

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
WORK SESSION  
PACKET**

September 26, 2022

# MISSION STATEMENT

**The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:**

- *Students who design and create their own future*
- *A culture that respects diverse people and ideas*
- *Safe, nurturing and inspiring environments*
- *Exceptional staff and families committed to student success*
- *Abundant and engaged community partners*

**INDEPENDENT SCHOOL DISTRICT NO. 624  
WHITE BEAR LAKE, MN 55110**

To: Members of the School Board

From: Dr. Wayne A. Kazmierczak  
Superintendent of Schools

Date: September 21, 2022

A work session of the White Bear Lake Area School Board will be held on **Monday, September 26, 2022**, at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**WORK SESSION AGENDA**

**A. PROCEDURAL ITEMS**

1. Call to Order
2. Roll Call

**B. DISCUSSION ITEMS**

1. Construction Update
2. Summer Learning Programming Update
3. Freedom Schools Update

**C. OPERATIONAL ITEMS**

1. Certification for 2022 Payable 2023 Preliminary Property Tax Levy
2. Action on Bid for Unified High School Ceiling Tensile Fabric Structure

**D. ADJOURNMENT**

# **B. DISCUSSION ITEMS**



AGENDA ITEM:                    **Construction Update**

MEETING DATE:                **September 26, 2022**

SUGGESTED DISPOSITION:    **Discussion Item**

CONTACT PERSON(S):         **Tim Wald, Assistant Superintendent for  
Finance and Operations**

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**BACKGROUND:**

It was a busy summer of construction at multiple sites, including Birch Lake Elementary, Lakeaires Elementary, North Star Elementary, and both WBLAHS North and South Campuses.

Teacher Abby Kath, Principals John Leininger and Dan Schmidt, Paul Aplikowski and representatives from Wold Architects and Engineers, and AJ Lillesve from Kraus Anderson Construction will present a construction update.



# WHITE BEAR LAKE AREA SCHOOLS



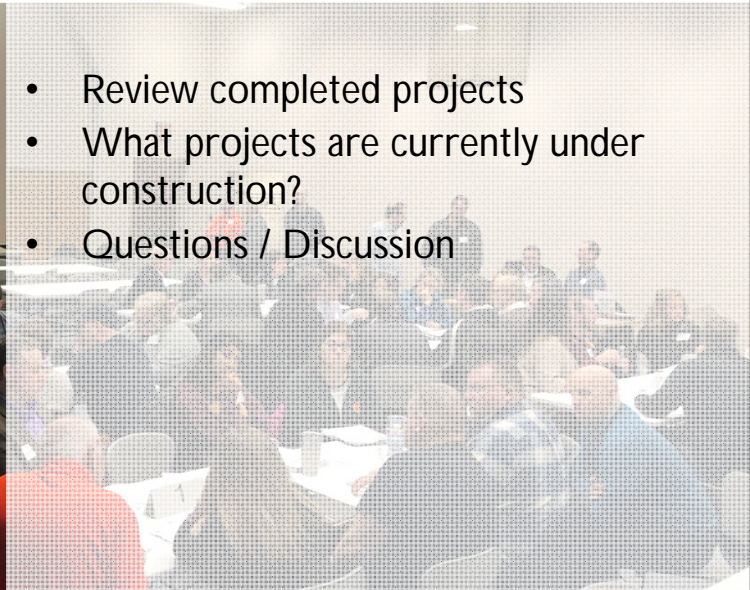
## SCHOOL BOARD UPDATE

School Board Meeting

September 26, 2022



## SCHOOL BOARD UPDATE PRESENTATION AGENDA



- Review completed projects
- What projects are currently under construction?
- Questions / Discussion



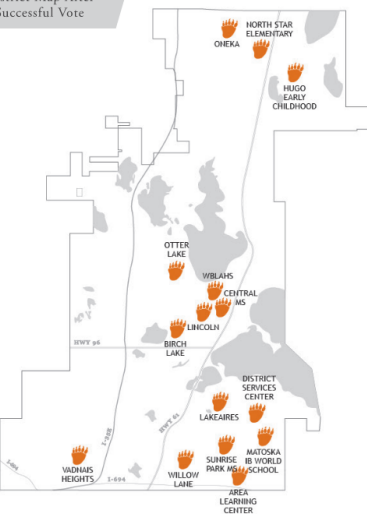
# Overview of Referendum Projects Scope

## Referendum Projects Scope



WHITE BEAR LAKE AREA SCHOOLS

District Map After Successful Vote



- BIRCH LAKE ELEMENTARY**
  - Add extended day office, conference room, one new classroom
  - Updated classrooms and media center, safety/security upgrades
- LAKEAIRES ELEMENTARY**
  - Add orchestra room and freezer
  - Updated classrooms and media center, safety/security upgrades
- LINCOLN ELEMENTARY**
  - Add full size gymnasium, conference room, extended day office and cooler
  - Updated classrooms and media center, safety/security upgrades
- MATOSKA ELEMENTARY**
  - Add freezer, specialist room, extended day office, EL room
  - Updated classrooms and media center, safety/security upgrades
- ONEKA ELEMENTARY**
  - Add 5 classrooms for capacity of 720 students
  - Updated classrooms and media center, safety/security upgrades
- OTTER LAKE ELEMENTARY**
  - Add 5 classrooms for capacity of 720 students
  - Updated classrooms and media center, safety/security upgrades
- VADNAIS HEIGHTS ELEMENTARY**
  - Add freezer, extended day office, orchestra room
  - Updated classrooms and media center, safety/security upgrades
- WILLOW LAKE ELEMENTARY**
  - Add orchestra room and freezer
  - Updated classrooms and media center, safety/security upgrades
- NORTH STAR ELEMENTARY**
  - New elementary school for 720 students (new site)
- CENTRAL MIDDLE SCHOOL**
  - Renovate District Office to create additional classroom space
  - Updated classrooms and media center, safety/security upgrades
- SUNRISE PARK MIDDLE SCHOOL (FORMER SOUTH CAMPUS)**
  - Addition/renovation to become a grades 6-8 MS, including additional gymnasium
  - Updated classrooms and media center, safety/security upgrades
- WBLAHS NORTH CAMPUS**
  - Addition / renovation to become single site grades 9-12 HS
  - Updated classrooms and media center, safety/security upgrades
- AREA LEARNING CENTER**
  - Kitchen improvements and renovations to create secure vestibule
  - Updated classrooms and media center, safety/security upgrades
- HUGO EARLY CHILDHOOD CENTER**
  - Convert for use as North Early Childhood Center
- DISTRICT SERVICES CENTER (FORMER SUNRISE PARK)**
  - Renovation to convert for use as South Early Childhood Center, District Office, Senior Center, and Transition Education Center
- TRANSPORTATION / MAINTENANCE FACILITY**
  - New transportation / maintenance facility (Location TBD)

District-wide additions and renovations to accommodate projected enrollment growth  
 Safety and security improvements  
 Deferred maintenance projects  
 Classroom and building updates to create flexible learning spaces



## REFERENDUM PROJECTS UPDATE STATUS OF REFERENDUM PROJECTS

### Referendum Projects Completed:

- ALC Security Renovation
- Lincoln Elementary School
- Matoska Elementary School
- Vadnais Heights Elementary School
- Willow Lane Elementary School
- New Transportation / Maintenance Facility
- South Campus Phase I Addition (Gym)
- North Star Elementary School
- Birch Lake Elementary School
- Lakeaires Elementary School
- Phase I - New Classroom Furniture
- Phase II - New Classroom Furniture
- South Campus Phase II Addition (Classrooms / Office)

### Referendum Projects Bid / in Construction:

- White Bear Lake Area High School
- Otter Lake Elementary School
- Oneka Elementary School

### Referendum Projects in Design:

- Central Middle School

### Referendum Projects Remaining:

- Sunrise Park (future District Services Center / Senior Center / TEC / Early Childhood)



## REFERENDUM PROJECTS UPDATE COMPLETED PROJECTS: MATOSKA







## REFERENDUM PROJECTS UPDATE COMPLETED PROJECTS: LINCOLN



## REFERENDUM PROJECTS UPDATE COMPLETED PROJECTS: NORTH STAR





# What's Under Construction?



## REFERENDUM PROJECTS UPDATE STATUS OF REFERENDUM PROJECTS

South Campus Phase 1 (Gym)	100%	Lakeaires Elementary	92%
Transportation	100%	ALC	75%
Lincoln Elementary	100%	Otter Lake Elementary	69%
Matoska Elementary	100%	WBLAHS	55%
Vadnais Heights Elementary	100%	Oneka Elementary	0%
Willow Lane Elementary	100%	Central Middle School	0%
North Star Elementary	98%	Sunrise Park	0%
South Campus Phase 2	96%		
Birch Lake Elementary	94%		

