of the development agreement.

*3.04.5 County Road Costs*

The proposed development will not substantially increase the use of county roads and necessitate the need to use tax increments to pay for county road improvements.

*3.04.6 Bonded Indebtedness*

The total amount of bonds estimated to be issued is \$485,000. The City will not issue any general obligation bonded indebtedness as a result of the TIF Plan.

The City intends to use tax increment financing to reimburse the developer on pay-as-you-go basis for Project Costs.

The City may loan or advance money from its general fund or any other fund it has legal authority to use to finance qualifying TIF expenditures, such as costs of administering the TIF District. An interfund loan or advance is defined in the TIF Act as a bond or a qualifying obligation. Before money is transferred, advanced, or spent, the loan or advance shall be authorized by resolution of the City. For the loan or advance to be repaid with TIF revenues, an interfund loan agreement must be in place before any loans or advances are made. The terms and conditions for repayment of the loan must be in writing and include, at minimum, (i) the principal amount of the loan or advance, (ii) the interest rate to be charged, and (iii) its maximum term. The maximum rate of interest that can be charged is limited to the annual rate charged by the State Courts or by the Department of Revenue, whichever is greater.

*3.04.7 Duration of TIF District*

The City sets the duration to collect and spend tax increments on eligible purposes for a maximum of 14 years after the date of receipt of the first tax increment or 15 years of tax increment collection. The estimated decertification date is 12/31/2032.

The TIF Act allows tax increments to be collected from the TIF District for a period not to exceed 25 years from the date of receipt of the first tax increment. A shorter duration is established for the TIF District providing for a duration of 14 years after the date of receipt of the first tax increment (versus the maximum allowable 25 years).

*3.04.8 Estimated Impact on Other Taxing Jurisdictions*

Exhibit III and IV shows the estimated impact on other taxing jurisdictions if the maximum projected retained captured net tax capacity of the TIF District was hypothetically available to the other taxing jurisdictions. The City believes that there will be no adverse impact on other taxing jurisdictions during the life of the TIF District, since the proposed development would not have occurred without the establishment of the TIF District and the provision of public assistance. A positive impact on other taxing jurisdictions will occur when the TIF District is decertified and the development therein becomes part of the general tax base.

The City anticipates minimal impact of the proposed development on city-provided services. There will be no borrowing costs to the City for the project. A manageable increase in water and sewer usage is expected. It is anticipated that there may be a slight but manageable increase in police and fire protection duties due to the development.

*3.04.9 Prior Planned Improvements*

There have been no building permits issued in the last 18 months in conjunction with any of the properties within the TIF District. The City will include this statement with the request for certification to the County Auditor. If building permits had been issued during this time period, then the County Auditor would increase the original net tax capacity of the TIF District by the net tax capacity of each improvement for which a building permit was issued.

## **ARTICLE IV – ADMINISTERING THE TIF DISTRICT**

### **SECTION 4.01 FILING AND CERTIFICATION**

The filing and certification of the TIF Plan consists of the following steps:

1. Upon adoption of the TIF Plan, the City shall submit a copy of the TIF Plan to the Minnesota Department of Revenue and the Office of the State Auditor.
2. The City shall request that the County Auditor certify the original net tax capacity and net tax capacity rate of the TIF District. To assist the County Auditor in this process, the City shall submit copies of the TIF Plan, the resolution establishing the TIF District and adopting the TIF Plan, and a listing of any prior planned improvements.
3. The City shall send the County Assessor any assessment agreement establishing the minimum market value of land and improvements in the TIF District, and shall request that the County Assessor review and certify this assessment agreement as reasonable.

### **SECTION 4.02 MODIFICATIONS OF THE TAX INCREMENT FINANCING PLAN**

The City reserves the right to modify the TIF District and the TIF Plan. Under current State Law, the following actions can only be approved after satisfying all the necessary requirements for approval of the original TIF Plan (including notifications and public hearing):

- Reduction or enlargement in the geographic area of the Development District or the TIF District.
- Increase in the amount of bonded indebtedness to be incurred.
- Increase in the amount of capitalized interest.
- Increase in that portion of the captured net tax capacity to be retained by the City.
- Increase in the total estimated Project Costs, not including cost of financing.
- Designation of additional property to be acquired by the City.

Other modifications can be made by resolution of the City Council. In addition, the original approval process does not apply if (1) the only modification is elimination of parcels from the TIF District and (2) the current net tax capacity of the parcels eliminated equals or exceeds the net tax capacity of those parcels in the TIF District's original net tax capacity, or the City agrees that the TIF District's original net tax capacity will be reduced by no more than the current net tax capacity of the parcels eliminated.

The City must notify the County Auditor of any modification that reduces or enlarges the geographic area of the TIF District. The geographic area of the TIF District may be reduced but not enlarged after five years following the date of certification.

### **SECTION 4.03 4-YEAR KNOCKDOWN RULE**

Since the TIF District consists of a single parcel, development of the project as planned prevents any loss of value from the 4-Year Knockdown Rule. This Rule requires that if after four years from certification of the TIF District no demolition, rehabilitation, renovation or site improvement, including a qualified improvement of an adjacent street, has commenced on a parcel located within the TIF District, then that parcel shall be excluded from the TIF District and the original net tax capacity shall be adjusted accordingly. Qualified improvements of a street are limited to construction or opening of a new street, relocation of a street, or substantial reconstruction or rebuilding of an existing street. The City must submit to the County Auditor,

by February 1 of the fifth year, evidence that the required activity has taken place for each parcel in the TIF District.

If a parcel is excluded from the TIF District and the City or owner of the parcel subsequently commences any of the above activities, the City shall certify to the County Auditor that such activity has commenced and the parcel shall once again be included in the TIF District. The County Auditor shall certify the net tax capacity of the parcel, as most recently certified by the Commissioner of Revenue, and add such amount to the original net tax capacity of the TIF District.

#### **SECTION 4.04 POOLING/5-YEAR RULE**

At least 80% of tax increments from the TIF District must be expended on activities in the TIF District or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities within said district or to pay, or secure payment of, debt service on credit enhanced bonds, provided that in the case of a housing district, a housing project as defined in Minnesota Statutes, Section 469.174, Sub. 11, is deemed to be an activity in the District, even if the expenditure occurred after five years. Not more than 20% of said tax increments may be expended, through a development fund or otherwise, on activities outside of the TIF District except to pay, or secure payment of, debt service on credit enhanced bonds, provided that in the case of a housing district, a housing project as defined in Minnesota Statutes, Section 469.174, Sub. 11, is deemed to be an activity in the District, even if the expenditure occurred after five years. For purpose of applying this restriction, all administrative expenses must be treated as if they were solely for activities outside of the TIF District.

Beginning with the sixth year after certification of the TIF District, if the tax increments actually received by the City representing the "in-District" percentage exceed the amounts considered "spent" within the TIF District, the excess must be used or set aside to pay or defease bonds or to make payments under contracts. The TIF District must be decertified when the City has received tax increments representing the "in-District" percentage in an amount sufficient to fully pay its in-district obligations (i.e., to defease any bonds and/or fulfill all contractual obligations).

It is anticipated that all tax increments collected in the TIF District will be spent or obligated within this time period. Unless the TIF Plan is modified and additional expenditures are authorized, tax increments will only be used to pay for authorized "In-District" Project Costs included in the TIF Plan.

#### **SECTION 4.05 FINANCIAL REPORTING AND DISCLOSURE REQUIREMENTS**

The City will comply with the annual reporting requirements of State Law pursuant to the guidelines of the Office of the State Auditor. Under current law, the City must prepare and submit a report on the TIF district on or before August 1 of each year. The City must also annually publish in a newspaper of general circulation in the City an annual statement for each tax increment financing district.

The reporting and disclosure requirements outlined in this section begin with the year the district was certified, and shall end in the year in which both the district has been decertified and all tax increments have been spent or returned to the county for redistribution. Failure to meet these requirements, as determined by the State Auditors Office, may result in suspension of distribution of tax increment.

**SECTION 4.06 BUSINESS SUBSIDY COMPLIANCE**

The City is exempt from the business subsidies requirements specified in Minnesota Statutes, Sections 116J.993 to 116J.995 because the intended subsidy for the project specified in this document is anticipated to be 100% for housing assistance.

**Exhibit I**

**City of Princeton  
Tax Increment Financing District No. 7-1  
Present Value Analysis As Required By  
Minnesota Statutes 469.175(3)(2)  
Central MN Housing Project**

1	Estimated Future Market Value w/ Tax Increment Financing	2,043,670
2	Payable 2016 Market Value	<u>262,200</u>
3	Market Value Increase (1-2)	1,781,470
4	Present Value of Future Tax Increments	<u>423,755</u>
5	Market Value Increase Less PV of Tax Increments	1,357,715
6	Estimated Future Market Value w/o Tax Increment Financing	279,089 <sup>1</sup>
7	Payable 2016 Market Value	<u>262,200</u>
8	Market Value Increase (6-7)	<u>16,889</u>
9	Increase in MV From TIF	<u><u>1,340,826</u></u> <sup>2</sup>

<sup>1</sup> Assume 0.25% annual appreciation over 25 year life of district.

<sup>2</sup> Statutory compliance achieved if increase in market value from TIF (Line 9) is greater than or equal to zero.

TAX INCREMENT FINANCING DISTRICT NO. 7-1

**Exhibit II**  
**City of Princeton**  
**Tax Increment Financing District No. 7-1**  
**Projected Tax Increment**  
**Central MN Housing Project**

TIF District	Year	Taxes Payable Year	New Tax Capacity <sub>1</sub>	Base Tax Capacity	Captured Tax Capacity	Assumed Original Tax Rate	100.00% Estimated Tax Increment	0.36% State Auditor Deduct.	10.00% City Admin.	Available Net Annual Tax Increment	Total
											PV of Avail. Net Annual Tax Increment 3.00%
1	2017	2018	24,000	(3,278)	20,723	186.850%	38,720	(139)	(3,858)	34,723	33,872
2	2018	2019	24,060	(3,278)	20,783	186.850%	38,832	(140)	(3,869)	34,823	66,846
3	2019	2020	24,120	(3,278)	20,843	186.850%	38,944	(140)	(3,880)	34,923	98,945
4	2020	2021	24,180	(3,278)	20,903	186.850%	39,057	(141)	(3,892)	35,025	130,192
5	2021	2022	24,241	(3,278)	20,963	186.850%	39,170	(141)	(3,903)	35,126	160,611
6	2022	2023	24,302	(3,278)	21,024	186.850%	39,283	(141)	(3,914)	35,227	190,222
7	2023	2024	24,362	(3,278)	21,085	186.850%	39,397	(142)	(3,926)	35,330	219,048
8	2024	2025	24,423	(3,278)	21,146	186.850%	39,511	(142)	(3,937)	35,432	247,109
9	2025	2026	24,484	(3,278)	21,207	186.850%	39,625	(143)	(3,948)	35,534	274,425
10	2026	2027	24,545	(3,278)	21,268	186.850%	39,739	(143)	(3,960)	35,636	301,017
11	2027	2028	24,607	(3,278)	21,329	186.850%	39,854	(143)	(3,971)	35,739	326,903
12	2028	2029	24,668	(3,278)	21,391	186.850%	39,969	(144)	(3,983)	35,843	352,102
13	2029	2030	24,730	(3,278)	21,452	186.850%	40,084	(144)	(3,994)	35,946	376,632
14	2030	2031	24,792	(3,278)	21,514	186.850%	40,199	(145)	(4,005)	36,049	400,510
15	2031	2032	24,854	(3,278)	21,576	186.850%	40,315	(145)	(4,017)	36,153	423,755
<b>TOTAL =</b>							592,699	(2,134)	(59,057)	531,509	

**Key Assumptions**

- 1 Base value annual growth assumption = 0.25%
- 2 Property Tax rate from Mille Lacs County = Final Pay 2016.
- 3 Base Value = \$262,200 = combined value for parcels 24-686-0030, 24-686-0020, and 24-686-0010
- 4 New Value = \$1,920,000 = 16 units at \$120,000 per unit, construction cost estimate not yet available. Unit value needs review.
- 5 Present value is based on semi-annual payments at 3% discount rate.  
 The Developer proposed project totals 16 new affordable units to be constructed and 24 existing units to be rehabed for a total of 40 units. The
- 6 Developer pro forma estimated construction project cost of \$144,550 per unit for 40 units. The TIF District will include only the 16 affordable units.
- 7 Analysis assumes 15 year term for TIF District, which is less than the maximum duration of 26 years of tax increment collection.

**Exhibit III**  
**City of Princeton**  
**Tax Increment Financing District No. 7-1**  
**Impact on Other Taxing Jurisdictions**  
**(Taxes Payable 2016)**  
**Central MN Housing Project**

**ANNUAL TAX INCREMENT**

Estimated Annual Captured Tax Capacity (Full Development)	\$22,268
Payable 2016 Local Tax Rate	186.850%
Estimated Annual Tax Increment	\$41,608

**Percent of Tax Base**

	Net Tax Capacity (NTC)	Captured Tax Capacity	Percent of Total NTC
City of Princeton	2,963,545	22,268	0.75%
Mille Lacs County	18,423,126	22,268	0.12%
ISD 477	14,667,808	22,268	0.15%

**Dollar Impact of Affected Taxing Jurisdictions**

	Net Tax Capacity (NTC)	% of Total	Tax Increment Share	Added Local Tax Rate
City of Princeton	76.963%	41.190%	17,138	0.578%
Mille Lacs County	74.471%	39.856%	16,583	0.090%
ISD 477	35.176%	18.826%	7,833	0.053%
Other	0.240%	0.128%	53	
Totals	186.850%	100.000%	41,607	

*NOTE NO. 1: Assuming that ALL of the captured tax capacity would be available to all taxing jurisdictions even if the City does not create the Tax Increment District, the creation of the District will reduce tax capacities and increase the local tax rate as illustrated in the above tables.*

*NOTE NO. 2: Assuming that NONE of the captured tax capacity would be available to the taxing jurisdiction if the City did not create the Tax Increment District, then the plan has virtually no initial effect on the tax capacities of the taxing jurisdictions. However, once the District is established, allowable costs paid from the increments, and the District is terminated, all taxing jurisdictions will experience an increase in their tax base.*

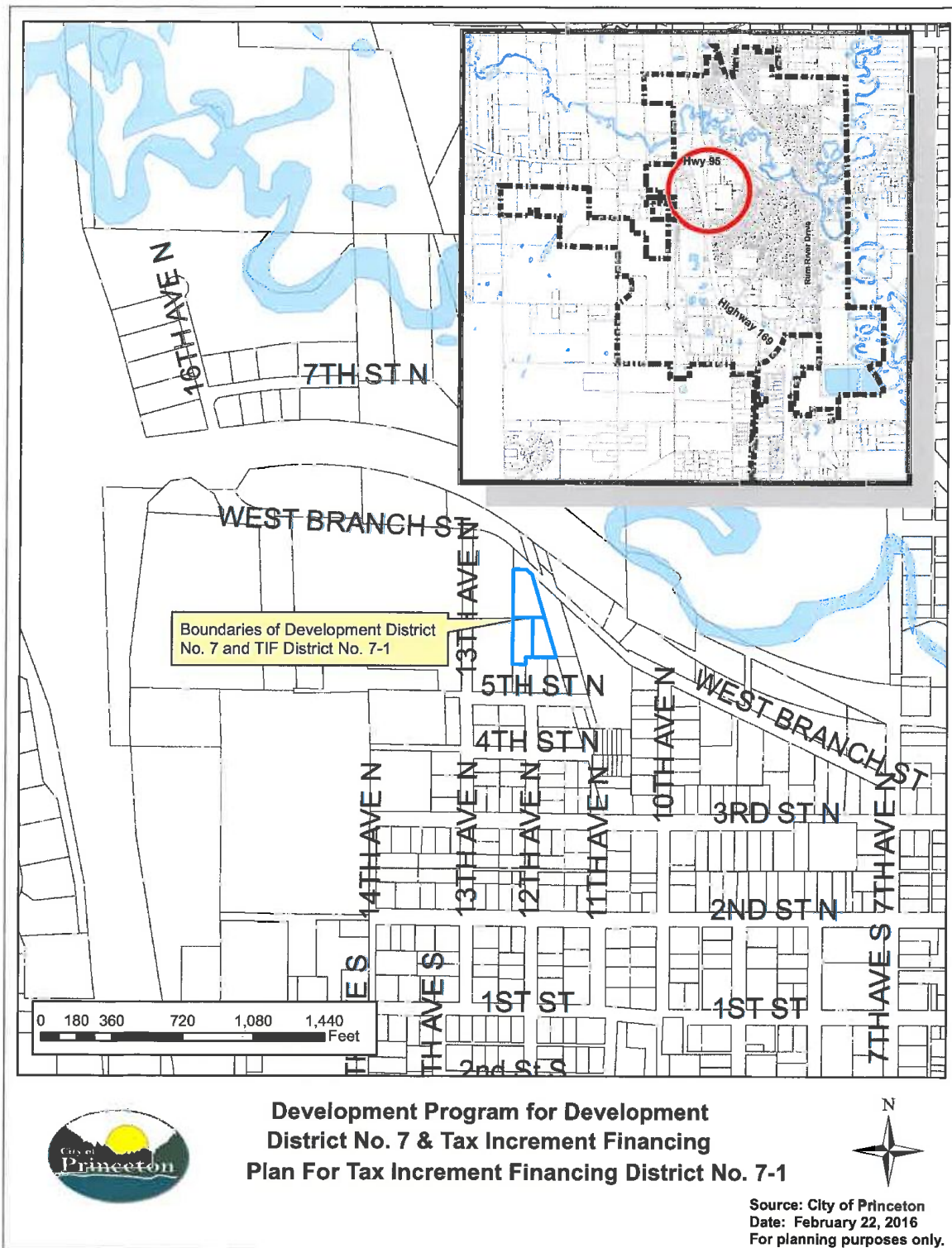
**Exhibit IV**

**City of Princeton  
Tax Increment Financing District No. 7-1  
Estimated Tax Increments Over Maximum Life of District  
Central MN Housing Project**

**Based on Pay 2016 Tax Rate = 186.850% 76.963% 74.471% 35.176% 0.240%**

<b>TIF District Year</b>	<b>Taxes Payable Year</b>	<b>New Tax Capacity</b>	<b>Base Tax Capacity</b>	<b>Captured Tax Capacity</b>	<b>Estimated Total Tax Increment</b>	<b>City TIF Related Share</b>	<b>County TIF Related Share</b>	<b>School TIF Related Share</b>	<b>Other TIF Related Share</b>
1	2018	24,000	(3,278)	20,723	38,720	15,949	15,432	7,289	50
2	2019	24,060	(3,278)	20,783	38,832	15,995	15,477	7,310	50
3	2020	24,120	(3,278)	20,843	38,944	16,041	15,522	7,332	49
4	2021	24,180	(3,278)	20,903	39,057	16,088	15,567	7,353	49
5	2022	24,241	(3,278)	20,963	39,170	16,134	15,612	7,374	50
6	2023	24,302	(3,278)	21,024	39,283	16,181	15,657	7,395	50
7	2024	24,362	(3,278)	21,085	39,397	16,227	15,702	7,417	51
8	2025	24,423	(3,278)	21,146	39,511	16,274	15,747	7,438	52
9	2026	24,484	(3,278)	21,207	39,625	16,321	15,793	7,460	51
10	2027	24,545	(3,278)	21,268	39,739	16,368	15,838	7,481	52
11	2028	24,607	(3,278)	21,329	39,854	16,416	15,884	7,503	51
12	2029	24,668	(3,278)	21,391	39,969	16,463	15,930	7,524	52
13	2030	24,730	(3,278)	21,452	40,084	16,510	15,976	7,546	52
14	2031	24,792	(3,278)	21,514	40,199	16,558	16,022	7,568	51
15	2032	24,854	(3,278)	21,576	40,315	16,606	16,068	7,590	51
<b>Total</b>					<b>592,699</b>	<b>244,131</b>	<b>236,227</b>	<b>111,580</b>	<b>761</b>

EXHIBIT V  
Boundaries of Municipal District No. 7 and Tax Increment Financing District No. 7-1



The board authorizes the Superintendent and Director of Business Services to dispose of obsolete furniture and equipment related to the district's building projects at a garage sale open to the public on Friday, June 3, 2016. The garage sale will be held at South Elementary. Types of items to be disposed of include but are not limited to curriculum materials, student tables, student desks, lunchroom tables, chairs, office furniture, and obsolete technology.

