



## City of Fergus Falls Committee of the Whole Agenda

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May 11, 2022

7:00 am

City Council Chambers

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A. Call to Order

B. Roll Call

C. Discussion Items

1. Downtown Riverfront Project Phase II Bid Results Discussion  
Brian Yavarow
2. Downtown Riverfront Project Phase I  
Brian Yavarow
  - a. Parking layout discussion
  - b. Curb cut modification discussion
3. PI 6079, 2022 Sidewalk Program  
Brian Yavarow  
Requested Action: Recommendation to the council to initiate PI 6079, the 2022 sidewalk program and approve the 2022 assessment rates
4. MnDOT Master Partnership Agreement  
Brian Yavarow  
Requested Action: Recommendation to the council to approve the renewal of the MnDOT Master Partnership Contract No. 1050241
5. MS4 Annual Meeting  
Brian Yavarow  
Requested Action: Recommendation to the council to set the annual MS4 Stormwater Public Meeting for June 21, 2022 at 5:30 pm in the City Council Chambers
6. Ferber Park Survey  
Len Taylor  
Requested Action: Recommendation to the council to authorize an archeological study for Ferber Park
7. Update on 2022 Building Permits/Projects  
Jason Schuetzle

D. Additional Agenda Items

E. Announcements

May 16 5:30 pm City Council meeting

May 30 Memorial Day holiday. Most city offices and facilities closed (west liquor store open). Garbage and recycling normally picked up on Monday is moved to Tuesday. Tuesday pickup moved to Wednesday.

Adjourn



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## MEMORANDUM

**Date:** May 4, 2022  
**To:** Honorable Mayor Schierer and City Council Members  
**From:** Kent Louwagie, PE, Principal Engineer  
Grant J. Kuper, PE, CFM, Project Manager  
**Subject:** Downtown Riverfront Improvements Phase 1  
City of Fergus Falls, Minnesota  
Project No.: OD1.125985

This memo provides an update on the Downtown Riverfront Improvements Phase 1 project, specifically the parking stall layout as well as the alleyway curb cuts.

### Phase 1 Parking Layout

Design of the DTRF Phase 1 project required balancing the desired site amenities while also considering the necessary parking. Prior to the project, the existing parking lot utilized 60° angled parking with 8.5' wide stalls, providing a total of 199 stalls. It is our understanding that this lot was oversized for its usage by the downtown businesses, resulting in a portion of the lot often empty.

Knowing that the Phase 1 riverwalk and Market Structure would impact the parking lot size, we sought to maximize the space as much as possible through our design. The minimum recommended parking stall width is 8.5-feet. The designed layout, which is currently painted, has 9-foot wide stalls at 90°, providing 127 total stalls.

We've received comments from adjacent businesses that drivers with longer than average vehicles have difficulty parking in the current configuration. We visited several businesses adjacent to the new parking lot, requesting their feedback and any feedback they have heard from customers. The results were mixed. Some businesses wanted to keep the current configuration to maximize stalls, others wanted it redesigned to aid ease of parking. Since the top layer of pavement in the parking lot is yet to be constructed, there is an opportunity to redesign the parking layout, if desired, when the permanent pavement markings are placed.

Attached are two alternate designs for consideration. Figure 1 depicts 90° stalls, like the current layout, but widens the stalls from 9 to 10 feet. This would allow vehicles easier access for parking, but it eliminates 14 stalls from the current design, resulting in 113 total stalls.

Figure 2 depicts 60° angled parking with 9-foot wide stalls which is similar to the pre-construction parking lot configuration. This layout eliminates 25 stalls from the current design, resulting in 102 total stalls.

The parking layout as designed meets or exceeds typical design standards, and maximizes the number of stalls in the new parking lot. It is reasonable to assume the Market Structure will increase parking demand. Since this concern was also brought up at a prior city council meeting, we are requesting feedback from the City Council prior to proceeding with the permanent striping.

Name: Honorable Mayor Schierer and City Council Members

Date: May 4, 2022

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### **North Alley Curb Cuts**

We have also received feedback from businesses regarding the surmountable curb and concrete pavement on the north side of the alley in Phase 1. Prior to this project, the existing parking lot pavement butted up to the buildings. The drainage was poor, and the pavement was deteriorated. The design intent of the new surmountable curb is to control drainage in the alley and guide traffic along the buildings. The concrete pavement between the curb and the buildings serves as a low maintenance boulevard.

Curb cuts through the surmountable curb were not included in the design, as the concrete pavement is not intended to be a sidewalk. However, during construction, a curb cut in the surmountable curb was constructed in the center of the block, at the request of a business owner. This curb cut was intended to allow a low-profile curb opening for all businesses on this block.

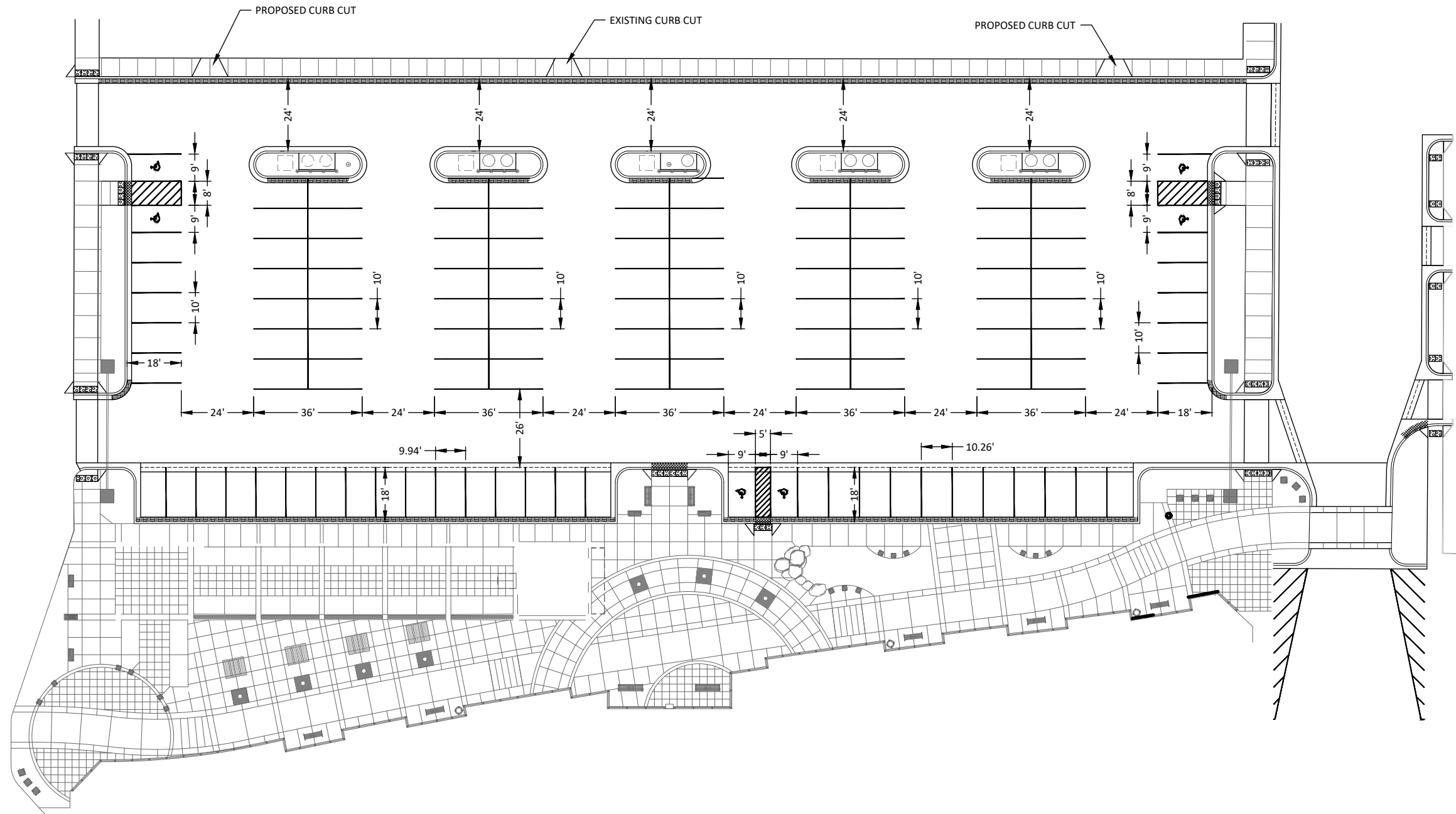
We have since received requests for additional curb cuts from other businesses. To retrofit a curb cut, about 20' of curb and sidewalk would need to be removed and replaced at each location, estimated at \$6,000 per curb cut. Prior to proceeding with these changes, we are requesting input from the City Council on this matter.

Please note that the top layer of parking lot pavement has not been constructed yet, so there is about a 1-inch "drop off" from the curb to the pavement. That will no longer exist once the final paving is completed, which may diminish requests for a curb cut. This photo shows the existing curb cut, and the temporary drop off at the edge of the curb.



Enclosures: Two Alternative Parking Layouts

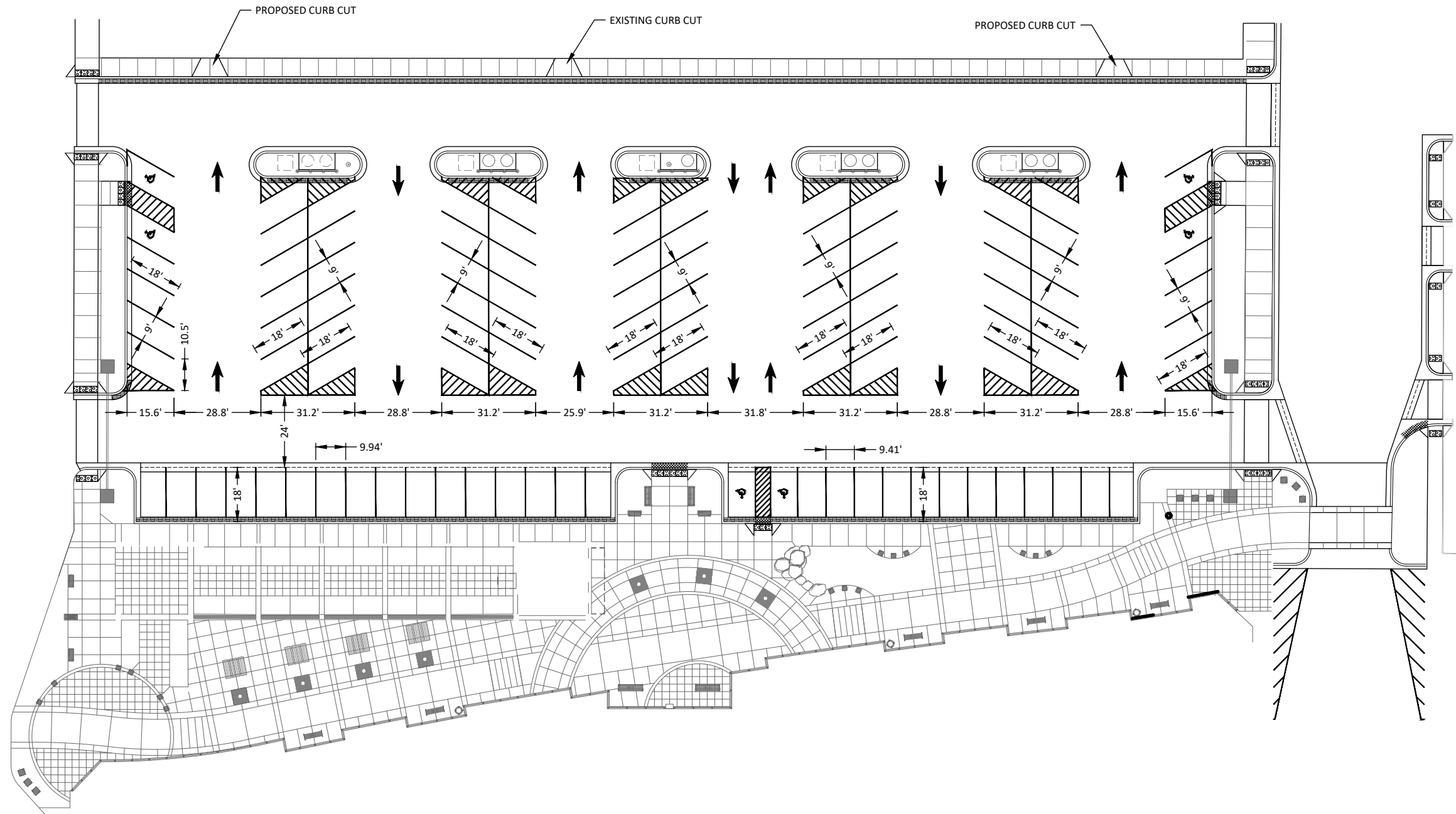
As Bid: 127 Stalls  
Pre-con: 199 Stalls



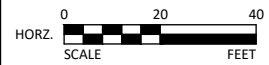
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As Bid: 127 Stalls  
Pre-con: 199 Stalls



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## MEMORANDUM

**Date:** May 4, 2022  
**To:** Honorable Mayor Schierer and City Council Members  
**From:** Kent Louwagie, PE, Principal Engineer  
Grant J. Kuper, PE, CFM, Project Manager  
**Subject:** Downtown Riverfront Improvements Phase 2  
City of Fergus Falls, Minnesota  
Project No.: OD1.125985

The purpose of this memo is to provide an update on bid results for the Downtown Riverfront Improvements Phase 2 project and discuss potential next steps.

### **Bid Results:**

The project was advertised for bids for 3 weeks, and bids were opened at 2 pm on April 27<sup>th</sup>. One bid was received from Comstock Construction, with a base bid of \$4,990,733.53. The engineer's estimate was \$2,600,700. The fact that only one bid was received, and the amount of that bid, warranted further evaluation of the bid results. We contacted several contractors that were plan holders for the project. Material supply shortages, extended lead times, quotes that were valid for short periods of time, and workforce concerns were common threads in our conversations. Additionally, some bidders noted they had difficulty in getting quotes from subcontractors. These issues create risk for the bidder, which typically results in higher prices.

We also compared bid prices for similar items of work between phase 1 and phase 2. For example, concrete walk, bituminous pavement, and concrete curb and gutter have similar scopes of work in both phases. The bid prices for these items increased significantly, by 40% to over 200%. On average, unit prices increased about 70% between the two phases. This is a significant increase and is likely due to a combination of the points noted above.

### **Moving Forward:**

We understand the City has been working towards construction of the Downtown Riverfront Improvements Project for a number of years. Understanding that the bid results are cause for concern, we want to provide solutions for the City to continue revitalizing the Riverfront and the downtown area.

Working together with the Project Management Team, we developed a reduced scope concept to accomplish two main goals: reduce cost, and achieve continuation of the regional trail up to and including the pedestrian bridge. The remaining scope of work, consisting of the splash pad, restroom, plaza spaces and parking lot improvements, could be constructed as a future phase. The enclosed map identifies the potential reduced scope project. This would include construction of the phase 2 trail from the Mill Street Bridge, eastward to the proposed bridge location. The alignment of the trail would remain as designed, so that the current design for the remaining site improvements is still viable. Water, sanitary sewer, and storm sewer utilities would be installed in areas where the trail would be

Name: Honorable Mayor Schierer and City Council Members

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constructed, to minimize any rework if the full scope was constructed as a future phase. Using the bid prices received from Comstock, the estimated costs for the trail, retaining wall on the riverbank, and utilities are summarized below.

Phase 2 – Potential Rescoped Project Estimated Cost	
Trail Construction with Riverbank Retaining Wall	\$630,000
Utilities	\$88,000
Total Estimated Construction Cost	\$718,000
Construction Administration and Testing	\$100,000
Total Estimated Project Cost	\$818,000

**Conclusion:**

If the City wants to pursue the entire project as bid, additional funding sources will need to be identified. Award of the contract should occur by June 27<sup>th</sup>. If the City is not interested in awarding the contract as bid, we recommend rejecting the bid received on April 27<sup>th</sup>.

If the City wishes to pursue some portion of construction yet this year, we recommend rebidding the project with the reduced scope described above. In this scenario, plans and specifications would need to be revised, and the project would need to be advertised for bids again. We estimate bid opening could occur in early July. We would also recommend extending the completion date to mid-summer 2023. This could result in minimal or no work being completed this year, but it would allow bidders some flexibility in their scheduling.

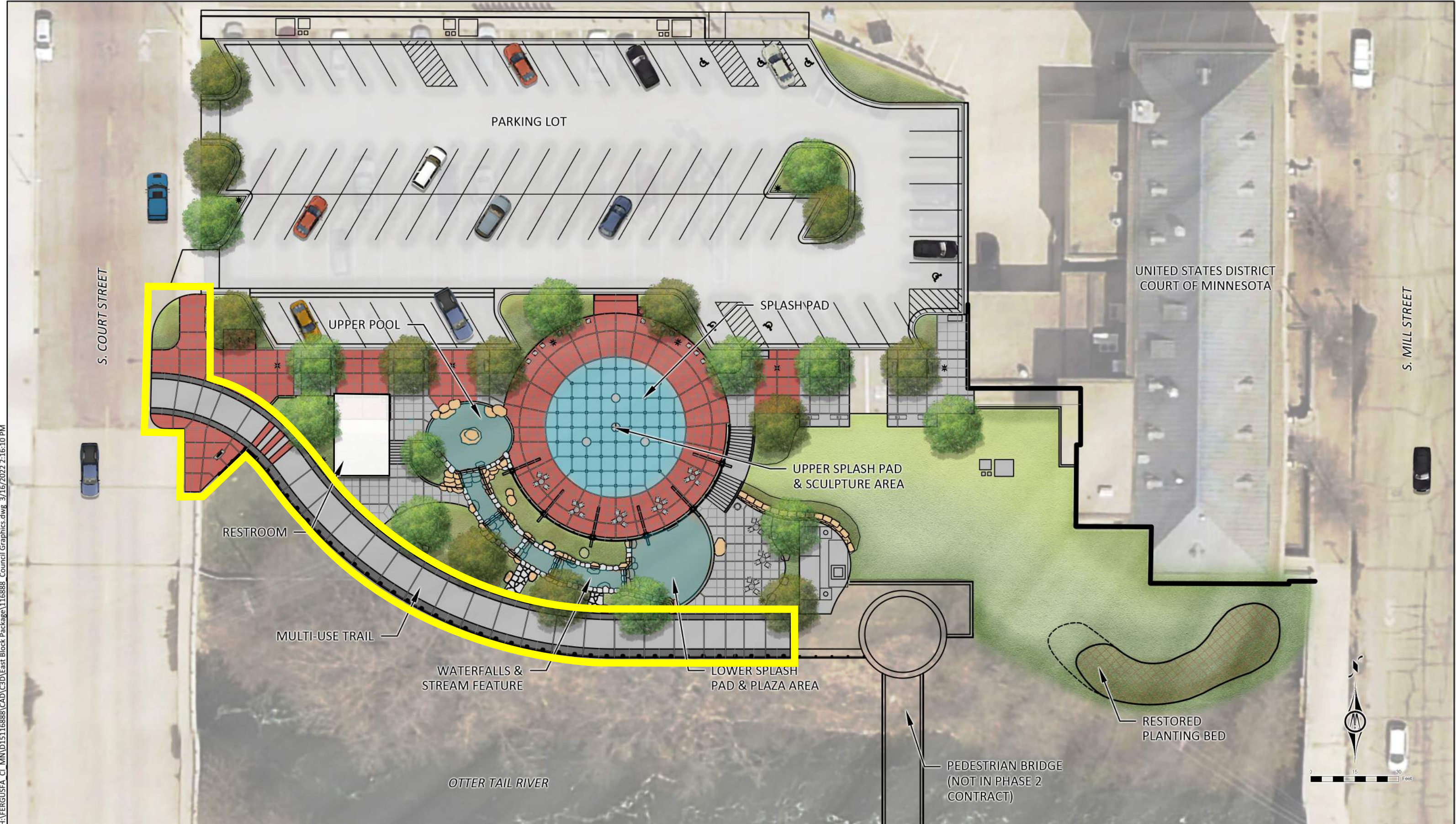
The pedestrian bridge could follow the same schedule previously discussed; advertise for bids this fall, with construction to occur in 2023. The total estimated project cost for the bridge, after adjusting to accommodate these changes, is estimated at \$857,000. The total estimated cost for the trail and the bridge together is \$1,675,000. An alternative approach to rebidding the trail by itself would be bid the trail at the same time as the bridge, with all construction to occur in 2023.