\*Based on percentage billed by contractors  
(60) Day Lag from Substantial Completion to 100%



## NORTH STAR ELEMENTARY SCHOOL CONSTRUCTION STATUS



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## NORTH STAR ELEMENTARY SCHOOL CONSTRUCTION STATUS

<https://youtu.be/yNIRfffSpFA>



**SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION**  
**CONSTRUCTION STATUS**



**SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION**  
**CONSTRUCTION STATUS**





White Bear Lake Area Schools

## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION CONSTRUCTION STATUS



White Bear Lake Area Schools

## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION CONSTRUCTION STATUS







White Bear Lake Area Schools

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White Bear Lake Area Schools

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## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION CONSTRUCTION STATUS



## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION CONSTRUCTION STATUS

[https://youtu.be/iP8m0Ap\\_qgc](https://youtu.be/iP8m0Ap_qgc)





## BIRCH LAKE PROJECT SCOPE & SCHEDULE



## BIRCH LAKE PROJECT SCOPE & SCHEDULE





## BIRCH LAKE PROJECT SCOPE & SCHEDULE



## BIRCH LAKE PROJECT SCOPE & SCHEDULE





## BIRCH LAKE PROJECT SCOPE & SCHEDULE



## LAKEAIRES PROJECT SCOPE & SCHEDULE







# LAKEAIRES PROJECT SCOPE & SCHEDULE



# LAKEAIRES PROJECT SCOPE & SCHEDULE





## LAKEAIRES PROJECT SCOPE & SCHEDULE



## ALC – PHASE II PROJECT SCOPE & SCHEDULE





ALC – PHASE II  
PROJECT SCOPE & SCHEDULE



ALC – PHASE II  
PROJECT SCOPE & SCHEDULE







## ALC – PHASE II PROJECT SCOPE & SCHEDULE



## ALC – PHASE II PROJECT SCOPE & SCHEDULE





## OTTER LAKE PROJECT SCOPE & SCHEDULE



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## OTTER LAKE PROJECT SCOPE & SCHEDULE

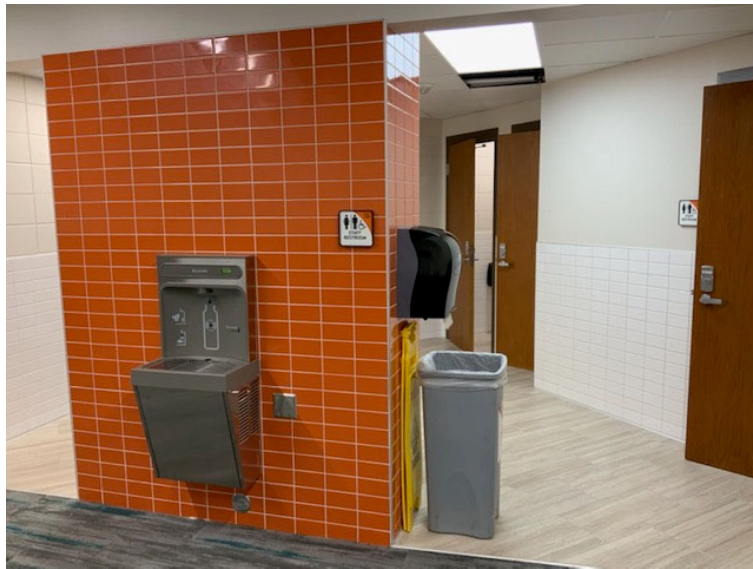


## OTTER LAKE PROJECT SCOPE & SCHEDULE





## OTTER LAKE PROJECT SCOPE & SCHEDULE



## OTTER LAKE PROJECT SCOPE & SCHEDULE





## HIGH SCHOOL PROJECT SCOPE & SCHEDULE



## HIGH SCHOOL CONSTRUCTION STATUS







## HIGH SCHOOL CONSTRUCTION STATUS



## HIGH SCHOOL CONSTRUCTION STATUS





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## HIGH SCHOOL CONSTRUCTION STATUS

<https://youtu.be/2rt9QGrUnVk>



## UPCOMING PROJECT SCOPE & SCHEDULE

### Oneka Elementary

- Construction Start: September 12<sup>th</sup>, 2022
- Complete: August, 2023



# WHITE BEAR LAKE AREA SCHOOLS



## SCHOOL BOARD UPDATE

# THANK YOU!



AGENDA ITEM: **Summer Learning Programming Update**

MEETING DATE: **September 26, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON: **Tim Maurer, Director of Community Services and Recreation;**  
**Lisa Ouren, Director of Student Support Services**

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**BACKGROUND:**

Tim Maurer, Director of Community Services and Recreation and Lisa Ouren, Director of Student Support Services will be joined by Darcy Rodriguez, Early Childhood Coordinator, Kristen Johnson, Asst. Director of Student Support Services, and Nicole Oswald, Out of School Time Programs Coordinator to provide an update on summer learning programming. The team will discuss updates made to our Next Step K, Camp Summer, and Summer U.

# Next Step K 2022

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## How the program has changed?



- Special Education has teamed with Early Childhood to support students
- The hours of the program have been extended
- The program changed from 4 days to 8 days
- All staff received Professional Learning
- A curriculum was adopted that included Academics and Social Emotional Learning



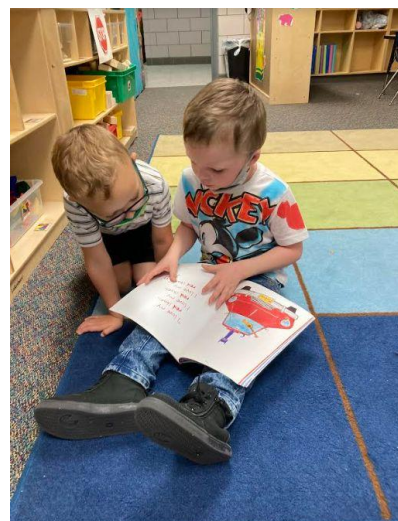
## Student Recruitment

- Pre-K students who were identified on the TSG (social-emotional or academic)
- Children identified through Early Childhood screening
- Children whose families registered them for a camp experience (fee based)



## Outcomes

- Over 100 kids participated in the program
- Students got a “taste” of the Kindergarten experience (eating in the lunchroom, getting to know the buildings, learning classroom routines)
- Helped with intervention and proactive strategies for students entering kindergarten
- Students received a jumpstart to both academic and social emotional learning
- Positive feedback from families



## Parent Testimonials

“It was a game changer for my son. He was really nervous about starting school and the Next Step K program allowed him to practice what it would be like. He went into K on the first day SO much more confident!”

“We were nervous about having our son participate because he has had such a hard time separating from us since Covid. We were so grateful to the teacher who worked with us and helped him to feel comfortable. He started school this year in a better emotional place. He feels comfortable, and he is ready to learn.”

“My daughter attended K camp this summer at Oneka Elementary School. It was so helpful for her to gain some experience in the school. She became familiar with the building and some of the staff. I noticed her building friendships and building her skills as well. By the time her first day of kindergarten came around there were no tears. Only excitement!”

## Programming- Social/ Emotional Learning



- The White Bear Lake Educational Foundation provided a grant to purchase picture books that correspond to the curriculum
- Social Emotional themes were also supported through the use of Conscious Discipline routines and rituals
- Use of visuals and visual routines was imbedded for all children

## Examples of Social Emotional Learning

- Learning to greet others
- Understanding of classroom expectations (agreements)
- Turn taking
- Sharing
- Identifying feelings
- Bus rules
- Body Awareness
- Being a friend
- Introduction to a morning meeting
- Navigating transitions



## Programming- Academic

- Reinforcement of Pre-K concepts (letter names, letter sounds, colors, counting, sequencing etc.)
- Opportunity to practice routines
  - Circle time routines (eyes watching, ears listening, voices quiet, bodies calm)
  - Lining up and moving around the building
  - Breathing strategies with Conscious Discipline
  - Transitioning from one activity to the next
- Getting Familiar with following teacher direction, growing to trust school staff, etc.



## Programming-Partnership with Camp Summer

- Transportation
- Meals
- Health Staff
- Convenience for Families
- Paraeducator Support
- Administration on-site



# Camp Summer & Summer U 2022

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## How has the program changed?