## PRINCETON HIGH SCHOOL FIELD TRIP REQUEST FORM

Submit to Activities Director (activity-related & extended) or Principal (instructional & supplemental)

Name of Field Trip Supervisor: <u>Mark Pomin</u>	Name of group, club, or department: <u>Concert Choir</u>
Descriptive name of this field trip? (i.e. FFA State Convention, college visit, Valley Fair Physics Day) <u>Mini-Tour for Concert Choir</u>	Destination: <u>Mini Choir Tour - Invitation Performance (Attached)</u> Round Trip Miles: <u>893</u>
Number of Students expected to participate: <u>48</u> Number of Teacher/Advisor Chaperones: <u>2</u> Number of adult volunteers/chaperones: # male students <u>24</u> #female students <u>24</u> (if Perkins funded)	Grade level/s of student participants: (circle all that apply) 9 <u>10</u> <u>11</u> <u>12</u>
Date of Departure: <u>1/27/17</u> Time of Departure: <u>8:00 am</u>	Date of Return: <u>1/30/17</u> Time of Return: <u>11:59 pm</u>
School Hours Missed: (for single day trips) 1 2 3 4 5 (circle hours that apply) <input type="checkbox"/> outside the school day	# School Days Missed: (if more than one day) 1.5 <u>2</u> 2.5 3 3.5 4 other ____ <input type="checkbox"/> outside the school day
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> This field trip extends past 6:00 p.m. on a Wednesday.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> This field trip occurs on a Sunday.

**How will this field trip be funded? (Check all that apply.)**

- Department budget (Code: \_\_\_\_\_)
- Students will be assessed a fee to cover transportation and/or registration/admission fee
- Students will pay for their own lunch
- Building funds are requested - District + Level Allocation
- Grant funds (name of grant: \_\_\_\_\_)
- Outside group, booster club, individual, or agency funding (name: Princeton Music Boosters)

**What is the purpose of this field trip? (choose 1 CATEGORY only)**

- CATEGORY A: Instructional** (policy 610: takes place during the school day, relates directly to a course of study)  
 (Section F of this form is required for instructional trips)  
 (check all that apply)
  - Required for all students enrolled in the course
  - Only students in selected section/s of this course will participate - Syle Section
  - Students participate by choice - ~~Required~~ Due to Sunday date
- CATEGORY B: Supplemental** (policy 610: students voluntarily participate, usually take place outside the regular school day) (check all that apply)
  - All students in a course or club/activity will participate
  - Students participate by choice or selection
  - This is an enrichment opportunity
- CATEGORY C: Extended** (policy 610: trip that covers more than 400 miles round trip, or involves at least one overnight stay) (check all that apply) **ATTACH ITINERARY**
  - Regional or state level competition, training or meeting
    - have qualified
    - anticipating to qualify
  - Selected or invited to participate in honorary event or competition
    - have been invited or selected
    - have applied to be invited or selected
    - will apply to be invited or selected

E. What are the estimated costs of the field trip? (If codes are unknown, leave blank. Complete cost estimate calculations.)

**I. Transportation Code:** \_\_\_\_\_  
 # of round trip miles \_\_\_\_\_ X \$1.45 = \$ \_\_\_\_\_ # of hours \_\_\_\_\_ X \$17.34 = \$ \_\_\_\_\_  
 # of buses needed \_\_\_\_\_ X the combination of the two subtotals above = See attached quote \$ 3,500 (A)

**II. Lodging Code:** \_\_\_\_\_  
 # of rooms 10 X # of nights 1 = total rooms 10 X cost of room 120 = \$ 1200 (B)

**III. Registration Code:** none  
 # of students \_\_\_\_\_ X cost of registration \_\_\_\_\_ = \$ \_\_\_\_\_ (C)  
 # of adults \_\_\_\_\_ X cost of registration \_\_\_\_\_ = \$ \_\_\_\_\_ (D)

**IV. Substitute Code:** \_\_\_\_\_  
 # of teachers needing a substitute 1 X # of hours 150 X \$25 (approx) = \$ 150<sup>00</sup> (E)  
 OR  
 # of teachers needing a substitute \_\_\_\_\_ X # of days \_\_\_\_\_ X \$125 (approx) = \$ \_\_\_\_\_ (F)

**V. Meals Code:** none  
 # of students & adults \_\_\_\_\_ X approximate cost of meal \_\_\_\_\_ X # of meals = \$ none requested (G)

**TOTAL ESTIMATED COST OF FIELD TRIP (Add A-G):** ~~\$ \_\_\_\_\_~~ **\$4850<sup>00</sup>**

F. Complete this section for instructional field trip requests.

- Name of course: Concert Choir
- What critical content statement does this field trip align to? # 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, + 13  
 It does not align to any critical content statements.
- Is this trip part of this course for all course sections regardless of the teacher or the trimester in which is it taught?  
 Yes  
 No (Provide explanation below)

**Date Received (Office)**

**G. Building Administrative Review**

[Signature] 3/14/16 Approved  Not Approved   
 Activities Director Signature Date

[Signature] 3/15/16 Approved  Not Approved   
 Principal Signature Date

**District Review for Extended Trips**

[Signature] 3.22.16 Approved  Not Approved   
 Superintendent Signature Date

\_\_\_\_\_  
 School Board Chairperson Signature Date Approved  Not Approved

## Concert Choir Performance Run-Out

On several occasions in the past, the select performance ensembles at PHS have taken short outings to take part in exchange concerts, collegiate workshops, regional performances, and served as honor choirs in various settings. Such tours have occurred in 2003, 2005, and 2014.

This proposal happens to encompass all of those elements in a singular confluence of events in January 2017. Students involved in this outing are members of the 48-voice Concert Choir. Here is what has happened:

1. Concert Choir has been invited to be one of the guest choirs for the Concordia College Choral Festival in Moorhead, MN, on January 27-28, 2017.
2. Concert Choir has been invited to be the featured guest choir at the Wartburg College Meistersinger Festival in Waverly, IA, on January 29-30, 2017.
3. Our Mississippi 8 Music Festival is being held on the same weekend as the Dorian Vocal Festival at Luther College in Decorah, IA. Princeton students will NOT be attending the Dorian festival next year.

The proposed tour schedule would look like this:

### January 27

Leave PHS for Moorhead  
Arrive at Concordia College  
Participate in Festival  
Overnight at Moorhead Hotel

### January 28

Finish Festival at Concordia College  
Perform in Grand Concert  
Travel to Fergus Falls, Detroit Lakes, or Alexandria  
Exchange Concert with High School Choir from FF, DL, or Alex  
Overnight in Homestays or at Hotel (TBD)

### January 29

Travel to Waverly  
Participate in Festival  
Overnight on Campus

### January 30

Finish Festival  
Perform in Grand Concert  
Return to Princeton

THE  
CONCORDIA  
CHOIR

*René Clausen, Conductor*

February 18, 2016

Princeton High School  
Mark Potvin  
Director of Choirs  
807 8<sup>th</sup> Avenue South  
Princeton, MN 55371

Dear Mark:

Please accept my invitation to be one of four featured Honor Choirs at our 2017 Concordia Choral Festival on Friday, January 27 - Saturday, January 28, 2017. In addition to the Honor Choirs, the festival will also include high school octets from around the region.

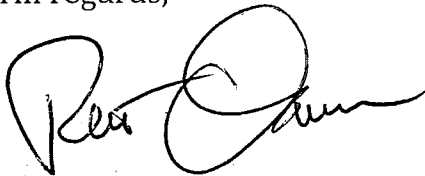
Tentatively, we will begin on Friday early evening with sectionals, concert performance by our college choirs, pizza party and rehearsal. The following day will be rehearsals, a luncheon and an afternoon concert.

The concert will feature each Honor Choir performing **two pieces**, the Concordia Choir presenting a 15-20' set, and closing with the massed choirs (Honor Choirs, Concordia Choir, and octets) with three combined pieces.

We cover nearly all expenses, however, Honor Choirs are asked to pay for their own transportation, hotel and breakfast.

Please let me know by **April 1** either by email ([clausen@cord.edu](mailto:clausen@cord.edu)) or phone (218-299-4879) if this is or isn't a possibility for you. My assistant, Sue will be happy to receive your call. It would be an honor to have you and your fine choir with us.

Warm regards,



René Clausen  
Conductor, The Concordia Choir

# Google Maps Princeton, MN 55371 to Wartburg College Drive 643 miles, 10 h 7 min



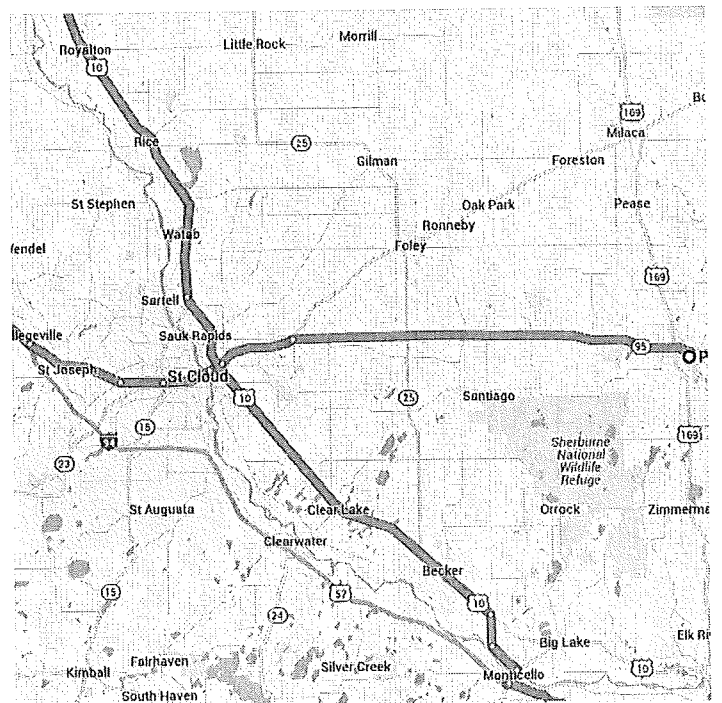
Map data ©2016 Google 50 mi

## Princeton, MN

Take MN-95 W, MN-23 W/MN-23 Trunk S and Co Rd 75 to I-94 W in St. Joseph Township

52 min (39.8 mi)

- ↑ 1. Head north on 6th Ave N toward N 2nd St  
417 ft
- ↗ 2. Turn right onto N 2nd St  
407 ft
- ↖ 3. Turn left onto N Rum River Dr  
0.2 mi
- 📍 4. At the traffic circle, take the 2nd exit onto MN-95 W  
23.0 mi
- ↖ 5. Turn left onto MN-23 W/MN-23 Trunk S  
4.5 mi
- ↑ 6. Continue straight onto 3rd St NE  
0.8 mi
- ↑ 7. Continue straight onto MN-23 W/2nd St S/3rd St SE  
① Continue to follow MN-23 W  
2.9 mi



8. Continue straight onto W Division St

2.4 mi

9. Continue onto Co Rd 75

5.8 mi

Follow I-94 W to US-75 N/8th St S in Moorhead.  
Take exit 1A from I-94 W

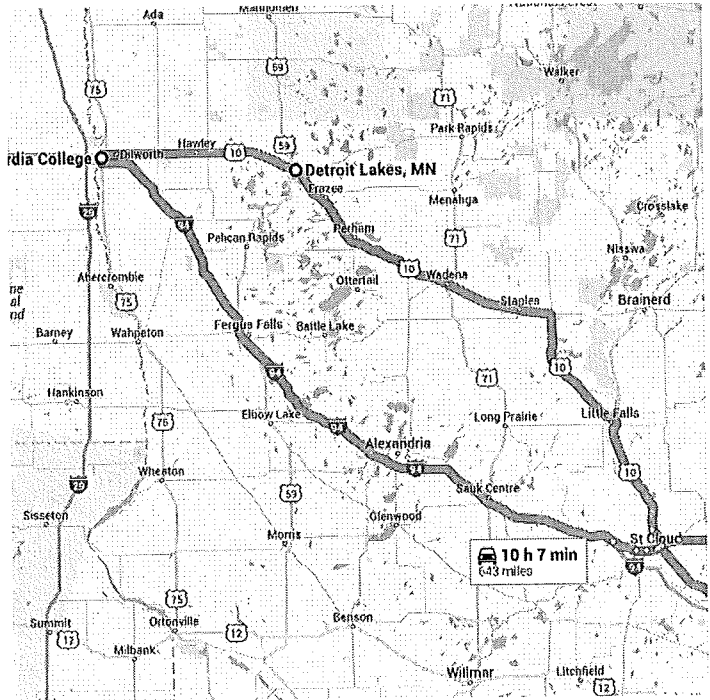
2 h 12 min (157 mi)

10. Merge onto I-94 W

157 mi

11. Take exit 1A for US-75 toward Moorhead

0.2 mi

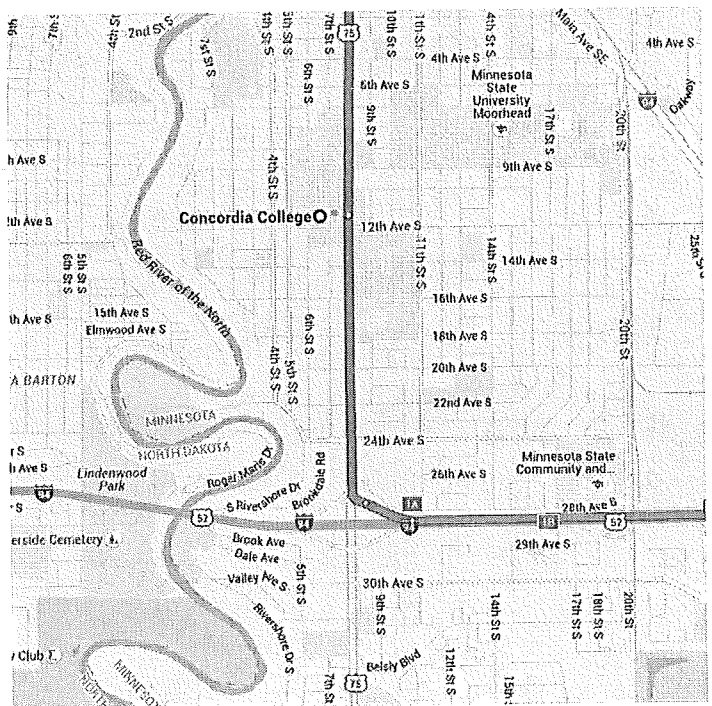


12. Turn right onto US-75 N/8th St S

Destination will be on the left

2 min (1.0 mi)

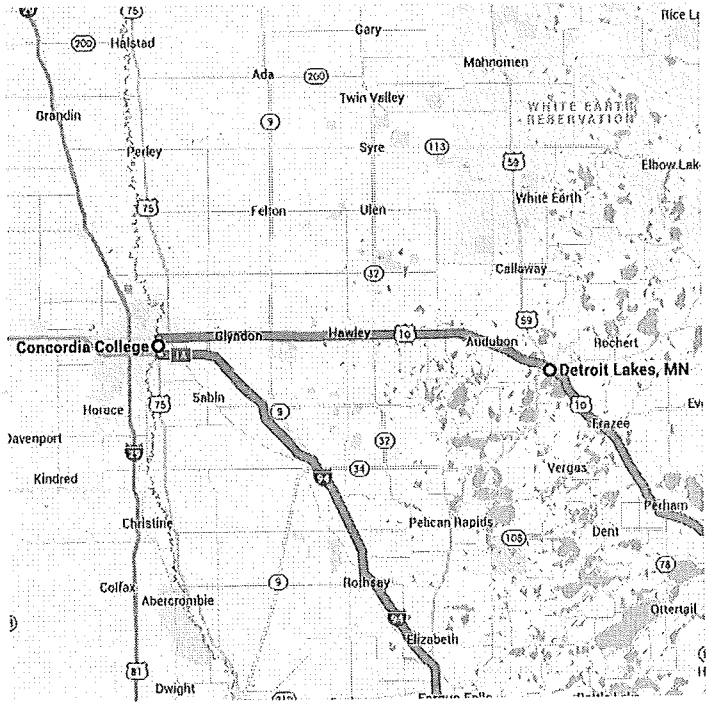
3 h 6 min (198 mi)



### Concordia College

901 8th Street South, Moorhead, MN 56562

- ↑ 13. Head north on 8th St S toward 11th Ave S  
0.9 mi
- 14. Turn right onto US-10 E/Center Ave  
ⓘ Continue to follow US-10 E  
44.5 mi
- 15. Turn right onto Washington Ave  
0.1 mi



52 min (45.5 mi)

### Detroit Lakes, MN

#### Get on I-94 E in Monticello from US-10 E












2 h 37 min (161 mi)

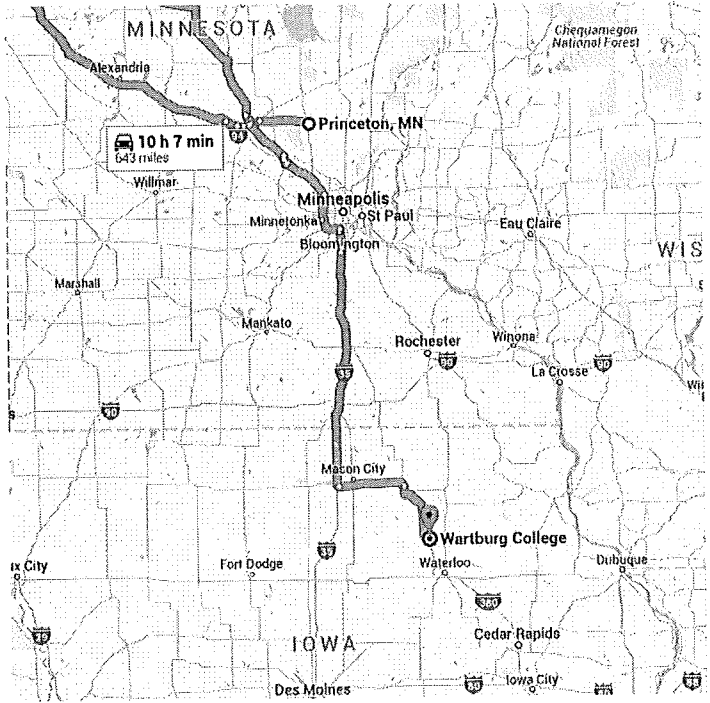
- ↑ 16. Head north on Washington Ave toward Holmes St W  
0.1 mi
- 17. Turn right onto US-10 E  
130 mi
- ↑ 18. Continue straight to stay on US-10 E  
26.1 mi
- 19. Turn right onto 165th Ave SE  
1.8 mi
- ↑ 20. Continue onto Park Blvd SE  
2.0 mi
- 21. Turn right onto MN-25 S  
1.0 mi
- ⤴ 22. Use the right lane to merge onto I-94 E via the ramp to Minneapolis/St Paul  
0.2 mi