If the City proceeds with this reduced scope option, we anticipate that some form of maintenance or improvements to the existing parking lot will need to be included in the scope. Those costs are not currently included in the total, but can be added once the next steps are determined.

**Attachments:**

Site Plan: Phase 2





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# Council Action Recommendation

**Meeting Date:**

May 11, 2022 – Committee of the Whole  
 May 16, 2022 – City Council

**Subject:**

P.I. No. 6079 – 2022 Sidewalk Program Rates

**Recommendation:**

- Initiate P.I. No. 6079 – 2022 Sidewalk and Driveway Program
- Approve the 2022 Sidewalk Assessment Rates

**Background/Key Points:**

Staff has reviewed the unit rates from the 2021 Sidewalk and Driveway Program along with the expected materials/construction cost increases for 2022. Staff is recommending the following unit rate adjustments for the 2022 Program.

	Remove <u>C &amp; G</u>	Remove <u>Concrete</u>	4" Concrete Walk <u>(5 feet wide)</u>	4" Concrete Walk <u>(Irregular Width)</u>	6" Concrete Walk/Drive
2021 Rate	\$18.50/L.F	\$5.50/S.F.	\$31.00/L.F.	\$6.90/S.F.	\$8.10/S.F.
Prop. 2022 Rate	\$20.00/L.F	\$5.75/S.F.	\$32.25/L.F.	\$7.00/S.F.	\$8.25/S.F.
Change	+\$1.50	+\$0.25	+\$1.25	+\$0.10	+\$0.15

	<u>Reinforcement</u>	<u>Curb &amp; Gutter</u>	Saw <u>Bituminous</u>	Saw <u>Concrete</u>
2021 Rate	\$1.75/S.F	\$32.00/L.F.	\$15.00/L.F.	\$16.00/L.F.
Prop. 2022 Rate	\$1.75/S.F	\$32.50/L.F.	\$15.00/L.F.	\$16.00/L.F.
Change	\$0.00	+\$0.50	\$0.00	\$0.00

These rates will be applied to all concrete sidewalk and driveway work within the R/W, which is initiated by a 100-percent (voluntary) petition by the property owner in the 2022 construction season. Each individual petition is written to represent the exact cost of the improvement as agreed upon utilizing the assessment rates noted herein.

**Budgetary Impact:**

The City budgets approximately \$30,000/year to cover its share of these sidewalk projects.

**Originating Department:**  
 Engineering Department

**Respectfully Submitted**  
 Brian Yavarow, P.E. – City Engineer



# Council Action Recommendation

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Page 1 of 1

**Meeting Date:**

May 11, 2022 – Committee of the Whole

May 16, 2022 – City Council

**Subject:**

MnDOT Master Partnership Contract with the City of Fergus Falls

**Recommendation:**

- Approve MnDOT Master Partnership Contract No. 1050241

**Background/Key Points:**

Replaces existing partnership contract which expires on June 30, 2022.

This is a standard umbrella contract which allows local agencies and MnDOT to exchange goods and services. It also allows MnDOT, if requested and authorized by the local agency, to deliver small, routine services to the local agencies. Examples of these services are listed in Exhibit A of the attached Master Partnership Contract.

The renewed contract would be in effect from July 1, 2022 until June 30, 2027.

**Budgetary Impact:**

None. Any services requested and/or provided by MnDOT would be financed on a per item basis with a specific, associated project.

**Originating Department:**

Engineering Department

**Respectfully Submitted**

Brian Yavarow, P.E. – City Engineer

**Attachments:**

MnDOT Master Partnership Contract

Example Resolution

**Sample Resolution**

Whereas, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

Whereas, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

Whereas: the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write “work orders” against a master contract would provide the greatest speed and flexibility in responding to identified needs.

Therefore, be it resolved:

1. That the [City/County/Other Local Government] of [ ] enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the [Board/Council].
2. That the proper [City/County/Other Local Government] officers are authorized to execute such contract, and any amendments thereto.
3. That the [City/County/Other Local Government] [Engineer/Title of Other Official] is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the [City/County/Other Local Government] [Engineer/Title of Other Official] may execute such work order contracts on behalf of the [City/County/Other Local Government] of [ ] without further approval by this [Board/Council].

Approved this [Day] day of [Month], 20[XX].

Attest:

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

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

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

STATE OF MINNESOTA  
MASTER PARTNERSHIP CONTRACT

This master contract is between the State of Minnesota, acting through its Commissioner of Transportation in this contract referred to as the “State” and the Fergus Falls City, acting through its City Council, in this contract referred to as the “Other Party.”

**Recitals**

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1. The parties are authorized to enter into this contract pursuant to Minnesota Statutes, §§15.061, 471.59 and 174.02.
2. Minn. Stat. § 161.20, subd. 2, authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.
3. Each party to this contract is a “road authority” as defined by Minn. Stat. §160.02, subd. 25.
4. Minn. Stat. § 161.39, subd. 1, authorizes a road authority to perform work for another road authority. Such work may include providing technical and engineering advice, assistance and supervision, surveying, preparing plans for the construction or reconstruction of roadways, and performing roadway maintenance.
5. Minn. Stat. §174.02, subd. 6, authorizes the Commissioner of Transportation to enter into contracts with other governmental entities for research and experimentation; for sharing facilities, equipment, staff, data, or other means of providing transportation-related services; or for other cooperative programs that promote efficiencies in providing governmental services, or that further development of innovation in transportation for the benefit of the citizens of Minnesota.
6. Each party wishes to occasionally purchase services from the other party, which the parties agree will enhance the efficiency of delivering governmental services at all levels. This Master Partnership Contract (MPC) provides a framework for the efficient handling of such requests. This MPC contains terms generally governing the relationship between the parties. When specific services are requested, the parties will (unless otherwise specified) enter into a “Work Order” contracts.
7. After the execution of this MPC, the parties may (but are not required to) enter into “Work Order” contracts. These Work Orders will specify the work to be done, timelines for completion, and compensation to be paid for the specific work.
8. The parties are entering into this MPC to establish terms that will govern all of the Work Orders subsequently issued under the authority of this Contract.

**Contract**

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1. **Term of Master Partnership Contract; Use of Work Order Contracts; Survival of Terms**
  - 1.1. **Effective Date:** This contract will be effective on July 1st, 2022, or upon the date last signed by all State officials as required under Minn. Stat. § 16C.05, subd. 2, whichever occurs last. The Other Party must not begin work under this Contract until ALL required signatures have been obtained and the Other Party has been notified in writing to begin such work by the State’s Authorized Representative.
  - 1.2. **Expiration Date.** This Contract will expire on June 30, 2027.
  - 1.3. **Exhibits.** Exhibit A is attached and incorporated into this agreement.
  - 1.4. **Work Order Contracts.** A work order contract must be negotiated and executed (by both the State and the Other Party) for each particular engagement, except for Technical Services provided by the State to the Other Party as specified in Article 2. The work order contract must specify the detailed scope of work and deliverables for that project. A party must not begin work under a work order until the work order is fully

executed. The terms of this MPC will apply to all work orders contracts issued, unless specifically varied in the work order. The Other Party understands that this MPC is not a guarantee of any payments or work order assignments, and that payments will only be issued for work actually performed under fully-executed work orders.

- 1.5. **Survival of Terms.** The following clauses survive the expiration or cancellation of this master contract and all work order contracts: 12. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property; 17. Publicity; 18. Governing Law, Jurisdiction, and Venue; and 22. Data Disclosure. All terms of this MPC will survive with respect to any work order contract issued prior to the expiration date of the MPC.
- 1.6. **Sample Work Order.** A sample work order contract is available upon request from the State.
- 1.7. **Definition of "Providing Party" and "Requesting Party".** For the purpose of assigning certain duties and obligations in the MPC to work order contracts, the following definitions will apply throughout the MPC. "Requesting Party" is defined as the party requesting the other party to perform work under a work order contract. "Providing Party" is defined as the party performing the scope of work under a work order contract.

## 2. Technical Services

- 2.1. Technical Services include repetitive low-cost services routinely performed by the State for the Other Party. If requested and authorized by the Other Party, these services may be performed by the State for the Other Party without the execution of a work order, as these services are provided in accordance with standardized practices and processes and do not require a detailed scope of work. Exhibit A – Table of Technical Services is attached.
  - 2.1.1. Every other service not falling under the services listed in Exhibit A will require a work order contract (If you have questions regarding whether a service is covered under 2.1.1, please contact Contract Management).
- 2.2. The Other Party may request the State to perform Technical Services in an informal manner, such as by the use of email, a purchase order, or by delivering materials to a State lab and requesting testing. A request may be made via telephone, but will not be considered accepted unless acknowledged in writing by the State.
- 2.3. The State will promptly inform the Other Party if the State will be unable to perform the requested Technical Services. Otherwise, the State will perform the Technical Services in accordance with the State's normal processes and practices, including scheduling practices taking into account the availability of State staff and equipment.
- 2.4. **Payment Basis.** Unless otherwise agreed to by the parties prior to performance of the services, the State will charge the Other Party the State's then-current rate for performing the Technical Services. The then-current rate may include the State's normal and customary additives. The State will invoice the Other Party upon completion of the services, or at regular intervals not more than once monthly as agreed upon by the parties. The invoice will provide a summary of the Technical Services provided by the State during the invoice period.

## 3. Services Requiring a Work Order Contract

- 3.1. **Work Order Contracts:** A party may request the other party to perform any of the following services under individual work order contracts.
- 3.2. **Professional and Technical Services.** A party may provide professional and technical services upon the request of the other party. As defined by Minn. Stat. §16C.08, subd. 1, professional/technical services "means services that are intellectual in character, including consultation, analysis, evaluation, prediction, planning, programming, or recommendation; and result in the production of a report or completion of a task." Professional and technical services do not include providing supplies or materials except as incidental to performing such services. Professional and technical services include (by way of example and without limitation) cultural resources, engineering services, surveying, foundation recommendations and reports, environmental documentation, right-of-way assistance (such as performing appraisals or providing

relocation assistance, but excluding the exercise of the power of eminent domain), geometric layouts, final construction plans, graphic presentations, public relations, and facilitating open houses. A party will normally provide such services with its own personnel; however, a party's professional/technical services may also include hiring and managing outside consultants to perform work provided that a party itself provides active project management for the use of such outside consultants.

- 3.3. **Roadway Maintenance.** A party may provide roadway maintenance upon the request of the other party. Roadway maintenance does not include roadway reconstruction. This work may include but is not limited to snow removal, ditch spraying, roadside mowing, bituminous mill and overlay (only small projects), seal coat, bridge hits, major retaining wall failures, major drainage failures, and message painting. All services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work.
- 3.4. **Construction Administration.** A party may administer roadway construction projects upon the request of the other party. Roadway construction includes (by way of example and without limitation) the construction, reconstruction, or rehabilitation of mainline, shoulder, median, pedestrian or bicycle pathway, lighting and signal systems, pavement mill and overlays, seal coating, guardrail installation, and channelization. These services may be performed by the Providing Party's own forces, or the Providing Party may administer outside contracts for such work. Construction administration may include letting and awarding construction contracts for such work (including state projects to be completed in conjunction with local projects). All contract administration services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work.
- 3.5. **Emergency Services.** A party may provide aid upon request of the other party in the event of a man-made disaster, natural disaster or other act of God. Emergency services includes all those services as the parties mutually agree are necessary to plan for, prepare for, deal with, and recover from emergency situations. These services include, without limitation, planning, engineering, construction, maintenance, and removal and disposal services related to things such as road closures, traffic control, debris removal, flood protection and mitigation, sign repair, sandbag activities and general cleanup. Work will be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work. If it is not feasible to have an executed work order prior to performance of the work, the parties will promptly confer to determine whether work may be commenced without a fully-executed work order in place. If work commences without a fully-executed work order, the parties will follow up with execution of a work order as soon as feasible.
- 3.6. When a need is identified, the State and the Other Party will discuss the proposed work and the resources needed to perform the work. If a party desires to perform such work, the parties will negotiate the specific and detailed work tasks and cost. The State will then prepare a work order contract. Generally, a work order contract will be limited to one specific project/engagement, although "on call" work orders may be prepared for certain types of services, especially for "Technical Services" items as identified section 2.1.. The work order will also identify specific deliverables required, and timeframes for completing work. A work order must be fully executed by the parties prior to work being commenced. The Other Party will not be paid for work performed prior to execution of a work order contract and authorization by the State.

#### 4. Responsibilities of the Providing Party

- 4.1. **Terms Applicable to ALL Work Order Contracts.** The terms in this section 4.1 will apply to ALL work order contracts.
  - 4.1.1. Each work order will identify an Authorized Representative for each party. Each party's authorized representative is responsible for administering the work order, and has the authority to make any decisions regarding the work, and to give and receive any notices required or permitted under this MPC or the work order.
  - 4.1.2. The Providing Party will furnish and assign a publicly employed licensed engineer (Project Engineer), to be in responsible charge of the project(s) and to supervise and direct the work to be performed under each work order contract. For services not requiring an engineer, the Providing Party will

furnish and assign another responsible employee to be in charge of the project. The services of the Providing Party under a work order contract may not be otherwise assigned, sublet, or transferred unless approved in writing by the Requesting Party's authorized representative. This written consent will in no way relieve the Providing Party from its primary responsibility for the work.

- 4.1.3. If the Other Party is the Providing Party, the Project Engineer may request in writing specific engineering and/or technical services from the State, pursuant to Minn. Stat. Section 161.39. The work order Contract will require the Other Party to deposit payment in advance. The costs and expenses will include the current State additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit.
- 4.1.4. Only the receipt of a fully executed work order contract authorizes the Providing Party to begin work on a project. Any and all effort, expenses, or actions taken by the Providing Party before the work order contract is fully executed are considered unauthorized and undertaken at the risk of non-payment.
- 4.1.5. In connection with the performance of this contract and any work orders issued, the Providing Agency will comply with all applicable Federal and State laws and regulations. When the Providing Party is authorized or permitted to award contracts in connection with any work order, the Providing Party will require and cause its contractors and subcontractors to comply with all Federal and State laws and regulations.
- 4.2. **Additional Terms for Roadway Maintenance.** The terms of section 4.1 and this section 4.2 will apply to all work orders for Roadway Maintenance.
  - 4.2.1. Unless otherwise provided for by contract or work order, the Providing Party must obtain all permits and sanctions that may be required for the proper and lawful performance of the work.
  - 4.2.2. The Providing Party must perform maintenance in accordance with MnDOT maintenance manuals, policies and operations.
  - 4.2.3. The Providing Party must use State-approved materials, including (by way of example and without limitation), sign posts, sign sheeting, and de-icing and anti-icing chemicals.
- 4.3. **Additional Terms for Construction Administration.** The terms of section 4.1 and this section 4.3 will apply to all work order contracts for construction administration.
  - 4.3.1. Contract(s) must be awarded to the lowest responsible bidder or best value proposer in accordance with state law.
  - 4.3.2. Contractor(s) must be required to post payment and performance bonds in an amount equal to the contract amount. The Providing Party will take all necessary action to make claims against such bonds in the event of any default by the contractor.
  - 4.3.3. Contractor(s) must be required to perform work in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction.
  - 4.3.4. For work performed on State right-of-way, contractor(s) must be required to indemnify and hold the State harmless against any loss incurred with respect to the performance of the contracted work, and must be required to provide evidence of insurance coverage commensurate with project risk.
  - 4.3.5. Contractor(s) must pay prevailing wages pursuant to applicable state and federal law.
  - 4.3.6. Contractor(s) must comply with all applicable Federal, and State laws, ordinances and regulations, including but not limited to applicable human rights/anti-discrimination laws and laws concerning the participation of Disadvantaged Business Enterprises in federally-assisted contracts.
  - 4.3.7. Unless otherwise agreed in a work order contract, each party will be responsible for providing rights of way, easement, and construction permits for its portion of the improvements. Each party will, upon the other's request, furnish copies of right of way certificates, easements, and construction permits.



- 4.3.8. The Providing Party may approve minor changes to the Requesting Party's portion of the project work if such changes do not increase the Requesting Party's cost obligation under the applicable work order contract.
- 4.3.9. The Providing Party will not approve any contractor claims for additional compensation without the Requesting Party's written approval, and the execution of a proper amendment to the applicable work order contract when necessary. The Other Party will tender the processing and defense of any such claims to the State upon the State's request.
- 4.3.10. The Other Party must coordinate all trunk highway work affecting any utilities with the State's Utilities Office.
- 4.3.11. The Providing Party must coordinate all necessary detours with the Requesting Party.
- 4.3.12. If the Other Party is the Providing Party, and there is work performed on the trunk highway right-of-way, the following will apply:
  - a. The Other Party will have a permit to perform the work on the trunk highway. The State may revoke this permit if the work is not being performed in a safe, proper and skillful manner, or if the contractor is violating the terms of any law, regulation, or permit applicable to the work. The State will have no liability to the Other Party, or its contractor, if work is suspended or stopped due to any such condition or concern.
  - b. The Other Party will require its contractor to conduct all traffic control in accordance with the Minnesota Manual on Uniform Traffic Control Devices.
  - c. The Other Party will require its contractor to comply with the terms of all permits issued for the project including, but not limited to, National Pollutant Discharge Elimination System (NPDES) and other environmental permits.
  - d. All improvements constructed on the State's right-of-way will become the property of the State.