Camp Summer	Summer U
<ul style="list-style-type: none"> <li>- Additional funding through MDE &amp; summer learning (FIN 163) grants</li> <li>- Resulted in:               <ul style="list-style-type: none"> <li>- Smaller class sizes and more individualized supports</li> <li>- Ability to purchase Camp Lit curriculum for Camp Summer</li> <li>- Staff recruitment and retention with higher rate of para and teacher pay</li> <li>- Ability to purchase fidgets, tools, books, supplies, and everything students needed to be successful.</li> </ul> </li> <li>- Registration and Continual Learning Plans input digitally through Skyward.</li> </ul>	
<ul style="list-style-type: none"> <li>- 2 - 2 week sessions: Students and teachers could participate in 1 or both.</li> <li>- More inclusive</li> <li>- Increased teacher &amp; youth voice</li> <li>- Opportunities to learn core curriculum through a topic of interest</li> </ul>	<ul style="list-style-type: none"> <li>- 3 courses per day               <ul style="list-style-type: none"> <li>- Reading/Literacy</li> <li>- Math</li> <li>- Specialty</li> </ul> </li> <li>- Focused on SEL and relationship building</li> </ul>

## Camp Summer Model

- The additional grant money provided us the opportunity to purchase Lit Camp curriculum through Scholastic.
  - Requests from teachers to have access to this curriculum during the school year!
- Camp themes that were created by teachers included: pokemon, cooking, astronauts in space, nature, theater performance and many more!
- Students could sign up for a camp topic of their choice and staff provided opportunities for youth voice to be incorporated throughout the sessions.
- Social Emotional themes were also supported through the use of Conscious Discipline routines and rituals and Second Step lesson.



# Lit Camp Curriculum

- A book for every student
- Opening songs, transition songs
  - EL supports highlighted
- Focused on community building

Library Lion



LESSON 3 UNIT: **BELONGING**

## Library Lion

by Michelle Knudsen • Illustrated by Kevin Hawkes

ORANGE BUNK  
(GRADES 1-2)  
**Sample Lesson**

**UNIT GOAL**  
Through books and shared experiences, campers will appreciate the importance of belonging and develop their sense of belonging to the camp community.

**OBJECTIVES**  
**Reading:** Campers will use illustrations and details from the story to describe story elements (characters, setting, and key events).  
**Listening and Speaking:** Campers will act out a story utilizing details from the text and illustrations.  
**Writing:** Campers will create their own illustrations and sentences about a favorite story event.

**OPENING CAMPFIRE 15**

**WELCOME**  
Greet your campers by name as they enter. Invite them to put their personal items away and gather on the floor or other common area.

**OPENING SONG**  
The Hello Song

**COMMUNITY BUILDING ACTIVITY**  
Bunk Identity  
Explain to campers that their community is the LitCamp Red Bunk. As a group, create and display a banner that identifies the bunk. Teach or have campers customize a Bunk Cheer, which you might decide to use some days as an alternative to the transition song.

**TRANSITION SONG**  
Now We're Ready

**MATERIALS FOR THE DAY**

- *Library Lion* by Michelle Knudsen (leader's copy and copies for campers)
- Leader copy of Story Elements chart
- Timer for the game of Snapshot
- Independent reading book baggies or self-serve bins with books inside
- Campers' journals, pencils, and crayons

**WORDS OF THE DAY**

- **describe:** to tell what something or someone is like
- **library:** a place in the community where people can use books, computers, and magazines
- **rules:** statements about what you are and/or are not allowed to do
- **story elements:** the characters, story events (plot), and setting

**EL SUPPORT** For children whose first language is Spanish, point out the similarity between *describir* and the English term *describe*. Discuss the connection between the Spanish word for book, *libro*, and the English word *library*.

Copyright © 2016 by All rights reserved. 123456789 and possible signs are trademarks and/or registered trademarks of Pearson, Inc. LESSON 3 • UNIT: BELONGING

## Student Recruitment

- Students were selected by their classroom teachers based on data from school year assessments including math, reading, and DESSA scores.
- Eligible students were “at risk” for not meeting grade level expectations in two or more of the following areas/assessments.
- Teachers then created a Continual Learning Plan for students with a goal for their summer learning.



## Parent Testimonials

My two children have attended Summer U for the last 4 years. Every summer it was a chore to get them to go and I hesitated to sign them up. This summer everything changed! They loved the interactive learning style of the curriculum. They came home everyday and excitedly shared fun and silly stories of the different activities they participated in. The change in curriculum this past year seemed to really resonate for them and made learning fun. Thank you for keeping things new and fresh.

My child's experience was truly transformative. She went from despising school to looking forward to each day. The program helped boost her confidence and self esteem, and absolutely helped her prepare for the new school year. I am so thankful she was able to attend!

It was a great program. I appreciated that it wasn't right away after school ended in June and that it was a 2 week program and I could choose either or both weeks. I loved that there was a option of choosing what the focus was on. I was grateful for a social skills option. He had a lot of fun and we wouldn't change anything.

## Teacher Testimonials



***Fun, engaging, laughed everyday, want to come back next year, higher rate of pay and smaller class sizes.***

I really enjoyed working Summer Camp. It was a lot more fun this year than past years. I think it has to do with the classroom themes and kids being able to sign up for the classes that were interesting to them.

I absolutely loved teaching Summer U!!!

It was super nice to follow the camp model. The fact that we repeated every two weeks made it more engaging for students AND staff. Please do that again!

I would love to come back and be part of this program again next year.

Thank you for letting me have the opportunity to help out. I love kids and they were all so beautiful and I laughed every day. Thank you!

## Teacher Testimonials - cont.

Thank you for letting me have the opportunity to help out. I love kids and they were all so beautiful and I laughed every day. Thank you!

The summer camp set up was really fun for the students and for the teachers too!

Small class sizes were SUCH a win for 8th graders - I really got to know all of my students and know them well.

The lower class sizes and support in classrooms really made the biggest difference! But everything was great!! Of course the higher pay was a huge perk as well.

The higher pay made it worth giving up summer time. Please if at all possible keep the higher rate in order to retain quality teachers.



## Outcomes

- **463 students** participated in the program - 80 at the middle school level.
  - About 140 students fewer than last year. However, there were more summer learning programs and also less invites district-wide!
- **78% of parents completing the survey were *Satisfied or Extremely Satisfied*.**
  - Parents who reported dissatisfaction provided comments on not seeing the academic value of the model change.
- Students received individualized attention in class sizes of about 8 students.
- Students strengthened their growth mindset and overall positive interactions in their learning environments.





## Opportunities for Growth



- Provide a catalog of options with learning camp descriptions so parents have better information when choosing a topic for their child.
- Earlier and more communication to parents during the sessions in terms of what their children are learning and how they are progressing.
- Additional communication around the model change and how the academics are built into the theme/topic. Possibility of a “facts sheet” or other method of communicating the benefits.

AGENDA ITEM: **Freedom Schools Update**

MEETING DATE: **September 26, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON: **Tim Maurer, Director of Community Services  
and Recreation**

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**BACKGROUND:**

Tim Maurer, Director of Community Services and Recreation will be joined by Tim Daniels, Student Success Coordinator at Willow Lane Elementary to provide an update on Freedom Schools. The team will give an overview of providing our first Summer Freedom Schools program, discuss the student experience from this past summer, and share our plans for Summer 2023.

# CDF Freedom Schools



**Tim Maurer - Director of Community Services & Recreation**  
**Tim Daniels - Student Success Coordinator at Willow Lane Elementary**

## *CDF Freedom Schools*

- What is CDF Freedom schools?
  - History
  - Goal
  - Parent Engagement
- Why Freedom Schools?
  - National Data & Findings
    - National Data Results
    - 84% Maintained or gained in instructional reading levels
    - 95% of parents reported positive changes in their child's social & academic confidence.
  - Children's survey



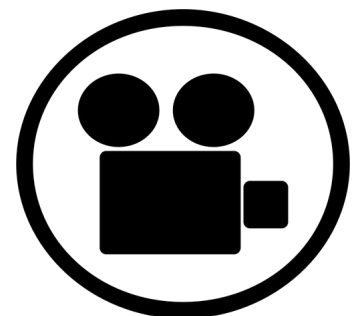


# Becoming a CDF Freedom School

- September 2021: Application process
- January –February 2022: CDF Freedom School Leadership Training
- March - May 2022:
  - Posting & hiring of staff
    - Integrated Teacher Model
    - Registration of staff training
  - Student invitation process:
    - 365 invitations sent
    - 120 scholars registered
    - 85-95 daily average
- June 2022: National Training for Site Coordinators and Servant Leader Interns
- July 6: First day!!!