Continue on I-94 E. Take I-494 S, I-35 S, IA-27 S/US-18 E and US-218 S to 210th St in Bremer County. Exit from US-218 S

3 h 25 min (234 mi)

-  23. Merge onto I-94 E  
..... 23.0 mi
-  24. Use the right 2 lanes to take exit 216 for I-494  
..... 0.4 mi
-  25. Continue onto I-494 S  
..... 22.2 mi
-  26. Take exit 5B to merge onto I-35W S toward Albert Lea  
..... 9.2 mi
-  27. Continue onto I-35 S  
..... 2.1 mi
-  28. Keep left to stay on I-35 S  
    *ⓘ Entering Iowa*  
..... 113 mi
-  29. Take exit 190 for US-18 E toward IA-27 E/Mason City/Charles City  
..... 0.4 mi
-  30. Keep right to continue toward IA-27 S/US-18 E  
..... 0.7 mi
-  31. Continue onto IA-27 S/US-18 E  
..... 32.9 mi
-  32. Continue onto IA-27 S/US-218 S  
..... 29.4 mi
-  33. Take the exit toward 210th St  
..... 0.4 mi



**Continue on 210th St. Take 35th St NW, 5th Ave NW and W Bremer Ave to Wartburg Blvd in Waverly**

- ..... 7 min (4.0 mi)
-  34. Turn left onto 210th St  
..... 1.1 mi
-  35. Continue onto 35th St NW  
..... 1.0 mi
-  36. Merge onto 5th Ave NW  
..... 0.8 mi
-  37. Merge onto 20th St NW  
..... 0.1 mi
-  38. Turn left onto W Bremer Ave  
..... 0.8 mi

39. Turn left onto Wartburg Blvd

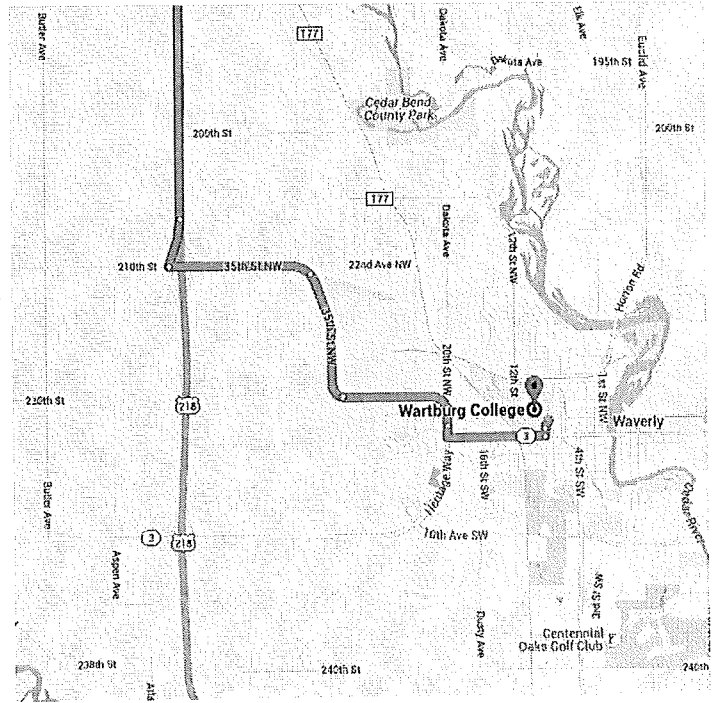
305 ft

40. At the traffic circle, take the 2nd exit and stay on Wartburg Blvd

Destination will be on the left

423 ft

6 h 9 min (399 mi)



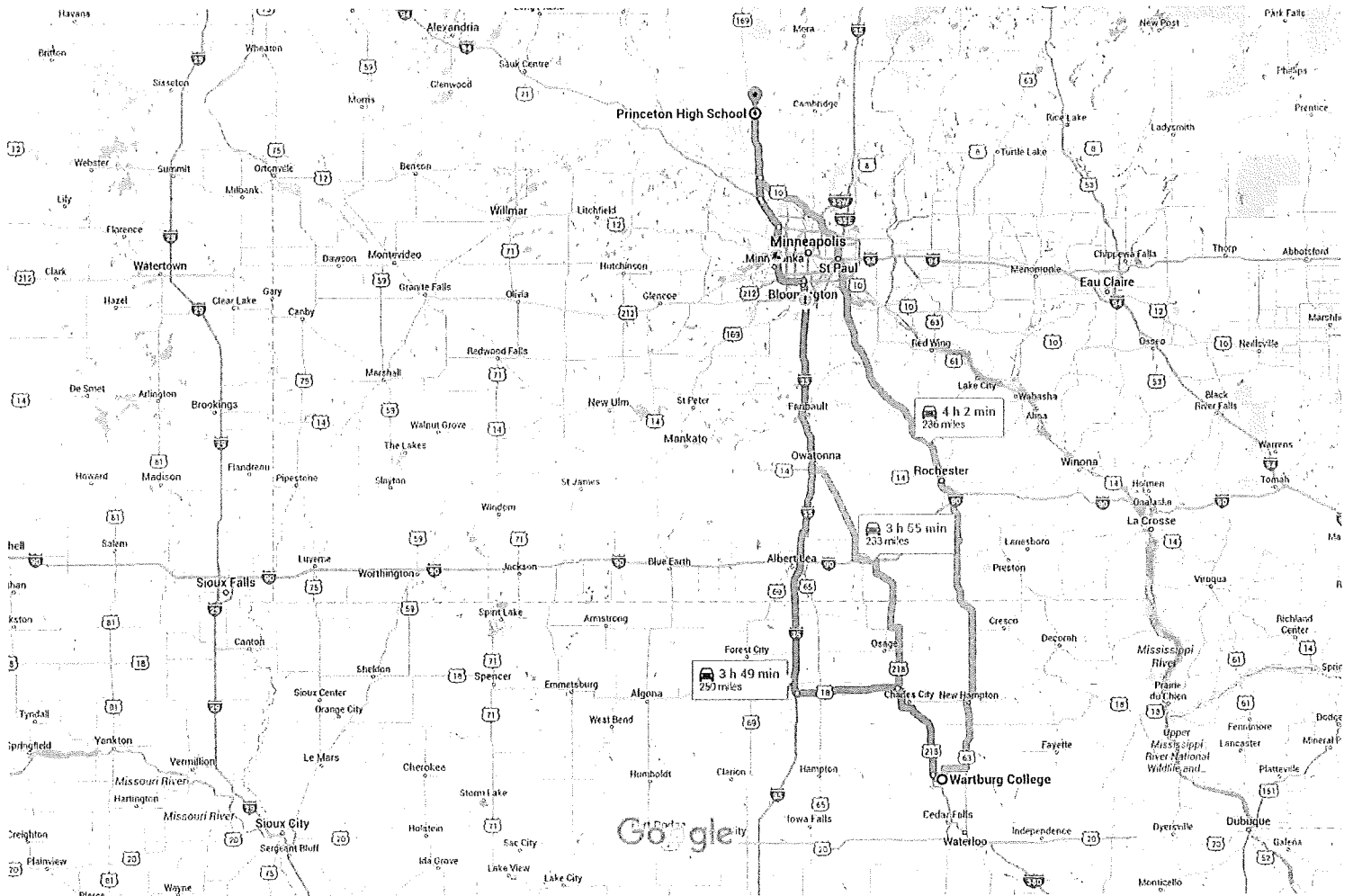
## Wartburg College

100 Wartburg Boulevard, Waverly, IA 50677

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Google Maps

Google Maps Wartburg College to Princeton High School Drive 250 miles, 3 h 49 min



Map data ©2016 Google 20 mi



via I-35 N

3 h 39 min without traffic

3 h 49 min

250 miles



via US-218 N and I-35 N

3 h 45 min without traffic

3 h 55 min

233 miles



via US-63 and US-52 N

3 h 50 min without traffic

4 h 2 min

236 miles



PRINCETON PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 477  
706 First Street, Princeton, MN 55371  
763.389.2422 isd477.org  
*Dr. Julia Espe, Superintendent* 763.389.6190  
*Michelle Czech, Director of Business Services* 763.389.6183  
*Stacie Vos, Director of Human Resources* 763.389.6181  
*Julie Williams, Director of Teaching & Learning* 763.389.7278  
*Eric Simmons, Director of Technology* 763.389.6166  
*Erin Dohrmann, Special Education Coordinator* 763.389.6191  
*Gwen Anderson, Director of Community Education & ECFE Coordinator* 763.389.6199

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## VOIP Phone System Bid Recommendation

### VOIP PHONE SYSTEM BIDS MARCH 29, 2016

VENDOR	BID BOND	TOTAL BID AMOUNT
AGC Networks	X	\$140,509.93
JIVE Communications	10% Check	\$192,727.72
Loffler	?	\$168,982.96
Marco	X	\$167,066.30

Princeton Public School District administration recommends the proposal provided by AGC Networks for the VoIP Communications Project in the amount of \$140,509.93. The low bid meets the qualifications and specifications listed in bid documents.

Sincerely,  
Eric Simmons  
Director of Technology



PRINCETON PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 477

706 First Street, Princeton, MN 55371

763.389.2422 isd477.org

*Dr. Julia Espe, Superintendent* 763.389.6190

*Michelle Czech, Director of Business Services* 763.389.6183

*Stacie Vos, Director of Human Resources* 763.389.6181

*Julie Williams, Director of Teaching & Learning* 763.389.7278

*Eric Simmons, Director of Technology* 763.389.6166

*Erin Dohrmann, Special Education Coordinator* 763.389.6191

*Gwen Anderson, Director of Community Education & ECFE Coordinator* 763.389.6199

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### Princeton School District POE Switch Recommendation

Princeton Public School District administration recommends the proposal provided by Tech Check, LLC in the amount of \$218,211.95 for the POE Network Switch project. The proposal is based on specifications noted in E-Rate form 470, application number 160025468, and includes equipment, software and services negotiated through State of Minnesota cooperative purchasing contract release T-653(5).

Sincerely,

Eric Simmons

Director of Technology

**ics** | CONSULTING, INC

April 5, 2016

Michelle Czech, Director of Finance  
Princeton Public Schools, Independent School District #477  
706 First Street  
Princeton, MN 55374

Re: Princeton Middle School Ball Fields  
ICS Project #5072-BF

Dear Michelle:

On Thursday, March 31<sup>st</sup>, 2016, we received bids for the above project scope of work.

This recommendation is to replace a previous recommendation sent on April 1<sup>st</sup>. After discussion with the district legal counsel, and based on the qualifications and bids received, the Project Oversight Committee and ICS recommend the award of the contract as follows:

**Base Bid**

West Branch Construction – Total Base Bid Amount: \$570,000.00

Alternates

#1 – Add field #4 \$79,000.00

#2 – Add field #5 \$70,000.00

#3 – Pave walking paths \$34,500.00

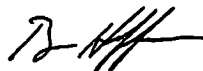
**TOTAL CONTRACT AMOUNT: \$753,500.00**

We recommend that the District enter into a contract with West Branch Construction for the total bid amount of Seven Hundred Fifty-Three Thousand Five Hundred Dollars and No/100 (\$753,500.00).

Upon Board action, we will draft a contract reflecting this amount to the Contractor.

Enclosed are copies of the official bid tabulation. Prior to execution of the contract, ICS will secure all First Tier contractor information as required by the specifications. Please contact us at 763-354-2670 should you have any questions regarding our recommendation.

Regards,



Program Manager  
ICS Consulting, Inc.

Enclosures

Cc: Melissa Stein, Wold Architects and Engineers  
file

**Princeton Middle School  
Ball Fields**

OWNER: ISD #477 - Princeton Public Schools  
OWNER'S REPRESENTATIVE: ICS Consulting, Inc.  
ARCHITECT/ENGINEER: Wold Architects Engineers

**BID TABULATIONS**  
March 31, 2016 @ 2:00 p.m.

Single Prime

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Matt Bullock Contracting Co., Inc. 14233 42nd Street N.E. St. Michael, MN 55376 763-497-2880	New Look Contracting, Inc. 14045 Northdale Blvd. Rogers, MN 55374 763-241-1596	Peterson Companies, Inc. 8326 Wyoming Trail Chisago City, MN 55013 651-257-6864	West Branch Construction Co. 3527 Branch Road Princeton, MN 55371 763-389-2827	Ebert, Inc. dba Ebert Construction 23350 County Road 10 Corcoran, MN 55357 763-498-7844
BID SECURITY	Yes	Yes	Yes	Yes	Yes
ADDENDA REC'D.	1	1	1	1	1
RESPONSIBLE CONTRACTOR SIGNATURE	x	x	x	x	x
BASE BID	\$626,560.00	\$530,825.00	\$690,000.00	\$570,000.00	\$558,800.00
<b>Alternates</b>					
Alt. 1: Additional ball field #4 and demo of storage garage	ADD: \$88,463.00	ADD: \$93,000.00	ADD: \$100,000.00	ADD: \$79,000.00	ADD: \$98,800.00
Alt. 2: Additional ball field #5	ADD: \$203,100.00	ADD: \$123,900.00	ADD: \$123,000.00	ADD: \$70,000.00	ADD: \$98,800.00
Alt. 3: Add bituminous on accessible trail	ADD: \$59,633.00	ADD: \$44,610.00	ADD: \$52,000.00	ADD: \$34,500.00	ADD: \$58,000.00

Princeton Middle School  
Ball Fields

OWNER: ISD #477 - Princeton Public Schools  
OWNER'S REPRESENTATIVE: ICS Consulting, Inc.  
ARCHITECT/ENGINEER: Wold Architects Engineers

BID TABULATIONS  
March 31, 2016 @ 2:00 p.m.

Single Prime

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Matt Bullock Co Inc.	New York Contracting	Pefferson Companies	West Bayly Ebert Construction		
BID SECURITY	✓	✓	✓	✓		
ADDENDA REC'D.	✓	✓	✓	✓		
RESPONSIBLE CONTRACTOR AFFIDAVIT	Not Included	✓	✓	Not Included		
BASE BID	626,560	530,825	690,000	570,000	558,800	
Alternates						
Alt. 1: Additional ball field #4 and demo of storage garage	88,463	93,000	100,000	99,000	98,800	
Alt. 2: Additional ball field #5	203,100	123,900	123,000	70,000	98,800	
Alt. 3: Add bituminous on accessible trail	59,633	44,610	52,000	34,500	58,000	
	977,756	792,335	965,000	753,500	814,100	

614,500

SECTION 00 41 13

BID FORM

BID PROPOSAL FOR: PRINCETON SCHOOLS ATHLETIC FIELDS  
1100 82<sup>ND</sup> AVENUE NORTH  
PRINCETON, MINNESOTA

BID TO: Princeton Public School District #477  
District Board Room  
706 First Street  
Princeton, Minnesota 55377

BID FROM: MATT BULLOCK CONTRACTING Co., Inc.

We have examined the Contract Documents for the proposed Princeton Primary Elementary School – Ball Fields as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1, issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 30 calendar days, by date designated in Section 01 32 00 Construction Scheduling.
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days from the opening thereof.

A. Base Bids

1. The Bidder agrees to perform all work for the Base Bid Sum of:

six hundred twenty-six thousand five hundred sixty  
and no Dollars \$ 626,560.00

B. Alternates

1. The Bidder agrees to add to or deduct from the Base Bid Sum the following amounts to perform the alternate work described in Section 01 23 00, including all associated costs.

a. Alternate No. 1 – Additional ball field #4 and ~~relocated~~ *demolition of* storage garage

eighty-eight thousand four  
hundred sixty-three and no Dollars \$ 88,463.00

b. Alternate No. 2 – Additional ball field #5

two hundred three thousand  
one hundred and no Dollars \$ 203,100.00

c. Alternate No. 3 - Add bituminous on accessible trail

Add/Deduct fifty nine thousand six hundred thirty three and no Dollars \$ 59,633 00

C. Responsible Contractor Compliance

1. By signing this bid form, I am an Owner or Officer of the firm name listed on the bid form and I verify under oath that as a Prime Contractor I am in compliance with the Responsible Contractor criteria as defined in Minnesota Statute 16C.285, subd. 3.

DATE \_\_\_\_\_

FIRM NAME MATT BULLOCK CONTRACTING Co, INC

OFFICIAL ADDRESS 14233 42<sup>nd</sup> ST. NE / P.O. Box 514  
ST. MICHAEL, MN. 55376

TELEPHONE NUMBER 763, 497-2880 FAX NUMBER 763, 497-3954

BY [Signature]

TITLE (Owner or Officer) PRESIDENT

STATE OF MN

COUNTY OF Wright )SS.

Sworn to and subscribed to before me this 29th day of March, 2016

Notary Public, Diane Duff County, State of MN Wright Cty.

My Commission Expires: 1/31/2020



END OF SECTION 00 41 13

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

**KNOW ALL MEN BY THESE PRESENTS**, that we

**Matt Bullock Contracting Co., Inc.**  
P.O. Box 514  
St. Michael, MN 55376

as Principal, hereinafter called Principal, and  
**Travelers Casualty and Surety Company of America**  
One Tower Square  
Hartford, CT 06183

a corporation duly organized under the laws of the State of Connecticut  
as Surety, hereinafter called Surety, are held and firmly bound unto  
**Independent School District No. 477, Princeton Public Schools**  
706 1st Street  
Princeton, MN 55371

as Oblige, hereinafter called Oblige, in the sum of **Five Percent (5%) of Total Amount Bid**

Dollars ( 5% ),

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

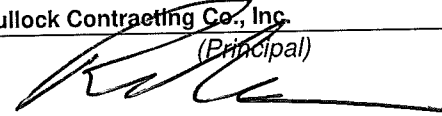
WHEREAS, the Principal has submitted a bid for \_\_\_\_\_ (Here insert full name, address and description of project)

**Princeton Middle School - Ball Fields**

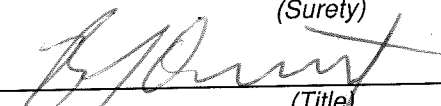
NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblige in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful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

Signed and sealed this 31st day of March, 2016.

