



City Council Meeting Agenda

May 19, 2026 at 5:30 PM

St. James City Hall – Council Chambers

1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe
3. **DETERMINATION OF QUORUM**
4. **APPROVAL OF MINUTES**
 - A. Consideration to Approve Minutes – 05.05.2026 Council Meeting
5. **CONSENT ITEMS**
 - A. Payment of Claims and ACH Payments
6. **SCHEDULED BID LETTING**
7. **SCHEDULED PUBLIC HEARINGS**
8. **ADMINISTRATIVE APPEALS**
9. **FINANCIAL REPORTS**
10. **LICENSES AND PERMITS**
 - A. Consideration to Approve Special Event Permit - Music in the Park
11. **OLD BUSINESS**
12. **NEW BUSINESS**
 - A. Consideration to Approve Resolution 05.06.02 - Declaring Abandoned and Surplus Property and Ordering the Disposal
 - B. Consideration to Approve Resolution 05.26.03 - Authorizing the City Manager to Enter into the Customer Support Agreement for Engines with Ziegler Power Systems
 - C. Consideration to Approve Resolution 05.26.04 - Accepting Financial Gift from the Eagles Aerie #3420
 - D. Consideration to Approve Resolution 05.26.05 - Accepting Bid for Depot Window Replacement Project
 - E. Consideration to Approve Resolution 05.26.06 - Accepting Bids for Project No. 26X.142373 for the Airport Airfield Pavement Maintenance Project
 - F. Consideration to Approve Purchase Request - Light Department Fleet Equipment
 - G. Consideration to Approve Roof Repair Proposal - Shawn Boyle, Schwickert's Tecta America
13. **REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS**

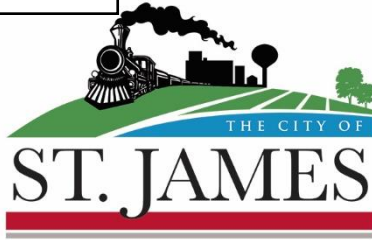
14. ADJOURNMENT

May 19, 2026

ITEM: Approval of Minutes – 05.05.2026 Council Minutes

BACKGROUND: The Minutes of May 5, 2026, City Council Meeting are attached for review and approval.

STAFF RECOMMENDATION: Approve/Deny Minutes.



City Council Meeting Minutes

May 05, 2026 at 5:30 PM

St. James City Hall – Council Chambers

1. CALL TO ORDER

Meeting called to order at 5:30 p.m.

2. ROLL CALL: Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe

PRESENT: Mayor Christopher Whitehead, Councilpersons Sue Craig, Kathleen Hanson, Paul Harris, Stephen Lindee

ABSENT: Mary Shupe

STAFF PRESENT: City Manager Amanda Knoll, Deputy City Clerk-Treasurer Kathy Grothem, City Attorney Mike Kircher

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 04.21.2026 Council Meeting

Motion made by Lindee, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

B. Consideration to Approve Minutes - 04.28.2026 Local Board of Appeal & Equalization Meeting

Motion made by Craig, Seconded by Hanson.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of Claims totaling \$638,222.95 is as follows: \$288,470.69 Check No. 706327 - 706404 and \$349,752.26 ACH No. 2318 - 2330 as listed in the check register.

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

6. SCHEDULED BID LETTING

7. SCHEDULED PUBLIC HEARINGS

8. ADMINISTRATIVE APPEALS

9. FINANCIAL REPORTS

10. LICENSES AND PERMITS

A. Consideration to Approve Gambling Permit - Sons of the American Legion Post #33

The Sons of the American Legion Post #33 has applied for a gambling permit to conduct a raffle.

Motion made by Harris, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

11. OLD BUSINESS

12. NEW BUSINESS

A. Consideration to Approve Resolution 05.26.01 - Approving Gambling Premise Permit for the Eagles Aerie 3420

Resolution 05.26.01 approves the gambling premise permit for the Eagles Aerie 3420 to conduct gambling at the Hickory located at 1000 County Road 104, St. James MN 56081.

Motion made by Hanson, Seconded by Craig.

Voting Yea: Craig, Hanson, Harris, Lindee

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.01 duly passed 4-0.

B. Consideration to Approve New Hire - Lindsey Wooten, Assistant Liquor Store Manager

Lindsey Wooten has been hired as the full-time Assistance Liquor Store Manager. Her starting wage is set at Grade 5, Step 3 according to the Full-Time Non-Union wage scale.

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

C. Consideration to Approve Employee Reclassification - Holly Wallace, EMS Director

The personnel committee is recommending the reclassification of the EMS Director position from an on-call, salary-based position to a full-time exempt position within the St. James Ambulance Service.