## CDF Freedom Schools - A Day in the Life





# CDF Freedom Schools - Field Trips

Hippodrome - Roller Blading

Tamarack Nature Center

White Bear Lake YMCA

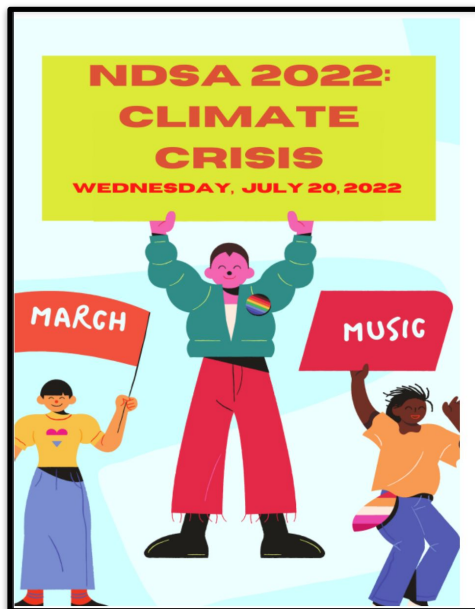
Science Museum of Minnesota

White Bear Center for the Arts



# CDF Freedom Schools

# National Day of Social Action (NDSA)





# CDF Freedom Schools

Site Evaluation: Scale of 1-5

Classroom Setting	3.9	Site Management	5	Program Elements	4.5
Healthy Environment	5	Emergency Preparedness	5	Accommodating Environment & Warm Welcome	5
Session Flow	4.3	Active Management	4	Encouragement	3.6
Belonging	5	Collaboration	4	Leadership	*1
Planning	3	Choice	5	Reflection	3
Targeted & Individual Learning	2	Higher order Thinking	3.6	Growth Mindset	5

**Evaluator Comments:** *“Overall, great job! Very impressed with this first year site.”*

# CDF Freedom Schools

- **Plans for Summer of 2023**
  - We do plan on continuing to offer the program next summer in 2023.
  - Application has been submitted
  - Roles and responsibilities
  - Conversations have already begun with Dr. Gillespie and the Teaching and Learning Department



# Questions / Comments



**Thank you!**  
**Go Bears!**



# **C. OPERATIONAL ITEMS**

AGENDA ITEM: **Certification for 2022 Payable 2023 Preliminary Property Tax Levy**

MEETING DATE: **September 26, 2022**

SUGGESTED DISPOSITION: **Operational Items**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations;**  
**Andi Johnson, Director of Finance**

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**BACKGROUND:**

The School Board is required to certify to the auditors of Anoka, Ramsey, and Washington Counties the School District's preliminary 2022 Payable 2023 Preliminary Property Tax Levy by September 30, 2022. The most recent levy estimate will be provided at the School Board meeting.

The administration recommends that the School Board certify the maximum levy as provided by state law; certifying the preliminary levy in this manner allows for changes prior to the final levy certification in December. Changes could be made for a variety of reasons, such as changes to state aid and levy calculations made by the MDE, or changes made by the District such as previously unanticipated Long-Term Facilities Maintenance (LTFM) projects.

School districts are required to discuss the payable 2023 levy and the current year's budget (fiscal year 2022-23) at a regularly scheduled board meeting and allow the public to speak. This will occur at the December 12, 2022 School Board meeting at 6:00 p.m. The final levy certification will be approved at that meeting.

**RECOMMENDATION:**

Approve the maximum for the 2022 Payable 2023 Proposed Preliminary Property Tax Levy.

**Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023**

	<b>Certified Levy Payable in 2022</b>		<b>Proposed Levy Payable in 2023</b>	<b>Change</b>
<b>Tax Levy Information</b>				
1. Total Certified Levy Spread on RMV	19,830,986		21,689,206	1,858,220
2. General Fund Levy Spread on NTC	12,523,802		10,922,176	-1,601,625
3. Community Service Fund Levy	1,169,689		1,180,612	10,923
4. General Debt Service Levy	23,672,582		28,217,743	4,545,161
5. OPEB Debt Service Levy	0		0	0
6. Total Certified Levy	57,197,058		62,009,737 8.41%	4,812,678
<b>Fiscal Disparities Adjustment to Levy</b>				
7. RMV-Based Levies	1,895,843		1,895,843	0
8. General Debt Service	2,554,740		2,554,740	0
9. Other NTC-Based Levies	1,477,799		1,477,799	0
10. Total Fiscal Disparities Adjustment	5,928,382		5,928,382	0
<b>Summary of Adjusted Levies</b>				
11. RMV-Based Levies	17,935,143		19,793,363	1,858,220
12. General Debt Service	21,117,842		25,663,003	4,545,161
13. Other NTC-Based Levies	12,215,692		10,624,989	-1,590,703
14. Total Adjusted Levies	51,268,676		56,081,355	4,812,678
<b>Property Value Information</b>				
15. RMV Used to Calculate Rate	9,311,445,133	15.0%	10,708,161,903	1,396,716,770
16. NTC Used to Calculate Rate	95,772,870	10.0%	105,350,157	9,577,287
<b>Actual and Estimated Tax Rates</b>				
17. RMV Rate (#11/#15)	0.19261%		0.18484%	-0.00777%
18. NTC Debt Rate (#12/#16)	22.050%		24.360%	2.310%
19. NTC Other Rate (#13/#16)	12.755%		10.085%	-2.669%

**Key Assumptions:**  
 Pay 23 RMV is increased 15% and NTC values are increased 10% based on information from Ramsey, Anoka and Washington Counties.

# White Bear Lake School District No. 624

September 23, 2022

## Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023

		Actual Taxes Payable in 2022	Preliminary Estimate of Taxes Payable in 2023	Estimated Change in Annual Taxes	Estimated % Change
Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes			
Residential Homestead	\$75,000	\$301	\$294	-\$7	-2.3%
	100,000	442	432	-10	-2.3%
	125,000	585	572	-13	-2.2%
	150,000	728	712	-16	-2.2%
	175,000	871	852	-19	-2.2%
	200,000	1,014	992	-22	-2.2%
	250,000	1,300	1,272	-28	-2.2%
	300,000	1,586	1,553	-33	-2.1%
	350,000	1,872	1,833	-39	-2.1%
	400,000	2,158	2,113	-45	-2.1%
	500,000	2,703	2,646	-57	-2.1%
Commercial/ Industrial *	\$250,000	\$1,377	\$1,348	-\$29	-2.1%
	500,000	2,911	2,852	-59	-2.0%
	1,000,000	5,980	5,861	-119	-2.0%
	2,000,000	12,118	11,877	-241	-2.0%
	4,000,000	24,395	23,911	-484	-2.0%
Apartments	\$200,000	\$1,255	\$1,231	-\$24	-1.9%
	500,000	3,138	3,077	-61	-1.9%
	1,000,000	6,277	6,154	-123	-2.0%
	2,000,000	12,553	12,308	-245	-2.0%

### Key Assumptions:

1. Pay 23 RMV is increased 15% and NTC values are increased 10% based on information from Ramsey, Anoka and Washington Counties.
  2. Assumes no change in the value of individual parcels of property from 2022 to 2023 taxes. If the value of a parcel increased, the change in taxes will be larger than shown above.
  3. Taxes payable in 2023 are based on latest estimates of the District's proposed levy, as of the date above.
- \* For commercial-industrial property, the estimates above are for property in the City of White Bear Lake. The tax impact for commercial industrial property in other municipalities in the school district may be slightly different due to the varying impact of the Twin Cities Fiscal Disparity program.



AGENDA ITEM: **Action on Bid for Unified High School Union Ceiling Tensile Fabric Structure**

MEETING DATE: **September 26, 2022**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations;**  
**Dan Roeser, Director of Building Operations**

---

**BACKGROUND:**

Attached please find the recommendation letter and bid tabulation sheet for the Unified High School Union Ceiling Tensile Fabric Structure. Bids were opened on September 15, 2022. After reviewing the bids with our construction manager, Kraus Anderson, it is recommended we award the bid to the low bidder, WL Hall, with a bid of \$318,586. The highest bid for the project was \$343,525.

**RECOMMENDED ACTION:**

Accept the overall bid for the Unified High School Union Ceiling Tensile Fabric Structure as presented, to WL Hall in the amount of \$318,586.



September 15, 2022

Mr. Tim Wald  
White Bear Lake Area Schools, ISD 624  
4855 Bloom Avenue  
White Bear Lake, MN 55110

RE: **White Bear Lake Area Schools High School – North Campus**  
Ceiling Tensile Fabric Structures

Dear Mr. Wald

This letter is concerning the contract awards for the White Bear Lake Area Schools High School – North Campus Ceiling tensile fabric structures Package project that was bid on September 15, 2022 Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

<b><u>Work Scope</u></b>		<b><u>Contractor, City, State</u></b>	<b><u>Bid Amount</u></b>	
WS 13-I	Ceiling Tensile Fabric Structures	W.L. Hall	<b>Base Bid:</b>	\$318,586.00

**Total : \$318,586.00**

The total amount of the base bids is three hundred eighteen thousand five hundred eighty-six dollars.

We have enclosed the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at 480.369.2079.