  
(Witness)

**Matt Bullock Contracting Co., Inc.**  
(Principal) (Seal)  
  
(Title) **Randy L. Marsh**  
President

  
(Witness)

**Travelers Casualty and Surety Company of America**  
(Surety) (Seal)  
  
(Title)  
**Brian J. Oestreich, Attorney-in-Fact**

CORPORATE ACKNOWLEDGMENT

State of Minnesota )  
 ) ss  
County of Wright )

On this 31st day of March 2016, before me appeared Randy L. Marsh, to me personally known, who, being by me duly sworn, did say that he/she is the President of Matt Bullock Contracting Co., Inc., a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said Randy L. Marsh acknowledged said instrument to be the free act and deed of said corporation.

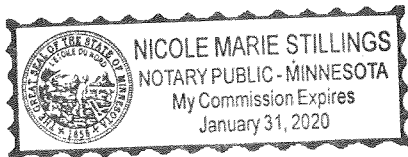


Diane Duff  
Notary Public \_\_\_\_\_ County, Wright  
My commission expires 1/31/2020

SURETY ACKNOWLEDGMENT

State of Minnesota )  
 ) ss  
County of Hennepin )

On this 31st day of March 2016, before me appeared Brian J. Oestreich, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of Travelers Casualty and Surety Company of America, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said Brian J. Oestreich acknowledged said instrument to be the free act and deed of said corporation.



Nicole Stillings  
Notary Public Dakota County, Minnesota  
My commission expires 1/31/2020



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 229381

Certificate No. 006676268

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

John E. Tauer, Linda K. French, R. W. Frank, Craig Remick, Rachel Thomas, Nicole Stillings, Joshua R. Loftis, Brian J. Oestreich, Sandra M. Doze, Jerome T. Ouimet, D. R. Dougherty, Jack Cedarleaf II, Kurt C. Lundblad, Melinda C. Blodgett, R. C. Bowman, R. Scott Egginton, Ted R. Jorgensen, Emily Keiser, and Lin Ulven

of the City of Minneapolis, State of Minnesota, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 2nd day of March, 2016.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 2nd day of March, 2016, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.



[Signature]
Marie C. Tetreault, Notary Public

SECTION 00 41 13

BID FORM

BID PROPOSAL FOR: PRINCETON SCHOOLS ATHLETIC FIELDS  
1100 82<sup>ND</sup> AVENUE NORTH  
PRINCETON, MINNESOTA

BID TO: Princeton Public School District #477  
District Board Room  
706 First Street  
Princeton, Minnesota 55377

New Look Contracting  
14045 Northdale Blvd.  
Rogers, MN 55374



BID FROM: \_\_\_\_\_

We have examined the Contract Documents for the proposed Princeton Primary Elementary School – Ball Fields as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1 issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 30 calendar days, by date designated in Section 01 32 00 Construction Scheduling.
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days from the opening thereof.

A. Base Bids

1. The Bidder agrees to perform all work for the Base Bid Sum of:

FIVE HUNDRED THIRTY THOUSAND EIGHT HUNDRED Dollars \$ 530,825  
TWENTY FIVE DOLLAR

B. Alternates

1. The Bidder agrees to add to or deduct from the Base Bid Sum the following amounts to perform the alternate work described in Section 01 23 00, including all associated costs.

a. Alternate No. 1 – Additional ball field #4 and ~~relocated~~ <sup>demo</sup> storage garage  
Add/Deduct NINETY THREE THOUSAND DOLLAR <sup>NO</sup>/<sub>100</sub> Dollars \$ 93,000

b. Alternate No. 2 – Additional ball field #5  
Add/Deduct ONE HUNDRED TWENTY THREE THOUSAND NINE HUNDRED <sup>NO</sup>/<sub>100</sub> Dollars \$ 123,900

c. Alternate No. 3 - Add bituminous on accessible trail

Add/~~Contract~~ Four Four Thousand Six Hundred Ten Dollars <sup>10</sup> ~~to~~ Dollars \$ 44,610

d. Vol Add Alt No. 4 - Add bit to Field 5 trail  
\$ 10,650.00

C. Responsible Contractor Compliance

1. By signing this bid form, I am an Owner or Officer of the firm name listed on the bid form and I verify under oath that as a Prime Contractor I am in compliance with the Responsible Contractor criteria as defined in Minnesota Statute 16C.285, subd. 3.

DATE 3-31-16

FIRM NAME \_\_\_\_\_

OFFICIAL ADDRESS \_\_\_\_\_

New Look Contracting  
14045 Northdale Blvd.  
Rogers, MN 55374  
(763) 241-1596 - office  
(763) 241-9196 - fax



TELEPHONE NUMBER( ) \_\_\_\_\_

BY [Signature]

TITLE (Owner or Officer) [Signature]

STATE OF Minnesota

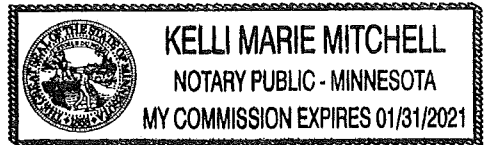
COUNTY OF Hennepin )SS.

Sworn to and subscribed to before me this 31<sup>st</sup> day of 3, 2016.

Notary Public, Kelli Mitchell Hennepin County, State of Minnesota

My Commission Expires: Jan 31, 2021

END OF SECTION 00 41 13



SECTION 00 41 15

MN RESPONSIBLE CONTRACTOR COMPLIANCE AFFIDAVIT

The undersigned, the Owner or Officer of New Look Con. (Prime or Sub-Contractor Name) verify under oath that as a contractor I am in compliance with the following minimum criteria per Minnesota Statute 16C.285 Subd. 3:

1. The contractor:
  - i. Is in compliance with workers' compensation and unemployment insurance requirements;
  - ii. Is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
  - iii. Has a valid federal tax identification number or a valid Social Security number if an individual; and
  - iv. Has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative;
  
2. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
  - i. Repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
  - ii. Has been issued an order to comply by the commissioner of labor and industry that has become final;
  - iii. Has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
  - iv. Has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
  - v. Has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
  - vi. Has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction.

Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;

3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;
  
4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;
  
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;
  
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and



# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

New Look Contracting, Inc.  
14045 Northdale Boulevard  
Rogers, MN 55374

as Principal, hereinafter called Principal, and

United Fire & Casualty Company  
P. O. Box 73909, 118 2nd Avenue SE  
Cedar Rapids, IA 52407-3909

a corporation duly organized under the laws of the State of Iowa  
as Surety, hereinafter called Surety, are held and firmly bound unto

Independent School District No. 477, Princeton Public Schools  
706 1st Street  
Princeton, MN 55371

as Oblige, hereinafter called Oblige, in the sum of **Five Percent (5%) of Total Amount Bid**

Dollars ( 5% ),

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

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

Princeton Schools Ball Fields

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

Signed and sealed this 31st day of March, 2016.

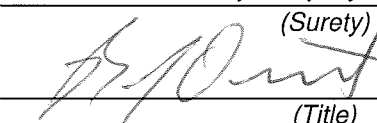
  
\_\_\_\_\_  
(Witness)

New Look Contracting, Inc.

  
\_\_\_\_\_  
(Principal)  
(Title)

(No Seal)  
(Seal)  
JP

United Fire & Casualty Company

  
\_\_\_\_\_  
(Surety)  
(Title)

(Seal)

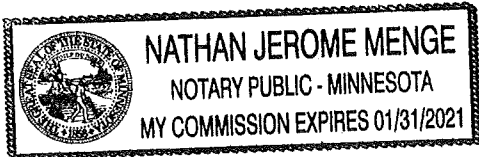
Brian J. Oestreich, Attorney-in-Fact

CORPORATE ACKNOWLEDGMENT

State of Minnesota )  
County of Hennepin ) ss

On this 31st day of March 2016, before me appeared \_\_\_\_\_, to me personally known, who, being by me duly sworn, did say that he/she is the \_\_\_\_\_ of New Look Contracting, Inc., a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said \_\_\_\_\_ acknowledged said instrument to be the free act and deed of said corporation.

Nathan Jerome Menge  
\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, \_\_\_\_\_  
My commission expires \_\_\_\_\_

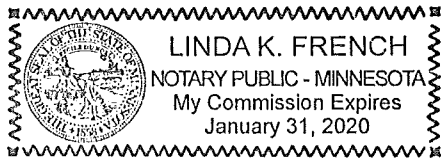


SURETY ACKNOWLEDGMENT

State of Minnesota )  
County of Hennepin ) ss

On this 31st day of March 2016, before me appeared Brian J. Oestreich, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of \_\_\_\_\_ United Fire & Casualty Company, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said \_\_\_\_\_ Brian J. Oestreich acknowledged said instrument to be the free act and deed of said corporation.

Linda K. French  
\_\_\_\_\_  
Notary Public Washington County, Minnesota  
My commission expires 1/31/2020





UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX  
 FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA  
 CERTIFIED COPY OF POWER OF ATTORNEY

Inquiries: Surety Department  
 118 Second Ave SE  
 Cedar Rapids, IA 52401

(original on file at Home Office of Company - See Certification)

KNOW ALL PERSONS BY THESE PRESENTS, That UNITED FIRE & CASUALTY COMPANY, a corporation duly organized and existing under the laws of the State of Iowa; UNITED FIRE & INDEMNITY COMPANY, a corporation duly organized and existing under the laws of the State of Texas; and FINANCIAL PACIFIC INSURANCE COMPANY, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint R.W. FRANK, OR JOHN E. TAUER, OR LINDA K. FRENCH, OR JOSHUA R. LOFTIS, OR NICOLE STILLINGS, OR RACHEL THOMAS, OR CRAIG REMICK, OR LIN ULVEN, OR BRIAN J. OESTREICH, OR JEROME T. OUIMET, OR SANDRA M. DOZE, OR D. R. DOUGHERTY, OR JACK CEDARLEAF II, OR MELINDA C. BLODGETT, OR KURT C. LUNDBLAD, R.C. BOWMAN, OR TED JORGENSEN, ALL INDIVIDUALLY of MINNEAPOLIS MN

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, AND FINANCIAL PACIFIC INSURANCE COMPANY.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, and FINANCIAL PACIFIC INSURANCE COMPANY.

**"Article VI - Surety Bonds and Undertakings"**

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 27th day of March, 2014

UNITED FIRE & CASUALTY COMPANY  
 UNITED FIRE & INDEMNITY COMPANY  
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richmann* Vice President



State of Iowa, County of Linn, ss:  
 On 27th day of March, 2014, before me personally came Dennis J. Richmann

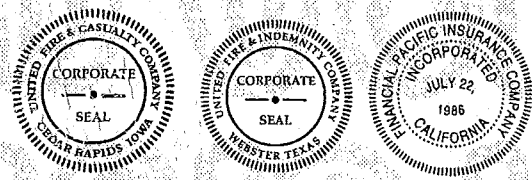
to me known, who being by me duly sworn, did depose and say: that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of UNITED FIRE & CASUALTY COMPANY, a Vice President of UNITED FIRE & INDEMNITY COMPANY, and a Vice President of FINANCIAL PACIFIC INSURANCE COMPANY the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



*Mary A. Bertsch*  
 Notary Public  
 My commission expires: 10/26/2016

I, David A. Lange, Secretary of UNITED FIRE & CASUALTY COMPANY and Assistant Secretary of UNITED FIRE & INDEMNITY COMPANY, and Assistant Secretary of FINANCIAL PACIFIC INSURANCE COMPANY, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 31st day of March, 2016



By: *David A. Lange*  
 Secretary, UF&C  
 Assistant Secretary, UF&I/FPIC

SECTION 00 41 13

BID FORM

**BID PROPOSAL FOR:** PRINCETON SCHOOLS ATHLETIC FIELDS  
1100 82<sup>ND</sup> AVENUE NORTH  
PRINCETON, MINNESOTA

BID TO: Princeton Public School District #477  
District Board Room  
706 First Street  
Princeton, Minnesota 55377

BID FROM: Peterson Companies, Inc.

We have examined the Contract Documents for the proposed Princeton Primary Elementary School – Ball Fields as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1 issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 30 calendar days, by date designated in Section 01 32 00 Construction Scheduling.
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days from the opening thereof.

A. Base Bids

1. The Bidder agrees to perform all work for the Base Bid Sum of:

six hundred ninety thousand Dollars \$ 690,000.00

B. Alternates

1. The Bidder agrees to add to or deduct from the Base Bid Sum the following amounts to perform the alternate work described in Section 01 23 00, including all associated costs.

a. Alternate No. 1 – Additional ball field #4 and ~~relocated~~ *demolition of* storage garage

one hundred thousand Dollars \$ 100,000.00

b. Alternate No. 2 – Additional ball field #5

one hundred twenty-three thousand Dollars \$ 123,000.00

c. Alternate No. 3 – Add bituminous on accessible trail

Add/Deduct fifty-two thousand Dollars \$ 52,000.<sup>00</sup>

C. Responsible Contractor Compliance

1. By signing this bid form, I am an Owner or Officer of the firm name listed on the bid form and I verify under oath that as a Prime Contractor I am in compliance with the Responsible Contractor criteria as defined in Minnesota Statute 16C.285, subd. 3.

DATE March, 31st 2016

FIRM NAME Peterson Companies, Inc.

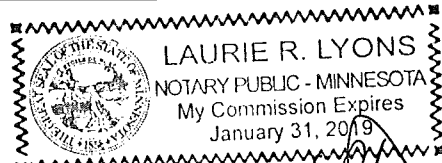
OFFICIAL ADDRESS 8326 Wyoming Trail  
Chisago City, MN 55013

TELEPHONE NUMBER( 651 ) 257-6864 FAX NUMBER( 651 ) 257-3393

BY [Signature]

TITLE (Owner or Officer) Jonathan Peterson

STATE OF MN )  
 )SS.  
COUNTY OF Chisago City )



Sworn to and subscribed to before me this 31 day of March, 2016.

Notary Public, Chisago County, State of Minnesota

My Commission Expires: January 31, 2019

[Signature]

END OF SECTION 00 41 13

SECTION 00 41 15

MN RESPONSIBLE CONTRACTOR COMPLIANCE AFFIDAVIT

The undersigned, the Owner or Officer of Peterson Companies, Inc. (Prime or Sub-Contractor Name) verify under oath that as a contractor I am in compliance with the following minimum criteria per Minnesota Statute 16C.285 Subd. 3:

1. The contractor:
  - i. Is in compliance with workers' compensation and unemployment insurance requirements;
  - ii. Is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
  - iii. Has a valid federal tax identification number or a valid Social Security number if an individual; and
  - iv. Has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative;
  
2. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
  - i. Repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
  - ii. Has been issued an order to comply by the commissioner of labor and industry that has become final;
  - iii. Has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
  - iv. Has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
  - v. Has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
  - vi. Has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction.

Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;
  
3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;
  
4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;
  
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;
  
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and

7. All subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses 1 to 6.

Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.

CONTRACTOR OR SUBCONTRACTOR

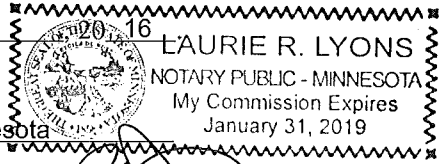
Peterson Companies, Inc.

By: 

Its: Jonathan M. Peterson, President

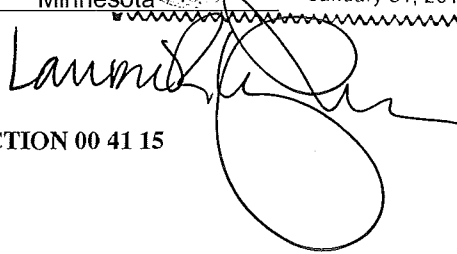
STATE OF Minnesota )  
 )SS.  
COUNTY OF Chisago )

Sworn to and subscribed to before me this 31 day of March



Notary Public, Chisago County, State of Minnesota

My Commission Expires: January 31, 2019



END OF SECTION 00 41 15

**UNANIMOUS CONSENT TO JOINT ACTION OF THE  
BOARD OF DIRECTORS AND SHAREHOLDERS OF  
PETERSON COMPANIES, INC.**

Pursuant to the provisions of Minnesota Statutes 302A, the following action is taken by the Board of Directors and Shareholders of Peterson Companies, Inc. (the "Corporation"), by unanimous written consent, as if a meeting of the Board of Directors and Shareholders had been duly called pursuant to notice and the Shareholders and members of the Board of Directors entitled to vote on the matters presented had been present and voting in favor of such action.

There are 100,000 issued and currently outstanding shares entitled to vote on the matters presented herein ("Shares"), and the undersigned Shareholder is the holder of record of all of the Shares on the date of this Unanimous Consent.

RESOLVED, that Jonathan M. Peterson, Curtis M. Peterson and Michael J. Peterson are appointed to the Board of Directors and each shall continue to serve until their successor is duly elected and qualified or he is removed by the shareholders of the Corporation; and it is

FURTHER RESOLVED, that the following named persons are appointed to the offices set forth opposite their respective names, to serve in that capacity until their successor is duly elected and qualified:

President / Treasurer:	Jonathan M. Peterson
Vice President:	Curtis M. Peterson
Secretary:	Laurie Lyons

The undersigned, constituting the sole Shareholder of record of the Corporation entitled to vote on the matters presented herein and the sole member of the Board of Directors, has executed this Unanimous Consent to Joint Action of the Board of Directors and Shareholders, effective April 21, 2011.



Jonathan M. Peterson, Shareholder & Director

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

**KNOW ALL MEN BY THESE PRESENTS**, that we

**Peterson Companies, Inc.**  
8326 Wyoming Trail  
Chisago City, MN 55013

as Principal, hereinafter called Principal, and

**Travelers Casualty and Surety Company of America**  
One Tower Square  
Hartford, CT 06183

a corporation duly organized under the laws of the State of **Connecticut**

as Surety, hereinafter called Surety, are held and firmly bound unto

**Independent School District No. 477, Princeton Public Schools**  
706 1st Street  
Princeton, MN 55371

as Obligee, hereinafter called Obligee, in the sum of **Five Percent (5%) of Total Amount Bid**

Dollars ( 5% ),

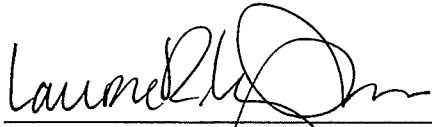
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for \_\_\_\_\_ (Here insert full name, address and description of project)

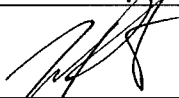
**Princeton Schools Ball Fields**

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

Signed and sealed this 31st day of March, 2016.

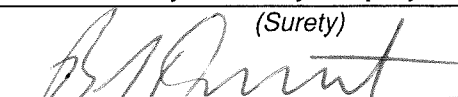
  
\_\_\_\_\_  
(Witness)

**Peterson Companies, Inc.**

{  \_\_\_\_\_  
(Principal) (Seal)

(Title) **Jonathan M. Peterson**  
President

**Travelers Casualty and Surety Company of America**

{  \_\_\_\_\_  
(Surety) (Seal)

(Title) **Brian J. Oestreich, Attorney-in-Fact**

CORPORATE ACKNOWLEDGMENT

State of Minnesota )  
 ) ss  
County of Chisago )

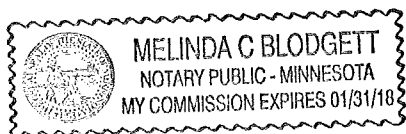
On this 31st day of March, 2016, before me appeared Jonathan M. Peterson, to me personally known, who, being by me duly sworn, did say that he/she is the President of Peterson Companies, Inc., a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said Jonathan M. Peterson acknowledged said instrument to be the free act and deed of said corporation.