Motion made by Hanson, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

D. Consideration to Approve Purchase Request - Street Department Fleet Equipment

The Street Department is requesting permission to purchase a 2021 Western Star 4700 Jetter for storm water operations.

Motion made by Hanson, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

E. Active Transportation Plan Presentation - Brianna Sanders, EDA Director

Brianna Sanders, EDA Director, presented the Active Transportation Plan. The plan establishes clear, evidence-based and action-oriented priorities aimed at improving the safety and accessibility of walking and bicycling throughout the community.

No council action taken.

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

14. ADJOURNMENT

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

All Yea - motion carried. The meeting adjourned at 5:59 p.m.

Kathy Grothem, Deputy City Clerk-Treasurer

May 19, 2026

ITEM: Licenses and Permits – Special Event Permit Application: Music in the Park

BACKGROUND: The attached Special Event Permit Application was submitted by the City of St. James and Watonwan County Library for Music in the Park. The dates slated for the Music in the Park will be June 10 and 24, and July 8 and 22, 2026. The staff has reviewed and approved the permit application.

STAFF RECOMMENDATION: Approve/Deny Special Event Permit Application.



SPECIAL EVENT PERMIT APPLICATION

Submittal Date: _____

APPLICANT INFORMATION.

City of St. James and Watonwan County Library

Sponsoring Entity (if applicable)

Contact Person

Tammy Stevens

St. James

Address

City

State

Zip Code

Email Address (Primary Notification)

Phone Number

tammy.stevens@ci.stjames.mn.us

Secondary Contact Person

Shirley Coleman

St. James

Address

City

State

Zip Code

Email Address (Primary Notification)

Phone Number

EVENT INFORMATION.

Music in the Park

Event Name

June 10, June 24, July 8, July 22

5:00pm - 8:00pm

Date(s) of Event

Hours of Event

Type of Event

Open to the Public

Private

Other: _____

Describe Event (List all activities. Provide flyer or other marketing materials as available).

bands play at North shelter in Memorial Park, Food truck

SPECIAL EVENT EQUIPMENT REQUEST FORM

City equipment can only be requested for special events open to the public.

Submittal Date: _____

EVENT INFORMATION.

Music in the Park

Event Name

June 10, June 24, July 8, July 22

Date(s) of Event

Tammy Stevens or Shirley Coleman

Contact Person

Phone Number

EQUIPMENT INFORMATION.

North Shelter

Equipment Drop-Off Location

Date

Time

Equipment Pick-Up Location

Date

Time

Please identify the number of each item requested. The City of St. James Street/Parks Department will determine the availability of equipment for each event and reserves the right to deny requests. *The replacement of any broken or missing equipment will be invoiced to the event organizers.*

Barricades: _____

Construction Cones: _____

Road Closed Signs: _____

Garbage Cans: _____

No Parking Signs: _____

Picnic Tables: 5-8 around band shelter

Internal Use ONLY: Street/Park Department

Date Delivered: _____

Time: _____

By: _____

Date Checked In: _____

Time: _____

By: _____

2023

MUSIC

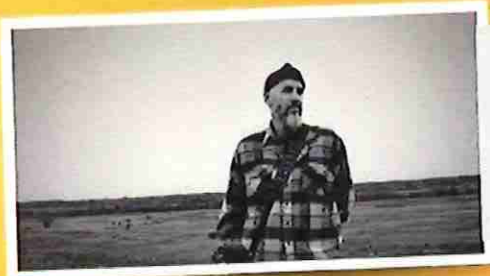


in the Park Concert Series

Hosted by:



Family-friendly free concerts on Wednesday Nights at Memorial Park located by St. James Lake featuring a wide variety of live music and local food trucks.



10/
JUNE

NATE BOOTS
Nate Boots delivers gritty, Americana-infused rock with poetic lyrics and a down-to-earth vibe.

Food Trucks @ 5:00PM
Music @ 6:00PM



24/
JUNE

ROCK OF AGES
Rock of Ages delivers a dynamic blend of rock and blues, creating an energetic sound that brings together classic influences with a powerful, engaging performance style.



8/
JULY

BOB THE BEACHCOMBER
Bob the Beachcomber brings the fun of rock and roll to life with an upbeat, family-friendly sound that gets audiences of all ages moving.



22/
JULY

ANDREA LYN
Andrea Lyn brings a soulful blend of country, folk, and acoustic pop to the stage with heartfelt lyrics and smooth vocals.

Check the City of St. James & Watsonwan County Library Facebook pages for updates regarding each concert event.