Very truly yours,  
KRAUS-ANDERSON® CONSTRUCTION COMPANY

AJ Lillesve  
Project Manager

Cc: Dan Roeser, White Bear Lake Area Schools  
Sara Kelzenberg, Wold Architects & Engineers  
Nick Thompson, Wold Architects & Engineers  
Jason Peterson, Kraus-Anderson Construction  
Alex Titterud, Kraus-Anderson Construction  
Cody Darling, Kraus-Anderson Construction



## General Info

### Total:

\$318,586.00

---

Number	Description
White Bear Lake High School - Ceiling Tensile Fabric Structure	The overall project consists of Tensile Fabric Structures in the student union. This work will coincide with the current construction of White Bear Lake High School. Construction drawings for the current work are available upon request. The work will be constructed in accordance with the Project Schedule.
<b>Deadline</b> 09/15/2022 02:00 PM CDT	
<b>Vendor</b> Zane Kotschevar	Project Manager : Alex Titterud Alex.Titterud@krausanderson.com
<b>Submitted</b> 09/15/2022 09:23 AM CDT	Project Coordinator : Taylor Becker Taylor.Becker@krausanderson.com
<b>Signed by</b> Zane Kotschevar <b>Account Holder</b> Zane Kotschevar	<b>Allows zero unit prices and labor</b> Yes
<b>Opened</b> 09/15/2022 02:00 PM CDT <b>By</b> taylor.becker@krausanderson.com	<b>Allows negative unit prices and labor</b> Yes

## BIDDING INSTRUCTIONS

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To better understand multi-bidding, click the link on the left below. To receive drop of the hat assistance, click the link to the right for Infotech's Customer Support Team.

[How to submit multiple bids](#)  
[Contact Customer Support](#)

## SECTION 00 41 00 – BID FORM

---

**PROJECT: White Bear Lake High School - Ceiling Tensile Fabric Structure**

**BID TO: White Bear Lake Area Schools, ISD 624**



**BID FROM: \***

Zane Kotschevar

**Address \***

530 15th Ave S, Hopkins, MN 55343-7834

**Contact \***

Zane Kotschevar

**Telephone Number \***

(651) 792-5691

**Email \***

zkotschevar@wlhall.com

**1.01 ACKNOWLEDGMENTS**

A. The undersigned Bidder agrees, if this Bid is accepted, to enter into an agreement with the Project Owner, in the form included in the Special Requirements, to perform and furnish the Work as specified or indicated in the Bidding Documents for the Bid Price and within the time constraints outlined in the Preliminary Project Schedule, and will perform in accordance with the other terms and conditions of the Contract Documents.

B. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

1. This Bid will remain subject to acceptance for 60 days after the day of Bid Opening.
2. Owner has the right to accept or reject any or all Bid.
3. Bidder will sign and submit the Agreement with the bonds and other documents required by the Bidding Documents within 10 days after the date of Notice of Award.
4. Bidder has visited the site and become familiar with the general, local, and site conditions,
5. Bidder is familiar with federal, state, and local laws and regulations applicable for this project.
6. Bidder has examined Bidding Documents, Work Scope Descriptions, Preliminary Project Schedule, and other conditions affecting the Work and has correlated information known to Bidder.
7. Bidder agrees to commence Work when directed by Kraus-Anderson Construction Company to proceed by providing labor and materials required to complete the Work Scope in accordance with the Contract Documents to achieve Substantial Completion of this Work Scope within the time constraints outlined.
8. Bidder represents this Bid is genuine and not made in the interest or on behalf of an undisclosed person, firm, or corporation; and is not submitted in conformity with an agreement or rules of a group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited another Bidder to submit a false bid; Bidder has not solicited or induced a person, firm or corporation to refrain from bidding; Bidder has not sought by collusion to obtain for itself an advantage over another Bidder.

**WORK SCOPE, ADDENDA, BID SECURITY, AND ALTERNATES**

The information supplied in this component will be available to the owner-agency immediately after the bid deadline, but before the bid is opened.

**Work Scope: \***

WS 13 I - Tensile Membrane Structure

**1.02 ADDENDA RECEIVED:**

A. We hereby acknowledge receipt of the following Addenda and other Clarifications affecting this bid:

**(click "+" to add addenda)(type "N/A" if no addenda have been issued)**

**Addendum #:** \*

N/A

**Addendum Date:** \*

N/A

**Bid Security**

**Paper Bid Bond or Cashier's Check \***

I have provided a Paper Bid Bond for 5.00% of the bid total amount.

**BID SECURITY UPLOADS**

Name	Omission Terms	Submitted File
The information supplied in this component will be available to the owner-agency immediately after the bid deadline, but before the bid is opened.		
Paper Bid Bond or Cashier's Check Original Paper Bid Bond or Cashier's Check to be sent to Kraus Anderson's office prior to Bid Opening.		5% Bid Bond (W.L. Hall Company) - White Bear Lake High School - Ceiling Tensile Fabric Structure.pdf
1 Required Document		

**BID SECURITY**

**Bond Percentage**

5.00%

**Paper Bid Bond or Cashier's Check**

**Confirmation:** \*

I have provided a Paper Bid Bond for 5.00% of the bid total amount.

## BASE BID - INSTRUCTIONS

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### 1.03 BASE BID

A. Pursuant to the Contract Documents, Addenda, and Kraus-Anderson's Special Requirements the undersigned bidder hereby agrees to complete the Work as defined in the Work Scope Categories identified below for the amounts:

If submitting multiple bids, the vendor agrees to submit one bid per work scope and opt-out of the base bid section when their submission is for a combined bid only.

### BASE BID

\$318,586.00

Optional: Vendor is not required to complete.

#### Work Scope Selection: \*

WS 13 I - Tensile Membrane Structure	<b>Base Bid *</b>
	\$318,586.00

## BID FORM - CONTINUED

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### 1.05 SUBMITTAL AND UNIT RATES

A. Requested Lead Times: To accommodate the Project Schedule and the performance of your work, please clarify the following timeframes to assist Kraus-Anderson in refining the Project Schedule.

#### 1. Submittal Preparation time from Award (number of days required to prepare submittals):

21 days

Work Scope & Number of Days (click "+" to add entries):

**Work Scope:**

**Number of Days:**

**2. From "Approved Submittal", indicated the number of days required for fabrication, internal quality control, and delivery to Site for each Work Scope Category you are bidding?**

**3. Work Scope and Number of Days (click "+" to add entries):**

**Work Scope:**

**Number of Days:**

**B. Field labor hourly rates, including base pay, fringe benefits and labor burden (excluding overhead and profit).**

**B. Trade Classifications and Dollars Per Hour (click "+" to add entries):**

**Trade Classification Description:**

**Dollars per hour \$:**

### **1.06 RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE**

A. Bidder represents and warrants that it has fully completed its Responsible Contractor Affidavit of Compliance ("Compliance Affidavit") and has attached its Compliance Affidavit to this Bid Form as Attachment A, which represents Bidder's signed statement under oath by an owner or officer of the contractor verifying compliance with each of the minimum criteria in Minnesota Statute § 16C.285, subd. 3.

B. Bidder acknowledges that its failure to submit its fully completed Compliance Affidavit with its bid or meet the minimum criteria



in Minnesota Statute § 16C.285, subd. 3 will render Bidder ineligible to be awarded a contract or perform work on the project. Bidder further acknowledges that any false statement it makes under oath regarding compliance with the minimum criteria in Minnesota Statute § 16C.285, subd. 3 will render Bidder ineligible to be awarded a contract and may result in termination of a contract awarded to Bidder.

C. Bidder represents and warrants that it has included a list of its first-tier subcontractors that it intends to retain for work on the project on Attachment A-1 of its Compliance Affidavit, and that it has obtained a Compliance Affidavit from all such first-tier subcontractors, which shall be made available upon request of the Owner.

D. Bidder represents and warrants that if Bidder is the apparent successful prime contractor, prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, Bidder shall submit a supplemental verification under oath confirming compliance with Minn. Stat. § 16C.285, subd. 3, clause (7) ("Supplemental Compliance Affidavit"), using Attachment A-2 to the Compliance Affidavit.

E. Bidder represents and warrants that it shall obtain a Compliance Affidavit from each additional subcontractor it retains on the project after submitting its Compliance Affidavit and Supplemental Compliance Affidavit, and Bidder shall submit a supplemental verification, using Attachment A-3 to the Compliance Affidavit, within 14 days of retaining the additional subcontractors, in accordance with Minnesota Statute § 16C.285, subd. 3. This requirement applies during the solicitation process and continues through the term of any awarded contract.