**5. Responsibilities of the Requesting Party**

- 5.1. After authorizing the Providing Party to begin work, the Requesting Party will furnish any data or material in its possession relating to the project that may be of use to the Providing Party in performing the work.
- 5.2. All such data furnished to the Providing Party will remain the property of the Requesting Party and will be promptly returned upon the Requesting Party's request or upon the expiration or termination of this contract (subject to data retention requirements of the Minnesota Government Data Practices Act and other applicable law).
- 5.3. The Providing Party will analyze all such data furnished by the Requesting Party. If the Providing Party finds any such data to be incorrect or incomplete, the Providing Party will bring the facts to the attention of the Requesting Party before proceeding with the part of the project affected. The Providing Party will investigate the matter, and if it finds that such data is incorrect or incomplete, it will promptly determine a method for furnishing corrected data. Delay in furnishing data will not be considered justification for an adjustment in compensation.
- 5.4. The State will provide to the Other Party copies of any Trunk Highway fund clauses to be included in the bid solicitation and will provide any required Trunk Highway fund provisions to be included in the Proposal for Highway Construction, that are different from those required for State Aid construction.
- 5.5. The Requesting Party will perform final reviews and inspections of its portion of the project work. If the work is found to have been completed in accordance with the work order contract, the Requesting Party will promptly release any remaining funds due the Providing Party for the Project(s).
- 5.6. The work order contracts may include additional responsibilities to be completed by the Requesting Party.

**6. Time**

- 6.1. In the performance of project work under a work order contract, time is of the essence.

**7. Consideration and Payment**

- 7.1. **Consideration.** The Requesting Party will pay the Providing Party as specified in the work order. The State's normal and customary additives will apply to work performed by the State, unless otherwise specified in the work order. The State's normal and customary additives will not apply if the parties agree to a "lump sum" or "unit rate" payment.
- 7.2. **State's Maximum Obligation.** The total compensation to be paid by the State to the Other Party under all work order contracts issued pursuant to this MPC will not exceed \$150,000.00.
- 7.3. **Travel Expenses.** It is anticipated that all travel expenses will be included in the base cost of the Providing Party's services, and unless otherwise specifically set forth in an applicable work order contract, the Providing Party will not be separately reimbursed for travel and subsistence expenses incurred by the Providing Party in performing any work order contract. In those cases where the State agrees to reimburse travel expenses, such expenses will be reimbursed in the same manner and in no greater amount than provided in the current "MnDOT Travel Regulations" a copy of which is on file with and available from the MnDOT District Office. The Other Party will not be reimbursed for travel and subsistence expenses incurred outside of Minnesota unless it has received the State's prior written approval for such travel.
- 7.4. **Payment**
  - 7.4.1. **Generally.** The Requesting Party will pay the Providing Party as specified in the applicable work order, and will make prompt payment in accordance with Minnesota law.
  - 7.4.2. **Payment by the Other Party.**
    - a. The Other Party will make payment to the order of the Commissioner of Transportation.
    - b. **IMPORTANT NOTE: PAYMENT MUST REFERENCE THE "MNDOT CONTRACT NUMBER" SHOWN ON THE FACE PAGE OF THIS CONTRACT AND THE "INVOICE NUMBER" ON THE INVOICE RECEIVED FROM MNDOT.**
    - c. Remit payment to the address below:  
MnDOT  
Attn: Cash Accounting  
RE: MnDOT Contract Number 1050241W[XX] and Invoice Number: 00000[#####]  
(see note above)  
Mail Stop 215  
395 John Ireland Blvd  
St. Paul, MN 55155
  - 7.4.3. **Payment by the State.**
    - a. **Generally.** The State will promptly pay the Other Party after the Other Party presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted as specified in the applicable work order, but no more frequently than monthly.
    - b. **Retainage for Professional and Technical Services.** For work orders for professional and technical services, as required by Minn. Stat. § 16C.08, subd. 2(10), no more than 90 percent of the amount due under any work order contract may be paid until the final product of the work order contract has been reviewed by the State's authorized representative. The balance due will be paid when the State's authorized representative determines that the Other Party has satisfactorily fulfilled all the terms of the work order contract.

## 8. Conditions of Payment

- 8.1. All work performed by the Providing Party under a work order contract must be performed to the Requesting Party's satisfaction, as determined at the sole and reasonable discretion of the Requesting Party's Authorized Representative and in accordance with all applicable federal and state laws, rules, and

regulations. The Providing Party will not receive payment for work found by the Requesting Party to be unsatisfactory or performed in violation of federal or state law.

**9. State's Authorized Representative and Project Manager**

- 9.1. The State's Authorized Representative for this master contract is the District State Aid Engineer, who has the responsibility to monitor the State's performance.
- 9.2. The State's Project Manager will be identified in each work order contract.

**10. Other Party's Authorized Representative and Project Manager**

- 10.1. The Other Party's Authorized Representative for administering this master contract is the Other Party's Engineer, and the Engineer has the responsibility to monitor the Other Party's performance. The Other Party's Authorized Representative is also authorized to execute work order contracts on behalf of the Other Party without approval of each proposed work order contract by its governing body.
- 10.2. The Other Party's Project Manager will be identified in each work order contract.

**11. Assignment, Amendments, Waiver, and Contract Complete**

- 11.1. **Assignment.** Neither party may assign or transfer any rights or obligations under this MPC or any work order contract without the prior consent of the other and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this MPC, or their successors in office.
- 11.2. **Amendments.** Any amendment to this master contract or any work order contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 11.3. **Waiver.** If a party fails to enforce any provision of this master contract or any work order contract, that failure does not waive the provision or the party's right to subsequently enforce it.
- 11.4. **Contract Complete.** This master contract and any work order contract contain all negotiations and contracts between the State and the Other Party. No other understanding regarding this master contract or any work order contract issued hereunder, whether written or oral may be used to bind either party.

**12. Liability**

- 12.1. Each party will be responsible for its own acts and omissions to the extent provided by law. The Other Party's liability is governed by Minn. Stat. chapter 466 and other applicable law. The State's liability is governed by Minn. Stat. section 3.736 and other applicable law. This clause will not be construed to bar any legal remedies a party may have for the other party's failure to fulfill its obligations under this master contract or any work order contract. Neither party agrees to assume any environmental liability on behalf of the other party. A Providing Party under any work order is acting only as a "Contractor" to the Requesting Party, as the term "Contractor" is defined in Minn. Stat. §115B.03 (subd. 10), and is entitled to the protections afforded to a "Contractor" by the Minnesota Environmental Response and Liability Act. The parties specifically intend that Minn. Stat. §471.59 subd. 1a will apply to any work undertaken under this MPC and any work order issued hereunder.

**13. State Audits**

- 13.1. Under Minn. Stat. § 16C.05, subd. 5, the party's books, records, documents, and accounting procedures and practices relevant to any work order contract are subject to examination by the parties and by the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this MPC.

**14. Government Data Practices and Intellectual Property**

- 14.1. **Government Data Practices.** The Other Party and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this MPC and any work order contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Other Party under this MPC and any work order contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Other Party or the State.
- 14.2. **Intellectual Property Rights**

14.2.1. **Intellectual Property Rights.** The Requesting Party will own all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under work order contracts. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Providing Party, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this master contract or any work order contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Providing Party, its employees, agents, or contractors, in the performance of a work order contract. The Documents will be the exclusive property of the Requesting Party and all such Documents must be immediately returned to the Requesting Party by the Providing Party upon completion or cancellation of the work order contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Providing Party Government assigns all right, title, and interest it may have in the Works and the Documents to the Requesting Party. The Providing Party must, at the request of the Requesting Party, execute all papers and perform all other acts necessary to transfer or record the Requesting Party's ownership interest in the Works and Documents. Notwithstanding the foregoing, the Requesting Party grants the Providing Party an irrevocable and royalty-free license to use such intellectual property for its own non-commercial purposes, including dissemination to political subdivisions of the state of Minnesota and to transportation-related agencies such as the American Association of State Highway and Transportation Officials.

14.2.2. **Obligations with Respect to Intellectual Property.**

- a. **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Providing Party, including its employees and subcontractors, in the performance of the work order contract, the Providing Party will immediately give the Requesting Party's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. **Representation.** The Providing Party must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Requesting Party, and that neither Providing Party nor its employees, agents or contractors retain any interest in and to the Works and Documents.

**15. Affirmative Action**

- 15.1. The State intends to carry out its responsibility for requiring affirmative action by its Contractors, pursuant to Minn. Stat. §363A.36. Pursuant to that Statute, the Other Party is encouraged to prepare and implement an affirmative action plan for the employment of minority persons, women, and the qualified disabled, and submit such plan to the Commissioner of the Minnesota Department of Human Rights. In addition, when the Other Party lets a contract for the performance of work under a work order issued pursuant to this MPC, it must include the following in the bid or proposal solicitation and any contracts awarded as a result thereof:
- 15.2. **Covered Contracts and Contractors.** If the Contract exceeds \$100,000 and the Contractor employed more than 40 full-time employees on a single working day during the previous 12 months in Minnesota or in the state where it has its principle place of business, then the Contractor must comply with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600. A Contractor covered by Minn. Stat. § 363A.36 because it employed more than 40 full-time employees in another state and does not have a certificate of compliance, must certify that it is in compliance with federal affirmative action requirements.

- 15.3. **Minn. Stat. § 363A.36.** Minn. Stat. § 363A.36 requires the Contractor to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (“Commissioner”) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.
- 15.4. **Minn. R. Parts 5000.3400-5000.3600.**
- 15.4.1. **General.** Minn. R. Parts 5000.3400-5000.3600 implement Minn. Stat. § 363A.36. These rules include, but are not limited to, criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor’s compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minn. R. Parts 5000.3400-5000.3600 including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
- 15.4.2. **Disabled Workers.** The Contractor must comply with the following affirmative action requirements for disabled workers:
- a. The Contractor must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
  - b. The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
  - c. In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minn. Stat. Section 363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
  - d. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
  - e. The Contractor must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Minn. Stat. Section 363A.36, of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.
- 15.4.3. **Consequences.** The consequences for the Contractor’s failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the Commissioner, refusal by the Commissioner to approve subsequent plans, and termination of all or part of this contract by the Commissioner or the State.
- 15.4.4. **Certification.** The Contractor hereby certifies that it is in compliance with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

## 16. Workers’ Compensation

16.1. Each party will be responsible for its own employees for any workers compensation claims. This MPC, and any work order contracts issued hereunder, are not intended to constitute an interchange of government employees under Minn. Stat. §15.53. To the extent that this MPC, or any work order issued hereunder, is determined to be subject to Minn. Stat. §15.53, such statute will control to the extent of any conflict between the contract and the statute.

**17. Publicity**

17.1. **Publicity.** Any publicity regarding the subject matter of a work order contract where the State is the Requesting Party must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Other Party individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from a work order contract.

17.2. **Data Practices Act.** Section 17.1 is not intended to override the Other Party's responsibilities under the Minnesota Government Data Practices Act.

**18. Governing Law, Jurisdiction, and Venue**

18.1. Minnesota law, without regard to its choice-of-law provisions, governs this master contract and all work order contracts. Venue for all legal proceedings out of this master contract or any work order contracts, or the breach of any such contracts, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**19. Prompt Payment; Payment to Subcontractors**

19.1. The parties must make prompt payment of their obligations in accordance with applicable law. As required by Minn. Stat. § 16A.1245, when the Other Party lets a contract for work pursuant to any work order, the Other Party must require its contractor to pay all subcontractors, less any retainage, within 10 calendar days of the prime contractor's receipt of payment from the Other Party for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

**20. Minn. Stat. § 181.59.**

20.1. The Other Party will comply with the provisions of Minn. Stat. § 181.59 which requires: Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the Contractor agrees: (1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) That no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) That a violation of this section is a misdemeanor; and (4) That this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

**21. Termination; Suspension**

21.1. **Termination by the State for Convenience.** The State or commissioner of Administration may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the Other Party. Upon termination, the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

21.2. **Termination by the Other Party for Convenience.** The Other Party may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the State. Upon termination,

the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- 21.3. **Termination for Insufficient Funding.** The State may immediately terminate or suspend this MPC and any work order contract if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination or suspension must be by written or fax notice to the Other Party. The State is not obligated to pay for any services that are provided after notice and effective date of termination or suspension. However, the Other Party will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the master contract or work order is terminated because of the decision of the Minnesota legislature or other funding source, not to appropriate funds. The State must provide the Other Party notice of the lack of funding within a reasonable time of the State's receiving that notice.

**22. Data Disclosure**

- 22.1. Under Minn. Stat. §270C.65, subd. 3, and other applicable law, the Other Party consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Other Party to file state tax returns and pay delinquent state tax liabilities, if any.

**23. Defense of Claims and Lawsuits**

- 23.1. If any lawsuit or claim is filed by a third party (including but not limited to the Other Party's contractors and subcontractors), arising out of trunk highway work performed pursuant to a valid work order issued under this MPC, the Other Party will, at the discretion of and upon the request of the State, tender the defense of such claims to the State or allow the State to participate in the defense of such claims. The Other Party will, however, be solely responsible for defending any lawsuit or claim, or any portion thereof, when the claim or cause of action asserted is based on its own acts or omissions in performing or supervising the work. The Other Party will not purport to represent the State in any litigation, settlement, or alternative dispute resolution process. The State will not be responsible for any judgment entered against the Other Party, and will not be bound by the terms of any settlement entered into by the Other Party except with the written approval of the Attorney General and the Commissioner of Transportation and pursuant to applicable law.

**24. Additional Provisions**

- 24.1. NONE

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**OTHER PARTY**

The Other Party certifies that the appropriate person(s) have executed the contract on behalf of the Other Party as required by applicable articles, bylaws, resolutions or ordinances.

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

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

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

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

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

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

**COMMISSIONER OF TRANSPORTATION**

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

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

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

**COMMISSIONER OF ADMINISTRATION**

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

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



Exhibit A – Table of Technical Services  
 Master Partnership Contract Program FY 2023-2027

Date: 3/28/2022

Source Code	Title	Description
1735	Bituminous Plant Inspection	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with bituminous plant inspection.
2830	Bridge Bearing Assemblies	All tasks related to the repair and maintenance of fixed or expansion-bearing assemblies on bridges. Includes related traffic
2819	Bridge Curb, Walk And Railing	Repairing and maintaining bridge curb, walk, rail, coping, and fencing connected to the rail. Includes glare screen and median barriers on bridges. Includes related traffic control.
2820	Bridge Deck	Work associated with bridge deck and slab repair regardless of removal depth or type of material used for patching. Includes deck or slab overlays and replacements and underside deck delamination. Includes related traffic control.
2838	Bridge Deck Crack Sealing	All tasks related to deck crack sealing. Includes related traffic control.
2827	Bridge Expansion, Relief Joints	All maintenance tasks associated with bridge expansion joints, except joint reestablishment. Includes tightening expansion device bolts and replacing seal glands. Includes related traffic control.
2855	Bridge Inspection Direct Support	Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance. All bridge inspection tasks for non-MnDOT bridges funded by the federal Fracture-Critical Bridge Program (Project Code will begin with TSL and with the local bridge number). Includes related inspection reports. For MnDOT Trunk Highway bridges (Project Code begins with TSO followed by the bridge number) and local and Department of Natural Resources (DNR) (bridge number begins with 9A follow by bridge number) bridge inspections to be billed to the local government or Department of Natural Resources (DNR) use Source Code 2824.
2828	Bridge Inspection-Federal Fund	All tasks related to inventory, inspection, and load capacity rating work done on trunk highway bridges to meet the requirements of the National Bridge Inspection System and/or Minnesota Bridge Safety Inspection Program or for billing to local governments. Includes related inspection reports and deck condition surveys.
2824	Bridge Inspection-Non-Federal	
1421	Bridge Management System Operation/Administration/Data	Use for tasks related to the Bridge Management System, including operations, administration, or data entry.
2847	Bridge Poured/ Relief Joint Seal	All tasks associated with resealing bridge construction joints. Includes related traffic control. Related source type codes: Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance). All tasks to repair any bridge component above the bridge seat that is not included in other source codes. Includes repairs to all types of bridge superstructure elements such as girders, beams, floor beams, trusses, stringers, t-beams, precast channels, and box girders. Includes related traffic control.
2829	Bridge Superstructure	
2316	Brush & Tree Removal	Maintaining, watering, trimming, and removing highway right of way tree and brush. Includes chipping of tree limbs and stump removal/grinding. Includes related traffic control.
0032	Business Unit Management	All expenses of business/office managers for general management and administration of support functions. includes administering central facilities maintenance and facilities capital budgets.
3000	Class Of Frequency Coordination	Use for frequency coordination done with APCO, AASHTO or FCCA.

Source Code	Title	Description
1733	Concrete Plant Inspections	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with stationary concrete plants or mobile concrete paving plant inspection.
1734	Construction Materials Inspections	Performing construction phase material inspection and engineering, for structural steel, precast and pre-stressed concrete, reinforcement steel, and electrical products and related technical services in the field and office for materials to be used in multiple projects. Includes travel time, sampling, and sample delivery. Includes tasks related to reviewing shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations, and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices).
1802	Construction Surveying	Use for surveys to provide staking for the contractor's operations and for any other construction phase surveying
2106	Crack Sealing	All surface crack sealing, crack filling, or rout and seal operations. Includes related materials, hauling, stockpiling, and traffic control.
3023	Elec Comm Eq Rep - Miles	
0400	Equipment Calibration-Mat Insp	Use when performing periodic equipment calibration for equipment used in the materials lab or on construction projects.
1800	Field Inspection	All construction project field inspection (not cyclical inspection of assets), including preparatory plans & spec review, measurement, and verification other than environmental monitoring. Includes field inspection of materials such as gradations, densities/DCP, proctors, compaction, slump tests, and field air tests. Witnessing claims, determination and computation of pay quantities, materials control and certification for progress vouchers, but not for final payments. Includes collecting and transporting samples for lab tests, but not the actual laboratory verifications. Includes all construction phase project related activities for project and resident engineers such as problem resolution, guidance and direction to field technicians. Includes all miscellaneous field engineering expenses used by district offices such as space rental, utilities, or other costs charged to the construction project Includes all work associated with evaluation of implementation of intelligent compaction devices to determine if construction contract terms have been met.
1040	Final Design Surveys	All district field and office tasks needed to respond to supplemental "Requests for Survey Data" and add the data to the surveys base map or DTM.
0601	Gen Training Preparation - Delivery	Use for time, materials, and travel expenses when developing or delivering training. Includes course preparation, designing materials, and managing training records.
2210	Guardrail-Install/Repair/Maintenance	Install, repair, or maintain low tension cable, plate beams, and end treatments; cable tension adjustments; and reflector replacement. includes related traffic control.
2624	Indirect Expense	Indirect shop expenses and shop equipment. Allocate to mobile equipment.
1871	Lighting Maintenance & Utilities	All work related to installing, maintaining, restoring, or removing highway lighting systems and fixtures. Includes repairing, maintaining, or replacing supports necessary for roadway lighting luminaries. Includes patrol highway lighting, inspect lighting structures, electrical service for highway lighting, re-lamping, pump stations, anti-icing systems, truck roll-over warning systems and electrical repairs. Includes traffic control in support of roadway lighting activities. Use for tasks related to public inquiries/complaints, review utility billings, provide data, and conduct field reviews.