May 19, 2026

ITEM: New Business – Resolution No. 05.26.02: Declaring Abandoned and Surplus Property and Ordering the Disposal

BACKGROUND: The attached resolution declares about 60 double arm light pole attachments that have not been in use since the early 2000’s as excess property and authorizes the disposal.



STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 05.26.02

**RESOLUTION DECLARING ABANDONED AND SURPLUS PROPERTY
AND ORDERING THE DISPOSAL**

WHEREAS, the City of St. James owns certain property that is no longer needed for public use and has been declared surplus; and

WHEREAS, under Minnesota Statutes §471.3459, the City is authorized to dispose of surplus property through public auction or other approved means.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF ST. JAMES, MINNESOTA:**

1. The property listed below has been declared as surplus property that has been deemed abandoned:
 - 60 Double Arm Light Pole Attachments
2. City staff are hereby authorized to dispose of surplus property.
3. Proceeds from the sale shall be deposited into the appropriate city fund as determined by the City Manager.

Adopted by the City Council this 19th day of May 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

May 19, 2026

ITEM: New Business – Resolution No. 05.26.03: Authorizing the City Manager to Enter into the Customer Support Agreement for Engines with Ziegler Power Systems

BACKGROUND: The attached resolution approves the 3-year customer support agreement with Ziegler Power Systems for the electrical engines.

STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 05.26.03

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE
CUSTOMER SUPPORT AGREEMENT FOR ENGINES WITH ZIEGLER
POWER SYSTEMS**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF ST. JAMES, MINNESOTA, as follows:**

Section 1: The City Manager is hereby authorized and directed to sign the 3-
Year Customer Support Agreement with Ziegler Power Systems.

Adopted by the City Council this 19th day of May 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer



1/22/2025

8050 COUNTY ROAD 101 EAST
SHAKOPEE, MN 55379
WWW.ZIEGLERCAT.COM/POWER

To:
MATT RUNGE
CITY OF ST JAMES
PO BOX 70
SAINT JAMES, MN 56081-0070

Dear Matt,

Enclosed is a 3 year Customer Support Agreement (CSA) for the following Engines :
Model(s): 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG |
Serial Number(s): FDN00676 | FDN00682 | FDN00677 | FDN00675 | FDN00674 | FDN00681 |

The payment price will not increase during the agreement period. If this agreement is acceptable, please sign, date, run copy for your file and return to me in the enclosed self-addressed envelope, fax to (952) 233-4676, or email to Benjamin.Millard@zieglercat.com.

Please call me at 952-233-4619 with any questions you may have.

We appreciate your business and thank you.

Sincerely,

Ben Millard

Benjamin Millard
Customer Support Representative

CUSTOMER SUPPORT AGREEMENT

Date: 1/22/2025



Proposal No. 8842

8050 County Road 101 East
Shakopee, MN 55379
952-445-4292 / 888-320-4292

To:
MATT RUNGE
CITY OF ST JAMES
PO BOX 70
SAINT JAMES, MN 56081-0070

Re:
3 year Customer Support Agreement (CSA) for
MODEL: 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG |
3516 PKGG |
SERIAL: FDN00676 | FDN00682 | FDN00677 | FDN00675 | FDN00674 |
FDN00681 |

WE PROPOSE TO FURNISH IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS, TERMS AND CONDITIONS

Enclosed is a 3 year Customer Support Agreement (CSA) for the following Engines :
Model(s): 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG | 3516 PKGG |
Serial Number(s): FDN00676 | FDN00682 | FDN00677 | FDN00675 | FDN00674 | FDN00681 |

AGREEMENT START DATE: 3/1/2025
AGREEMENT END DATE: 2/29/2028

INVOICE FREQUENCY: [] Annually
INVOICE AMOUNT: \$36,792.13

15% discount applied for continued business.

IMPORTANT NOTES

- CUSTOMER SUPPORT AGREEMENT PRICING WILL NOT INCREASE DURING THE TERM OF THIS AGREEMENT.
PRICE INCLUDES PARTS, LABOR, TRAVEL AND DISPOSAL OF ALL FLUIDS PER E.P.A. STANDARDS.
TRAINED AND CERTIFIED ENGINE/GENERATOR TECHNICIANS WILL PERFORM ALL SERVICES.

TERMS AND CONDITIONS

- Agreement pricing is based upon generator run time between 0 and 250 hours per year (standby applications).
Invoices will be sent on the first day of each invoicing period (i.e. monthly, quarterly, semi-annually or annually).
Either party may cancel this agreement with a (60) sixty day written notice.
This proposal is valid for (30) thirty days.
Prices assume all services to be performed during normal business hours (7:30am - 4:00pm, M-F) unless otherwise specified.
Pricing does not include local and/or state taxes. Taxes will be applied to invoices where applicable.
Additional Terms and Conditions below.