**1.07 CONTRACTOR ON-SITE PERSONNEL (Type TBD in each field, if unknown at this time):**

**Project Manager's Name: \***

TBD

**Project Manager's Email: \***

TBD

**Superintendent/Lead Foreman's Name: \***

TBD

**1.08 BIDDER IDENTIFICATION**

**We are: \***

Incorporated

**If Corporation, list state of incorporation - otherwise, type "N/A": \***

Minnesota

**Company Name: \***

W.L. Hall Company

**By: \***

Zane Kotschevar

**Signed: \***

Zane Kotschevar

**Title: \***

Estimator

**Company Address: \***

530 15th Ave South Hopkins, MN 55343

**License No.: \***

IR651593

## **ATTACHMENT A**

---

**RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE - MINN. STAT. § 16C.285**

THE UNDERSIGNED, being first duly sworn, deposes and states under oath as follows:

**1. I am \***

Ronald Weber

**with \***

W.L. Hall Company

(the "Contractor"), and I am duly authorized as an owner or officer of the Contractor to sign this Affidavit.

2. I warrant and represent that the Contractor is in full compliance with the minimum criteria as set forth in Minn. Stat. § 16C.285, Subd.

3. I have included Attachment A-1 with the Contractor's response to the solicitation for the Project.
  
4. If the Contractor is awarded a contract on the Project, prior to and as a condition precedent to the execution of the contract, I will submit Attachment A-2 to the contracting authority.
  
5. If the Contractor is awarded a contract on the Project, I will submit Attachment A-3 as required for the duration of the Project.
  
6. I acknowledge that any false statement made in, or in connection with, this Affidavit will render the Contractor ineligible to be awarded a contract on the Project and may result in termination of any contract awarded to the Contractor on the Project.

**Authorized Signature of Owner or Officer: \***

Ronald Weber

**Printed Name: \***

Ronald Weber

**Title: \***

Vice President

**Date: \***

9/15/2022

**Contractor Legal Name: \***

W.L. Hall Company

Pursuant to Minn. Stat. § 16C.285, Subd. 4, the above signature under oath does not need to be notarized.

## ATTACHMENT A-1

---

### FIRST-TIER SUBCONTRACTORS LIST

#### SUBMIT WITH CONTRACTOR'S COMPLIANCE AFFIDAVIT – ATTACHMENT A

A prime contractor or subcontractor shall include in its verification of compliance a list of all of its first-tier subcontractors that it intends to retain for work on the project. Minn. Stat. § 16C.285, Subd. 5.

Click the (+) icon to the right at additional lines

**FIRST TIER SUBCONTRACTOR NAMES**

W.L. Hall Company

**Name of city where company home office is located**

Hopkins, MN

**ATTACHMENT A-2**

---

**SUPPLEMENTAL AFFIDAVIT OF COMPLIANCE**

**CONTRACTOR TO SUBMIT AS A CONDITION PRECEDENT TO SIGNING THE CONTRACT FOR THE PROJECT**

**Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Minn. Stat. § 16C.285, Subd. 5. (click "+" to add entries):**

**ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response)**

**Legal name of company:**

W.L. Hall Company

**Name of city where company home office is located:**

Hopkins, MN

**SUPPLEMENTAL VERIFICATION FOR ATTACHMENT A-2**

By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that:

As of the date of this verification, the Contractor complies with Minn. Stat. § 16C.285, subd. 3, clause (7), and all first-tier subcontractors and motor carriers that it intends to retain for work on the project, including the additional subcontractors listed on this Attachment A-2, have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.

**Authorized Signature of Owner or Officer:**

**Printed Name:**



**Title:**

**Date:**

**Contractor Legal Name:**

**MERCHANTS**  
**BONDING COMPANY™**

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IOWA 50306-3498  
PHONE: (800) 678-8171 FAX: (515) 243-3854

**Bid Bond**

Bond Number: **N/A**

**CONTRACTOR:**

*(Name, legal status and address)*  
**W. L. Hall Co.**  
**530 15th Avenue South**  
**Hopkins, MN 55343**

**SURETY:**

*(Name, legal status and principal place of business)*  
Merchants Bonding Company (Mutual)  
A Corporation  
6700 Westown Parkway, West Des Moines, IA 50266

**OWNER:**

*(Name, legal status and address)*  
**White Bear Lake Area Schools**  
**4855 Bloom Ave**  
**White Bear Lake, MN 55110**

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

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

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

**PROJECT:**

*(Name, location or address, and Project number, if any)*  
**White Bear Lake Area High School – Ceiling Tensile Fabric Structure**  
**White Bear Lake, MN**

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

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

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

Signed and sealed this **13th** day of **September, 2022.**

*Lisa Berns*  

---

*(Witness)*

**W. L. Hall Co.**  
*Ronald J. Weber* *(Seal)*  

---

*(Title) Ronald J. Weber Vice President*

*Kathy Busby*  

---

*(Witness)*

**Merchants Bonding Company (Mutual)**  
*Anna Plumski* *(Seal)*  

---

*(Title) Anna Plumski Attorney-In-Fact*

CON 0657 (2/15)

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

ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF Minnesota)

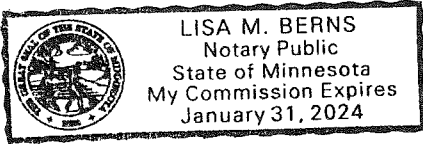
COUNTY OF Hennepin)

On this 15<sup>th</sup> day of September, in the year 2022, before me personally appeared Ronald J. Weber, Vice President of W.L. Hall Company known to me to be the person whose name is subscribed to the instrument, and acknowledge that he/she executed the same.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.

Lisa Berns, Notary Public

My commissions expires: 1-31-24



ACKNOWLEDGEMENT OF SURETY

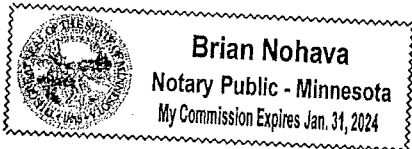
STATE OF MINNESOTA )

COUNTY OF STEARNS )

On this 13<sup>th</sup> day of September, in the year 2022, before me personally come(s) Anna Plumski, Attorney-In-Fact of Merchants Bonding Company (Mutual), with whom I am personally acquainted, and who, being by me duly sworn, says that he/she reside(s) in Rice, MN, that he/she is the Attorney-In-Fact of Merchants Bonding Company (Mutual), the company described in and which executed the within instrument; that he/she know(s) the corporate seal of such Company; and that the seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said Company, and that he/she signed said instrument as Attorney-In-Fact of the said Company by like order.

Brian Nohava, Notary Public

My commissions expires: 1/31/24



**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 of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Anita M Ficker; Anna Plumski; Brian Nohava; Carol A Weber; Christina Gresser; Jeri M Frederick; Kathryn Brophy; Mark Gresser; Megan Rivera; Stacey Gohl

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments 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.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

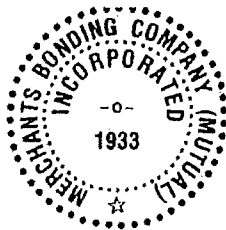
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, 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 connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of September, 2022.

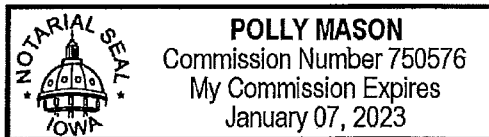


MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this 6th day of September 2022, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are 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.

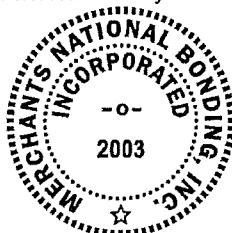


(Expiration of notary's commission does not invalidate this instrument)

*Polly Mason*  
Notary Public

I, William Warner, Jr., Secretary of 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 13th day of September, 2022.



*William Warner Jr.*  
Secretary

## General Info

### Total:

\$343,525.00

---

Number	Description
White Bear Lake High School - Ceiling Tensile Fabric Structure	The overall project consists of Tensile Fabric Structures in the student union. This work will coincide with the current construction of White Bear Lake High School. Construction drawings for the current work are available upon request. The work will be constructed in accordance with the Project Schedule.
<b>Deadline</b> 09/15/2022 02:00 PM CDT	
<b>Vendor</b> Sonus Interiors	Project Manager : Alex Titterud Alex.Titterud@krausanderson.com
<b>Submitted</b> 09/15/2022 01:21 PM CDT	Project Coordinator : Taylor Becker Taylor.Becker@krausanderson.com
<b>Signed by</b> sarah earhart <b>Account Holder</b> Sarah Earhart	<b>Allows zero unit prices and labor</b> Yes
<b>Opened</b> 09/15/2022 02:01 PM CDT <b>By</b> taylor.becker@krausanderson.com	<b>Allows negative unit prices and labor</b> Yes

## BIDDING INSTRUCTIONS

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To better understand multi-bidding, click the link on the left below. To receive drop of the hat assistance, click the link to the right for Infotech's Customer Support Team.