Source Code	Title	Description
1875	Locate One Call	Finding and marking locations of buried conduit, cables, hand holes, loops, etc. in order to maintain or repair the traffic management system, signal systems, or roadway lighting systems.
1732	Material Testing & Inspection	Performing construction phase and research physical and chemical laboratory testing, and related technical services in the districts and central labs, and for performing research and construction phase non-destructive testing materials surveys, and related technical services in the field and offices. Includes detour surveys. Non-destructive tests include, skid resistance and falling weight deflectometer (FWD) testing.
2660	Misc Revenue	Used only by Office of Financial Management for billing and deposit transactions and to record payments to the department for gravel sold to contractors and others.
2822	Miscellaneous Bridge Maintenance	Miscellaneous maintenance tasks performed on a specific bridge or structure not covered by other source codes. Includes work on items such as stairways, drains, fencing, light bases, transient guards, and access doors. Includes transient removal, ordering materials, and picking up equipment. Includes related traffic control.
3049	On Call Electronic Communications Infrastructure Maintenance	To be used by Statewide Radio Communications personnel to record on-call time.
2142	Overhead Sign Panel Maintenance	Work related to the repair and replacement of overhead sign panels, extruded sign panels mounted on I-beams, and overhead sign structures. Includes related cable locates and traffic control. Does not include structural work.
2102	Patching	Related source type codes: 2103-Heavy patching, 2104-Bituminous paving, 2105-Blow patching
1520	Pavement Management System	For tasks related to the operation of the pavement management system, including development and maintenance/technical support. Includes tasks to meet needs external to MnDOT.
2406	Plowing & Material Application	Shoulder to shoulder snow removal operation, winging back, snow blowing drifts, and the application of de-icing chemicals using mobile equipment. Includes changing cutting edges during event and related traffic control.
3005	Radio - Mobile Equipment	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency (State Patrol, DNR, BCA, Fire Marshall). See OSRC Project Code list.
3027	Radio Programming	Creating or modifying radio frequency programs and programming mobile and portable radios. Does not include mobile radios used as fixed base radios as part of the Inter-OP System (Use 3009).
3002	Radio/Electronic Infrastructure	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency; Department of Public Safety (DPS) includes State Patrol (SP) Bureau of Criminal Apprehension (BCA), Fire Marshall); does not include Department of Natural Resources (DNR). See OSRC Project
3007	Radio/Electronic System Engineering	Use for design of microwave, radio and miscellaneous electronic systems.
3009	Radio/Electronic System Upgrade & Installation	Use for the installation and other services needed to provide major system upgrades or improvements to wireless or electronic systems. Use for all work performed to correct or repair deficiencies found in a new installation.
1716	Record Sampling	Used by Materials and Research Section and district materials staff to verify inspector" sampling and testing procedures and checking inspectors' equipment during project construction as required by FHWA. Use when performing field tests on split sample.

Source Code	Title	Description
2222	Sign/Delineation/Marker Repair	Replacing, repairing, and washing signs (including temporary stop signs). Includes re-sequencing intersection signing and repair/replace overhead and extrude signs mounted on I-beams. Includes related cable locates and traffic control.
1182	Soils/Foundation Field/Laboratory Tests	All laboratory testing necessary to provide geotechnical information to complete roadway soils recommendations and approvals for use in the development of Final Design Plans and Special Provisions. Lab work includes R-value, resilient modulus, soil classification, gradation, proctor testing, unconfined compression, consolidation, direct simple shear, direct shear, permeability and triaxial tests.
1879	State Furnished Materials	Use to record labor hours, equipment usage, and material costs to supply state furnished materials to a state road construction project with federal participation.
1738	State Project - Specific Materials Inspection	Performing material inspection and engineering for materials designated for a specific construction project (SP). Generally applies to inspection of such things as structural steel, prestressed concrete items, and most precast concrete items and related technical services in the field and offices when related to a particular SP. Use for SP specific tasks related to performing the review of shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations, and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering and technical services in the field and offices).
1434	Structural Metals Inspection-Non DOT	Reviewing shop drawings furnished by suppliers, fabricators, and contractors (working drawing or calculations), and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices) for local agency projects.
2629	Supplies & Small Tools	Shop tools, small equipment, and supplies that cannot be directly charged to a mobile equipment unit.
0152	Support Services	Work that supports general office management, system management such as entering data into SWIFT, PPMS, PUMA and other MnDOT systems, attending staff meetings and other indirect support activities.
1312	Tech Assist-Outside MnDOT	Use when providing technical assistance to an organization external to MnDOT.
3025	Tower/Building Maintenance	Use for all tasks related to the maintenance of a tower building or site. Includes towers, buildings, generators, LP system, fencing, landscaping, grounding, ice bridge, cable management, climbing ladders, card key systems, and HVAC.
1876	Traffic Counting	Use to record labor, equipment usage, and material costs for activities related to traffic counts made for statewide traffic monitoring or traffic operations. Includes all activities related to traffic counting, such as taking requests, assigning priorities, collecting field data, processing data, and developing new techniques for collection.
1501	Traffic Management System (TMS)	Used by traffic operations staff for all tasks that support the RTMC's operations center (or TOCC) providing traveler information, managing incidents and monitoring the FMS. Includes dynamic message sign maintenance, ramp meter maintenance, camera maintenance, and loop detection activities. Includes maintenance activities related to any ITS or TMS device such as RTMC cables, monitor wall, switchers, routers, or modems. Use to record all costs for maintenance activities related to traffic management fiber optics. Use for tasks related to maintaining traffic operations software including minor software enhancements and fixes. Use when providing traffic operations technical assistance external to MnDOT. Use with

Source Code	Title	Description
1513	Traffic Management System (TMS) Integration	For tasks associated with the incorporation of new and existing TMS devices (cameras, loops, DMS, and other ITS devices) into existing infrastructure to ensure proper operation. Use with the Construction/Program Delivery Appropriation.
1500	Traffic Mgt System Maintenance	Used by staff to maintain various Intelligent Transportation System (ITS) devices such as dynamic message signs, ramp meters, cameras, detection, cables, RICWS, video wall monitors, switches, routers or modems. Used to record all costs for maintenance activities related to traffic management fiber optics. Not to be used for Lighting or Traffic Signal maintenance.
1721	Traffic Sign Work Orders	Use for work involved in preparing work orders for traffic signs. Use only with Maintenance Operations appropriation (T790081).
2863	Traffic Signal Inspection	Work related to cyclical structural and electrical inspection and preventive maintenance checks of traffic signal systems/structures. Includes labor, equipment, materials, and traffic control.
1870	Traffic Signal Maintenance	Work related to the structural repair and replacement of traffic signal system structures and all electrical maintenance for traffic signal systems including electrical power, labor, equipment materials, GSOC locates, traffic control and responses to public inquiries.
2834	Waterway Maintenance	All tasks related to waterway maintenance for deck bridges. Includes debris removal, waterway cleanup, channel repair, and channel protection repair that is not part of slope protection. Includes related traffic control.



# Council Action Recommendation

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Page 1 of 1

**Meeting Date:** 5-11-22

**Subject:** Ferber Park Mtn. Bike Trail Expansion

**Recommendation:** Pass a resolution agreeing to participate in the cost of an archaeological investigation..

**Background/Key Points:** Pedal Fergus Falls applied for and received notice of award of a \$75,000 grant to expand the trail system in the mountain bike park. The grant required a \$25,000 match which Pedal Fergus Falls raised through private donations. A requirement of MN DOT on this project, given the location, is an archaeological investigation. MN DOT contracts with a firm, holds the contract and provides 80% of the funding for the investigation.

**Budgetary Impact:** The City's 20% share of the cost will be paid for out of the Park Dept. capital outlay funds in the amount of \$5,530.49.

**Originating Department:** Public Works/Parks Div.

**Respectfully Submitted:** Len Taylor

**Attachments:** Agreement, sample resolution

April 28, 2022  
MN-0150

Jake Foss  
Archaeologist  
Minnesota Department of Transportation  
Cultural Resources Unit  
395 John Ireland Boulevard, Mail Stop 620  
St. Paul, MN 55155-1899

**Subject:** Proposal – Phase Ia Archaeological Literature Search and Phase I Archaeological Survey Investigation for the City of Fergus Falls Ferber Park Mountain Bike Trail Project (Project NRTP 0005-21-1B), Otter Tail County, Minnesota

Dear Mr. Foss,

Commonwealth Heritage Group, Inc. (Commonwealth) is pleased to present the following proposal and cost estimate to the Minnesota Department of Transportation (MnDOT) for the City of Fergus Falls Ferber Park Mountain Bike Trail Project (Project) in Otter Tail County, Minnesota.

### **Scope**

Commonwealth proposes to complete a Phase Ia Archaeological Literature Search and Phase I Archaeological Survey for a MnDOT-defined amorphous archaeological area of potential effects (APE), which consists of approximately 31.1 acres of mixed woodland, agricultural field, and wetland environments. The APE is about 1 mile north of downtown Fergus Falls just off of Co. Hwy 111. Commonwealth understands that survey will include investigation of the entire APE as described in comments from MnDOT on 04/26/2022. Commonwealth's proposal is based on pedestrian survey of the entire APE, but only completing intensive shovel test survey in high and medium potential areas of the APE as defined through coordination between MnDOT and Commonwealth. Fortunately, extant mountain bike trails within the APE should afford good ground surface visibility for the portions of the mixed woodland portion of the survey. If a larger APE ends up needing survey Commonwealth would work with MnDOT and the City of Fergus Falls to amend the scope. Commonwealth's proposal does not include an estimate for Phase II archaeological evaluation of identified sites, archaeological monitoring, or Tribal coordination, engagement, or coordination effort in the project.

Commonwealth understands that this project is federally funded. As such, Commonwealth understands that the work, and its products, will be subject to review under 36 CFR Part 800 (Section 106).

## **Description of Services**

Stephen Sabatke, an SOI-qualified archaeologist, will act as the Principal Investigator for the Phase Ia Archaeological Literature Search and Phase I Archaeological Survey. Stephen will be assisted by Jeff Pulvermacher, also an SOI-qualified archaeologist, for the Phase I Inventory Survey of the project. Jeff Pulvermacher will also assist Stephen as needed on other aspects of the project to complete tasks as directed by him. Should cultural materials be recovered during the Project, Commonwealth will work with the City of Fergus Falls, MnDOT, and OSA under the terms of the Phase I survey license to gain permission to transfer the artifacts to Commonwealth’s Milwaukee, Wisconsin office for processing, if needed. As part of this effort, Commonwealth will provide the services as outlined below to the City of Fergus Falls and MnDOT.

### **Task 1 – Limited Project Management and Internal Quality Assurance/Quality Control Effort**

Commonwealth will provide a small number of hours to help MnDOT on project management related tasks as necessary and as directed by MnDOT to complete. These tasks could be related to, but are not limited to, attendance at a kickoff meeting, attendance at other planning meetings, coordination with specific landowners to share information about accessing their property, etc. Based on a conversation with MnDOT on 4/26/2022, MnDOT confirmed the land is owned by the City of Fergus Falls and therefore a MN OSA Archaeological License will be need in order to complete the work. In addition, Commonwealth will provide a limited number of hours for a senior DOT-experienced manager (Dr. Brandon Gabler, RPA) to provide quality assurance and quality control on the overall project and the products it produces.

### **Task 2 – Phase Ia Archaeological Literature Search**

Commonwealth will complete background research for the archaeological survey area plus a 1-mile radius to develop both the archeological land-use history and relevant historic contexts. This background research will include:

- If they can be obtained, a review of previous surveys and sites on record at the Minnesota State Historic Preservation Office (SHPO). With current Covid restrictions in the state this may not be possible as this agency is closed to the public. However, at the very least the SHPO will be contacted in order to provide a list of the sites and surveys found within the study area.
- A review of inventoried properties found online at the Office of the State Archaeologist (OSA) Portal website managed by the OSA. These records from the OSA should be similar to those that can be obtained from the SHPO, but may not be exactly identical and that is why Commonwealth will ask, as stated in the first bullet, for the records that SHPO has for the area.
- Commonwealth doesn’t anticipated coordinating with the Minnesota Indian Affairs Council (MIAC) directly for any information on sites they may have, but will look at the OSA Portal information that specifically identifies MIAC locations of concern.
- A review of published and unpublished sources that may include but are not limited to:
  - o Historic maps (historic plat maps, Sanborn fire insurance maps, real estate maps)
  - o Historic aerial imagery, including images available from MnDOT if available
  - o County and local histories
  - o Census documents
  - o City or local directories
  - o Assessors’ records
  - o Permitting records
  - o Newspapers and oral accounts



- Other materials as identified.

### **Task 3 – Phase I Archaeological Survey**

Commonwealth will conduct formal Phase I archaeological survey for the entire APE. Commonwealth anticipates completing pedestrian survey of the entire APE, but only completing intensive shovel test survey in high and medium potential areas of the APE as defined through coordination between MnDOT and Commonwealth.

The Phase I survey methodology will adhere to the *MnDOT Cultural Resources Unit's (CRU's) Project and Report Requirements* (2017) as well as the *SHPO Manual for Archaeological Projects in Minnesota* and the *OSA Manual for Archaeological Projects in Minnesota*. In line with MnDOT's direction and current state regulations, Commonwealth will work with the OSA to secure a license for this project effort. Commonwealth will inform MnDOT about this process as needed. As directed by MnDOT Commonwealth does not anticipate interacting with any Tribal parties directly, but will instead let MnDOT take the lead on consulting with Tribal parties.

The Phase I Archaeological Survey will consist of pedestrian walkover survey of the APE and limited subsurface testing using shovel test excavations in high and medium potential areas of the APE as defined through coordination between MnDOT and Commonwealth. All areas of the APE, regardless of ground surface visibility, will be subject to pedestrian survey conducted along 15-m transects. Fortunately, the APE has some extant mountain bike trails on it that will provide good ground surface visibility. Shovel test pits (STPs) within the high and medium potential portions of the APE will be excavated at 15-m intervals when appropriate, though it is recognized that high potential areas may narrow that gap between STPs causing the standard STP interval to be decreased. STPs will not be excavated in areas: of greater than 20 percent slope, of existing wetlands, with clear prior disturbance (gravel pits, yards of houses, utility corridors etc.) or saturation (hydric soils/wetlands), areas that consist of impermeable surfaces (pavement or heavily compacted gravels), prohibited by utility installation, or known or likely to contain human burials. Judgmental STPs or soil borings may be excavated to confirm suspected disturbance. STPs will typically be 35–40 cm in diameter and excavated to sterile subsoil, which is typically encountered not more than 50–60 cm below surface. Soil from each STP will be passed through 0.25-inch hardware cloth to recover any artifacts. Information on the soils observed in each STP is recorded on a standardized form to assist with interpretation of how the site deposits formed over time. Excavated soil will then be returned to each STP and tamped down. If needed, STPs positive for archaeological materials (artifacts or features) will be delineated by excavating additional shovel tests at 5-m intervals around the positive test (or series of positive tests) in each direction when possible until two consecutive negative tests, or the edge of the APE, are reached. However, because of the nature of the project the resolution of site boundary may not need to be as accurate as in another situation as the project plans to avoid site locations through design modification. Hence, if a STP positive for archaeological materials is identified parallel planned 15-m transects will be completed first to see if that gives an accurate enough boundary for the site. In situations where the project area truncates a site, shovel test intervals may be reduced or not completed as judged appropriate by the PI in the field. All STPs will be numbered, with observations recorded individually on project forms and tied to project maps. The type of survey coverage (shovel testing versus pedestrian survey) and ground surface conditions, including disturbances, will also be recorded on project maps.

The location of archaeological sites will be recorded on project maps. Site boundaries will be based on the surface distribution of artifacts, STPs containing artifacts, and historic map review. All identified

sites will be photographed in color and plotted using GPS technology. Commonwealth will collect all prehistoric archaeological materials at each site. If artifacts are recovered Commonwealth will work with City of Fergus Falls, with assistance from MnDOT if needed, to secure permission to remove the artifacts from the landowner's property so that the artifacts collected can be processed and analyzed at their archaeology laboratory in Milwaukee, Wisconsin. Commonwealth has provided for in this scope the recovery up to 25 artifacts in total. If more than 25 artifacts are recovered Commonwealth will work with MnDOT to amend or revise the scope at the time this work effort is determined to be needed.

#### **Task 4 – Phase I Archaeological Survey Report**

The results of the Phase I survey will be provided in a formal report that will adhere to the *MnDOT CRU's Project and Report Requirements (2017)* as well as the *SHPO Manual for Archaeological Projects in Minnesota* and the *OSA Manual for Archaeological Projects in Minnesota*.

All recovered artifacts will be cleaned, processed, and analyzed. To the extent feasible, artifacts will be classified according to chronology and/or cultural affiliation, function, and raw material. An inventory will be produced for inclusion in the report and will be generated using Commonwealth's computerized database developed for archaeological collections. The types and quantities of artifacts will be integrated into the report on a site-by-site basis to help evaluate site significance. The City of Fergus Falls owns the land so all artifacts are anticipated to be processed for curation and curated at the Minnesota State Historical Society (MHS). Commonwealth has provided for in this scope the analysis of up to 25 artifacts in total. If more than 25 artifacts need analysis and/or curation Commonwealth will work with MnDOT to amend or revise the scope at the time this work effort is determined to be needed.

Commonwealth will make recommendations regarding National Register of Historic Places (NRHP) eligibility, or the need for Phase II evaluation, of identified sites based on the information gathered during the Phase I Archaeological Survey.