 Laurie R. Lyons  
Notary Public Chisago County, MN  
My commission expires 1-31-2019

SURETY ACKNOWLEDGMENT

State of Minnesota )  
 ) ss  
County of Hennepin )

On this 31st day of March, 2016, before me appeared Brian J. Oestreich, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of Travelers Casualty and Surety Company of America, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said Brian J. Oestreich acknowledged said instrument to be the free act and deed of said corporation.

 MELINDA C BLODGETT  
NOTARY PUBLIC - MINNESOTA  
MY COMMISSION EXPIRES 01/31/18

Melinda C Blodgett  
Notary Public Washington County, Minnesota  
My commission expires 1/31/2018



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 229381

Certificate No. 006623720

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

John E. Tauer, Linda K. French, R. W. Frank, Craig Remick, Rachel Thomas, Nicole Stillings, Joshua R. Loftis, Brian J. Oestreich, Sandra M. Doze, Jerome T. Ouimet, D. R. Dougherty, Jack Cedarleaf II, Kurt C. Lundblad, Melinda C. Blodgett, R. C. Bowman, R. Scott Egginton, Ted R. Jorgensen, Emily Keiser, and Lin Ulven

of the City of Minneapolis, State of Minnesota, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 27th day of January, 2016.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

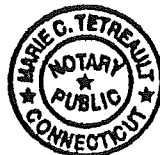


State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 27th day of January, 2016, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2016.



[Signature]
Marie C. Tetreault, Notary Public

SECTION 00 41 13

BID FORM

BID PROPOSAL FOR: PRINCETON SCHOOLS ATHLETIC FIELDS  
1100 82<sup>ND</sup> AVENUE NORTH  
PRINCETON, MINNESOTA

BID TO: Princeton Public School District #477  
District Board Room  
706 First Street  
Princeton, Minnesota 55377

BID FROM: WEST BRANCH CONSTRUCTION CO.

We have examined the Contract Documents for the proposed Princeton Primary Elementary School – Ball Fields as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1 issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 30 calendar days, by date designated in Section 01 32 00 Construction Scheduling.
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days from the opening thereof.

A. Base Bids

1. The Bidder agrees to perform all work for the Base Bid Sum of:

FIVE HUNDRED SEVENTY THOUSAND Dollars \$ 570,000 -

B. Alternates

1. The Bidder agrees to add to or deduct from the Base Bid Sum the following amounts to perform the alternate work described in Section 01 23 00, including all associated costs.

- a. Alternate No. 1 – Additional ball field #4 and ~~relocated~~ *demolition of* storage garage

Add  Deduct SEVENTY NINE THOUSAND Dollars \$ 79,000 -

- b. Alternate No. 2 – Additional ball field #5

Add  Deduct SEVENTY THOUSAND Dollars \$ 70,000 -





# Document A310™ – 2010

## Bid Bond

Bond Number: 2319202

### CONTRACTOR:

*(Name, legal status and address)*

West Branch Construction Co  
3527 Branch Rd  
Princeton, MN 55371-6126

### SURETY:

*(Name, legal status and principal place of business)*

West Bend Mutual Insurance Company  
8401 Greenway Blvd, Ste 1100  
Middleton, WI 53562

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

### OWNER:

*(Name, legal status and address)*

ISD #477  
706 1st St  
Princeton MN 55371-1502

**BOND AMOUNT:** \$ Five Percent of the Amount Bid

### PROJECT:

*(Name, location or address, and Project number, if any)*  
Princeton Schools Ball Fields 1100 82nd Ave, Princeton, MN 55371

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

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

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

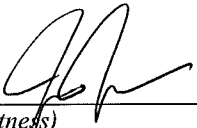
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

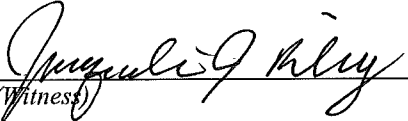
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement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

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**User Notes:**

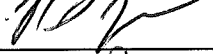
(1685665657)

Signed and sealed this 31 day of March, 2016

  
\_\_\_\_\_  
(Witness)

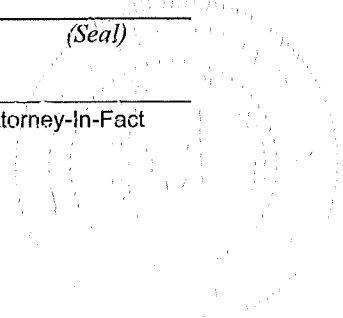
  
\_\_\_\_\_  
(Witness)

West Branch Construction Co  
\_\_\_\_\_  
(Contractor as Principal) (Seal)

  
\_\_\_\_\_  
(Title) PAUL JOHNSON, CFO

West Bend Mutual Insurance Company  
\_\_\_\_\_  
(Surety) (Seal)

  
\_\_\_\_\_  
(Title) ERIN POHLMAN, Attorney-In-Fact

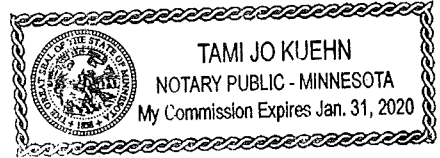


**CORPORATE**

STATE OF MINNESOTA }  
COUNTY OF Miller Lakes }

On this 31 day of March 2016, before me personally appeared Paul Johnson to me known, who, being by me first duly sworn, did depose and say that he/she resides in Sherburne; that he/she is the C.F.O. of West Branch Construction Co, the corporation described in and which executed the foregoing instrument; that he/she knows the corporate seal of said corporation; that the corporate seal affixed to said instrument is such corporate seal; that it was so affixed by order and authority of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order and authority.

Tami Jo Kuehn  
Notary Public



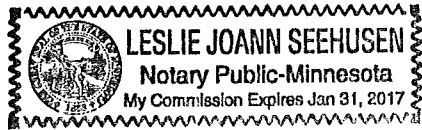
**SURETY**

STATE OF MINNESOTA }  
COUNTY OF STEARNS }

I, Leslie J Seehusen, Notary Public of Stearns County, in the State of Minnesota, do hereby certify that Erin Pohlman, Attorney-in-Fact, of the West Bend Mutual, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he/she signed, sealed and delivered said instrument, for and on behalf of the West Bend Mutual, for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of St-Cloud in said County, this 31 of March, 2016.

Leslie Seehusen  
Notary Public





2319202

### Power of Attorney

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

ERIN POHLMAN

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Seven Million Five Hundred Thousand Dollars (\$7,500,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

*Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-in-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.*

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2009.

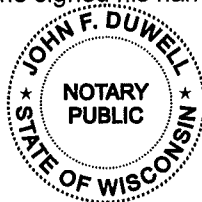
Attest James J. Pauly  
James J. Pauly  
Secretary



Kevin A. Steiner  
Kevin A. Steiner  
Chief Executive Officer / President

State of Wisconsin  
County of Washington

On the 1st day of March, 2009 before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



John F. Duwell  
John F. Duwell  
Executive Vice President - Chief Legal Officer  
Notary Public, Washington Co. WI  
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 31 day of March, 2016



Dale J. Kent  
Dale J. Kent  
Executive Vice President -  
Chief Financial Officer

NOTICE: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company  
8401 Greenway Blvd. Suite 1100 | P.O. Box 620976 | Middleton, WI 53562 | ph (608) 410-3410 | www.thesilverlining.com

SECTION 00 41 13

BID FORM

BID PROPOSAL FOR: PRINCETON SCHOOLS ATHLETIC FIELDS  
1100 82<sup>ND</sup> AVENUE NORTH  
PRINCETON, MINNESOTA

BID TO: Princeton Public School District #477  
District Board Room  
706 First Street  
Princeton, Minnesota 55377

BID FROM: EBERT, INC. dba EBERT CONSTRUCTION

We have examined the Contract Documents for the proposed Princeton Primary Elementary School – Ball Fields as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1 issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 30 calendar days, by date designated in Section 01 32 00 Construction Scheduling.
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days from the opening thereof.

A. Base Bids

1. The Bidder agrees to perform all work for the Base Bid Sum of:

Five hundred fifty-eight thousand eight hundred and 00/100 Dollars \$ 558,800.00

B. Alternates

1. The Bidder agrees to add to or deduct from the Base Bid Sum the following amounts to perform the alternate work described in Section 01 23 00, including all associated costs.

- a. Alternate No. 1 – Additional ball field #4 and ~~relocated~~ **demolition of storage garage**

Add/Deduct Twenty-eight thousand eight hundred and 00/100 Dollars \$ 28,800.00

- b. Alternate No. 2 – Additional ball field #5

Add/Deduct Twenty-eight thousand eight hundred and 00/100 Dollars \$ 28,800.00

c. Alternate No. 3 – Add bituminous on accessible trail

Add/Deduct Fifty eight thousand and 00/100 Dollars \$ 58,000.00

C. Responsible Contractor Compliance

- 1. By signing this bid form, I am an Owner or Officer of the firm name listed on the bid form and I verify under oath that as a Prime Contractor I am in compliance with the Responsible Contractor criteria as defined in Minnesota Statute 16C.285, subd. 3.

DATE 3/31/16

FIRM NAME EBERT, INC. dba EBERT CONSTRUCTION

OFFICIAL ADDRESS 23350 COUNTY ROAD 10

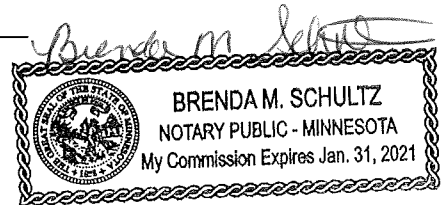
CORCORAN, MN 55357

TELEPHONE NUMBER( 763 ) 498-7844 FAX NUMBER( 763 ) 498-9951

BY [Signature]

TITLE (Owner or Officer) MARKUS R. EBERT, VP

STATE OF MINNESOTA )  
 )SS.  
COUNTY OF HENNEPIN )



Sworn to and subscribed to before me this 31 day of MAR, 2016.

Notary Public, HENNEPIN County, State of MINNESOTA

My Commission Expires: 1/31/21

END OF SECTION 00 41 13

SECTION 00 41 15

MN RESPONSIBLE CONTRACTOR COMPLIANCE AFFIDAVIT

The undersigned, the Owner or Officer of EBERT CONSTRUCTION (Prime or Sub-Contractor Name) verify under oath that as a contractor I am in compliance with the following minimum criteria per Minnesota Statute 16C.285 Subd. 3:

1. The contractor:
  - i. Is in compliance with workers' compensation and unemployment insurance requirements;
  - ii. Is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
  - iii. Has a valid federal tax identification number or a valid Social Security number if an individual; and
  - iv. Has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative;
2. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
  - i. Repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
  - ii. Has been issued an order to comply by the commissioner of labor and industry that has become final;
  - iii. Has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
  - iv. Has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
  - v. Has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
  - vi. Has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction.

Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;
3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;
4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and





Minnesota Department of  
**HUMAN RIGHTS**

## **CERTIFICATE OF COMPLIANCE**

**EBERT CONSTRUCTION, INC. is hereby certified as a contractor by the Minnesota Department of Human Rights. This certificate is valid from 5/5/2014 to 5/4/2018.**

This certification is subject to revocation or suspension prior to its expiration if the department issues a finding of noncompliance or if your organization fails to make a good faith effort to implement its affirmative action plan.

**Minnesota Department of Human Rights**

**FOR THE DEPARTMENT BY:**

Kevin M. Lindsey, Commissioner

AN EQUAL OPPORTUNITY EMPLOYER

Freeman Building • 625 Robert Street North • Saint Paul, Minnesota 55155  
Tel 651.539.1100 • MN Relay 711 or 1.800.627.3529 • Toll Free 1.800.657.3704 • Fax 651.296.9042 • [mn.gov/mdhr](http://mn.gov/mdhr)



Minnesota Department of  
**HUMAN RIGHTS**

## **CERTIFICATE OF** **EQUAL PAY**

**EBERT CONSTRUCTION, INC is hereby awarded a Certificate of Equal Pay by the Minnesota Department of Human Rights. This certificate is valid from September 15, 2014 to September 14, 2018.**

This certification is subject to revocation or suspension prior to its expiration if the Department issues a finding of noncompliance.

**Minnesota Department of Human Rights**

**FOR THE DEPARTMENT BY:**

Kevin M. Lindsey, Commissioner

AN EQUAL OPPORTUNITY EMPLOYER

# MERCHANTS BONDING COMPANY™

MERCHANTS BONDING COMPANY (MUTUAL) • MERCHANTS NATIONAL BONDING, INC.  
2100 FLEUR DRIVE • DES MOINES, IOWA 50321-1158 • (800) 678-8171 • (515) 243-3854 FAX

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)

**Ebert, Inc.**  
23350 County Road 10  
Corcoran, MN 55357

**SURETY:**

(Name, legal status and principal place  
of business)

Merchants Bonding Company (Mutual)  
A Corporation  
2100 Fleur Drive, Des Moines, IA 50321-1158

**OWNER:**

(Name, legal status and address)

**Independent School District No. 477**  
706 First Street  
Princeton, MN 55371

**BOND AMOUNT: Five Percent of the Bid Submitted**

**PROJECT:**

(Name, location or address, and Project number, if any)  
**Princeton Schools Ball Fields**

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

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

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

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

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

Signed and sealed this **31st** day of **March** **2016**

Ebert, Inc.



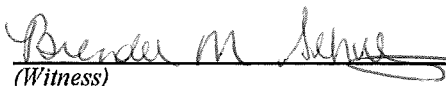
(Principal)

(Seal)

**Markus Ross Ebert**

**Vice President & Secretary**

(Title)




(Witness)

Merchants Bonding Company (Mutual)

(Surety)

(Seal)



(Title) **Patricia H. Borchers**

**Attorney-in-Fact**

CON 0657 (6/12)

Printed in cooperation with American Institute of Architects (AIA). The language in this document conforms exactly to the language used in AIA Document A310-Bid Bond-2010

ACKNOWLEDGMENT OF INDIVIDUAL

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss.

ACKNOWLEDGMENT OF PRINCIPAL

On this \_\_\_\_\_ day of \_\_\_\_\_, 2007, before me personally appeared \_\_\_\_\_, known to me to be the individual whose name is subscribed on this bond form, who acknowledged that this bond was executed for the purposes therein contained.

Notary Seal

\_\_\_\_\_  
Notary Public

ACKNOWLEDGMENT OF PARTNERSHIP

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss.

ACKNOWLEDGMENT OF PRINCIPAL

On this \_\_\_\_\_ day of \_\_\_\_\_, 2007, before me personally appeared \_\_\_\_\_, known to me to be a partner in the partnership whose name is subscribed on this bond form, who acknowledged to me that the bond was executed on behalf of the partnership for the purposes therein contained.

Notary Seal

\_\_\_\_\_  
Notary Public

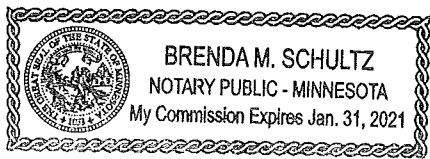
ACKNOWLEDGMENT OF CORPORATION

State of Minnesota )  
County of Hennepin ) ss.

ACKNOWLEDGMENT OF PRINCIPAL

On this 31st day of March, 2016 before me personally appeared Markus Ross Ebert, who acknowledged that he or she is the Vice President of a corporation whose name is subscribed on this bond form, and that, as a corporate officer, he or she is authorized to execute the bond for the purposes therein contained.

Notary Seal



*Brenda Schultz*  
\_\_\_\_\_  
Notary Public

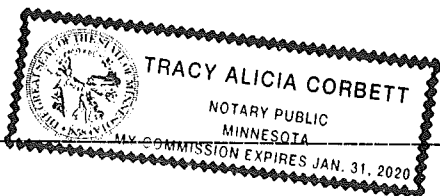
ACKNOWLEDGMENT OF SURETY

State of Minnesota )  
County of Hennepin ) ss.

ACKNOWLEDGMENT OF SURETY

On this 31st day of March, 2016 before me personally appeared Patricia H. Borchers, who acknowledged that he or she is the attorney in fact who is authorized on behalf of Merchants Bonding Company, corporation, on the behalf of the corporation.

Notary Seal



*Patricia H. Borchers*  
\_\_\_\_\_  
Notary Public

**MERCHANTS**  
**BONDING COMPANY™**  
**POWER OF ATTORNEY**

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations duly organized under the laws of the State of Iowa (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint, individually,

Wendy M. Schmid, William D. Jeatran, Christine Scott, Duane Mischke, Patricia H. Borchers,  
Emily Tschimperle, Jeff Settem

of Minneapolis and State of Minnesota their true and lawful Attorney-in-Fact, with full power and authority hereby conferred in their name, place and stead, to sign, execute, acknowledge and deliver in their behalf as surety any and all bonds, undertakings, recognizances or other written obligations in the nature thereof, subject to the limitation that any such instrument shall not exceed the amount of:

**TWENTY MILLION (\$20,000,000.00) DOLLARS**

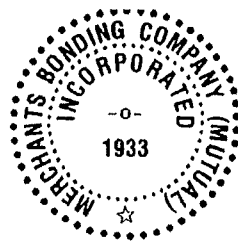
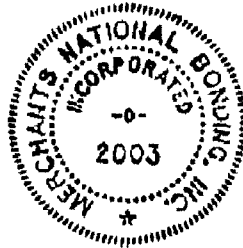
and to bind the Companies thereby as fully and to the same extent as if such bond or undertaking was signed by the duly authorized officers of the Companies, and all the acts of said Attorney-in-Fact, pursuant to the authority herein given, are hereby ratified and confirmed.

This Power-of-Attorney is made and executed pursuant to and by authority of the following By-Laws adopted by the Board of Directors of the Merchants Bonding Company (Mutual) on April 23, 2011 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 24, 2011.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof.

The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 4th day of April, 2012.



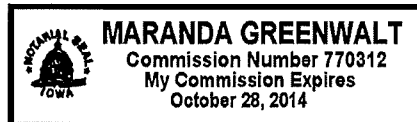
MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF POLK ss.

On this 4th day of April, 2012, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument is the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

In Testimony Whereof, I have hereunto set my hand and affixed my Official Seal at the City of Des Moines, Iowa, the day and year first above written.



*Maranda Greenwalt*  
Notary Public, Polk County, Iowa

STATE OF IOWA  
COUNTY OF POLK ss.

I, William Warner, Jr., Secretary of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 31st day of March, 2016.