[How to submit multiple bids](#)  
[Contact Customer Support](#)

## SECTION 00 41 00 – BID FORM

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**PROJECT: White Bear Lake High School - Ceiling Tensile Fabric Structure**

**BID TO: White Bear Lake Area Schools, ISD 624**



**BID FROM: \***

Sonus Interiors

**Address \***

6325 Sandburg Rd, Golden Valley, MN 55427-3629

**Contact \***

Sarah Earhart

**Telephone Number \***

(763) 398-6517

**Email \***

sarah@sonusinteriors.com

**1.01 ACKNOWLEDGMENTS**

A. The undersigned Bidder agrees, if this Bid is accepted, to enter into an agreement with the Project Owner, in the form included in the Special Requirements, to perform and furnish the Work as specified or indicated in the Bidding Documents for the Bid Price and within the time constraints outlined in the Preliminary Project Schedule, and will perform in accordance with the other terms and conditions of the Contract Documents.

B. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

1. This Bid will remain subject to acceptance for 60 days after the day of Bid Opening.
2. Owner has the right to accept or reject any or all Bid.
3. Bidder will sign and submit the Agreement with the bonds and other documents required by the Bidding Documents within 10 days after the date of Notice of Award.
4. Bidder has visited the site and become familiar with the general, local, and site conditions,
5. Bidder is familiar with federal, state, and local laws and regulations applicable for this project.
6. Bidder has examined Bidding Documents, Work Scope Descriptions, Preliminary Project Schedule, and other conditions affecting the Work and has correlated information known to Bidder.
7. Bidder agrees to commence Work when directed by Kraus-Anderson Construction Company to proceed by providing labor and materials required to complete the Work Scope in accordance with the Contract Documents to achieve Substantial Completion of this Work Scope within the time constraints outlined.
8. Bidder represents this Bid is genuine and not made in the interest or on behalf of an undisclosed person, firm, or corporation; and is not submitted in conformity with an agreement or rules of a group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited another Bidder to submit a false bid; Bidder has not solicited or induced a person, firm or corporation to refrain from bidding; Bidder has not sought by collusion to obtain for itself an advantage over another Bidder.

**WORK SCOPE, ADDENDA, BID SECURITY, AND ALTERNATES**

The information supplied in this component will be available to the owner-agency immediately after the bid deadline, but before the bid is opened.

**Work Scope: \***

WS 13 I - Tensile Membrane Structure

**1.02 ADDENDA RECEIVED:**

A. We hereby acknowledge receipt of the following Addenda and other Clarifications affecting this bid:

(click "+" to add addenda)(type "N/A" if no addenda have been issued)

**Addendum #:** \*

Na

**Addendum Date:** \*

na

**Bid Security**

**Paper Bid Bond or Cashier's Check \***

I have provided a Paper Bid Bond for 5.00% of the bid total amount.

**BID SECURITY UPLOADS**

Name	Omission Terms	Submitted File
<p>The information supplied in this component will be available to the owner-agency immediately after the bid deadline, but before the bid is opened.</p> <p>Paper Bid Bond or Cashier's Check Original Paper Bid Bond or Cashier's Check to be sent to Kraus Anderson's office prior to Bid Opening.</p>		<p>Updated White Bear Lake Area High SchoolTaylor Becker - Signed.pdf</p>
<p>1 Required Document</p>		

**BID SECURITY**

**Bond Percentage**

5.00%

**Paper Bid Bond or Cashier's Check**

**Confirmation:** \*

## BASE BID - INSTRUCTIONS

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### 1.03 BASE BID

A. Pursuant to the Contract Documents, Addenda, and Kraus-Anderson's Special Requirements the undersigned bidder hereby agrees to complete the Work as defined in the Work Scope Categories identified below for the amounts:

If submitting multiple bids, the vendor agrees to submit one bid per work scope and opt-out of the base bid section when their submission is for a combined bid only.

### BASE BID

\$343,525.00

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Optional: Vendor is not required to complete.

#### Work Scope Selection: \*

WS 13 I - Tensile Membrane Structure	<b>Base Bid *</b>
	\$343,525.00

## BID FORM - CONTINUED

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### 1.05 SUBMITTAL AND UNIT RATES

**A. Requested Lead Times: To accommodate the Project Schedule and the performance of your work, please clarify the following timeframes to assist Kraus-Anderson in refining the Project Schedule.**

1. Submittal Preparation time from Award (number of days required to prepare submittals):

Work Scope & Number of Days (click "+" to add entries):

**Work Scope:**

**Number of Days:**

**2. From "Approved Submittal", indicated the number of days required for fabrication, internal quality control, and delivery to Site for each Work Scope Category you are bidding?**

**3. Work Scope and Number of Days (click "+" to add entries):**

**Work Scope:**

**Number of Days:**

**B. Field labor hourly rates, including base pay, fringe benefits and labor burden (excluding overhead and profit).**

**B. Trade Classifications and Dollars Per Hour (click "+" to add entries):**

**Trade Classification Description:**

**Dollars per hour \$:**

### **1.06 RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE**

A. Bidder represents and warrants that it has fully completed its Responsible Contractor Affidavit of Compliance ("Compliance Affidavit") and has attached its Compliance Affidavit to this Bid Form as Attachment A, which represents Bidder's signed statement under oath by an owner or officer of the contractor verifying compliance with each of the minimum criteria in Minnesota Statute § 16C.285, subd. 3.

B. Bidder acknowledges that its failure to submit its fully completed Compliance Affidavit with its bid or meet the minimum criteria

in Minnesota Statute § 16C.285, subd. 3 will render Bidder ineligible to be awarded a contract or perform work on the project. Bidder further acknowledges that any false statement it makes under oath regarding compliance with the minimum criteria in Minnesota Statute § 16C.285, subd. 3 will render Bidder ineligible to be awarded a contract and may result in termination of a contract awarded to Bidder.

C. Bidder represents and warrants that it has included a list of its first-tier subcontractors that it intends to retain for work on the project on Attachment A-1 of its Compliance Affidavit, and that it has obtained a Compliance Affidavit from all such first-tier subcontractors, which shall be made available upon request of the Owner.

D. Bidder represents and warrants that if Bidder is the apparent successful prime contractor, prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, Bidder shall submit a supplemental verification under oath confirming compliance with Minn. Stat. § 16C.285, subd. 3, clause (7) ("Supplemental Compliance Affidavit"), using Attachment A-2 to the Compliance Affidavit.

E. Bidder represents and warrants that it shall obtain a Compliance Affidavit from each additional subcontractor it retains on the project after submitting its Compliance Affidavit and Supplemental Compliance Affidavit, and Bidder shall submit a supplemental verification, using Attachment A-3 to the Compliance Affidavit, within 14 days of retaining the additional subcontractors, in accordance with Minnesota Statute § 16C.285, subd. 3. This requirement applies during the solicitation process and continues through the term of any awarded contract.

**1.07 CONTRACTOR ON-SITE PERSONNEL (Type TBD in each field, if unknown at this time):**

**Project Manager's Name: \***

Vlad Revniaga

**Project Manager's Email: \***

vlad@sonusinteriors.com

**Superintendent/Lead Foreman's Name: \***

Lowell Peterson

**1.08 BIDDER IDENTIFICATION**

**We are: \***

Incorporated

**If Corporation, list state of incorporation - otherwise, type "N/A": \***

MN



**Company Name: \***

Sonus Interiors

**By: \***

sarah earhart

**Signed: \***

sarah earhart

**Title: \***

PM

**Company Address: \***

6325 Sandburg Rd. #800

**License No.: \***

2782199

## **ATTACHMENT A**

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### **RESPONSIBLE CONTRACTOR AFFIDAVIT OF COMPLIANCE - MINN. STAT. § 16C.285**

THE UNDERSIGNED, being first duly sworn, deposes and states under oath as follows:

**1. I am \***

Sarah Earhart

**with \***

Sonus Interiors

(the "Contractor"), and I am duly authorized as an owner or officer of the Contractor to sign this Affidavit.

2. I warrant and represent that the Contractor is in full compliance with the minimum criteria as set forth in Minn. Stat. § 16C.285, Subd.

3. I have included Attachment A-1 with the Contractor's response to the solicitation for the Project.
  
4. If the Contractor is awarded a contract on the Project, prior to and as a condition precedent to the execution of the contract, I will submit Attachment A-2 to the contracting authority.
  
5. If the Contractor is awarded a contract on the Project, I will submit Attachment A-3 as required for the duration of the Project.
  
6. I acknowledge that any false statement made in, or in connection with, this Affidavit will render the Contractor ineligible to be awarded a contract on the Project and may result in termination of any contract awarded to the Contractor on the Project.