At a minimum, the report will include the following sections:

- Management summary
- Introduction
- Methods/Research Design
- Literature Search
- Results
- Summary and Recommendations
- References Cited/Bibliography

#### **Deliverables**

##### **Phase I Archaeological Survey Report**

Commonwealth will submit one (1) electronic copy of the draft Phase I Archaeological Survey report to MnDOT and the City of Fergus Falls within 60 days following the completion of the fieldwork. If requested, Commonwealth will provide a copy of the daily journal, field notes, and laboratory notes to the MnDOT CRU Project Manager with the draft report. Within 30 days of receipt of comments and/or acceptance of the draft Phase I report from the MnDOT CRU Project Manager or the City of Fergus Falls, Commonwealth will furnish a final report to the MnDOT CRU Project Manager and the City of Fergus Falls incorporating the draft report comments received. Commonwealth will work with MnDOT to submit the report in the format they desire which may include up to three (3) unbound hard copy

originals, one (1) electronic file in Microsoft Word or a compatible format, and one (1) electronic file in PDF format. Commonwealth will provide the City of Fergus Falls one (1) electronic file in PDF format of the final report. As needed the report for the City of Fergus Falls will withhold certain locational information to protect sensitive cultural resource information from public view. An electronic file (.PDF) of each archaeological site form will be submitted with the final report to MnDOT, but not to the City of Fergus Falls for confidentiality requirements. Each digital site form shall be named by the official state site number. GIS data meeting MnDOT standards will be submitted along with the Phase I draft report.

Official state site numbers will be used in all final reports and in the GIS data. No final report will be approved without the official state site numbers being used therein. The archaeological site form will be submitted along with the draft report for review and comment.

If artifacts are recovered, Commonwealth will inform MnDOT CRU Project Manager of progress involving curation tasks. However, in general and if needed, Commonwealth will provide written documentation confirming that curation requirements have been met and understand that this documentation will be needed before final payment will be processed. When triggered, Commonwealth will ensure curation of project material will meet the standards outlined in 36 CFR 79 and will submit a copy of the curation receipt to the MnDOT CRU Project Manager prior to final payment.

### **Assumptions**

- That there will be one, 1-hour, kickoff meeting to coordinate this effort with MnDOT and any other participating parties. Commonwealth anticipates this meeting will be held via tele-conference.
- That the project schedule will in general be set for Archaeological Survey to occur in mid-summer of 2022.
- Commonwealth will work with MnDOT and the City of Fergus Falls to obtain final digitally georeferenced files (e.g., Google Earth .kmz or ArcGIS shapefile) depicting the APE and anticipated bike trail route to be surveyed. Commonwealth, MnDOT, and the City of Fergus Falls will do their best to secure this information prior to conducting the Literature Search or any other of the phases of work for this effort. If the georeferenced files depicting the APE or bike trail route to be surveyed cannot be secured prior to this effort starting Commonwealth will work with MnDOT and the City of Fergus Falls to figure out a solution for moving forward.
- If there are extensive changes to the APE, Commonwealth will work with MnDOT and the City of Fergus Falls to revise the work effort for this contract.
- The anticipated APE to be surveyed for the purposes of this proposal is approximately 31.1 acres of mixed woodland, agricultural field, and wetland environments that currently has some developed mountain bike trails on it that have good ground visibility. The entire APE is anticipated to be surveyed via pedestrian survey techniques with limited intensive shovel testing in the high and medium potential areas of the APE as defined by MnDOT. The APE to be surveyed is in Ferber Park near the City of Fergus Falls.
- Commonwealth will work with the City of Fergus Falls and MnDOT to obtain permission to enter areas identified as needing access for the project and to remove artifacts from the property if found. Commonwealth assumes that since the APE is entirely owned by the City of Fergus Falls they will grant permission for access of the whole APE. Commonwealth will keep MnDOT informed of this effort. If permissions cannot be secured prior to fieldwork Commonwealth will work with MnDOT

and the City of Fergus Falls to resolve; Commonwealth will not enter the APE without access permission.

- Commonwealth will contact Gopher State One-Call to arrange for marking of utilities in areas where excavations may occur.
- Up to a total of 100 shovel tests will be excavated for this effort.
- No more than three (3) newly identified archaeological sites will be found, and no more than 25 artifacts will be collected for processing. The sites are not anticipated to be deeply buried and therefore will not require adherence to MnDOT's Deep Test Protocol. Additional sites and artifacts will be recorded and collected but will necessitate a contract amendment.
- Commonwealth anticipates that up to one box of artifacts will need to be curated at MNHS for this effort. If additional boxes are needed due to the collected artifacts (number, size, etc.), Commonwealth will amend the fee with MnDOT.
- Commonwealth will make recommendations regarding the NRHP eligibility of the identified sites based on the information gathered during the Phase I Archaeological Survey. Commonwealth will provide recommendations for Phase II Archaeological Evaluation if needed.
- No Architecture/History Resource work is anticipated for this effort.
- No field visits will be undertaken during periods when inclement weather is present (e.g., heavy precipitation, snow cover, frozen ground, river cresting, etc.). An abundance of inclement weather may require a contract extension regarding the fieldwork completion date.
- No survey for Traditional Cultural Properties (TCPs) will be conducted as part of this effort.
- No hazardous materials will be encountered.
- No human remains will be encountered.
- There will be no more than one (1) round of revisions to the Phase I Archaeological Survey report.
- Any change to the Scope of Work that affects these assumptions will require a contract modification to adjust the fee.

### **Price and Budget**

Commonwealth proposes to start the work outlined in this proposal for the time and materials, not-to-exceed cost, of \$27,652.46 within 60 days of notice to proceed. Estimated costs are outlined in the attached budget.

We appreciate your consideration of Commonwealth for this project and look forward to the prospect of being of service. Should you have any questions or wish to discuss the project further, please do not hesitate to contact me at our Minneapolis office at (763) 354-9313, or at [ssabatke@chg-inc.com](mailto:ssabatke@chg-inc.com).

Sincerely,



Stephen Sabatke  
Regional Director/Heritage Inspection Lead  
Commonwealth Heritage Group, Inc.

Cc: Andrew Weir, President

*This proposal contains pricing and other information confidential and proprietary to Commonwealth Heritage Group, Inc. Disclosure of this proposal's contents to persons or organizations outside MnDOT is not authorized without specific written permission of Commonwealth Heritage Group, Inc. All technical specifications and costs in this proposal are valid for 90 days*

**City of Fergus Falls Ferber Park Mountain Bike Trail - MN-0150**

<b>Labor</b>										
			<b>Task 1 - Project Management, OSA License, and QA/QC</b>	<b>Task 2 - Archaeological records search and Lit search report</b>	<b>Task 3 - Archaeological reconnaissance fieldwork</b>	<b>Task 4 - artifact analysis and curation</b>	<b>Task 5 - Site from preparation</b>	<b>Task 6 - GIS deliverables preparation</b>	<b>Task 7 - Draft report (with one round of CRU comments) and Final report preparation and delivery</b>	
<b>1. Salary &amp; Wages</b>	<b>Title</b>	<b>Raw Rate</b>								<b>TOTAL</b>
Gabler, Brandon	Chief Operating Officer	\$ 50.02	4.00							4.0
Raby, Sonda	Senior Accounting Manager	\$ 37.94	4.0							4.0
Sabatke, Stephen	Regional Director (MN)	\$ 48.44	40.0	4.0	50.0	2.0	4.0		16.0	116.0
Hulit, Elissa	Geospatial Services Manager	\$ 29.38		4.0			4.0	4.0	4.0	16.0
Pulvermacher, Jeff	Principal Investigator	\$ 25.73		24.0	50.0	32.0	14.0		24.0	144.0
<b>Subtotal</b>			<b>48.0</b>	<b>32.0</b>	<b>100.0</b>	<b>34.0</b>	<b>22.0</b>	<b>4.0</b>	<b>44.0</b>	<b>284.0</b>
<b>2. General and Administrative*</b>										
Raw Labor			\$2,289.44	\$928.80	\$3,708.50	\$920.24	\$671.50	\$117.52	\$1,510.08	
Labor x 118.66 %		1.1866	\$2,716.65	\$1,102.11	\$4,400.51	\$1,091.96	\$796.80	\$139.45	\$1,791.86	
<b>Subtotal</b>										<b>\$12,039.34</b>
<b>3. Fixed Fee</b>										
Labor + General and Administrative X .1		0.100	\$500.61	\$203.09	\$810.90	\$201.22	\$146.83	\$25.70	\$330.19	
<b>Subtotal</b>										<b>\$2,218.54</b>
<b>Total Labor</b>			<b>\$5,506.70</b>	<b>\$2,234.01</b>	<b>\$8,919.91</b>	<b>\$2,213.42</b>	<b>\$1,615.13</b>	<b>\$282.67</b>	<b>\$3,632.14</b>	<b>\$24,403.96</b>
<b>Direct Expense</b>										
<b>4. Transportation</b>		<b>Rate</b>				<b>Quantity</b>				<b>Total</b>
Gas (for rental vehicles only)		\$ 50.00	0	0	5	0	0	0	0	5
Commercial Rentals—at cost		\$ 120.00	0	0	6	0	0	0	0	6
<b>Subtotal</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$970.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$970.00</b>
<b>5. Meals and Lodging</b>		<b>Rate</b>				<b>Days</b>				<b>Total Days</b>
Lodging—Fergus Falls		\$ 110.00	0	0	10	0	0	0	0	10
Per Diem M&IE—Fergus Falls		\$ 36.00	0	0	10	0	0	0	0	10
<b>Subtotal</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,460.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,460.00</b>
<b>6. Production Costs</b>		<b>Rate</b>				<b>Quantity</b>				<b>Total</b>
Reproduction and Printing		\$ 0.10	0	0	0	0	0	0	100	100
<b>Subtotal</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10.00</b>	<b>\$10.00</b>
<b>7. Other Direct Costs</b>		<b>Rate</b>				<b>Quantity</b>				<b>Total</b>
GPS Units (GeoXH/7x/Tablet with R1)—\$35/day		\$ 35.00	0	0	5	0	0	0	0	5
Postage and Delivery		\$ 30.00	0	0	0	2	0	0	0	2
Curation Expense		\$ 500.00	0	0	0	1	0	0	0	1
<b>Subtotal</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$192.50</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$808.50</b>
<b>Direct Expense Total</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,622.50</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10.00</b>	<b>\$3,248.50</b>
<b>8. Total Estimated Cost</b>										
Total Estimated Cost			\$5,506.70	\$2,234.01	\$11,542.41	\$2,829.42	\$1,615.13	\$282.67	\$3,642.14	\$27,652.46

## 2020 COMMERCIAL BUILDING PERMIT LISTING REPORT BY QUARTER

DATE PAID	PERMIT ADDRESS	USE DESCRIPTION	IMPROVEMENT COST
<b>First</b>			
<b>Total for First</b>			<b>0.00</b>
<b>Second</b>			
05/06/2020	15683 325 S SHERIDAN ST	NEW	50,000.00
05/06/2020	15684 4005 STATE HIGHWAY 210 W	NEW	37,000.00
06/08/2020	15732 1520 PEBBLE LAKE RD	NEW	355,000.00
06/12/2020	15737 01297 WESTERN AVE	NEW	150,000.00
06/18/2020	15757 01311 E FIR AVE	NEW	180,000.00
04/17/2020	15652 124 E LINCOLN AVE	REMEDEL	100,000.00
04/08/2020	15643 226 E LINCOLN AVE	REMODEL	25,000.00
05/04/2020	15682 1020 INTERNATIONAL DR	REMODEL	280,594.00
05/11/2020	15691 124 E LINCOLN AVE	REMODEL	15,000.00
05/28/2020	15714 222 N WHITFORD ST APT 101	REMODEL	2,900,000.00
06/25/2020	15763 702 W ALCOTT AVE	REMODEL	95,000.00
04/22/2020	15663 508 W ADOLPHUS AVE	REMODEL	40,000.00
04/28/2020	15675 1117 COLLEGE ST APT 1	ROOFING	2,500.00
05/11/2020	15692 00329 CECIL AVE	ROOFING	3,300.00
04/28/2020	15676 1801 W LINCOLN AVE	TOWER	0.00
05/28/2020	15713 01352 WASHINGTON AVE E	TOWER	25,000.00
<b>Total for second</b>			<b>4,258,394.00</b>
<b>Third</b>			
07/27/2020	15798 810 E SUMMIT AVE APT 1	DECK	25,600.00
08/25/2020	15847 809 E CAVOUR AVE APT 1	DECK	39,500.00
08/18/2020	15836 2501 PEBBLE LAKE RD	GARAGE	150,000.00
07/27/2020	15797 125 W LINCOLN AVE	REMODEL	4,000.00
08/06/2020	15820 1023 W LINCOLN AVE	REMODEL	124,000.00
08/19/2020	15838 1024 19TH ST	REMODEL	58,797.65
09/23/2020	15886 201 N UNION AVE	REMODEL	20,000.00
09/24/2020	15889 515 WESTERN AVE	REMODEL	211,240.00
07/14/2020	15783 201 W LINCOLN AVE	REPAIR	12,000.00
07/02/2020	15768 124 W LINCOLN AVE	ROOFING	52,000.00
07/06/2020	15775 712 S CASCADE ST	ROOFING	34,285.00
07/20/2020	15790 1319 N CLEVELAND AVE	ROOFING	36,100.00
08/12/2020	15830 710 N TOWER RD APT 102	ROOFING	36,570.00
08/19/2020	15840 1335 STATE HIGHWAY 210 E	STORAGE BLDG/SHED	4,000.00
<b>Total for third</b>			<b>808,092.65</b>
<b>Fourth</b>			
10/02/2020	15897 1174 WESTERN AVE	REMODEL	122,000.00
10/06/2020	15905 225 W WASHINGTON AVE	REMODEL	32,900.00
10/14/2020	15916 1035 PROGRESS DR	REMODEL	17,000.00

11/25/2020	15934 901 COUNTY HIGHWAY 116	REMODEL	5,000.00
12/28/2020	15942 1845 W LINCOLN AVE	REMODEL	12,000.00
10/07/2020	15911 225 W WASHINGTON AVE	REPAIR	3,400.00
12/21/2020	15939 408 W LINCOLN AVE	REPAIR	10,360.00
12/21/2020	15940 112 E LINCOLN AVE	REPAIR	20,747.00
		<b>Total for fourth</b>	<b>223,407.00</b>
	<b>State of MN Reserve</b>		<b>4,034,485.00</b>
	<b>Mechanical &amp; Plumbing</b>		<b>633,497.00</b>
		<b>Total for year 2020</b>	<b>9,957,875.00</b>



## 2021 COMMERCIAL BUILDING PERMIT LISTING REPORT BY QUARTER

DATE PAID	PERMIT ADDRESS	USE DESCRIPTION	IMPROVEMENT COST
<b>FIRST</b>			
01/15/2021	15948 1114 N UNION AVE	REMODEL	50,000.00
01/25/2021	15951 1020 INTERNATIONAL DR	REMODEL	216,769.00
01/26/2021	15952 394 WOODLAND DR	REPAIR	10,000.00
01/26/2021	15953 01311 E FIR AVE	SIDING	12,000.00
02/16/2021	15960 2609 CENEX DR	REMODEL	96,020.50
02/17/2021	15962 101 W LINCOLN AVE	REMODEL	15,000.00
02/17/2021	15963 205 E LINCOLN AVE	REMODEL	20,000.00
03/19/2021	15988 215 W LINCOLN AVE	ROOFING	31,000.00
03/22/2021	15990 425 WESTERN AVE	NEW	1,200,000.00
03/24/2021	15991 306 WESTERN AVE APT 101	ROOFING	183,550.00
03/31/2021	15997 702 W ALCOTT AVE	NEW	7,267,241.00
		<b>Total for first</b>	<b>9,101,580.50</b>
<b>Second</b>			
04/05/2021	16000 1114 N UNION AVE	REMODEL	12,000.00
04/05/2021	16005 108 E LINCOLN AVE	REMODEL	1,600.00
04/05/2021	16006 1630 N PARK ST APT 1	ROOFING	34,000.00
04/15/2021	16015 1220 N TOWER RD	NEW	497,610.00
04/15/2021	16016 425 W LINCOLN AVE	NEW	458,353.00
04/19/2021	16019 107 E LINCOLN AVE	REMODEL	149,900.00
04/28/2021	16032 208 W LINCOLN AVE	SIDING	5,000.00
05/11/2021	16052 425 W LINCOLN AVE	DEMOLITION	0.00
05/12/2021	16056 124 W LINCOLN AVE	REMODEL	65,000.00
05/13/2021	16057 1814 N 1ST AVE	REMODEL	23,400.00
05/13/2021	16058 1814 N 1ST AVE	REMODEL	97,287.00
05/24/2021	16059 110 E WASHINGTON AVE	REMODEL	620.00
05/25/2021	16065 402 WESTERN AVE	ROOFING	12,500.00
05/26/2021	16072 203 N CASCADE ST	ROOFING	27,935.00
06/07/2021	16082 00121 S UNION AVE	NEW	3,213,600.00
06/08/2021	16084 1205 W LINCOLN AVE	REMODEL	500,000.00
06/24/2021	16106 1821 N PARK ST	NEW	283,400.00
06/28/2021	16111 815 W VERNON AVE	ROOFING	176,000.00
06/29/2021	16117 333 E CEDAR AVE	ROOFING	26,000.00
06/29/2021	16118 2609 CENEX DR	REMODEL	70,000.00
		<b>Total for second</b>	<b>5,654,205.00</b>
<b>Third</b>			
07/06/2021	16122 1916 COLLEGE WAY	REMODEL	100,000.00
07/09/2021	16126 623 FRONTIER DR	ROOFING	69,700.00
07/26/2021	16140 1604 WEYRENS RD	NEW	285,000.00
08/04/2021	16151 1060 VILLAGE CIR	REMODEL	9,100.00

08/25/2021	16171 124 W LINCOLN AVE	ROOFING	70,000.00
09/24/2021	16213 304 W LINCOLN AVE	REPAIR	65,803.00
09/28/2021	16214 1172 PROGRESS DR	NEW	578,000.00
09/30/2021	16219 225 W LINCOLN AVE STE 101	REMODEL	1,000.00
		<b>Total for third</b>	<b>1,178,603.00</b>

**Fourth**

10/06/2021	16226 214 E CAVOUR AVE	REMODEL	25,000.00
10/14/2021	16239 112 E LINCOLN AVE	REPAIR	37,191.22
10/14/2021	16242 126 S VINE ST	DEMOLITION	0.00
10/18/2021	16251 116 E LINCOLN AVE	REMODEL	44,951.00
10/18/2021	16253 729 E HAMPDEN AVE	NEW	0.00
10/25/2021	16260 205 1/2 W LINCOLN AVE	ROOFING	22,405.00
11/01/2021	16264 116 E LINCOLN AVE	REMODEL	97,545.00
11/03/2021	16266 831 E VASA AVE	ROOFING	22,000.00
11/15/2021	16270 2002 W LINCOLN AVE	ROOFING	690,000.00
11/17/2021	16272 01352 WASHINGTON AVE E	TOWER	0.00
11/18/2021	16274 311 N WHITFORD ST APT 1	ROOFING	18,744.00
12/09/2021	16280 214 E CAVOUR AVE	REMODEL	19,000.00
12/10/2021	16281	REMODEL	74,147.00
12/10/2021	16282 116 E WASHINGTON AVE	SIDING	81,000.00
12/10/2021	16284 1916 COLLEGE WAY	REMODEL	308,000.00
12/27/2021	16286 205 E LINCOLN AVE	REMODEL	100,000.00
		<b>Total for fourth</b>	<b>1,539,983.22</b>