*William Warner Jr.*  
Secretary

POA 0014 (11/11)



# GENERAL OFFICE PRODUCTS COMPANY

4521 Highway Seven  
Minneapolis, MN 55416  
www.gopco.com

Phone: (952) 925-7500  
Fax: (952) 925-7531

## Quotation

Page 1 of 60

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

QUOTE TO:

Kate Wistrand

SHIP TO:

Kate Wistrand

Terms: Net 15 From Inv Date

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
<b>BEG</b>	<b>Subsection</b>	<b>T1</b>		
1	6	TS4TLR3060 STEELCASE TOP-TABLE, RECTANGLE, LOW PRESSURE LAMINATE, 30D X 60W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 30/60 T1	135.63	813.78
2	24	BCABC STEELCASE CABBY LEG, CASTERS, 28 1/2H LEGS :4799 PLATINUM METALLIC Tag For: CAB T1	72.84	1,748.16
		Subsection Sub Total		2,561.94
		Sales Tax 0% (Exempt)		0.00
		Subsection Total		2,561.94
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>T2</b>		
3	2	BCAB4C STEELCASE CABBY LEG, PACKAGE QUANTITY 4, CASTERS, 28 1/2H LEGS :4799 PLATINUM METALLIC Tag For: CAB	291.35	582.70

I HAVE READ AND AGREE WITH THE QUOTATION AND THE SALES TERMS AND CONDITIONS ON THE TERMS AND CONDITIONS PAGE MADE A PART OF THIS QUOTATION.

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER



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## Quotation

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
4	2	T2 BFRR3672 STEELCASE TABLE-RECTANGLE, 36D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * RFCHAN *OPT:REINFORCING CHANNEL OPTION W RCHNL WITH REINFORCING CHANNEL Tag For: 36/72 T2	235.37	470.74
Subsection Sub Total				1,053.44
Sales Tax 0% (Exempt)				0.00
Subsection Total				1,053.44
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>T3</b>		
5	1	BFR48 STEELCASE TABLE-ROUND, 48 DIA EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) Tag For: 48 T3	176.70	176.70
6	1	BX36 STEELCASE BASE-X, 36W BASE :4799 PLATINUM METALLIC COLUMN :4799 PLATINUM METALLIC Tag For: XB T3	149.05	149.05
Subsection Sub Total				325.75
Sales Tax 0% (Exempt)				0.00
Subsection Total				325.75
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>T4</b>		
7	1	BFR54 STEELCASE TABLE-ROUND, 54 DIA EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL)	212.10	212.10

I HAVE READ AND AGREE WITH THE QUOTATION AND THE SALES TERMS AND CONDITIONS ON THE TERMS AND CONDITIONS PAGE MADE A PART OF THIS QUOTATION.

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER



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 (cont'd)

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
8	1	Tag For: 54 T4 BX36 STEELCASE BASE-X, 36W BASE :4799 PLATINUM METALLIC COLUMN :4799 PLATINUM METALLIC Tag For: XB T4	149.05	149.05
Subsection Sub Total				361.15
Sales Tax 0% (Exempt)				0.00
Subsection Total				361.15
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>T5</b>		
9	1	TS4TLDR24 STEELCASE TOP-TABLE, ROUND, 24 DIA, 1 1/8 THICK, LOW PRESSURE LAMINATE EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 24 T5	76.19	76.19
10	1	TS4TCOF22 STEELCASE BASE-COFFEE, 22 DIA X 16H BASE :4799 PLATINUM METALLIC Tag For: TB T5	138.56	138.56
Subsection Sub Total				214.75
Sales Tax 0% (Exempt)				0.00
Subsection Total				214.75
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical A</b>		
11	1	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical A	42.16	42.16
12	1	WSS12L STEELCASE	59.03	59.03

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ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER



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 (cont'd)

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
13	2	SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical A WSR36 STEELCASE	43.57	87.14
14	1	SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC Tag For: SR/36 Typical A TS5ATRE3672 STEELCASE	257.44	257.44
15	2	TABLE TOP-RECTANGULAR, 36D X 72W TOP-SURF:24L0 GRAPHITE WALNUT (LPL) OPTIONS * * OPTIONS * * EDGE *OPT:EDGE PROFILE OPTIONS FLAT STD:FLAT EDGE PROFILE POWER *OPT:POWER OPTIONS NO PWR NO POWER Tag For: 36/72 Typical A TS5ATBTS STEELCASE	149.02	298.04
16	3	TABLE BASE-T, STEEL, 4D X 30W X 28H BASIC :4799 PLATINUM METALLIC Tag For: TB Typical A TS5L2436UL STEELCASE	383.07	1,149.21
17	2	LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL Tag For: LF/2/36 Typical A TS5TLWD72 STEELCASE	369.45	738.90

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ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER



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(cont'd)

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
18	1	FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK  Tag For: 16/72 Typical A TS5LTBW72 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 72W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ HORIZONTAL APPLICATION ONLY	166.77	166.77
19	1	TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: TB/72 Typical A	243.14	243.14
20	2	TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL)  Tag For: BC/5H/36 Typical A	257.99	515.98
21	3	TS5TLTD2472 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: 24/72 Typical A	125.07	375.21
22	1	TS5LMSQL272 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 2, 27H LEGS :4799 PLATINUM METALLIC  Tag For: PL Typical A	109.80	109.80

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## Quotation

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
23	1	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC Tag For: PL Typical A	218.78	218.78
24	2	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/WM/36 Typical A	18.27	36.54
25	1	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H Tag For: WM/48 Typical A	29.51	29.51
26	1	E6NM6012 STEELCASE PANEL-MODESTY, 60W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC Tag For: MP/60 Typical A	136.40	136.40
27	1	TS5TLBBF22M STEELCASE PEDESTAL-MOBILE, BOX / BOX / FILE, 22D X 27H BASIC :2L84 MILK (LPL) EDGE :6052 MILK FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	329.41	329.41

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
28	2	Tag For: BBF Typical A LSB48K2 STEELCASE LIGHT-SHELF, 32 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 49W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/49 Typical A	127.13	254.26
Subsection Sub Total				5,047.72
Sales Tax 0% (Exempt)				0.00
Subsection Total				5,047.72
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical B1</b>		
29	2	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical B1	59.03	118.06
30	2	TS5TLDS2472 STEELCASE SHELL-DESK, 24D X 72W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS Tag For: 24/72 Typical B1	225.80	451.60

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
31	2	TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 16/48 Typical B1	243.14	486.28
32	2	TS5TLTD2472 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 24/72 Typical B1	125.07	250.14
33	2	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC Tag For: PL Typical B1	218.78	437.56
34	2	TS5LTBW36 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 36W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION Tag For: TB/24 Typical B1	110.63	221.26
35	2	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC Tag For: SR/48 Typical B1	55.28	110.56
36	2	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/WM/48 Typical B1	18.27	36.54
37	2	WPFS STEELCASE PAPERFLO MANAGER	42.16	84.32

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
38	2	BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical B1 TS5L2436UL STEELCASE LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	383.07	766.14
39	4	Tag For: LF/2/36 Typical B1 TS5TLWD36 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK	179.15	716.60
40	4	Tag For: 16/36 Typical B1 TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL)	257.99	1,031.96
41	2	Tag For: BC/5H/36 Typical B1 AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H	29.51	59.02
42	2	Tag For: WM/48 Typical B1 BFR36 STEELCASE TABLE-ROUND, 36 DIA EDGE :6242 VIRGINIA WALNUT	145.34	290.68

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
43	2	TOP-SURF:2535 VIRGINIA WALNUT (HPL) Tag For: 36 Typical B1 BX26 STEELCASE BASE-X, 26W BASE :4799 PLATINUM METALLIC COLUMN :4799 PLATINUM METALLIC	117.01	234.02
44	2	Tag For: XB Typical B1 E6NM6012 STEELCASE PANEL-MODESTY, 60W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC	136.40	272.80
45	1	Tag For: MP/60 Typical B1 RBC15242A STEELCASE BOOKCASE, 1 ADJUSTABLE SHELF, 15D X 24W X 28H BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS NO TOP NO TOP	236.94	236.94
46	2	Tag For: BC/2/24 Typical B1 TS5TLBBF22M STEELCASE PEDESTAL-MOBILE, BOX / BOX / FILE, 22D X 27H BASIC :2L84 MILK (LPL) EDGE :6052 MILK FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL	329.41	658.82

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
47	4	NICKEL *PULL:NICKEL 9211 NICKEL Tag For: BBF Typical B1 LSB24K2 STEELCASE LIGHT-SHELF, 17 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 25W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/25 Typical B1	98.80	395.20
Subsection Sub Total				6,858.50
Sales Tax 0% (Exempt)				0.00
Subsection Total				6,858.50
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical C1</b>		
48	1	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical C1	42.16	42.16
49	1	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical C1	59.03	59.03
50	1	RLF18364F STEELCASE UNIVERSAL; LATERAL FILE, 4 DRAWERS, FLUSH STEEL FRONT, 18D X 36W X 52H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG	629.57	629.57

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## Quotation

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
51	1	OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS STL TOP STD:1" STEEL TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR DWR ACC *OPT:FILE DWR ACCESSORIES HF STD:DRAWERS WITH HF'S WGHT PKG *OPT:COUNTERWEIGHT PKG WEIGHT COUNTERWEIGHT PKG  Tag For: LF/4/36 Typical C1  TS5TLDS2496 STEELCASE  SHELL-DESK, 24D X 96W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS  Tag For: 24/96 Typical C1	377.70	377.70
52	1	TS5LBBF23U STEELCASE  PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL  Tag For: BBF Typical C1	250.98	250.98
53	1	TS5L2436UL STEELCASE  LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL)	383.07	383.07

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL  Tag For: LF/2/36 Typical C1		
54	2	TS5TLWD48 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 48W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK  Tag For: 16/48 Typical C1	243.14	486.28
55	1	TS5LTBW48 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 48W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: TB/48 Typical C1	122.19	122.19
56	1	TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: 16/48 Typical C1	243.14	243.14
57	1	TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL)  Tag For: BC/5H/36 Typical C1	257.99	257.99

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
58	1	TS5TLTD2460 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 60W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 24/60 Typical C1	112.28	112.28
59	1	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC Tag For: PL Typical C1	218.78	218.78
60	1	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC Tag For: SR/48 Typical C1	55.28	55.28
61	1	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/WM/48 Typical C1	18.27	18.27
62	1	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H Tag For: WM/48 Typical C1	29.51	29.51
63	1	E6NM4812 STEELCASE PANEL-MODESTY, 48W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC Tag For: MP/48 Typical C1	103.19	103.19
64	2	LSB36K2 STEELCASE	115.33	230.66

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS  Tag For: USL/37 Typical C1		
			Subsection Sub Total	3,620.08
			Sales Tax 0% (Exempt)	0.00
			Subsection Total	3,620.08
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical C2</b>		
65	1	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE  Tag For: PF11 Typical C2	42.16	42.16
66	1	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER  Tag For: SS12L/12 Typical C2	59.03	59.03
67	3	RWV24154AF STEELCASE TOWER-WORKSTATION VERTICAL, 4 12H DRAWERS, FLUSH STEEL FRONT, 24D X 15W X 52H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS STL TOP STD:1" STEEL TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR	610.31	1,830.93

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
68	1	WGHT PKG *OPT:COUNTERWEIGHT PKG WEIGHT COUNTERWEIGHT PKG Tag For: VC/52 Typical C2 TS5TLDS2496 STEELCASE SHELL-DESK, 24D X 96W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS Tag For: 24/96 Typical C2	377.70	377.70
69	1	TS5LBBF23U STEELCASE PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL Tag For: BBF Typical C2	250.98	250.98
70	1	TS5L2436UL STEELCASE LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	383.07	383.07

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
71	2	Tag For: LF/2/36 Typical C2 TS5TLWD48 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 48W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK	243.14	486.28
72	1	Tag For: 16/48 Typical C2 TS5LTBW48 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 48W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION	122.19	122.19
73	1	Tag For: TB/48 Typical C2 TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)	243.14	243.14
74	1	Tag For: 16/48 Typical C2 TS5TLTD2460 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 60W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)	112.28	112.28
75	1	Tag For: 24/60 Typical C2 TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC Tag For: PL Typical C2	218.78	218.78

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# GENERAL OFFICE PRODUCTS COMPANY

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## Quotation

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
76	1	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC Tag For: SR/48 Typical C2	55.28	55.28
77	1	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/WM/48 Typical C2	18.27	18.27
78	1	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H Tag For: WM/48 Typical C2	29.51	29.51
79	1	E6NM4812 STEELCASE PANEL-MODESTY, 48W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC Tag For: MP/48 Typical C2	103.19	103.19
80	2	LSB36K2 STEELCASE LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/37 Typical C2	115.33	230.66

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
Subsection Sub Total				4,563.45
Sales Tax 0% (Exempt)				0.00
Subsection Total				4,563.45
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical C3</b>		
81	3	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical C3	42.16	126.48
82	3	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical C3	59.03	177.09
83	3	TS5TLDS2496 STEELCASE SHELL-DESK, 24D X 96W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS Tag For: 24/96 Typical C3	377.70	1,133.10
84	3	TS5LBBF23U STEELCASE PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	250.98	752.94

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
85	3	Tag For: BBF Typical C3 TS5L2436UL STEELCASE LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	383.07	1,149.21
86	6	Tag For: LF/2/36 Typical C3 TS5TLWD48 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 48W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK	243.14	1,458.84
87	3	Tag For: 16/48 Typical C3 TS5LTBW48 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 48W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION	122.19	366.57
88	3	Tag For: TB/48 Typical C3 TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)	243.14	729.42
		Tag For: 16/48 Typical C3		

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
89	6	TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) Tag For: BC/5H/36 Typical C3	257.99	1,547.94
90	3	TS5TLTD2460 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 60W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) Tag For: 24/60 Typical C3	112.28	336.84
91	3	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC Tag For: PL Typical C3	218.78	656.34
92	3	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC Tag For: SR/48 Typical C3	55.28	165.84
93	3	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/WM/48 Typical C3	18.27	54.81
94	3	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4 X 1 3/4H Tag For: WM/48 Typical C3	29.51	88.53
95	3	E6NM4812 STEELCASE PANEL-MODESTY, 48W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET	103.19	309.57

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
96	6	BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC Tag For: MP/48 Typical C3 LSB36K2 STEELCASE LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/37 Typical C3	115.33	691.98
Subsection Sub Total				9,745.50
Sales Tax 0% (Exempt)				0.00
Subsection Total				9,745.50
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical C4</b>		
97	2	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical C4	42.16	84.32
98	2	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical C4	59.03	118.06
99	2	WSR36 STEELCASE SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC	43.57	87.14

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
100	2	Tag For: SR/36 Typical C4 TS5TLDS2496 STEELCASE SHELL-DESK, 24D X 96W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS	377.70	755.40
101	2	Tag For: 24/96 Typical C4 TS5LBBF23U STEELCASE PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	250.98	501.96
102	2	Tag For: BBF Typical C4 TS5L2436UL STEELCASE LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL Tag For: LF/2/36 Typical C4	383.07	766.14

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
103	4	TS5TLWD48 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 48W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK  Tag For: 16/48 Typical C4	243.14	972.56
104	1	TS5LTBW48 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 48W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: TB/48 Typical C4	122.19	122.19
105	2	TS5TLS48 STEELCASE LOWER STORAGE-OPEN, 48W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: 16/48 Typical C4	243.14	486.28
106	2	TS5TLTD2460 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 60W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: 24/60 Typical C4	112.28	224.56
107	2	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC  Tag For: PL Typical C4	218.78	437.56
108	1	TS5LTBW36 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 36W	110.63	110.63

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## Quotation

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION		
		Tag For: TB/24 Typical C4		
109	1	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC	55.28	55.28
		Tag For: SR/48 Typical C4		
110	2	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC	18.27	36.54
		Tag For: SW/WM/36 Typical C4		
111	1	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC	18.27	18.27
		Tag For: SW/WM/48 Typical C4		
112	2	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H	29.51	59.02
		Tag For: WM/48 Typical C4		
113	2	E6NM4812 STEELCASE PANEL-MODESTY, 48W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC	103.19	206.38
		Tag For: MP/48 Typical C4		
114	4	LSB36K2 STEELCASE	115.33	461.32

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS  Tag For: USL/37 Typical C4		
			Subsection Sub Total	5,503.61
			Sales Tax 0% (Exempt)	0.00
			Subsection Total	5,503.61
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical D1</b>		
115	4	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE  Tag For: PF11 Typical D1	42.16	168.64
116	4	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER  Tag For: SS12L/12 Typical D1	59.03	236.12
117	4	RPF2427AF STEELCASE PEDESTAL-FIXED, 2 BOX / 1 FILE, FLUSH STEEL FRONT, 22 5/8D X 15W X 27H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * DWR OPT *OPT:DRAWER FEATURE OPTIONS FULL DWR STD:FULL DRAWER PULLS *OPT:PULL OPTIONS INT PULL STD:INTEGRAL J, PULL LOCK OPT *OPT:LOCK OPTIONS	205.36	821.44

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
118	2	SINGLELK STD:SINGLE LOCK Tag For: BBF/15 Typical D1 RWV24154AF STEELCASE TOWER-WORKSTATION VERTICAL, 4 12H DRAWERS, FLUSH STEEL FRONT, 24D X 15W X 52H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS STL TOP STD:1" STEEL TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR WGHT PKG *OPT:COUNTERWEIGHT PKG WEIGHT COUNTERWEIGHT PKG Tag For: VC/52 Typical D1	610.31	1,220.62
119	4	WSR36 STEELCASE SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC Tag For: SR/36 Typical D1	43.57	174.28
120	4	WSRU1 STEELCASE SLATRAIL, PANEL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/PM Typical D1	18.27	73.08
121	4	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H Tag For: WM/48 Typical D1	29.51	118.04
122	10	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION	30.35	303.50

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
123	4	NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 36/42 Typical D1 TS742THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 42W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 42/42 Typical D1	34.40	137.60
124	3	TS742TLPJ STEELCASE JUNCTION-L, THIN, 42H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: L42 Typical D1	53.28	159.84
125	1	TS742TTPJ STEELCASE JUNCTION-T, THIN, 42H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: T42 Typical D1	53.28	53.28

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
126	5	TS742TEPJ STEELCASE JUNCTION-END OF RUN, THIN, 42H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: E42 Typical D1	34.06	170.30
127	6	TS742TIPJ STEELCASE JUNCTION-IN LINE, THIN, 42H  Tag For: I42 Typical D1	24.28	145.68
128	20	TS73636TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 36H X 36W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D1	60.36	1,207.20
129	8	TS73642TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 36H X 42W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D1	66.43	531.44
130	3	TS76BPX STEELCASE POWER INFEED, 3+1, 6L IN FT PLASTIC :6009 ARCTIC WHITE  Tag For: BPI/6 Typical D1	84.64	253.92
131	5	TS7PK36X STEELCASE KIT-POWER, 3+1, 36W  Tag For:	67.44	337.20