**Authorized Signature of Owner or Officer: \***

Jessica Scrabeck

**Printed Name: \***

Jessica Scrabeck

**Title: \***

Owner

**Date: \***

09/15/2022

**Contractor Legal Name: \***

Sonus Interiors

Pursuant to Minn. Stat. § 16C.285, Subd. 4, the above signature under oath does not need to be notarized.

## ATTACHMENT A-1

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### FIRST-TIER SUBCONTRACTORS LIST

#### SUBMIT WITH CONTRACTOR'S COMPLIANCE AFFIDAVIT – ATTACHMENT A

A prime contractor or subcontractor shall include in its verification of compliance a list of all of its first-tier subcontractors that it intends to retain for work on the project. Minn. Stat. § 16C.285, Subd. 5.

Click the (+) icon to the right at additional lines

**FIRST TIER SUBCONTRACTOR NAMES**

Name of city where company home office is located

**ATTACHMENT A-2**

---

**SUPPLEMENTAL AFFIDAVIT OF COMPLIANCE**

**CONTRACTOR TO SUBMIT AS A CONDITION PRECEDENT TO SIGNING THE CONTRACT FOR THE PROJECT**

Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Minn. Stat. § 16C.285, Subd. 5. (click "+" to add entries):

**ADDITIONAL SUBCONTRACTOR NAMES (added after date of solicitation response)**

Legal name of company:

Name of city where company home office is located:

**SUPPLEMENTAL VERIFICATION FOR ATTACHMENT A-2**

By signing this document I certify that I am an owner or officer of the Contractor, and I swear under oath that:

As of the date of this verification, the Contractor complies with Minn. Stat. § 16C.285, subd. 3, clause (7), and all first-tier subcontractors and motor carriers that it intends to retain for work on the project, including the additional subcontractors listed on this Attachment A-2, have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.

**Authorized Signature of Owner or Officer:**

**Printed Name:**

**Title:**

**Date:**

**Contractor Legal Name:**

**THE  
CINCINNATI INSURANCE COMPANY**  
CINCINNATI, OHIO

**Bid Bond**

KNOW ALL MEN BY THESE PRESENTS, that we Sonus Interiors, Inc.

as Principal, hereinafter called the Principal, and **THE CINCINNATI INSURANCE COMPANY**, 6200 S. Gilmore Road, Fairfield, Ohio 45014-5141, a corporation duly organized under the laws of the State of Ohio, as Surety, hereinafter called the Surety, are held and firmly bound unto

Independent School District #624 / Kraus Anderson

5045 Division Ave White Bear Lake, MN 55110

as Obligee, hereinafter called the Obligee, in the sum of 5% of bid

Dollars (\$ 999,900 ),

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

White Bear Lake Area High School / Taylor Becker

501 S. 8th Street Minneapolis, MN 55404

Furnish and Install Acoustical Ceiling Treatments

**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 14th day of September 2022

Sonus Interiors, Inc.

(Principal)

(Seal)

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

By: Sarah Earhart

Sarah Earhart / Project Manager

(Title)

**THE CINCINNATI INSURANCE COMPANY**

(Surety)

(Seal)

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

By: Peter Follse

Peter Follse

Attorney-in-Fact

The Company executing this bond vouches that this document conforms to American Institute of Architects Document A310, February 1970 Edition.



PLEASE INSERT IN THE POWER-OF-ATTORNEY SECTION OF YOUR BOND KIT

(INDIVIDUAL ACKNOWLEDGMENT)

STATE OF \_\_\_\_\_ )
) SS
COUNTY OF \_\_\_\_\_ )

On the \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, a Notary Public within and for said county, personally appeared, \_\_\_\_\_ to me known to be the person described in and who executed the foregoing instrument, as Principal, and acknowledged to me that her executed the same as he free act and deed.

Notary Public \_\_\_\_\_ County \_\_\_\_\_
My Commission Expires \_\_\_\_\_

(Notarial Seal)

CORPORATE ACKNOWLEDGMENT

STATE OF Minnesota )
) SS
COUNTY OF Hennipin )

On the 14th day of September, 2022, before me, personally appeared Sarah Earhart to me known, who being by me duly sworn, did depose and say that he resides in Golden Valley, Minnesota, that her is the Project Manager President of the Sonus Interiors, Inc. the corporation described in and which executed the foregoing instrument; that knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that signed name thereto by like order.

Notary Public \_\_\_\_\_ County \_\_\_\_\_
My Commission Expires \_\_\_\_\_

(Notarial Seal)

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF Minnesota )
) SS
COUNTY OF Washington )

On this 14th day of September, 2022, before me appeared Peter Follese to me personally known, who being by me duly sworn, did say that her is the aforesaid officer or attorney in fact of the Attorney in Fact, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its Board of Directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Notary Public \_\_\_\_\_ County \_\_\_\_\_
My Commission Expires \_\_\_\_\_

(Notarial Seal)

INSTRUCTIONS

Most Bonds Filed In Minnesota Require The Signature Of The Principal To Be Acknowledged By A Notary Public. Also, The Signature Of The Attorney- In-Fact Should Be Acknowledged By A Notary Public. On The Bond Form Itself There Should Be Two Witnesses To The Signature Of The Principal And Two Witnesses To The Attorney-In-Fact.

THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

Peter Follese; Elli Ridley; Hilary Belt and/or Brianne Keehan

of Forest Lake, Minnesota

its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows:

Any such obligations in the United States, up to Five Million and No/100 Dollars (\$5,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6th day of December, 1958, which resolution is still in effect:

“RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company.”

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7th day of December, 1973.

“RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.”

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 8th day of March, 2017.



STATE OF OHIO ) ss:
COUNTY OF BUTLER )

THE CINCINNATI INSURANCE COMPANY

Signature of Stephen A. Justice

Vice President

On this 8th day of March, 2017, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



Signature of Mark J. Huller

MARK J. HULLER, Attorney at Law
NOTARY PUBLIC - STATE OF OHIO
My commission has no expiration date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio, this 27th day of April 2022



Signature of Stephen D. Dan

Secretary



## 🔒 Document Completion Certificate

Document Reference : 230d9b96-64cd-424d-8d7a-06c86c4aecc4  
Document Title : Updated White Bear Lake Area High School/Taylor Becker  
Document Region : Northern Virginia  
Sender Name : National Insurance Brokers  
Sender Email : info@mynationalbroker.com  
Total Document Pages : 3  
Secondary Security : Not Required  
Participants

1. Sarah Earhart (sarah@sonusinteriors.com)
2. Peter Follese (p.follese@mynationalbroker.com)

CC

1. k.klabecek@mynationalbroker.com

### Document History

Timestamp	Description
09/15/2022 17:29PM UTC	Sender downloaded document.
09/15/2022 17:33PM UTC	Document sent by National Insurance Brokers (info@mynationalbroker.com).
09/15/2022 17:33PM UTC	Email sent to Sarah Earhart (sarah@sonusinteriors.com).
09/15/2022 17:33PM UTC	Email sent to National Insurance Brokers (info@mynationalbroker.com).
09/15/2022 17:35PM UTC	Document viewed by Sarah Earhart (sarah@sonusinteriors.com). 96.93.237.52 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/105.0.0.0 Safari/537.36
09/15/2022 17:35PM UTC	Sarah Earhart (sarah@sonusinteriors.com) has agreed to terms of service and to do business electronically with National Insurance Brokers (info@mynationalbroker.com). 96.93.237.52 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/105.0.0.0 Safari/537.36
09/15/2022 17:35PM UTC	Signed by Sarah Earhart (sarah@sonusinteriors.com). 96.93.237.52 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/105.0.0.0 Safari/537.36
09/15/2022 17:35PM UTC	Email sent to Peter Follese (p.follese@mynationalbroker.com).
09/15/2022 17:36PM UTC	Document viewed by Peter Follese (p.follese@mynationalbroker.com). 24.124.55.109 Mozilla/5.0 (iPhone; CPU iPhone OS 15_6_1 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.6.1 Mobile/15E148 Safari/604.1
09/15/2022 17:36PM UTC	Peter Follese (p.follese@mynationalbroker.com) has agreed to terms of service and to do business electronically with National Insurance Brokers (info@mynationalbroker.com). 24.124.55.109 Mozilla/5.0 (iPhone; CPU iPhone OS 15_6_1 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.6.1 Mobile/15E148 Safari/604.1
09/15/2022 17:36PM UTC	Signed by Peter Follese (p.follese@mynationalbroker.com). 24.124.55.109 Mozilla/5.0 (iPhone; CPU iPhone OS 15_6_1 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.6.1 Mobile/15E148 Safari/604.1
09/15/2022 17:36PM UTC	Document copy sent to Sarah Earhart (sarah@sonusinteriors.com).
09/15/2022 17:36PM UTC	Document copy sent to Peter Follese (p.follese@mynationalbroker.com).