**State of MN Reserve  
Mechanical & Plumbing**

**0.00  
1,339,311.00**

**Total for year 2021 18,813,682.72**

## 2022 COMMERCIAL BUILDING PERMIT LISTING REPORT BY QUARTER

DATE PAID	PERMIT	ADDRESS	USE DESCRIPTION	IMPROVEMENT COST
<b>First</b>				
01/04/2022	16287	1172 PROGRESS DR	NEW	191,384.00
01/13/2022	16289	1012 WATER PLANT RD	DEMOLITION	0.00
01/18/2022	16290	1205 N TOWER RD	NEW	112,066.00
01/24/2022	16292	309 W STANTON AVE	TOWER	0.00
01/25/2022	16293	1006 FRONTIER DR	REMODEL	15,000.00
02/02/2022	16298	1501 COLLEGE WAY APT 101	REPAIR	52,168.00
02/07/2022	16300	805 E CHANNING AVE	REMODEL	360,000.00
03/01/2022	16306	712 S CASCADE ST	REMODEL	629,000.00
03/02/2022	16307	1820 W LINCOLN AVE	NEW	2,374,589.00
03/04/2022	16308	1600 WEYRENS RD	TOWER	0.00
03/28/2022	16313	913 E VERNON AVE	REPAIR	8,500.00
03/28/2022	16315	1923 W LINCOLN AVE	REMODEL	757,871.00
			<b>Total for first</b>	<b>4,500,578.00</b>
<b>Second</b>				
04/11/2022	16328	324 E WASHINGTON AVE	ROOFING	32,200.00
04/13/2022	16330	219 W LINCOLN AVE	REPAIR	22,300.00
04/18/2022	16331	500 W FIR AVE	REMODEL	1,749,006.00
04/18/2022	16332	1325 S CASCADE ST APT 402	REMODEL	2,434,212.00
04/19/2022	16335	1010 REDWOOD LN	TOWER	0.00
04/26/2022	16338	1414 COLLEGE WAY	REMODEL	185,800.00
04/27/2022	16339	1023 N UNION AVE	WINDOWS	1,580.00
04/27/2022	16341	810 E SUMMIT AVE APT 1	ROOFING	18,000.00
04/28/2022	16345	1005 PEBBLE LAKE RD	REMODEL	50,000.00
			<b>Second to date</b>	<b>4,493,098.00</b>
<b>Third</b>				
			<b>Total for third</b>	<b>0.00</b>
<b>Fourth</b>				
			<b>Total for Fourth</b>	<b>0.00</b>
		<b>State of MN Reserve</b>		<b>5,820,000.00</b>
		<b>Mechanical &amp; Plumbing</b>		<b>132,717.00</b>
			<b>Total for year 2022</b>	<b>14,946,393.00</b>

## BUILDING PERMIT LISTING REPORT

DATE PAID	PERMIT	ADDRESS	USE DESCRIPTION	IMPROVEMENT CO
<b>First</b>				
03/12/2020	15624	646 WOODLAND DR	GARAGE	23,000.00
03/18/2020	15627	212 ANNA CT	NEW	275,000.00
01/07/2020	15605	813 E FIR AVE	REMODEL	6,492.00
01/14/2020	15606	327 W CHANNING AVE	REMODEL	500.00
01/16/2020	15607	120 E FIR AVE	REMODEL	3,500.00
01/22/2020	15608	416 W MAPLE AVE	REMODEL	10,159.00
01/28/2020	15609	728 E JUNIUS AVE	REMODEL	10,000.00
02/12/2020	15610	1023 W LINCOLN AVE	REMODEL	110,900.00
02/14/2020	15612	1820 S CASCADE ST	REMODEL	8,000.00
02/18/2020	15613	1107 W LINCOLN AVE	REMODEL	13,063.00
02/26/2020	15614	541 GUTTENBERG HTS	REMODEL	40,000.00
02/26/2020	15615	535 W LINDEN ST	REMODEL	20,000.00
02/27/2020	15616	612 E VERNON AVE	REMODEL	25,000.00
03/04/2020	15617	907 W CAVOUR AVE	REMODEL	9,540.00
03/09/2020	15619	603 NORTHERN AVE	REMODEL	30,000.00
03/11/2020	15620	1225 E MOUNT FAITH AVE	REMODEL	20,500.00
03/12/2020	15622	1416 BRENVEI DR	REMODEL	16,000.00
03/17/2020	15626	903 N BROADWAY	REMODEL	4,400.00
03/20/2020	15631	1315 IRONWOOD RD	REMODEL	14,740.00
03/24/2020	15633	907 W CAVOUR AVE	REMODEL	4,800.00
03/27/2020	15635	1215 FOOTHILL CT	REMODEL	6,600.00
01/06/2020	15602	706 E CHANNING AVE	ROOFING	7,000.00
01/06/2020	15603	803 W SUMMIT AVE	ROOFING	4,800.00
01/06/2020	15604	728 W MAPLE AVE	ROOFING	2,300.00
03/05/2020	15618	937 W CAVOUR AVE	ROOFING	5,900.00
03/11/2020	15621	831 E MOUNT FAITH AVE	ROOFING	2,500.00
03/12/2020	15623	108 E SUMMIT AVE	ROOFING	3,000.00
03/13/2020	15625	510 W CAVOUR AVE	ROOFING	12,000.00
03/20/2020	15629	230 W LINCOLN AVE	ROOFING	24,790.00
03/20/2020	15630	1122 E MOUNT FAITH AVE	ROOFING	3,000.00
03/23/2020	15632	1013 S UNION AVE	ROOFING	400.00
03/25/2020	15634	729 W 7TH AVE	ROOFING	6,000.00
03/19/2020	15628	709 E BEECH AVE	SIDING	3,000.00
			<b>Total for first</b>	<b>726,884.00</b>
<b>Second</b>				
04/20/2020	15661	1224 GREENFIELD AVE	DECK	2,000.00
04/21/2020	15662	320 E VERNON AVE	DECK	1,352.34
04/27/2020	15667	618 N ANN ST	DECK	35,000.00
05/06/2020	15685	1832 BUCK RIDGE DR	DECK	8,500.00
05/15/2020	15696	1080 W ALCOTT AVE	DECK	2,400.00

05/20/2020	15702 815 S VINE ST	DECK	2,000.00
05/22/2020	15704 503 W CHANNING AVE	DECK	4,500.00
05/26/2020	15706 705 W LAUREL ST	DECK	4,000.00
06/08/2020	15729 1715 ASPENWOOD TRL	DECK	5,000.00
06/10/2020	15735 1413 W ALCOTT AVE	DECK	1,300.00
06/12/2020	15740 104 LYDIA LN	DECK	726.00
06/16/2020	15751 1021 STONY BROOK MNR	DECK	4,000.00
06/18/2020	15759 908 WESTSIDE DR	DECK	11,000.00
06/25/2020	15764 910 N BUSE ST	DECK	1,000.00
06/30/2020	15765 226 E VERNON AVE	DECK	1,000.00
05/26/2020	15707 509 E VERNON AVE	GARAGE	17,500.00
06/08/2020	15734 406 TWO RIVERS RD	GARAGE	7,000.00
06/12/2020	15736 3012 LAKEWOOD DR	GARAGE	20,000.00
06/12/2020	15741 702 E JUNIUS AVE	GARAGE	5,000.00
06/12/2020	15745 324 S LAKESIDE DR	GARAGE	80,000.00
06/16/2020	15750 312 N WHITFORD ST	GARAGE	5,000.00
04/06/2020	15637 205 ANNA CT	NEW	230,000.00
04/08/2020	15641 1821 S CASCADE ST	NEW	207,500.00
04/08/2020	15642 1823 S CASCADE ST	NEW	207,500.00
04/16/2020	15646 1825 S CASCADE ST	NEW	207,500.00
04/16/2020	15647 1827 S CASCADE ST	NEW	207,500.00
04/16/2020	15648 01110 W DOUGLAS AVE	NEW	500,000.00
04/23/2020	15664 1608 COUNTY HIGHWAY 111	NEW	5,000.00
05/01/2020	15679 1608 COUNTY HIGHWAY 111	NEW	5,000.00
05/01/2020	15680 1608 COUNTY HIGHWAY 111	NEW	5,000.00
05/26/2020	15709 604 N ANN ST	NEW	290,000.00
06/08/2020	15731 1002 CLEARVIEW CT	NEW	53,600.00
06/12/2020	15743 3827 EAGLE RIDGE RD	NEW	286,000.00
06/18/2020	15755 2022 CONNELL DR	NEW	380,000.00
06/30/2020	15766 102 LAURA LN	NEW	200,000.00
05/20/2020	15699 805 S UNION AVE	PORCH	8,500.00
04/06/2020	15638 1306 S UNION AVE	REMODEL	2,500.00
04/08/2020	15639 314 W VASA AVE	REMODEL	20,000.00
04/16/2020	15649 320 W BEECH AVE	REMODEL	2,500.00
04/27/2020	15668 606 W VASA AVE	REMODEL	600.00
04/27/2020	15669 210 W CAVOUR AVE	REMODEL	80,000.00
04/28/2020	15673 1236 NORTHERN AVE	REMODEL	4,500.00
04/30/2020	15677 1232 MITCHELL PL	REMODEL	6,500.00
05/01/2020	15681 718 W LINCOLN AVE	REMODEL	500.00
05/11/2020	15687 1035 JEFFERSON PL	REMODEL	1,200.00
05/12/2020	15693 817 W LINCOLN AVE	REMODEL	20,000.00
05/27/2020	15712 707 W STANTON AVE	REMODEL	3,000.00
05/29/2020	15716 1011 CIRCLE LN	REMODEL	8,000.00
06/03/2020	15722 602 N BURLINGTON AVE	REMODEL	3,775.00
06/12/2020	15742 806 W BEECH AVE	REMODEL	52,000.00
06/12/2020	15744 809 E JUNIUS AVE	REMODEL	1,000.00
06/15/2020	15747 726 SPRINGEN AVE	REMODEL	4,600.00

06/16/2020	15754 1123 N BROADWAY	REMODEL	5,000.00
06/18/2020	15758 941 N ROSEMARY AVE	REMODEL	2,000.00
06/24/2020	15761 321 SPRUCE ST	REMODEL	2,100.00
06/24/2020	15762 121 E BEECH AVE	REMODEL	4,075.00
06/04/2020	15724 615 N BROADWAY	REPAIR	2,897.50
04/08/2020	15640 1113 STONY BROOK MNR	ROOFING	7,500.00
04/08/2020	15644 710 W LINCOLN AVE	ROOFING	5,000.00
04/16/2020	15650 321 N CASCADE ST	ROOFING	12,650.00
04/17/2020	15651 314 W ADOLPHUS AVE	ROOFING	10,300.00
04/17/2020	15653 505 E VERNON AVE	ROOFING	1,000.00
04/17/2020	15655 215 W ALCOTT AVE	ROOFING	3,000.00
04/17/2020	15656 120 W HILLSIDE AVE	ROOFING	8,200.00
04/17/2020	15657 1820 S MILL ST	ROOFING	11,500.00
04/17/2020	15658 02022 CONNELL DR	ROOFING	2,000.00
04/20/2020	15659 327 SPRUCE ST	ROOFING	6,500.00
04/20/2020	15660 519 W LAUREL ST	ROOFING	10,000.00
04/24/2020	15665 316 E 14TH ST	ROOFING	6,940.00
04/27/2020	15666 1222 S MILL ST	ROOFING	1,316.00
04/27/2020	15670 830 N UNION AVE	ROOFING	11,530.00
04/30/2020	15678 1202 S MABELLE AVE	ROOFING	3,000.00
05/11/2020	15688 726 SPRINGEN AVE	ROOFING	12,600.00
05/11/2020	15689 1121 N VINE ST	ROOFING	6,120.00
05/12/2020	15694 503 E CHANNING AVE	ROOFING	8,800.00
05/19/2020	15697 1110 MITCHELL PL	ROOFING	4,500.00
05/20/2020	15698 635 W SUMMIT AVE	ROOFING	5,000.00
05/20/2020	15700 1201 FOOTHILL CT	ROOFING	6,800.00
05/20/2020	15701 928 W CAVOUR AVE	ROOFING	4,900.00
05/22/2020	15703 128 E CHANNING AVE	ROOFING	900.00
05/26/2020	15705 708 W BANCROFT AVE	ROOFING	6,000.00
05/26/2020	15708 316 E 14TH ST	ROOFING	6,900.00
05/26/2020	15710 1209 COLLEGE ST	ROOFING	7,200.00
05/27/2020	15711 606 E VERNON AVE	ROOFING	5,500.00
05/28/2020	15715 110 ANDREW DR	ROOFING	8,180.00
06/01/2020	15719 115 W CHANNING AVE	ROOFING	8,000.00
06/02/2020	15720 1026 W CAVOUR AVE	ROOFING	8,700.00
06/02/2020	15721 625 RIVERSIDE CT	ROOFING	4,300.00
06/04/2020	15723 814 S OAK ST	ROOFING	2,300.00
06/04/2020	15726 3021 LAKEWOOD DR	ROOFING	3,600.00
06/04/2020	15727 616 E CHERRY AVE	ROOFING	5,000.00
06/08/2020	15728 608 E HAMPDEN AVE	ROOFING	4,500.00
06/08/2020	15730 330 E 14TH ST	ROOFING	3,500.00
06/08/2020	15733 726 W BANCROFT AVE	ROOFING	3,000.00
06/12/2020	15739 1013 S UNION AVE	ROOFING	1,200.00
06/12/2020	15746 2501 E FIR AVE	ROOFING	3,400.00
06/15/2020	15748 406 E BEECH AVE	ROOFING	2,950.00
06/15/2020	15749 1608 COUNTY HIGHWAY 111	ROOFING	4,780.00
06/16/2020	15753 412 W BEECH AVE	ROOFING	3,100.00

06/18/2020	15756 1317 S MILL ST	ROOFING	8,500.00
06/23/2020	15760 2217 MAIN ST	ROOFING	8,000.00
04/13/2020	15645 905 W LINDEN ST	SIDING	6,000.00
04/17/2020	15654 1083 WESTSIDE DR	SIDING	27,441.00
04/27/2020	15671 419 N UNION AVE	SIDING	9,000.00
04/28/2020	15672 716 RIVERSIDE CT	SIDING	5,000.00
04/28/2020	15674 420 E GUSTAVUS AVE	SIDING	10,000.00
05/08/2020	15686 206 W ADOLPHUS AVE	SIDING	6,000.00
05/11/2020	15690 102 N LAKESIDE DR	SIDING	10,000.00
05/29/2020	15717 530 W ALCOTT AVE	SIDING	10,000.00
06/04/2020	15725 127 ORIOLE DR	SIDING	29,000.00
06/12/2020	15738 904 W STANTON AVE	SIDING	8,000.00
06/16/2020	15752 716 S UNION AVE	SIDING	12,000.00
	<b>Total for second</b>		<b>3,629,232.84</b>

**Third**

07/06/2020	15772 1528 N PARK LN	DECK	2,250.00
07/14/2020	15781 1715 ASPENWOOD TRL	DECK	5,000.00
07/16/2020	15787 904 N AURDAL AVE	DECK	1,000.00
07/20/2020	15791 3416 PEBBLE HILLS DR	DECK	9,500.00
07/20/2020	15792 917 WESTSIDE DR	DECK	13,800.00
08/04/2020	15810 912 N BUSE ST	DECK	5,300.00
08/05/2020	15811 3813 EAGLE RIDGE RD	DECK	6,200.00
08/06/2020	15819 132 W HILLSIDE AVE	DECK	5,500.00
08/18/2020	15835 1122 S MILL ST	DECK	1,500.00
08/18/2020	15837 3813 EAGLE RIDGE RD	DECK	6,000.00
08/19/2020	15839 1225 GREENFIELD AVE	DECK	12,000.00
08/20/2020	15845 922 E HIGHLAND AVE	DECK	2,500.00
09/10/2020	15875 1420 S SHERMAN ST	DECK	4,500.00
08/11/2020	15824 516 E HAMPDEN AVE	GARAGE	16,000.00
08/12/2020	15826 1914 PINE CIR	GARAGE	19,000.00
08/13/2020	15832 512 W SUMMIT AVE	GARAGE	15,000.00
08/26/2020	15849 2919 LAKEWOOD DR	GARAGE	21,000.00
08/27/2020	15854 2834 LAKEVIEW DR	GARAGE	82,000.00
09/01/2020	15866 422 W ALCOTT AVE	GARAGE	19,200.00
09/14/2020	15878 912 RIDGEVIEW CT	GARAGE	8,000.00
07/02/2020	15770 2038 TOWER VIEW RD	NEW	380,000.00
08/05/2020	15812 1829 S CASCADE ST	NEW	207,500.00
08/05/2020	15813 1831 S CASCADE ST	NEW	207,500.00
08/10/2020	15822 1353 LENORE WAY	NEW	130,000.00
08/12/2020	15827 00733 OAK TRL	NEW	340,000.00
08/12/2020	15828 00735 OAK TRL	NEW	330,000.00
08/27/2020	15855 01424 RIDGEWOOD DR	NEW	440,000.00
08/27/2020	15856 608 N ANN ST	NEW	200,000.00
08/31/2020	15860 1703 S CASCADE ST	NEW	207,500.00
08/31/2020	15861 1705 S CASCADE ST	NEW	207,500.00