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## Quotation

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
132	4	Typical D1 TS7PK42X STEELCASE KIT-POWER, 3+1, 42W	67.44	269.76
		Tag For:		
133	3	Typical D1 TS71SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 1, 3+1 PLASTIC :6009 ARCTIC WHITE	13.83	41.49
		Tag For:		
134	3	Typical D1 TS72SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 2, 3+1 PLASTIC :6009 ARCTIC WHITE	13.83	41.49
		Tag For:		
135	3	Typical D1 TS73SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 3, 3+1 PLASTIC :6009 ARCTIC WHITE	13.83	41.49
		Tag For:		
136	4	US2454 STEELCASE WORKSURFACE-STRAIGHT, PLASTIC EDGE, LAMINATE, 1/2 CORD DROP, 23 1/2D X 54W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION SCALLOP STD:SCALLOPS CADDY OPT *OPT:PERSONAL CADDY CUTOUT OPTIONS OMIT CDY STD:OMIT CADDY CUTOUT	93.74	374.96
		Tag For:		
137	4	24/54 Typical D1 US2472 STEELCASE WORKSURFACE-STRAIGHT, PLASTIC EDGE, LAMINATE, 1/2 CORD DROP, 23 1/2D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION OMIT OMIT SCALLOPS CADDY OPT *OPT:PERSONAL CADDY CUTOUT OPTIONS	124.77	499.08

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
144	2	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS COH1 STD COH TOP CAP - 1 END CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY  Tag For: 36/30s Typical D1	32.37	64.74
145	2	TS730TEPJ STEELCASE JUNCTION-END OF RUN, THIN, 30H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: E30 Typical D1	34.06	68.12
146	2	TS742HFS STEELCASE FRAME, HORIZONTAL PACKAGE, STACKING, 42W  Tag For: HFS42 Typical D1	8.77	17.54
147	4	TS72436TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 24H X 36W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION	40.47	161.88
148	2	UTR1636TA STEELCASE WORKSURFACE-TRANSACTION, PLASTIC EDGE, LAMINATE, STRAIGHT, THIN,	109.59	219.18

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
149	2	ANSWER APPLICATION, 16D X 36W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD TOP CAP TOP-CAP TOP CAP SMTH PNT *TOP-CAP:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: 16/36 Typical D1	118.02	236.04
150	4	UTR1642TA STEELCASE WORKSURFACE-TRANSACTION, PLASTIC EDGE, LAMINATE, STRAIGHT, THIN, ANSWER APPLICATION, 16D X 42W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD TOP CAP TOP-CAP TOP CAP SMTH PNT *TOP-CAP:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: 16/42 Typical D1	316.64	1,266.56
		RLF24302F STEELCASE UNIVERSAL; LATERAL FILE, 2 DRAWERS, FLUSH STEEL FRONT, 24D X 30W X 28H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS NO TOP NO TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR DWR ACC *OPT:FILE DWR ACCESSORIES RAIL STD:DRAWERS WITH RAILS CNTRWT *OPT:COUNTERWEIGHT PKG NO WGHT NO COUNTERWT PKG BASE OPT *OPT:BASE OPTIONS UNIVBASE UNIVERSAL BASE  Tag For: LF/2/30 Typical D1		

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
151	3	TS74SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 4, 3+1 PLASTIC :6009 ARCTIC WHITE Tag For: Typical D1	13.83	41.49
Subsection Sub Total				10,364.42
Sales Tax 0% (Exempt)				0.00
Subsection Total				10,364.42
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical D2</b>		
152	1	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE Tag For: PF11 Typical D2	42.16	42.16
153	1	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER Tag For: SS12L/12 Typical D2	59.03	59.03
154	1	RPM2427AF STEELCASE PEDESTAL-MOBILE, 2 BOX / 1 FILE, DRAWER, FLUSH STEEL FRONT, 22 5/8D BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS 1/8 IN STL STD:1/8 INCH HIGH STEEL DWR OPT *OPT:DRAWER OPTIONS FULL DWR STD:FULL DRAWER PULLS *OPT:PULL OPTIONS INT PULL STD:INTEGRAL J, PULL Tag For: BBF Typical D2	314.95	314.95
155	1	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H Tag For: WM/48	29.51	29.51

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
156	1	Typical D2 TS734TCIJ STEELCASE JUNCTION-IN LINE, CHANGE OF HEIGHT, THIN, 30 TO 42 OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: I30-42 Typical D2	62.05	62.05
157	1	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS COH1 STD COH TOP CAP - 1 END CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 36/30s Typical D2	32.37	32.37
158	2	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 36/42 Typical D2	30.35	60.70
159	1	TS742THF STEELCASE	34.40	34.40

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		FRAME, HORIZONTAL PACKAGE, THIN, 42W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 42/42 Typical D2		
160	1	TS742TLPJ STEELCASE JUNCTION-L, THIN, 42H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: L42 Typical D2	53.28	53.28
161	1	TS730TEPJ STEELCASE JUNCTION-END OF RUN, THIN, 30H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: E30 Typical D2	34.06	34.06
162	1	TS742TIPJ STEELCASE JUNCTION-IN LINE, THIN, 42H Tag For: I42 Typical D2	24.28	24.28
163	1	TS736HFS STEELCASE FRAME, HORIZONTAL PACKAGE, STACKING, 36W Tag For: HFS36 Typical D2	7.76	7.76

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
164	2	TS72436TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 24H X 36W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D2	40.47	80.94
165	4	TS73636TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 36H X 36W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D2	60.36	241.44
166	2	TS73642TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 36H X 42W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D2	66.43	132.86
167	1	US2454 STEELCASE WORKSURFACE-STRAIGHT, PLASTIC EDGE, LAMINATE, 1/2 CORD DROP, 23 1/2D X 54W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION OMIT OMIT SCALLOPS CADDY OPT *OPT:PERSONAL CADDY CUTOUT OPTIONS OMIT CDY STD:OMIT CADDY CUTOUT  Tag For: 24/54 Typical D2	93.74	93.74
168	1	US2472 STEELCASE	124.77	124.77

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
169	2	WORKSURFACE-STRAIGHT, PLASTIC EDGE, LAMINATE, 1/2 CORD DROP, 23 1/2D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION OMIT OMIT SCALLOPS CADDY OPT *OPT:PERSONAL CADDY CUTOUT OPTIONS OMIT CDY STD:OMIT CADDY CUTOUT  Tag For: 24/72 Typical D2	109.59	219.18
170	2	UTR1636TA STEELCASE WORKSURFACE-TRANSACTION, PLASTIC EDGE, LAMINATE, STRAIGHT, THIN, ANSWER APPLICATION, 16D X 36W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD TOP CAP TOP-CAP TOP CAP SMTH PNT *TOP-CAP:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: 16/36 Typical D2	34.40	68.80
171	1	UCANT STEELCASE CANTILEVER, ON MODULE APPLICATION, 16W X 13D BASIC :4242 MILK SMOOTH  Tag For: CANT Typical D2	121.40	121.40
172	1	UFH24LHANS STEELCASE LEG-UNIVERSAL, LEFT HAND, HALF, ANSWER APPLICATION, 24D BASIC :4242 MILK SMOOTH  Tag For: HL/24 Typical D2	84.64	84.64
		TS76BPX STEELCASE POWER INFEED, 3+1, 6L IN FT PLASTIC :6009 ARCTIC WHITE  Tag For: BPI/6		

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
173	1	Typical D2 TS7PK36X STEELCASE KIT-POWER, 3+1, 36W	67.44	67.44
		Tag For:		
174	1	Typical D2 TS7PK42X STEELCASE KIT-POWER, 3+1, 42W	67.44	67.44
		Tag For:		
175	3	Typical D2 TS71SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 1, 3+1 PLASTIC :6009 ARCTIC WHITE	13.83	41.49
		Tag For: Typical D2		
176	1	RLF24302F STEELCASE UNIVERSAL; LATERAL FILE, 2 DRAWERS, FLUSH STEEL FRONT, 24D X 30W X 28H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS NO TOP NO TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR DWR ACC *OPT:FILE DWR ACCESSORIES RAIL STD:DRAWERS WITH RAILS CNTRWT *OPT:COUNTERWEIGHT PKG NO WGHT NO COUNTERWT PKG BASE OPT *OPT:BASE OPTIONS UNIVBASE UNIVERSAL BASE	316.64	316.64
		Tag For: LF/2/30 Typical D2		
177	1	WSR36 STEELCASE SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC	43.57	43.57
		Tag For: SR/36 Typical D2		
178	1	WSRU1 STEELCASE SLATRAIL, PANEL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC	18.27	18.27

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
183	6	Tag For: BBF/15 Typical D3 RBB48TAK STEELCASE UNIVERSAL; BIN-IN THE CASE, TECHNOLOGY / ANSWER / KICK APPLICATION, 48W BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * DOOR *OPT:DOOR OPTIONS STD DOOR STD:STANDARD DOOR NO ASST STD:NO ASSIST LOCK OPT *OPT:LOCK OPTIONS LOCK STD:LOCK BRACKETS *OPT:OPTIONAL BRACKETS NOOPTBKT STD:NO OPTIONAL BRACKETS	220.20	1,321.20
184	3	Tag For: OH/48/16 Typical D3 AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4 X 1 3/4H	29.51	88.53
185	3	Tag For: WM/48 Typical D3 E6NM6012 STEELCASE PANEL-MODESTY, 60W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC	136.40	409.20
186	3	Tag For: MP/60 Typical D3 TS746TCIJ STEELCASE JUNCTION-IN LINE, CHANGE OF HEIGHT, THIN, 42 TO 66 OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG	64.74	194.22

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
187	3	UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: I42-66 Typical D3  TS724THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 24W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY  Tag For: 24/66 Typical D3	26.64	79.92
188	3	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY  Tag For: 36/42 Typical D3	30.35	91.05
189	3	TS736THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 36W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS COH1 STD COH TOP CAP - 1 END CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY	32.37	97.11

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
190	4	BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 36/42s Typical D3 TS748THF STEELCASE FRAME, HORIZONTAL PACKAGE, THIN, 48W BASIC :4242 MILK SMOOTH OPTIONS * * OPTIONS * * TC OPT *OPT:TOP CAP OPTIONS STD CAP STD:STD TOP CAP CABLEOPT *OPT:CABLE TRAY OPTION NO TRAY NO CABLE TRAY BASE OPT *OPT:BASE TRIM OPTIONS KO BOTH STD:KNOCKOUT BASE BOTH SIDES TRAY OPT *OPT:BASE TRAY OPTION NO TRAY NO BASE TRAY Tag For: 48/66 Typical D3	36.42	145.68
191	1	TS766TLPJ STEELCASE JUNCTION-L, THIN, 66H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: L66 Typical D3	53.28	53.28
192	1	TS766TTPJ STEELCASE JUNCTION-T, THIN, 66H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH Tag For: T66 Typical D3	53.28	53.28

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
193	3	TS742TEPJ STEELCASE JUNCTION-END OF RUN, THIN, 42H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: E42 Typical D3	34.06	102.18
194	2	TS766TEPJ STEELCASE JUNCTION-END OF RUN, THIN, 66H OPTIONS * * OPTIONS * * TRIM *OPT:TRIM PACKAGE PAINT PAINTED TRIM PKG UPRIGHT UPRIGHT SMTH PNT *UPRIGHT:SMOOTH PAINT 4242 MILK SMOOTH  Tag For: E66 Typical D3	34.06	68.12
195	3	TS742TIPJ STEELCASE JUNCTION-IN LINE, THIN, 42H  Tag For: I42 Typical D3	24.28	72.84
196	2	TS766TIPJ STEELCASE JUNCTION-IN LINE, THIN, 66H  Tag For: I66 Typical D3	24.28	48.56
197	3	TS724HFS STEELCASE FRAME, HORIZONTAL PACKAGE, STACKING, 24W  Tag For: HFS24 Typical D3	6.74	20.22
198	12	TS73636TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 36H X 36W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D3	60.36	724.32

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
199	6	TS76024TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 60H X 24W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D3	66.43	398.58
200	8	TS76048TK STEELCASE PANEL SKIN-TACKABLE ACOUSTICAL, 60H X 48W SURFACE :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: Typical D3	90.71	725.68
201	6	US2472 STEELCASE WORKSURFACE-STRAIGHT, PLASTIC EDGE, LAMINATE, 1/2 CORD DROP, 23 1/2D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION OMIT OMIT SCALLOPS CADDY OPT *OPT:PERSONAL CADDY CUTOUT OPTIONS OMIT CDY STD:OMIT CADDY CUTOUT  Tag For: 24/72 Typical D3	124.77	748.62
202	3	US2496 STEELCASE WORKSURFACE-STRAIGHT, 1/2 CORD DROP, 23 1/2D X 96W EDGE :6242 VIRGINIA WALNUT TOP-SURF:2535 VIRGINIA WALNUT (HPL) OPTIONS * * OPTIONS * * WKSF OPT *OPT:WORKSURFACE OPTION SCALLOP STD:SCALLOPS  Tag For: 24/96 Typical D3	205.02	615.06
203	6	UCANT STEELCASE	34.40	206.40

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		CANTILEVER, ON MODULE APPLICATION, 16W X 13D BASIC :4242 MILK SMOOTH Tag For: CANT Typical D3		
204	2	USSBR STEELCASE BRACKET-SIDE SUPPORT Tag For: SS Typical D3	12.48	24.96
205	3	UEP24 STEELCASE PANEL-END, ON MODULE APPLICATION, 24D X 27H BASIC :4242 MILK SMOOTH Tag For: EP/24 Typical D3	122.74	368.22
206	3	UFB STEELCASE BRACKET-FLUSH MOUNT Tag For: FMB Typical D3	8.43	25.29
207	2	TS76BPX STEELCASE POWER INFEED, 3+1, 6L IN FT PLASTIC :6009 ARCTIC WHITE Tag For: BPI/6 Typical D3	84.64	169.28
208	3	TS7PK24X STEELCASE KIT-POWER, 3+1, 24W Tag For: Typical D3	67.44	202.32
209	6	TS7PK36X STEELCASE KIT-POWER, 3+1, 36W Tag For: Typical D3	67.44	404.64
210	6	TS71SSX STEELCASE RECEPTACLE-SYSTEM GROUND, LINE 1, 3+1 PLASTIC :6009 ARCTIC WHITE Tag For: Typical D3	13.83	82.98
211	3	TS72SSX STEELCASE	13.83	41.49

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
212	3	RECEPTACLE-SYSTEM GROUND, LINE 2, 3+1 PLASTIC :6009 ARCTIC WHITE Tag For: Typical D3 RLF24302F STEELCASE UNIVERSAL; LATERAL FILE, 2 DRAWERS, FLUSH STEEL FRONT, 24D X 30W X 28H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS NO TOP NO TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR DWR ACC *OPT:FILE DWR ACCESSORIES RAIL STD:DRAWERS WITH RAILS CNTRWT *OPT:COUNTERWEIGHT PKG NO WGHT NO COUNTERWT PKG BASE OPT *OPT:BASE OPTIONS UNIVBASE UNIVERSAL BASE Tag For: LF/2/30 Typical D3	316.64	949.92
213	3	WSR48 STEELCASE SLATRAIL, 48W BASIC :4799 PLATINUM METALLIC Tag For: SR/48 Typical D3	55.28	165.84
214	3	WSRU1 STEELCASE SLATRAIL, PANEL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC Tag For: SW/PM Typical D3	18.27	54.81
215	3	UFQ24T STEELCASE LEG-UNIVERSAL, TABLE, OPEN, 24D BASIC :4242 MILK SMOOTH Tag For: OL-TB/24 Typical D3	157.48	472.44
216	6	LSB36K2 STEELCASE LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W	115.33	691.98

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS  Tag For: USL/37 Typical D3		
			Subsection Sub Total	10,534.30
			Sales Tax 0% (Exempt)	0.00
			Subsection Total	10,534.30
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical E</b>		
217	2	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE  Tag For: PF11 Typical E	42.16	84.32
218	2	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER  Tag For: SS12L/12 Typical E	59.03	118.06
219	2	WSR36 STEELCASE SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC  Tag For: SR/36 Typical E	43.57	87.14
220	2	TS5TLDS2472 STEELCASE SHELL-DESK, 24D X 72W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL	225.80	451.60

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
221	2	EP OPT *OPT:END PANEL OPTIONS 2FULLEPS STD:TWO FULL END PANELS  Tag For: 24/72 Typical E  TS5LBBF23U STEELCASE  PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL  Tag For: BBF Typical E	250.98	501.96
222	2	TS5L2436UL STEELCASE  LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL  Tag For: LF/2/36 Typical E	383.07	766.14
223	4	TS5TLWD36 STEELCASE  OVERHEAD STORAGE-WALL MOUNT, DOORS, 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK  Tag For: 16/36 Typical E	179.15	716.60

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
224	2	TS5LTBW36 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 36W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION  Tag For: TB/36 Typical E	110.63	221.26
225	2	TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL)  Tag For: BC/5H/36 Typical E	257.99	515.98
226	2	TS5TLTD2472 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)  Tag For: 24/72 Typical E	125.07	250.14
227	2	TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC  Tag For: PL Typical E	218.78	437.56
228	2	WSRW STEELCASE SLATRAIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC  Tag For: SW/WM/36 Typical E	18.27	36.54
229	2	AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H  Tag For: WM/48 Typical E	29.51	59.02
230	2	E6NM6012 STEELCASE PANEL-MODESTY, 60W X 12H BASIC :2884 MILK	136.40	272.80

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
231	4	OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC  Tag For: MP/60 Typical E  LSB24K2 STEELCASE LIGHT-SHELF, 17 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 25W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS  Tag For: USL/25 Typical E	98.80	395.20
Subsection Sub Total				4,914.32
Sales Tax 0% (Exempt)				0.00
Subsection Total				4,914.32
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical F</b>		
232	2	WPFS STEELCASE PAPERFLO MANAGER BASIC :6009 ARCTIC WHITE  Tag For: PF11 Typical F	42.16	84.32
233	2	WSS12L STEELCASE SLATSHELF-LANDSCAPE, 12W BASE :7018 PEWTER  Tag For: SS12L/12 Typical F	59.03	118.06
234	2	WSR36 STEELCASE	43.57	87.14

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
235	1	SLATRAIL, 36W BASIC :4799 PLATINUM METALLIC Tag For: SR/36 Typical F TS5TLDS2454 STEELCASE SHELL-DESK, 24D X 54W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS CALH FRH CLEAR ACCESS LH, FULL RH - EN	205.57	205.57
236	1	Tag For: 24/54 Typical F TS5TLDS2454 STEELCASE SHELL-DESK, 24D X 54W BASIC :2L84 MILK (LPL) EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS CARH FLH CLEAR ACCESS RH, FULL LH - EN	205.57	205.57
237	2	Tag For: 24/54 Typical F TS5LBBF23U STEELCASE PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL	250.98	501.96

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
238	2	9211 NICKEL Tag For: BBF Typical F TS5L2436UL STEELCASE LATERAL FILE-UNDER WORKSURFACE, 22D X 27H X 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL	383.07	766.14
239	2	Tag For: LF/2/36 Typical F TS5LTBW42 STEELCASE TACKBOARD-WALL MOUNT OVERHEAD, 42W TKBD :P531 SILVER OPTIONS * * OPTIONS * * FAB DIR *OPT:FABRIC DIRECTION HORZ STD:HORIZONTAL APPLICATION	116.41	232.82
240	2	Tag For: TB/42 Typical F TS5TLTD2466 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 66W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)	120.95	241.90
241	2	Tag For: 24/66 Typical F TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC	218.78	437.56
242	2	Tag For: PL Typical F WSRW STEELCASE SLATRIL, WALL MOUNT BRACKETS BASIC :4799 PLATINUM METALLIC	18.27	36.54

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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
243	2	Tag For: SW/WM/36 Typical F AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H	29.51	59.02
244	2	Tag For: WM/48 Typical F E6NM5412 STEELCASE PANEL-MODESTY, 54W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC	119.79	239.58
245	2	Tag For: MP/54 Typical F TS5TLWD36 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 36W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION WITHLOCK S/C REMOVABLE LOCK LOCK LOCK POL CHR *LOCK:POLISHED CHROME 9201 POLISHED CHROME	231.58	463.16
246	2	Tag For: 16/36 Typical F TS5TLWD42 STEELCASE OVERHEAD STORAGE-WALL MOUNT, DOORS, 42W BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * LOCK OPT *OPT:LOCK OPTION WITHLOCK S/C REMOVABLE LOCK LOCK LOCK POL CHR *LOCK:POLISHED CHROME	262.95	525.90

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246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
247	2	9201 POLISHED CHROME Tag For: 16/42 Typical F LSB24K2 STEELCASE LIGHT-SHELF, 17 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 25W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/25 Typical F	98.80	197.60
248	2	LSB36K2 STEELCASE LIGHT-SHELF, 25 WATT, ELECTRONIC BALLAST, LAMP, 9 FOOT CORD, 37W OPTIONS * * OPTIONS * * LGT OPTS *OPT:SHELF LIGHT COLOR OPTIONS PNTLIGHT NON-STD PAINTED HOUSING BASIC BASIC (PRIMARY FINISH) TEXT PNT *BASIC:TEXTURED PAINT 7241 ARCTIC WHITE LENS OPT *OPT:LENS OPTIONS LENS STD:PRISMATIC LENS Tag For: USL/37 Typical F	115.33	230.66
Subsection Sub Total				4,633.50
Sales Tax 0% (Exempt)				0.00
Subsection Total				4,633.50
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Typical G</b>		
249	2	TS5TLDS2430 STEELCASE SHELL-DESK, 24D X 30W BASIC :2L84 MILK (LPL)	172.97	345.94

I HAVE READ AND AGREE WITH THE QUOTATION AND THE SALES TERMS AND CONDITIONS ON THE TERMS AND CONDITIONS PAGE MADE A PART OF THIS QUOTATION.