ACCEPTED BY:

Please Sign Name:
Please Print Name:
Date:

Respectfully submitted,
Ziegler Power Systems
Ben Millard
By: Benjamin Millard
Customer Support Representative

Watchguard Level 1 (64 Point Inspection)

Includes inspection of the following systems:

- Cooling
- Lube Oil
- Air Intake
- Fuel
- Exhaust (inside building only)
- Starting
- Engine
- Generator
- Transfer Switch
- Coolant and Oil Analysis
- Provide written report

MODEL: 3516 PKGG | SERIAL: FDN00676

Level 1

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00682

Level 1

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00677

Level 1

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00675

Level 1

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00674

Level 1

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00681

Level 1

Mar/2025 , Mar/2026 , Mar/2027

WatchGuard Level 2 (67-Point Inspection with Oil and Filter Change)

Includes the following:

- Level 1 Inspection
- Change engine oil
- Change engine oil filter(s)
- Change engine fuel filter(s)
- Inspect air filter(s)
- Disposal of old fluids per EPA standards
- Provide written report

MODEL: 3516 PKGG | SERIAL: FDN00676

Level 2

Sep/2025 , Sep/2026 , Sep/2027

MODEL: 3516 PKGG | SERIAL: FDN00682

Level 2

Sep/2025 , Sep/2026 , Sep/2027

MODEL: 3516 PKGG | SERIAL: FDN00677

Level 2

Sep/2025 , Sep/2026 , Sep/2027

MODEL: 3516 PKGG | SERIAL: FDN00675

Level 2

Mar/2025 , Mar/2026 , Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00674

Level 2

Sep/2025 , Sep/2026 , Sep/2027

MODEL: 3516 PKGG | SERIAL: FDN00681

Level 2

Sep/2025 , Sep/2026 , Sep/2027

Watchguard Level 9 (Battery Replacement Program)

Includes the following services

- Complete electrical system check
- Battery charger adjustment
- Test engine starter amperage
- Removal and disposal of old lead acid batteries per EPA standards
- Installation of new, low antimony batteries specifically designed for standby applications
- Provide written report

MODEL: 3516 PKGG | SERIAL: FDN00676

Level 9

Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00682

Level 9

Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00677

Level 9

Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00675

Level 9

Mar/2027

MODEL: 3516 PKGG | SERIAL: FDN00674

Level 9

Mar/2027

Level 9

Mar/2027

Customer Requirements

It is the customer's responsibility to...

- Perform weekly and monthly inspections of the engine/generator
- Maintain written or computerized records of the weekly and monthly inspections.
- Contact Ziegler Power Systems with any problems or concerns noted during the weekly and monthly inspections.

Ziegler Power Systems Exclusion of Responsibility:

Ziegler Inc. is not responsible for...

- Providing a portable generator during repairs
- Fuel consumed by generator set during operation
- Building wiring
- System modifications
- Acts of nature, terrorism or war
- Uses of generator beyond rated capacity
- Main fuel tank or piping problems
- Emissions permitting
- Regulation changes
- State and local taxes
- Customer abuse/neglect