08/31/2020	15862	1707 S CASCADE ST	NEW	207,500.00
08/31/2020	15863	1709 S CASCADE ST	NEW	207,500.00
09/04/2020	15869	3369 ROLLINS BEACH TRL	NEW	225,000.00
09/04/2020	15870	3371 ROLLINS BEACH TRL	NEW	225,000.00
09/09/2020	15873	605 E CHERRY AVE	NEW	60,500.00
09/14/2020	15877	912 RIDGEVIEW CT	NEW	59,400.00
09/21/2020	15883	1337 LENORE WAY	NEW	130,000.00
09/24/2020	15888	756 MELODY LN	NEW	29,160.00
07/06/2020	15774	1326 E FIR AVE	REMODEL	4,000.00
07/10/2020	15777	304 N VINE ST	REMODEL	450.00
07/10/2020	15778	1426 HOOT LAKE DR	REMODEL	110,000.00
07/20/2020	15788	1121 N VINE ST	REMODEL	200.00
07/30/2020	15803	406 N CLEVELAND AVE	REMODEL	2,500.00
07/30/2020	15804	1121 N VINE ST	REMODEL	3,000.00
07/31/2020	15805	912 N UNION AVE	REMODEL	500.00
08/06/2020	15818	603 N BROADWAY	REMODEL	2,500.00
08/06/2020	15821	401 E VERNON AVE	REMODEL	600.00
08/11/2020	15825	627 W LAUREL ST	REMODEL	8,400.00
08/12/2020	15829	724 SPRUCE ST	REMODEL	12,500.00
08/20/2020	15843	516 S UNION AVE	REMODEL	5,322.00
08/21/2020	15846	1503 S UNION AVE	REMODEL	75,000.00
08/26/2020	15852	114 N 4TH AVE	REMODEL	1,800.00
08/26/2020	15853	815 W ALCOTT AVE	REMODEL	350.00
08/31/2020	15858	618 N VINE ST	REMODEL	10,000.00
09/01/2020	15864	715 SUNSET DR	REMODEL	9,000.00
09/01/2020	15865	507 E BEECH AVE	REMODEL	1,800.00
09/03/2020	15868	1302 SOMERSET RD	REMODEL	12,000.00
09/04/2020	15871	810 E CHANNING AVE	REMODEL	15,000.00
09/11/2020	15876	824 W 7TH AVE	REMODEL	3,500.00
09/21/2020	15884	1334 E MINNESOTA AVE	REMODEL	15,000.00
09/28/2020	15891	806 RIVERSIDE CT	REMODEL	200.00
09/28/2020	15893	525 N LUNDYS LN	REMODEL	25,000.00
07/09/2020	15776	1012 W LINCOLN AVE	REPAIR	1,000.00
07/15/2020	15784	624 N CLEVELAND AVE	REPAIR	5,000.00
07/16/2020	15785	511 S PECK ST	REPAIR	20,938.00
07/30/2020	15802	1126 COLLEGE ST	REPAIR	44,550.00
09/30/2020	15895	408 W VERNON AVE	REPAIR	800.00
07/06/2020	15771	327 E DOUGLAS AVE	ROOFING	5,500.00
07/06/2020	15773	910 W LINCOLN AVE	ROOFING	2,500.00
07/14/2020	15782	908 E HAMPDEN AVE	ROOFING	6,000.00
07/24/2020	15793	518 E VASA AVE	ROOFING	5,350.00
07/24/2020	15794	601 N UNION AVE	ROOFING	10,000.00
07/27/2020	15795	522 W CHANNING AVE	ROOFING	5,000.00
07/27/2020	15796	601 N UNION AVE	ROOFING	8,000.00
07/29/2020	15799	606 N CLEVELAND AVE	ROOFING	12,600.00
07/29/2020	15800	2025 W FIR AVE	ROOFING	11,600.00
07/29/2020	15801	1103 N LAKE ST	ROOFING	6,200.00



08/03/2020	15806 1030 N BUSE ST	ROOFING	18,000.00
08/03/2020	15807 621 E FIR AVE	ROOFING	5,200.00
08/03/2020	15808 311 E VASA AVE	ROOFING	12,500.00
08/03/2020	15809 2614 LAKEVIEW DR	ROOFING	16,000.00
08/06/2020	15815 724 W BANCROFT AVE	ROOFING	4,500.00
08/06/2020	15816 1121 WESTSIDE DR	ROOFING	12,000.00
08/06/2020	15817 712 E MOUNT FAITH AVE	ROOFING	6,000.00
08/10/2020	15823 1112 WESTSIDE DR	ROOFING	12,700.00
08/12/2020	15831 1803 MINNEHUTA DR	ROOFING	33,400.00
08/13/2020	15833 414 N CLEVELAND AVE	ROOFING	1,100.00
08/18/2020	15834 906 S SHERIDAN ST	ROOFING	6,400.00
08/20/2020	15841 226 E VERNON AVE	ROOFING	500.00
08/20/2020	15844 621 S SHERIDAN ST	ROOFING	8,000.00
08/25/2020	15848 1402 E BANCROFT AVE	ROOFING	9,400.00
08/26/2020	15850 902 WESTSIDE DR	ROOFING	21,561.00
08/26/2020	15851 224 E FRANKLIN AVE	ROOFING	4,200.00
08/28/2020	15857 520 W CHERRY AVE	ROOFING	3,300.00
09/08/2020	15872 816 S OAK ST	ROOFING	2,700.00
09/10/2020	15874 305 E ALCOTT AVE	ROOFING	9,000.00
09/15/2020	15880 504 E FIR AVE	ROOFING	3,200.00
09/15/2020	15881 422 E CHERRY AVE	ROOFING	1,700.00
09/21/2020	15885 316 W 7TH AVE	ROOFING	5,750.00
09/24/2020	15887 426 W 7TH AVE	ROOFING	10,000.00
09/25/2020	15890 115 E CHERRY AVE	ROOFING	2,000.00
09/28/2020	15892 1604 SOMERSET RD	ROOFING	2,200.00
09/30/2020	15894 701 W CHANNING AVE	ROOFING	11,500.00
07/01/2020	15767 1914 PINE CIR	SIDING	42,000.00
07/02/2020	15769 515 W SUMMIT AVE	SIDING	6,500.00
07/13/2020	15779 528 S OAK ST	SIDING	11,250.00
07/20/2020	15789 408 W VERNON AVE	SIDING	17,000.00
08/20/2020	15842 701 W CHANNING AVE	SIDING	7,800.00
08/31/2020	15859 1311 E MINNESOTA AVE	SIDING	100,000.00
09/02/2020	15867 823 E JUNIUS AVE	SIDING	1,100.00
09/14/2020	15879 815 W CHANNING AVE	SIDING	12,000.00
09/16/2020	15882 316 N CASCADE ST	SIDING	1,000.00
		<b>Total for third</b>	<b>4,934,431.00</b>

**Fourth**

10/01/2020	15896 203 E CHANNING AVE	ROOFING	19,000.00
10/02/2020	15898 1318 N UNION AVE	SIDING	7,500.00
10/02/2020	15899 403 SPRUCE ST	ROOFING	7,500.00
10/05/2020	15900 403 SPRUCE ST	ROOFING	7,500.00
10/05/2020	15901 1235 MITCHELL PL	REMODEL	1,000.00
10/05/2020	15902 225 W EVERETT AVE	DECK	2,000.00
10/06/2020	15903 304 N VINE ST	DECK	8,000.00
10/06/2020	15904 326 E FIR AVE	ROOFING	1,500.00
10/07/2020	15906 01109 WHITCOMB ST	NEW	5,000.00

10/07/2020	15907 522 W ALCOTT AVE	ROOFING	8,000.00
10/07/2020	15908 521 W CAVOUR AVE	REMODEL	19,000.00
10/07/2020	15909 3983 PEBBLE SHORES LN 63	NEW	5,000.00
10/07/2020	15910 2221 PEBBLE SHORES TRL APT 58	NEW	5,000.00
10/07/2020	15912 3503 PEBBLE HILLS DR	NEW	240,000.00
10/09/2020	15913 1715 ASPEN LN	REMODEL	2,291.00
10/12/2020	15914 425 E GUSTAVUS AVE	REMODEL	1,719.00
10/12/2020	15915 1219 OAKWOOD VW	ROOFING	10,000.00
10/15/2020	15917 801 S CASCADE ST	ROOFING	5,875.00
10/16/2020	15918 226 E VERNON AVE	REMODEL	840.00
10/16/2020	15919 428 E SAINT CHARLES AVE	SIDING	13,000.00
10/16/2020	15920 736 S WOODLAND DR	DECK	30,000.00
10/20/2020	15921 521 E ALCOTT AVE	ROOFING	2,200.00
10/27/2020	15922 318 W CAVOUR AVE	REPAIR	10,000.00
10/29/2020	15923 1304 BRENVEI DR	GARAGE	48,000.00
11/02/2020	15924 1729 SHOREVIEW DR	NEW	350,000.00
11/02/2020	15925 720 W DOUGLAS AVE	REMODEL	7,900.00
11/03/2020	15926 222 E FIR AVE	SIDING	27,000.00
11/03/2020	15927 1036 WOODLAND LOOP	REMODEL	15,000.00
11/09/2020	15928 1115 N BAIRD AVE	REMODEL	8,500.00
11/09/2020	15929 213 E CECIL AVE	ROOFING	5,900.00
11/10/2020	15930 535 W VASA AVE	REMODEL	20,434.00
11/17/2020	15931 3995 PEBBLE SHORES LN 66	ROOFING	2,640.00
11/18/2020	15932 1721 MINNEHUTA DR	ROOFING	40,000.00
11/19/2020	15933 320 W ALCOTT AVE	NEW	175,000.00
12/02/2020	15935 413 E FIR AVE	ROOFING	2,000.00
12/04/2020	15936 711 N UNION AVE	REPAIR	3,500.00
12/10/2020	15937 736 S WOODLAND DR	ROOFING	9,500.00
12/11/2020	15938 420 N CLEVELAND AVE	REMODEL	40,000.00
12/21/2020	15941 416 E MOUNT FAITH AVE	REPAIR	32,301.34
12/28/2020	15943 1007 WOODLAND LOOP	REMODEL	3,000.00
		<b>Total for fourth</b>	<b>1,202,600.34</b>
		<b>Total for year 20</b>	<b>9,766,264.18</b>

## 2021 RESIDENTIAL BUILDING PERMIT LISTING REPORT BY QUARTER

DATE PAID	PERMIT	ADDRESS	USE DESCRIPTION	IMPROVEMENT COST
<b>First</b>				
01/06/2021	15944	518 E BANCROFT AVE	REMODEL	2,588.00
01/06/2021	15945	1223 MITCHELL PL	REMODEL	1,994.00
01/06/2021	15946	502 SPRUCE ST	REMODEL	40,000.00
01/13/2021	15947	407 N BROADWAY	REMODEL	3,000.00
01/19/2021	15949	813 N BROADWAY	REMODEL	1,200.00
01/22/2021	15950	324 W ALCOTT AVE	REMODEL	9,375.00
01/26/2021	15954	901 N UNION AVE	REMODEL	27,500.00
01/28/2021	15955	736 S WOODLAND DR	REMODEL	15,000.00
02/02/2021	15957	625 W SUMMIT AVE	REMODEL	25,200.00
02/02/2021	15958	518 E GUSTAVUS AVE	REMODEL	10,000.00
02/11/2021	15959	824 W 7TH AVE	REMODEL	3,058.00
02/16/2021	15961	108 W MEADOWLARK LN	REMODEL	2,000.00
02/17/2021	15964	804 NORTHERN AVE	REMODEL	5,000.00
02/19/2021	15965	709 W 7TH AVE	REMODEL	5,000.00
02/19/2021	15967	1810 SHOREVIEW DR	REMODEL	16,000.00
02/26/2021	15970	1608 COUNTY HIGHWAY 111	REMODEL	7,400.00
03/01/2021	15973	312 N MILL ST	REMODEL	15,000.00
03/01/2021	15974	412 W BANCROFT AVE	REMODEL	10,000.00
03/04/2021	15976	1601 W FIR AVE	REMODEL	4,000.00
03/05/2021	15978	531 W SUMMIT AVE	REMODEL	8,000.00
03/05/2021	15979	829 W 7TH AVE	REMODEL	5,500.00
03/08/2021	15981	506 VERNON PL	REMODEL	500.00
03/12/2021	15984	1819 MINNEHUTA DR	REMODEL	14,400.00
03/17/2021	15987	517 W ALCOTT AVE	REMODEL	6,444.00
03/22/2021	15989	615 W CAVOUR AVE	REMODEL	500.00
03/25/2021	15992	811 W LINDEN ST	REMODEL	4,320.00
03/25/2021	15993	528 W BANCROFT AVE	REMODEL	12,000.00
02/01/2021	15956	603 W VERNON AVE	REPAIR	12,000.00
02/19/2021	15966	119 W ALCOTT AVE	REPAIR	7,000.00
02/26/2021	15971	315 W DOUGLAS AVE	REPAIR	14,000.00
03/05/2021	15977	528 W MAPLE AVE	REPAIR	16,000.00
03/16/2021	15986	01317 W ADOLPHOUS AVE	REPAIR	1,000.00
03/30/2021	15995	2706 LAKEWOOD DR	REPAIR	26,000.00
02/19/2021	15968	511 W CHANNING AVE	ROOFING	5,000.00
02/24/2021	15969	215 W VASA AVE	ROOFING	23,996.00
03/05/2021	15980	915 N BROADWAY	ROOFING	2,500.00
03/16/2021	15985	2511 E FIR AVE	ROOFING	3,000.00
03/26/2021	15994	517 W DOUGLAS AVE	ROOFING	2,600.00
03/31/2021	15996	1904 BUCK RIDGE DR	ROOFING	5,400.00
03/01/2021	15972	1225 E MOUNT FAITH AVE	SIDING	1,233.00
03/04/2021	15975	824 W 7TH AVE	SIDING	14,800.00

03/09/2021	15982 2722 LAKEVIEW DR	SIDING	21,036.00
03/09/2021	15983 123 E CEDAR AVE	SIDING	25,850.00
03/31/2021	15998 412 W BEECH AVE	SIDING	3,500.00
		<b>Total for first</b>	<b>439,894.00</b>

**Second**

04/07/2021	16008 604 W VASA AVE	DECK	3,100.00
04/12/2021	16011 327 W CHANNING AVE	DECK	2,000.00
04/16/2021	16018 3418 PEBBLE HILLS DR	DECK	11,000.00
05/26/2021	16076 1208 LENORE WAY	DECK	11,000.00
06/02/2021	16079 1105 E MOUNT FAITH AVE	DECK	13,200.00
06/21/2021	16098 501 W BIRCH AVE	DECK	10,000.00
06/24/2021	16107 215 W VASA AVE	DECK	4,934.05
06/25/2021	16108 1203 N OAK ST	DECK	12,000.00
04/20/2021	16020 739 OAK TRL	NEW	288,000.00
04/20/2021	16021 741 OAK TRL	NEW	292,000.00
04/21/2021	16023 740 OAK TRL	NEW	277,000.00
04/21/2021	16024 742 OAK TRL	NEW	284,000.00
06/07/2021	16083 3525 PEBBLE SHORES DR	NEW	700,000.00
04/05/2021	16003 625 W LINCOLN AVE	REMODEL	40,000.00
04/05/2021	16004 1316 S MARTIN ST	REMODEL	15,000.00
04/05/2021	16007 820 E JUNIUS AVE	REMODEL	2,000.00
04/12/2021	16010 1112 S MILL ST	REMODEL	1,797.00
04/20/2021	16022 1039 W SUMMIT AVE	REMODEL	15,000.00
04/21/2021	16026 1118 MITCHELL PL	REMODEL	15,000.00
04/28/2021	16031 515 W LAKESIDE DR	REMODEL	6,000.00
05/03/2021	16036 319 E CEDAR AVE	REMODEL	11,500.00
05/06/2021	16046 909 E FIR AVE	REMODEL	1,500.00
05/06/2021	16048 801 W MAPLE AVE	REMODEL	3,200.00
05/06/2021	16049 625 W MAPLE AVE	REMODEL	5,000.00
05/10/2021	16051 1311 HILLCREST CT	REMODEL	1,500.00
05/11/2021	16053 1715 ASPEN LN	REMODEL	1,790.00
05/24/2021	16061 823 W CAVOUR AVE	REMODEL	1,900.00
05/25/2021	16064 306 N BURLINGTON AVE	REMODEL	15,000.00
06/03/2021	16080 1216 N LAKE ST	REMODEL	9,287.10
06/08/2021	16085 501 S CONCORD ST	REMODEL	14,935.00
06/08/2021	16086 1121 S MILL ST	REMODEL	10,000.00
06/14/2021	16090 820 S WHITFORD ST	REMODEL	0.00
06/15/2021	16093 924 S COURT ST	REMODEL	40,000.00
06/15/2021	16094 1116 N LAKE ST	REMODEL	0.00
06/17/2021	16096 1225 N LAKE ST	REMODEL	2,500.00
06/21/2021	16097 1802 CONNELL DR	REMODEL	57,400.00
06/22/2021	16099 405 W BANCROFT AVE	REMODEL	22,000.00
06/22/2021	16100 1608 COUNTY HIGHWAY 111	REMODEL	7,700.00
06/22/2021	16101 121 E BEECH AVE	REMODEL	5,000.00
06/23/2021	16102 121 E BEECH AVE	REMODEL	5,000.00
06/23/2021	16103 200 WILLOW CT APT 4E	REMODEL	4,900.00

06/23/2021	16104 1109 S MILL ST	REMODEL	4,600.00
06/28/2021	16110 1016 N PARK ST	REMODEL	20,000.00
06/28/2021	16113 416 W SUMMIT AVE	REMODEL	3,000.00
06/29/2021	16115 128 W CAVOUR AVE	REMODEL	6,000.00
06/29/2021	16119 1106 SUNSET DR	REMODEL	21,800.00
06/30/2021	16120 517 W VERNON AVE	REMODEL	7,448.00
05/03/2021	16040 311 E VASA AVE	REPAIR	2,820.00
06/28/2021	16112 528 S OAK ST	REPAIR	21,000.00
04/01/2021	15999 521 E ALCOTT AVE	ROOFING	2,500.00
04/05/2021	16002 320 W VERNON AVE	ROOFING	22,000.00
04/13/2021	16012 1105 N BROADWAY	ROOFING	5,900.00
04/13/2021	16013 427 W BANCROFT AVE	ROOFING	6,000.00
04/13/2021	16014 1304 N PARK ST	ROOFING	14,200.00
04/16/2021	16017 205 W VASA AVE	ROOFING	4,500.00
04/21/2021	16025 525 E ALCOTT AVE	ROOFING	800.00
04/22/2021	16027 704 SUNSET DR	ROOFING	3,000.00
04/23/2021	16028 807 W LINDEN ST	ROOFING	7,885.00
04/26/2021	16029 809 RIVERSIDE CT	ROOFING	350.00
04/27/2021	16030 1116 N LAKE ST	ROOFING	2,400.00
04/28/2021	16033 506 E SAINT CHARLES AVE	ROOFING	8,000.00
04/30/2021	16034 529 W BANCROFT AVE	ROOFING	3,000.00
05/03/2021	16035 637 W LINCOLN AVE	ROOFING	6,500.00
05/03/2021	16037 204 E HILLSIDE AVE	ROOFING	4,500.00
05/03/2021	16038 912 MEADOW HILL LN	ROOFING	10,500.00
05/03/2021	16039 111 W CHERRY AVE	ROOFING	5,800.00
05/03/2021	16041 510 W LAUREL ST	ROOFING	4,900.00
05/04/2021	16043 608 E CHANNING AVE	ROOFING	5,350.00
05/04/2021	16044 1209 N BURLINGTON AVE	ROOFING	8,950.00
05/04/2021	16045 305 W SAINT CHARLES AVE	ROOFING	5,000.00
05/24/2021	16060 425 E FIR AVE	ROOFING	2,600.00
05/25/2021	16063 202 W CEDAR AVE	ROOFING	7,000.00
05/25/2021	16066 1124 N BAIRD AVE	ROOFING	5,900.00
05/26/2021	16068 1120 S SHERIDAN ST	ROOFING	8,265.00
05/26/2021	16069 1104 N PARK ST	ROOFING	6,000.00
05/26/2021	16070 809 W LINDEN ST	ROOFING	4,700.00
05/26/2021	16071 316 N VINE ST	ROOFING	4,000.00
05/26/2021	16073 1413 W ALCOTT AVE	ROOFING	5,000.00
05/26/2021	16075 121 W ADOLPHUS AVE	ROOFING	5,000.00
05/27/2021	16077 646 W CAVOUR AVE	ROOFING	8,000.00
06/07/2021	16081 117 E CHANNING AVE	ROOFING	6,800.00
06/09/2021	16087 421 W ALCOTT AVE	ROOFING	5,184.00
06/15/2021	16091 1909 S UNION AVE	ROOFING	1,200.00
06/15/2021	16092 1215 GREENFIELD AVE	ROOFING	13,500.00
06/16/2021	16095 1101 E ALCOTT AVE	ROOFING	22,000.00
06/23/2021	16105 826 W BEECH AVE	ROOFING	12,000.00
06/25/2021	16109 635 W SUMMIT AVE	ROOFING	10,800.00
06/29/2021	16116 918 E VERNON AVE	ROOFING	14,000.00