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER



# GENERAL OFFICE PRODUCTS COMPANY

4521 Highway Seven  
Minneapolis, MN 55416  
www.gopco.com

Phone: (952) 925-7500  
Fax: (952) 925-7531

## Quotation

Page 56 of 60  
(cont'd)

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
250	2	EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL) OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL EP OPT *OPT:END PANEL OPTIONS CARH FLH CLEAR ACCESS RH, FULL LH - EN  Tag For: 24/30 Typical G	250.98	501.96
251	2	TS5LBBF23U STEELCASE PEDESTAL-UNDER WORKSURFACE, BOX / BOX / FILE, 23D X 27H BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) LOCK :9201 POLISHED CHROME OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL  Tag For: BBF Typical G	570.07	1,140.14
252	2	TS5TLTL1824 STEELCASE TOWER-2 DRAWERS WITH SHELVES, LEFT HAND DOOR, 18W X 24D BASIC :2L84 MILK (LPL) FRONT :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL LOCK OPT *OPT:LOCK OPTION NO LOCK STD:NO LOCK  Tag For: 24/18 Typical G	257.99	515.98
		TS5TLBK3666 STEELCASE BOOKCASE, 36W X 66H		

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(cont'd)

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
253	2	BASIC :2L84 MILK (LPL) TOP-SURF:2L84 MILK (LPL) Tag For: BC/5H/36 Typical G TS5TLTD2472 STEELCASE TOP-RECTANGLE, LOW PRESSURE LAMINATE, 24D X 72W EDGE :6242 VIRGINIA WALNUT TOP-SURF:25L5 VIRGINIA WALNUT (LPL)	125.07	250.14
254	2	Tag For: 24/72 Typical G TS5LMSQL274 STEELCASE LEG-SQUARE POST, PACKAGE QUANTITY 4, 27H LEGS :4799 PLATINUM METALLIC	218.78	437.56
255	2	Tag For: PL Typical G AWM48 STEELCASE WIRE MANAGER, LARGE, 48W X 1 3/4D X 1 3/4H	29.51	59.02
256	2	Tag For: WM/48 Typical G E6NM6012 STEELCASE PANEL-MODESTY, 60W X 12H BASIC :2884 MILK OPTIONS * * OPTIONS * * BRACKETS *OPT:BRACKET OPTIONS HANGING HANGING BRACKET BRACKET BRACKET STD PNT *BRACKET:STANDARD PAINT 4799 PLATINUM METALLIC	136.40	272.80
257	2	Tag For: MP/60 Typical G RWV24154AF STEELCASE TOWER-WORKSTATION VERTICAL, 4 12H DRAWERS, FLUSH STEEL FRONT, 24D X 15W X 52H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * *	610.31	1,220.62

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## Quotation

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 (cont'd)

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
258	2	TOP OPT *OPT:TOP OPTIONS STL TOP STD:1" STEEL TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR WGHT PKG *OPT:COUNTERWEIGHT PKG WEIGHT COUNTERWEIGHT PKG  Tag For: VC/52 Typical G  RLF24364F STEELCASE UNIVERSAL; LATERAL FILE, 4 DRAWERS, FLUSH STEEL FRONT, 24W X 36D X 52H BASIC :4242 MILK SMOOTH LOCK :9201 POLISHED CHROME KEYS :SK PLUG OPTIONS * * OPTIONS * * TOP OPT *OPT:TOP OPTIONS STL TOP STD:1" STEEL TOP LOCK OPT *OPT:DRAWER LOCK OPTIONS CENTRAL STD:CENTRAL LOCKING DWR DWR ACC *OPT:FILE DWR ACCESSORIES RAIL STD:DRAWERS WITH RAILS WGHT PKG *OPT:COUNTERWEIGHT PKG WEIGHT COUNTERWEIGHT PKG  Tag For: LF/4/36 Typical G	766.14	1,532.28
Subsection Sub Total				6,276.44
Sales Tax 0% (Exempt)				0.00
Subsection Total				6,276.44
<b>END</b>	<b>Subsection</b>			
259	1	LABOR GENERAL Cost to receive, deliver and install during normal business hours.  Product to ship direct to site, GOP to meet trucks on site to unload. All product to be staged within the facility loading area.  Installation timeframe estimated to take 3 full business days.	8,550.00	8,550.00

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## Quotation

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(cont'd)

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
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### QUOTATION TOTALS

Sub Total	87,801.96
Handling Fee	1,585.14
Sales Tax 0% (Exempt)	0.00
<b>Grand Total</b>	<b>89,387.10</b>

\*\*\*\*\*End of Quotation\*\*\*\*\*

I HAVE READ AND AGREE WITH THE QUOTATION AND THE SALES TERMS AND CONDITIONS ON THE TERMS AND CONDITIONS PAGE MADE A PART OF THIS QUOTATION.

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Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
246623	4/5/2016		SLS084	Kate Reckinger 952.925.7505	6580

General Office Products Company

Terms and Conditions

Updated: January 2015

Each quotation, proposal, or purchase order is subject to these Terms and Conditions of sale, except as otherwise agreed upon by General Office Products Company (GOP) in writing.

### 1. QUOTATIONS AND ORDERS

- A. **TERM:** Prices quoted are firm for thirty (30) days from date of GOP quotation or per terms established in a written Purchase Agreement between GOP and Buyer.
- B. **ACCEPTANCE:** All orders require a (i) hard copy or electronic purchase order from Buyer or (ii) an approved quotation with an authorized signature and date of acceptance.
- C. **MODIFICATIONS:** Any modifications to an approved and acknowledged order are subject to GOP's ability to conform and to the manufacturer's approval. Changes must be made via a revised purchase order, change order or signed and dated revised GOP quotation.
- D. **CUSTOMER REQUIRED DATE:** A mutually agreeable (between Buyer and GOP) delivery date is required for each order and will be used as the customer required date.
- E. **DEPOSITS:** A deposit of 50% is required on all initial orders for new customers. Deposits for future orders may be negotiated. Deposits are required if manufacturer(s) or service provider(s) require a deposit.

### 2. INVOICING

- A. **TIMING:** Product orders will be invoiced after delivery of an order to the job site. Direct shipments from manufacturers will be invoiced upon shipment from the manufacturer. Services will be invoiced after the services have been substantially rendered. In the event of services lasting more than two weeks the service will be invoiced upon substantial completion of designated phases of the project.
- B. **PAYMENT TERMS:** Payment terms are net fifteen (15) days from date of invoice. A finance charge of 1 and 1/3% (16% per year) will be added to invoices not paid within thirty days. Buyer agrees not to withhold payment on any invoice because of partial delivery or open punch list items.
- C. **FREIGHT:** Unless otherwise noted, any applicable freight charges are not included in the price quotation and will be invoiced as a separate line item.
- D. **TAXES:** Unless otherwise noted, any applicable sales, use, excise, or any other taxes are not included in the price quotation and will be invoiced as a separate line item. Buyer agrees to pay any and all applicable taxes. If Buyer possesses tax exempt status, a certificate of tax exemption is to be provided prior to order placement. Buyer is responsible for self-assessment of any and all applicable taxes due jurisdictions outside of Minnesota.
- E. **DELAYS:** If Buyer is unable to receive product at the job site on the mutually agreed upon customer required date, product will be deemed delivered and will be invoiced as if delivered. Standard payment terms will apply.
- F. **CREDIT CARDS:** Payment with MasterCard, VISA, Discover and American Express credit cards are subject to a 2.5% merchant fee which will be added to the order and subject to applicable sales tax.

### 3. OTHER CHARGES

- A. **CHANGES/CANCELLATIONS:** Buyer will pay all additional charges from the manufacturer(s) for order changes and or cancellations accepted by the manufacturer(s). All product is custom manufactured to customer specifications and, therefore cannot be returned.
- B. **EXTRA HANDLING IF SITE NOT READY:** If job site is not available on mutually agreed upon customer required date, charges will be assessed to the Buyer for additional handling or redirecting of product at a standard hourly rate or actual charges if performed by a third party.
- C. **STORAGE:** If job site is not available, GOP will store product without charge for a maximum of 30 days. Thereafter, storage charges will be assessed to the Buyer at a standard monthly rate or actual charges if stored by a third party.
- D. **EXTRA HANDLING DUE TO SITE CONDITIONS:** Charges will be assessed to the Buyer for excessive handling, storage and transportation incurred because of site conditions, activity of other trades, or other reasons not specifically identified in the quotation at a standard hourly rate. GOP will notify Buyer prior to assessing any such charges.
- E. **OVERTIME:** Unless otherwise negotiated, delivery and installation will be made during GOP's normal business hours. Any additional labor costs resulting from overtime work performed at Buyer's request will be paid by Buyer.
- F. **LEGAL FEES:** Should either party incur any expense in enforcing any terms, covenants, conditions, representations, or warranties of the Agreement, the party in default will pay all expenses including reasonable attorney's fees.

### 4. DELIVERY AND INSTALLATION

- A. **GOP'S RESPONSIBILITIES:** GOP will receive, inspect, stage, deliver, and install Buyer's goods. All furnishings will be clean and put into good working order. Cartoning and packing materials will be removed and premises will be broom cleaned. Where circumstances of timing and quantity warrant, GOP may elect to meet direct trailer shipments at the job site and install without re-handling.
- B. **FREIGHT CLAIMS:** Claims for product damaged in transit will be processed by GOP and damaged product will be repaired or replaced to the reasonable satisfaction of Buyer.
- C. **DROP SHIPMENTS:** In case of drop shipments where product is delivered without installation, Buyer will receive, inspect, and install ordered goods. Buyer is also responsible for filing necessary freight claims in the event of damage.

- D. **NORMAL BUSINESS HOURS:** Unless otherwise agreed, delivery and installation will be made during GOP's normal working hours (8:00 am to 4:30 pm Monday through Friday, excluding Holidays).
- E. **CONDITION OF JOB SITE:** Job site will be clean and clear of all obstructions prior to installation. Buyer will provide adequate facilities and space for unloading, staging, moving, handling, and storing product at job site.
- F. **JOB SITE SERVICES:** Buyer will furnish electrical current, heating, lighting, and elevator/hoist service at job site without charge to GOP.
- G. **ERECTION AND ASSEMBLY:** GOP's ability to erect, assemble, install, permanently attach, or bolt in place movable furniture is dependent upon agreements made by trade unions at the job site. If applicable, trade regulations at the time of installation require employing tradesman to complete the installation, the cost will be paid by the Buyer.
- H. **RISK OF LOSS:** The responsibility for the security and safeguarding of the delivered furniture shall pass to Buyer at the time of delivery to the job site or designated storage facility. Upon delivery/storage, Buyer assumes all risk of loss of the good and Buyer shall not be released from any obligations under this agreement because of any loss, damage, or disrepair suffered by the good following delivery/storage.
- I. **INSURANCE:** GOP will carry general liability, worker's compensation, property damage, and automobile insurance. Buyer shall be responsible to carry at its expense liability and property insurance covering the job site including all risks of physical loss and damage.

### 5. ADDITIONAL TERMS:

- A. **WARRANTIES: DISCLAIMER OF LIABILITY:** GOP WILL ASSIST BUYER IN THE RESOLUTION OF PROBLEMS OR CLAIMS CONCERNING DAMAGED AND/OR DEFECTIVE MATERIALS AND/OR WORKMANSHIP MADE WITHIN GUARANTEE OR WARRANTY PERIOD AS STATED BY THE PARTICULAR MANUFACTURER, SUPPLIER, OR FABRICATOR AND WILL ARRANGE FOR THE REPAIR OR REPLACEMENT OF ANY DAMAGED OR DEFECTIVE ITEMS FOLLOWING DELIVERY OR INSTALLATION. GOP DISCLAIMS ANY WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. GOP SHALL HAVE NO RESPONSIBILITY WHATSOEVER TO BUYER OR TO ANY OTHER PERSON FOR INJURY TO PERSON OR DAMAGE OR LOSS OF PROPERTY OR VALUE CAUSED BY ANY PRODUCT PURCHASED HEREUNDER.
- B. **INTERPRETATION OF TERMS AND CONDITIONS:** This writing is intended by all parties as the final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their dealings between the parties, if any. No failure by any party to insist upon strict compliance by the other party with any of the terms, provisions, or conditions of this Agreement, in any instance, shall be construed as a waiver or relinquishment by either party of the other party's right to insist upon strict compliance therewith in the future. Whenever a term defined by the Uniform Commercial Code as adopted in Minnesota is used in this agreement and not otherwise defined, the definition contained in the Code is to control.
- C. **ACTS BEYOND REASONABLE CONTROL:** GOP will not be liable for any delay or failure to deliver any or all of the product or services in case delay or failure is caused by Buyer's actions, labor disputes, strikes, wars, riots, civil commotion, fire, flood, earthquake, hurricane, accident, storm or other destruction whole or in part of the product or the manufacturing plant, lack or inability to obtain raw materials, labor, fuel, or any other cause, contingency, or circumstances which prevent or hinder the manufacturer or delivery of the product or services beyond the reasonable control of GOP.
- D. **WAIVER:** Neither party waives any of its rights or consents to any default under this agreement unless such party does so in writing.
- E. **ASSIGNMENT AND DELEGATION:** No right or interest in this agreement shall be assigned by either Buyer or GOP without the written permission of the other party, and no delegation of any obligation owed, or of the performance of any obligation either by Buyer or GOP shall be made without the written permission of the other party. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes unless made in conformity with this section.
- F. **INSTALLATION, SERVICE, AND/OR OTHER CONTRACTS:** Additional terms and conditions may apply to GOP's design, installation, rental and/or service contracts. Such contracts are incorporated herein by reference and shall take precedence on any conflict of terms.
- G. **SECURITY INTEREST:** Buyer hereby grants GOP a purchase-money security interest in all goods identified in any invoice hereafter issued under this agreement in connection with the purchase of such goods to secure payment of the amount of such invoice and accrued finance charges thereon, and Buyer hereby irrevocably authorizes GOP to file from time to time financing statements describing as collateral any goods so identified in any such invoice. Such goods will not be affixed to any real property in any manner which would change its nature from that of personal property to a fixture. Failure to pay any amount owed with respect to this agreement or any invoice issued under this agreement when due, or the occurrence of voluntarily or involuntarily proceeding under bankruptcy or insolvency laws which affects this agreement, shall constitute a default following which GOP may pursue any legal or equitable remedy available to GOP. Buyer will notify GOP immediately of any changes of name, location, or, if applicable, state of incorporation, organization or other registration.
- H. **APPLICABLE LAW:** This agreement and all rights and obligations of the parties shall be governed by the laws of the State of Minnesota.

I HAVE READ AND AGREE WITH THE QUOTATION AND THE SALES TERMS AND CONDITIONS ON THE TERMS AND CONDITIONS PAGE MADE A PART OF THIS QUOTATION.

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EQUAL OPPORTUNITY EMPLOYER

# Customer Quotation



**Quote:** 3014360  
**Prepared For:** Richard Fillafer  
 Princeton High School  
 807 8th Ave S  
 Princeton MN 55371-2162

**Page:** 1  
**Date:** 4/04/2016  
**Effective:** Until 7/31/2016

**Delivery Within:**  
**Tax:** Not Included  
**Terms:** NET 30  
**F.O.B. Point:** Destination

Regarding: Versalite Staging - updated

Item	Description	Quantity	Unit Price	Price
133H803.127	VERSA DECK,4'x 8',BLACK MOROCN	12	772.00	9,264.00
113J001	UNIVERSAL DECK & RAIL CART Cart holds 8 Versalite platforms and fits through a standard doorway.	2	582.00	1,164.00
133B030.12	8" Versalite legs, 6-pack	12	23.00	276.00
133B030.13	16" Versalite legs, 6-pack	12	47.00	564.00
133B030.14	24" Versalite legs, 6-pack	12	70.00	840.00
133H601	LEG RETENTION CLIPS FOR 6 LEGS	12	27.00	324.00
133A554	FRAME TO LEG LOCK (NO CHARGE)	24		
Total Product Charge				12,432.00
Freight/Handling Charge				532.00
Total Charge				12,964.00
*****				
The freight reflected in this quotation is for common carrier shipment with tailgate delivery. Tailgate delivery will require staff at your location to be available for unloading, moving the product to your desired location, and setting up the platforms.				

\* Terms and Conditions of Sale appear on following page.

**Submitted By:** Mary Steidler  
 Sales Representative  
*Mary Steidler*

**Phone:** 800-733-0393 Ext 8816      **Fax:** 507-455-4258  
**Email:** mary.steidler@wengercorp.com

WENGER CORPORATION  
 555 Park Drive, PO Box 448  
 Owatonna, MN 55060-0448  
 Phone 800.4WENGER (493-6437)  
 Fax 507.455.4258  
 Parts & Service 800.887.7145

WENGER CORPORATION  
 CANADA OFFICE  
 Phone 800.268.0148

WORLDWIDE  
 Phone 1.507.455.4100  
 Fax 1.507.774.8576  
 WEB SITE  
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