CUSTOMER VALUE AGREEMENT – TERMS AND CONDITIONS

- Customer agrees to the terms and conditions set forth on the preceding Customer Value Agreement Proposal (the "Proposal") and the following terms and conditions, including the websites referred to herein (together with the Proposal, the "Agreement"). Ziegler Inc. ("Ziegler") rejects all different or additional terms submitted by Customer, and any such terms shall be void.
- 1.Term. The Agreement shall begin on the Start Date and end on the End Date identified on page 1, unless earlier terminated as set forth herein.
- 2.Services. Ziegler will perform preventative maintenance services on the Engine(s) identified on page 1 in accordance with the Level Definitions set forth in the Proposal (collectively, the "Services"). All Services are subject to the exclusions and limitations set forth herein. Services include all parts, labor, travel and disposal of all fluids per U.S. Environmental Protection Agency standards. Except as otherwise agreed upon by Customer and Ziegler as noted on page 1, Services shall be performed during Ziegler's normal business hours (7:30 a.m. to 4:00 p.m., Monday through Friday). Services performed outside of Ziegler's normal business hours will be subject to additional charges. In the event Customer cancels scheduled Services on the day Services are to be performed, Customer shall pay a cancellation fee in the amount of travel time and mileage and will cooperate with Ziegler to re-schedule the cancelled Services. This Agreement is based upon equipment run time between 0 and 250 hours per year (standby applications); run time exceeding 250 hours per year may be subject to additional costs. Repairs classified outside the scope of the applicable service level will result in additional costs to Customer. Customer will have ten (10) days to reject the Services provided. If Customer rejects the services, it will do so by providing a written notice specifically identifying the manner in which the Services fail to materially comply with manufacturer's applicable specifications. Ziegler will be entitled to rely on all decisions and approvals of Customer in connection with the Services.
- 3.Payment. Customer will pay the Invoice Amount identified on page 1, plus any Additional Charges (as defined in Section 4 below), at the frequency set forth on page 1. The Invoice Amount will not increase during the term of the Agreement. Customer agrees to make payment to Ziegler Net 10th of the following month from the date of invoice. Late payments, which are not under any dispute, will result in default and a late fee of 1.5% per month (18% annual), which will be assessed on all past due amounts until paid in full. Any payments made will first be applied toward the late fee, then toward the past amount due. Ziegler reserves the right to suspend or discontinue all Services, or terminate this Agreement, at Ziegler's sole discretion upon Customer's failure to pay or comply with the payment requirements of this Agreement. All amounts due under this Agreement shall be paid in full without any setoff, counterclaim, deduction or withholding (other than any deduction or withholding of tax as required by law).
- 4.Taxes, Licenses, Permits, and Additional Charges. Customer is responsible for all local and/or state sales and use taxes in connection with this Agreement. Taxes will be applied to invoices, where applicable, as required by law. Customer will obtain, at its sole cost and expense, all applicable licenses and permits (including emissions permitting) necessary for performance of the Services. Customer is responsible for