04/05/2021	16001 420 W CHANNING AVE	SIDING	20,000.00
04/08/2021	16009 515 W SUMMIT AVE	SIDING	6,000.00
05/04/2021	16042 734 SPRINGEN AVE	SIDING	5,000.00
05/06/2021	16047 1728 CONNELL DR	SIDING	30,000.00
05/11/2021	16054 428 W LAUREL ST	SIDING	17,700.00
05/12/2021	16055 737 SPRINGEN AVE	SIDING	1,000.00
05/25/2021	16062 412 W 7TH AVE	SIDING	6,000.00
05/26/2021	16067 623 WOODLAND DR	SIDING	24,780.00
05/26/2021	16074 517 SPRUCE ST	SIDING	4,000.00
05/27/2021	16078 612 N UNION AVE	SIDING	23,000.00
06/09/2021	16088 412 W 7TH AVE	SIDING	5,600.00
06/28/2021	16114 733 E GUSTAVUS AVE	SIDING	1,500.00
06/14/2021	16089 828 W BEECH AVE	SOLAR POWER	8,700.00
05/06/2021	16050 925 WESTSIDE DR	STORAGE BLDG/SHED	2,400.00
		<b>Total for second</b>	<b>2,739,475.15</b>

**Third**

07/07/2021	16125 317 N UNION AVE	DECK	14,420.00
08/05/2021	16153 211 ALTA VISTA CT	DECK	12,000.00
08/10/2021	16160 607 N UNION AVE	DECK	2,000.00
09/30/2021	16218 1225 E MOUNT FAITH AVE	DECK	6,323.00
08/05/2021	16154 510 W LINCOLN AVE	GARAGE	22,000.00
08/05/2021	16156 728 W 7TH AVE	GARAGE	26,200.00
09/13/2021	16194 1110 WATER PLANT RD	GARAGE	4,000.00
09/15/2021	16200 228 W ADOLPHUS AVE	GARAGE	25,000.00
08/23/2021	16170 1224 GREENFIELD AVE	NEW	300,000.00
09/10/2021	16191 3525 PEBBLE HILLS DR	NEW	120,000.00
09/22/2021	16205 1395 LENORE WAY	NEW	150,000.00
09/22/2021	16206 01409 LENORE WAY	NEW	150,000.00
09/23/2021	16212 1765 SHOREVIEW DR	NEW	400,000.00
07/06/2021	16123 729 W BIRCH AVE	REMODEL	5,000.00
07/13/2021	16129 426 W 7TH AVE	REMODEL	3,000.00
07/13/2021	16131 722 NORTHERN AVE	REMODEL	600.00
07/16/2021	16134 621 SUNSET DR	REMODEL	6,500.00
07/26/2021	16139 1232 MITCHELL PL	REMODEL	500.00
07/27/2021	16141 934 WESTSIDE DR	REMODEL	1,037.00
07/28/2021	16149 415 W CEDAR AVE	REMODEL	6,000.00
08/05/2021	16155 227 E VERNON AVE	REMODEL	4,450.00
08/10/2021	16157 3021 LAKEWOOD DR	REMODEL	7,200.00
08/10/2021	16158 1329 FOOTHILL CT	REMODEL	1,500.00
08/10/2021	16159 315 SPRUCE ST	REMODEL	1,400.00
08/11/2021	16161 634 W LAUREL ST	REMODEL	5,346.00
08/11/2021	16162 510 S MILL ST	REMODEL	2,000.00
08/13/2021	16164 636 W CHANNING AVE	REMODEL	4,000.00
08/17/2021	16165 523 N BROADWAY	REMODEL	16,796.00
08/25/2021	16174 523 E FIR AVE	REMODEL	29,000.00
08/27/2021	16178 01109 WHITCOMB ST	REMODEL	2,500.00

08/27/2021	16179 605 S UNION AVE	REMODEL	6,953.00
08/31/2021	16181 2220 RIDGEWOOD DR	REMODEL	28,000.00
09/03/2021	16185 1208 S MILL ST	REMODEL	40,000.00
09/13/2021	16195 219 E CHANNING AVE	REMODEL	800.00
09/14/2021	16197 00102 E MEADOWLARK LN	REMODEL	13,800.00
09/15/2021	16199 304 E EVERETT AVE	REMODEL	4,867.00
09/20/2021	16203 711 W LINDEN ST	REMODEL	700.00
09/22/2021	16207 3995 PEBBLE SHORES LN 66	REMODEL	15,265.75
09/28/2021	16215 619 W ALCOTT AVE	REMODEL	400.00
07/28/2021	16143 405 N BURLINGTON AVE	REPAIR	17,114.00
09/13/2021	16193 913 N CLEVELAND AVE	REPAIR	2,250.00
07/01/2021	16121 418 E LAKESIDE DR	ROOFING	2,000.00
07/13/2021	16128 716 NORTHERN AVE	ROOFING	2,772.00
07/13/2021	16132 911 N BROADWAY	ROOFING	10,185.00
07/20/2021	16135 805 S UNION AVE	ROOFING	31,000.00
07/20/2021	16136 1214 LAKEVIEW DR	ROOFING	12,000.00
07/27/2021	16142 615 S ARLINGTON ST	ROOFING	6,000.00
07/28/2021	16144 1320 LINWOOD CT	ROOFING	8,000.00
07/28/2021	16145 725 W LINCOLN AVE	ROOFING	9,000.00
07/28/2021	16146 709 W LAUREL ST	ROOFING	10,000.00
07/28/2021	16147 923 S OAK ST	ROOFING	500.00
07/28/2021	16148 910 S MARTIN ST	ROOFING	12,000.00
08/03/2021	16150 1208 S MILL ST	ROOFING	6,200.00
08/04/2021	16152 829 E HAMPDEN AVE	ROOFING	5,000.00
08/17/2021	16166 640 W SUMMIT AVE	ROOFING	13,000.00
08/23/2021	16168 918 N VINE ST	ROOFING	5,200.00
08/23/2021	16169 323 E VASA AVE	ROOFING	8,500.00
08/25/2021	16172 327 W VERNON AVE	ROOFING	300.00
08/25/2021	16173 618 N VINE ST	ROOFING	8,000.00
08/26/2021	16175 1106 SUNSET DR	ROOFING	14,800.00
09/02/2021	16182 908 E HAMPDEN AVE	ROOFING	3,000.00
09/02/2021	16183 216 E VASA AVE	ROOFING	12,800.00
09/08/2021	16186 2209 ARROWWOOD CT	ROOFING	7,500.00
09/10/2021	16188 2209 ARROWWOOD CT	ROOFING	15,000.00
09/10/2021	16189 2210 ARROWWOOD CT	ROOFING	15,000.00
09/10/2021	16190 2210 ARROWWOOD CT	ROOFING	7,500.00
09/13/2021	16196 119 E CHERRY AVE	ROOFING	5,000.00
09/14/2021	16198 807 E MOUNT FAITH AVE	ROOFING	1,000.00
09/17/2021	16201 321 W DOUGLAS AVE	ROOFING	4,000.00
09/20/2021	16204 724 E JUNIUS AVE	ROOFING	2,500.00
09/22/2021	16208 327 W ADOLPHUS AVE	ROOFING	15,500.00
09/23/2021	16209 545 W CEDAR AVE	ROOFING	7,000.00
09/23/2021	16210 305 N OAK ST	ROOFING	8,500.00
09/23/2021	16211 701 S PECK ST	ROOFING	1,500.00
09/29/2021	16216 120 W VERNON AVE	ROOFING	6,070.00
09/29/2021	16217 525 W SUMMIT AVE	ROOFING	2,400.00
07/12/2021	16127 616 E MOUNT FAITH AVE	SIDING	20,000.00

07/13/2021	16130	616 E MOUNT FAITH AVE	SIDING	20,000.00
07/13/2021	16133	718 W CAVOUR AVE	SIDING	3,000.00
07/21/2021	16137	1111 WESTSIDE DR	SIDING	75,200.00
07/23/2021	16138	111 W CHERRY AVE	SIDING	14,600.00
08/12/2021	16163	228 W ADOLPHUS AVE	SIDING	20,000.00
08/18/2021	16167	1017 SUNSET DR	SIDING	1,500.00
08/26/2021	16176	717 W BEECH AVE	SIDING	12,000.00
08/26/2021	16177	817 S SHERIDAN ST	SIDING	1,000.00
09/03/2021	16184	902 WESTSIDE DR	SIDING	15,588.00
09/08/2021	16187	210 W BANCROFT AVE	SIDING	8,000.00
09/10/2021	16192	512 W LINCOLN AVE	SIDING	8,630.00
09/20/2021	16202	419 W CHERRY AVE	SIDING	1,500.00
09/30/2021	16220	1417 HOOT LAKE DR	SIDING	27,000.00
			<b>Total for third</b>	<b>1,965,666.75</b>

**Fourth**

10/04/2021	16221	2036 WOODLAND LN	REMODEL	6,000.00
10/05/2021	16222	512 E ADOLPHUS AVE	REMODEL	5,000.00
10/05/2021	16223	1231 N BAIRD AVE	REMODEL	10,000.00
10/06/2021	16224	546 W MAPLE AVE	SIDING	2,000.00
10/06/2021	16225	1722 ASPENWOOD TRL	ROOFING	30,000.00
10/06/2021	16227	1793 SHOREVIEW DR	NEW	540,000.00
10/08/2021	16228	1217 N BURLINGTON AVE	REMODEL	110,000.00
10/11/2021	16229	529 W ALCOTT AVE	GARAGE	21,530.00
10/11/2021	16231	1217 E FIR AVE	REMODEL	2,500.00
10/11/2021	16232	623 S SHERIDAN ST	ROOFING	2,500.00
10/12/2021	16233	702 SPRUCE ST	ROOFING	2,500.00
10/12/2021	16234	728 E CHANNING AVE	REMODEL	2,000.00
10/12/2021	16235	528 W VASA AVE	ROOFING	9,000.00
10/13/2021	16236	528 W VERNON AVE	ROOFING	15,350.00
10/13/2021	16237	526 W DOUGLAS AVE	REMODEL	2,454.55
10/13/2021	16238	626 WOODLAND LOOP	GARAGE	33,500.00
10/14/2021	16240	416 E MOUNT FAITH AVE	REPAIR	33,776.00
10/14/2021	16241	1220 S CASCADE ST	REPAIR	7,969.00
10/14/2021	16243	827 E FIR AVE	ROOFING	2,800.00
10/14/2021	16244	1400 S CASCADE ST	ROOFING	12,000.00
10/14/2021	16245	01407 N PARK ST	NEW	220,000.00
10/14/2021	16246	01409 N PARK ST	NEW	220,000.00
10/14/2021	16247	01413 N PARK ST	NEW	220,000.00
10/14/2021	16248	01415 N PARK ST	NEW	220,000.00
10/14/2021	16249	01419 N PARK ST	NEW	220,000.00
10/14/2021	16250	01421 N PARK ST	NEW	220,000.00
10/18/2021	16252	3607 PEBBLE HILLS DR	DECK	16,800.00
10/19/2021	16254	824 S COURT ST	SIDING	34,000.00
10/20/2021	16255	1222 N BROADWAY	REMODEL	6,000.00
10/22/2021	16256	926 W EVERETT AVE	NEW	30,000.00
10/22/2021	16257	1215 GREENFIELD AVE	REMODEL	1,000.00



10/25/2021	16258 527 W LAUREL ST	ROOFING	8,000.00
10/25/2021	16259 1209 SOMERSET RD	REMODEL	2,500.00
10/25/2021	16261 503 N WOODLAND DR	GARAGE	30,000.00
10/27/2021	16262 3110 PEBBLE SHORES DR	ROOFING	25,000.00
10/28/2021	16263 726 W STANTON AVE	REPAIR	65,000.00
11/02/2021	16265 1709 MINNEHUTA DR	REMODEL	350,000.00
11/03/2021	16267 1026 JEFFERSON PL	WINDOWS	20,000.00
11/04/2021	16268 1009 STONY BROOK MNR	REMODEL	2,000.00
11/05/2021	16269 606 S UNION AVE	REMODEL	3,000.00
11/15/2021	16271 331 N WHITFORD ST	SIDING	21,500.00
11/17/2021	16273 729 W BIRCH AVE	ROOFING	3,500.00
11/18/2021	16275 536 W LINDEN ST	ROOFING	12,000.00
11/19/2021	16276 636 W CHANNING AVE	SIDING	20,000.00
11/29/2021	16277 1803 S CASCADE ST	SIDING	35,000.00
12/01/2021	16278 1020 WOODLAND LOOP	SIDING	22,500.00
12/08/2021	16279 622 W LINDEN ST	WINDOWS	6,197.00
12/10/2021	16283 3110 PEBBLE SHORES DR	SOLAR POWER	24,000.00
12/14/2021	16285 1312 N PARK ST	ROOFING	6,700.00
		<b>Total for fourth</b>	<b>2,915,576.55</b>
		<b>Total for year 2021</b>	<b>8,060,612.45</b>

## 2022 RESIDENTIAL BUILDING PERMIT LISTING REPORT QUARTER

DATE PAID	PERMIT ADDRESS	USE DESCRIPTION	IMPROVEMENT COST
<b>First</b>			
01/05/2022	16288 123 ORIOLE DR	REMODEL	5,800.00
01/20/2022	16291 510 W STANTON AVE	REMODEL	5,000.00
01/28/2022	16294 416 E SAINT CHARLES AVE	REMODEL	5,000.00
01/31/2022	16295 1814 S MILL ST	REMODEL	5,000.00
02/04/2022	16299 1013 STONY BROOK MNR	REMODEL	7,500.00
02/07/2022	16301 615 E FIR AVE	REMODEL	3,500.00
02/08/2022	16302 707 S WOODLAND DR	REMODEL	70,000.00
02/11/2022	16303 621 SPRINGEN AVE	REMODEL	2,000.00
03/11/2022	16309 507 E BEECH AVE	REMODEL	2,000.00
03/23/2022	16312 414 E ADOLPHUS AVE	REMODEL	1,000.00
03/29/2022	16316 1414 HIGHWAY TER	REMODEL	3,000.00
02/02/2022	16296 134 W HILLSIDE AVE	REPAIR	55,000.00
02/02/2022	16297 746 MELODY LN	REPAIR	15,000.00
02/14/2022	16304 1001 W CAVOUR AVE	ROOFING	4,600.00
02/15/2022	16305 634 W LAUREL ST	WINDOWS	1,339.00
03/14/2022	16310 725 W SUMMIT AVE	WINDOWS	5,200.00
03/15/2022	16311 1515 SOMERSET RD	WINDOWS	46,117.00
03/28/2022	16314 1320 FOOTHILL CT	WINDOWS	1,854.00
		<b>Total for first</b>	<b>238,910.00</b>
<b>Second</b>			
05/03/2022	16350 424 W MAPLE AVE	DECK	5,500.00
04/26/2022	16337 02116 RIDGEWOOD DR	NEW	155,400.00
04/29/2022	16348 1382 LENORE WAY	NEW	310,000.00
04/01/2022	16317 1020 N LAKE ST	REMODEL	4,600.00
04/04/2022	16318 106 W CEDAR AVE	REMODEL	13,200.00
04/04/2022	16319 610 W STANTON AVE	REMODEL	0.00
04/07/2022	16326 1024 RANDOLPH AVE	REMODEL	10,000.00
04/12/2022	16329 406 W CEDAR AVE	REMODEL	5,000.00
04/21/2022	16336 1020 N 1ST AVE	REPAIR	29,130.00
04/07/2022	16327 1034 E MOUNT FAITH AVE	ROOFING	9,450.00
04/27/2022	16340 1315 IRONWOOD RD	ROOFING	12,000.00
04/28/2022	16342 424 W STANTON AVE	ROOFING	1,600.00
04/28/2022	16343 921 S CALVIN ST	ROOFING	9,650.00
04/28/2022	16344 735 SPRINGEN AVE	ROOFING	10,950.00
04/29/2022	16346 930 N 1ST AVE	ROOFING	4,200.00
05/03/2022	16353 706 W SUMMIT AVE	ROOFING	8,000.00
05/04/2022	16354 316 N CASCADE ST	ROOFING	9,000.00
05/05/2022	16355 211 W EVERETT AVE	ROOFING	3,100.00
04/29/2022	16347 403 SPRUCE ST	SIDING	41,000.00
05/03/2022	16351 721 E SUMMIT AVE	SIDING	12,700.00

05/03/2022	16352 212 W ALCOTT AVE	SIDING	900.00
04/05/2022	16320 519 W BANCROFT AVE	WINDOWS	2,400.00
04/05/2022	16321 528 W VERNON AVE	WINDOWS	6,400.00
04/05/2022	16322 1702 ASPEN LN	WINDOWS	8,500.00
04/06/2022	16323 418 W MAPLE AVE	WINDOWS	4,800.00
04/07/2022	16324 324 N VINE ST	WINDOWS	1,700.00
04/07/2022	16325 705 W LAKESIDE DR	WINDOWS	800.00
04/18/2022	16333 1012 CIRCLE LN	WINDOWS	23,125.00
04/19/2022	16334 929 WESTSIDE DR	WINDOWS	11,370.00
		<b>Total for second</b>	<b>714,475.00</b>
		<b>Total for year to date</b>	<b>953,385.00</b>