- arges and environmental charges incurred in performing the Services (collectively, "Additional Charges") as communicated in advance by Ziegler.
- 5. Additional Services. Repairs or other work classified outside standard preventative maintenance services will result in additional costs to Customer and will be invoiced separately on a time and materials basis. Such services include, but are not limited to, any service that is considered electrical work pursuant to Minnesota Statutes, Section 326B.31, subdivision 17 or Iowa Code Title III, Section 103 (2022). A verbal commitment or authorization by Customer to perform such additional services will be binding on Customer and will entitle Ziegler to such additional compensation. Any repairs or other work performed outside of the original scope at the direction of Customer will be deemed to be included as Services hereunder.
 - 6. Customer Obligations. Customer agrees to maintain the Engine(s) in accordance with the obligations below. Customer's failure to perform any of the following obligations will be considered a breach of this Agreement:
 - a. Operation and Regular Maintenance. Customer agrees to operate the Engine(s) only within its rated capacity. Customer agrees to perform weekly and monthly maintenance and inspections in accordance with manufacturer guidelines, as provided by Ziegler, and provide to Ziegler, upon reasonable request, written or computerized maintenance and inspection records. Customer further agrees to promptly contact Ziegler with any problems or concerns noted during the weekly and monthly inspections and Ziegler and Customer will work together to address such problems or concerns.
 - b. Equipment Access. Customer agrees to furnish safe, free, and full access to the Engine(s) to enable Ziegler employees to perform the Services. Customer will take all reasonably necessary steps to provide for the safety of all Ziegler employees performing the Services. Customer shall promptly notify Ziegler if, during the term of this Agreement, Customer observes or otherwise learns of any condition(s) which pose a threat to the safety of persons or property, adversely affects the Engine(s), or is in violation of any applicable federal, state, or local laws, rules or regulations.
 - c. Halt Operation. Customer agrees to shut an Engine down, if after inspection by Ziegler, it is determined that further operation of the Engine will result in imminent mechanical damage to the components covered in this Agreement.
 - 7. Exclusions. Ziegler is not responsible for: (1) Customer's abuse or failure to maintain or operate equipment in accordance with the respective equipment manufacturer's operations and maintenance manual as provided by Ziegler in advance, (2) provision of rental equipment during repair, (3) fuel consumed by equipment during operation and performance of maintenance services, (4) building wiring, system modifications, main fuel tank or piping problems, (5) repairs or maintenance to building or enclosure, transformers, radiators, fuel tanks, or other components outside the scope of the Services, unless otherwise agreed to in writing by both parties, (6) unauthorized repairs or adjustments, or repairs or adjustments made by unauthorized person(s), (7) performance complaints, including but not limited to, any adjustments to fuel settings or programming of any electronic controls, (8) downtime or downtime-related expenses or economic loss, (9) extermination of any creature taking up residence in the generator enclosure or building, or (10) any Force Majeure Events (as defined in Section 17 below).
 - 8. Indemnification. Subject to the limitations set forth in this Agreement, Ziegler shall indemnify Customer and its respective officers, directors, employees, agents, assigns and successors, against any losses, liabilities, damages, costs or expenses (including reasonable attorneys' fees) (collectively, "Losses") for death, personal injury, or damage to property to the proportionate extent the same have been proximately caused by the negligence or willful misconduct of, or breach of this Agreement by, Ziegler or Ziegler's officers, directors, employees, or agents in the performance and furnishing of the Services. Customer shall indemnify Ziegler, its affiliates, subsidiaries, and its and their respective officers, directors, employees, agents, assigns and successors, against any Losses for death, personal injury, or damage to property to the proportionate extent the same have been proximately caused by the negligence or willful misconduct of, or breach of this Agreement by, Customer or Customer's officers, directors, employees, or agents.
 - 9. Insurance. Ziegler will maintain in full force and effect throughout the term of this Agreement the following forms of insurance: (a) worker's compensation and occupational disease insurance within statutory limits; (b) commercial general liability insurance, including products and completed operations, contractual liability, and personal injury, written on an occurrence basis, with limits not less than a combined single limit per occurrence of \$1,000,000, \$2,000,000 general aggregate for bodily injury and property damage; \$1,000,000 aggregate for products/completed operations; and \$1,000,000 per person for personal injury/advertising injury; (c) automobile liability insurance for vehicles owned or operated by Ziegler, its employees or agents, with combined bodily injury and property damage limits of liability of no less than \$1,000,000 per occurrence; and (d) excess liability insurance over that required in clauses (a), (b), and (c) above, under the umbrella form, with a limit of liability of no less than \$1,000,000 each occurrence. Upon request, Ziegler will provide to Customer a Certificate of Insurance evidencing Ziegler's compliance with such insurance requirements.
 - 10. Damages; Maximum Liability. IN NO EVENT WILL ZIEGLER, ITS EMPLOYEES, AGENTS, OFFICERS AND DIRECTORS BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, ENHANCED, INDIRECT, OR PUNITIVE DAMAGES, LOST PROFITS OR REVENUES, DIMINUTION OF VALUE, LOSS OF USE, DOWNTIME OR INTERRUPTION OF BUSINESS, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SERVICES, REGARDLESS OF: (A) WHETHER THE DAMAGES WERE FORESEEABLE; (B) WHETHER OR NOT ZIEGLER WAS ADVISED OF THE POSSIBILITY OF DAMAGES; AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) ON WHICH THE CLAIM IS BASED. IN NO EVENT SHALL ZIEGLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE SERVICES, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT, OR OTHERWISE, EXCEED THE TOTAL AMOUNT ACTUALLY PAID BY CUSTOMER TO ZIEGLER HEREUNDER IN THE SIX MONTHS IMMEDIATELY PRECEDING THE CLAIM.
 - 11. Service Warranty. Ziegler warrants the Services will be performed in a professional, workmanlike manner, by qualified personnel consistent with industry standards, free from defects in workmanship for a period of 12 months from the date of completion of the Services, subject to the terms of the then-current Ziegler Power Systems Service Department Labor Warranty, a copy of which is available upon

Warranty claims must be brought within the warranty period. Customer must provide prompt notice to Ziegler after discovery and before expiration of the warranty period. As Customer's sole and exclusive remedy, Ziegler, at Ziegler's sole discretion, will either re-perform the Service during Ziegler's normal business hours or refund all or part of the monies paid by Customer for the Service performed. Replacement parts shall be covered under the applicable warranty provided by the manufacturer. Non-Ziegler provided components are not covered by this warranty.

- 12. Disclaimer of Warranties. WITH THE EXCEPTION OF THE SERVICE WARRANTY PROVIDED IN SECTION 11, THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS. ZIEGLER EXPRESSLY DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- 13. Termination; Suspension.
 - a. Either party may terminate this Agreement upon sixty (60) days' prior written notice to the other party. In the event of early termination by Customer, Customer shall pay for all approved Services performed prior to the termination date.
 - b. If either party breaches any provision hereof, or becomes insolvent, enters bankruptcy, receivership or other like proceedings, or makes an assignment for the benefit of creditors, the non-breaching party shall have the right to immediately terminate this Agreement by giving the breaching party written notice. In the event Customer breaches any provision hereof, and upon receipt of notice, Customer shall immediately pay Ziegler any monies due and owing up to the time of termination for Services performed. Notwithstanding the foregoing, if Customer fails to comply with the provision for Equipment Access in Section 6.b, Ziegler reserves the right to suspend or discontinue all Services, or terminate this Agreement, at Ziegler's sole discretion.
- 14. Data and Privacy. Ziegler and its partners, affiliates, subsidiaries, and third parties, including but not limited to suppliers, manufacturers, dealers, and service providers (collectively, "Ziegler Parties"), collect and share information relating to products, services, and customers as detailed in Ziegler's Privacy Policy and applicable manufacturers' statements located at www.zieglercat.com/privacy, which are hereby incorporated into this Agreement by this reference. Manufacturers' statements may be updated at any time without notice. Products equipped with telematics or other tools, applications, or devices to collect, process, and assess information, such as equipment locations, operating hours, health of equipment, and basic utilization (collectively, "Telematics"), whether manufactured by Caterpillar or by other companies, collect and transmit information to Ziegler Parties with a legitimate business reason to access the information, including, but not limited to, providing services and support, developing new products and services, personalizing user experiences, improving products, or compliance with legal obligations. Customer understands that Telematics or other tools, as applicable, may have been activated on machines by Ziegler or the manufacturer, and may be subject to or required by specific manufacturer user agreements available to Customer upon request. Customer consents to the collection, use, storage, processing, sharing, and disclosure of such information by Ziegler Parties in accordance with this Agreement, Ziegler's Privacy Policy, and applicable manufacturers' statements.
- 15. Notices. All notices, requests, demands and other communications, including any notice of change of address, shall be sent by certified or registered mail with postage prepaid to the last designated address to the other party.
- 16. Compliance with Laws, Rules and Regulations. Each party agrees to comply with applicable federal, state, and local laws, rules, and regulations applicable to the Services in effect at the time of performance of the Services. Upon completion of the Services, Customer shall be responsible for complying with any changes in federal, state, and local laws, rules, and regulations.
- 17. Force Majeure. Ziegler will not be liable to Customer, and will not be deemed to have breached this Agreement, for any failure or delay in performing any term of this Agreement, to the extent the failure or delay is caused by or results from acts beyond Ziegler's control, including acts of God, flood, fire, earthquake, explosion, war, invasion, hostilities, terrorist threats or acts, cyber-attacks, riot or other civil unrest, requirements of law, embargoes or blockades, actions by any governmental authority, national or regional emergencies, epidemics or pandemics, labor stoppages or slowdowns or other industrial disturbances, concealed or unknown conditions at the site, delays in manufacture, supply shortages, or shortages of adequate power or transportation facilities (collectively, "Force Majeure Events"). Any Force Majeure Event that has an adverse effect on Ziegler's ability to perform will absolve Ziegler from any liability to Customer.
- 18. Entire Agreement; Amendment. This Agreement constitutes the entire agreement between Ziegler and Customer. Customer acknowledges and agrees that there are no oral or written contracts, agreements or warranties other than are set forth in this Agreement. No amendment or modification of this Agreement will be valid unless it is set forth in writing, signed by authorized representatives of both parties.
- 19. Waiver. No course of dealing, course of performance, or failure of either party strictly to enforce any term, right or condition of this Agreement shall be construed as a waiver of any other term, right or condition. No waiver or breach of any provision of this Agreement, in whole or in part, shall be construed to be a waiver of any subsequent breach of the same or any other provision.
- 20. Severability. Each portion of this Agreement is intended to be severable. If any term or provision hereof is held illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
- 21. Survival. Any term or provision of this Agreement of an ongoing nature and/or which, by its nature and context, should reasonably be expected to survive the expiration or earlier termination of this Agreement, shall so survive such expiration or termination thereof.
- 22. Disputes; Governing Law. This Agreement is governed by and to be construed in accordance with the laws of the State of Minnesota, without regard to its principles of conflicts of law. If legal action is brought to enforce this Agreement, the Federal District Court of Minnesota (4th Division) or Hennepin County District Court (4th Judicial District) will be the exclusive jurisdiction and venue for said action unless Ziegler, in its sole discretion, commences proceedings in a different jurisdiction or venue.
- 23. Counterparts; Electronic Signatures. This Agreement may be separately signed by Ziegler and Customer in any number of counterparts, each of which, when signed and delivered, will be deemed to be an original, and all of which will constitute the same Agreement. Customer agrees that the Electronic Signatures (whether digital or encrypted) included in this Agreement are intended to authenticate this writing and have the same effect as manual signatures. "Electronic Signature" means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a person with the intent to sign the record, including facsimile or email electronic

Section 12, Item B.

in accordance with the Uniform Electronic Transactions Act, Minnesota Statutes 325L.01–325L.19, as amended from time to time. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

May 19, 2026

ITEM: New Business – Resolution No. 05.26.04: Accepting Financial Gift from the Eagles Aerie #3420

BACKGROUND: The attached resolution accepts the financial gift from the Eagles Aerie #3420 in the amount of \$1,000.00 for the fireworks show.

The City of St. James extends a heartfelt thank you to the Eagles Aerie #3420 for their generous donation.

STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 05.26.04

**RESOLUTION ACCEPTING FINANCIAL GIFT FROM THE
EAGLES AERIE #3420**

WHEREAS, the Eagles Aerie #3420 has offered financial support for the fireworks show and to the citizens of St. James.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF ST. JAMES, WATONWAN COUNTY, MINNESOTA that the City hereby accepts the financial gift of \$1,000.00 from the Eagles Aerie #3420 for the expressed purpose of contributing to the fireworks show and for residents of the City of St. James.

Adopted by the Council this 19th day of May 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

May 19, 2026

ITEM: New Business – Resolution No. 05.26.05: Accepting Bid for Depot Window Replacement Project

BACKGROUND: The attached resolution accepts the low bid in the amount of \$84,343.00 to Hoffman Weber Construction of New Brighton to replace the windows at the depot. The Park Board met on Wednesday, May 13, 2026, to review the project bid, and recommend moving forward with the lowest bidder.

STAFF RECOMMENDATION: Approve/Deny Resolution.

State of Minnesota
County of Watonwan

RESOLUTION NO. 05.26.05

**RESOLUTION ACCEPTING BID
DEPOT WINDOW REPLACEMENT PROJECT**

WHEREAS, the Park Board issued a Request for Proposal (RFP) for the replacement of windows at the St. James Depot; and

WHEREAS, the purpose of the project is to address deterioration of existing windows due to age and exposure to the elements; and

WHEREAS, proposals were solicited; and

WHEREAS, the Park Board reviewed the submitted proposals and recommends awarding to project to the lowest bidder; and

WHEREAS, the following bids were received complying with the advertisement:

Bidder	Bid Amount
Hoffman Weber Construction	\$84,343.00
Wilcon Construction	\$109,551.00
Wilcon Construction Alternate	\$113,605.00

WHEREAS, it appears that Hoffman Weber Construction. of New Brighton, Minnesota is the lowest responsible bidder.

NOW, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, as follows:

- 1) The Mayor and City Manager are hereby authorized to execute all necessary agreements and documents related to the project on behalf of the City.
- 2) City staff are authorized to proceed with administration of the project in accordance with the approved proposal and applicable city policies.

Adopted by the City Council this 19th day of May 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

May 19, 2026

ITEM: New Business – Resolution No. 05.26.06: Accepting Bid for Project No. 26X.142373 for the Airport Airfield Pavement Maintenance Project

BACKGROUND: The attached resolution accepts the low bid in the amount of \$202,695.96 to Fahrner Asphalt Sealers of Eau Claire, WI.

STAFF RECOMMENDATION: Approve/Deny Resolution.

State of Minnesota
County of Watonwan

RESOLUTION NO. 05.26.06

**RESOLUTION ACCEPTING BIDS
PROJECT NO. 26X.142373
AIRPORT AIRFIELD PAVEMENT MAINTENANCE PROJECT**

WHEREAS, pursuant to an advertisement for bids for Project No. 26X.142373, Airport Airfield Pavement Maintenance project, bids were received, opened, and tabulated according to the law, and

WHEREAS, the following bids were received complying with the advertisement:

Bidder	Bid Amount
Fahrner Asphalt Sealers	\$202,695.96
American Road Maintenance	\$203,826.90
Gee Asphalt Systems	\$204,997.04
Asphalt Surface Technologies Corp.	\$216,449.54

WHEREAS, it appears that Fahrner Asphalt Sealers of Eau Claire, Wisconsin is the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, AS FOLLOWS:

- 1) The Mayor and City Manager are hereby authorized and directed to enter into a construction contract with Fahrner Asphalt Sealers of Eau Claire, Wisconsin in the name of the City of St. James, Minnesota for the Project No. 26X.142373, Airport Airfield Pavement Maintenance project, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the Council this 19th day of May 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

May 14, 2026

Ms. Amanda Knoll
City Manager
City of St. James
1205 6th Avenue South
St. James, MN 56081

RE: Bid Results and Award Recommendation
2026 Airport Airfield Pavement Maintenance Project

Dear Ms. Knoll:

On May 13, 2026, four bids were received for the 2026 Airport Airfield Pavement Maintenance project. We recommend the city award the project to the lowest responsible bidder, Fahrner Asphalt Sealers, Inc., in the amount of \$202,695.96. The funding participation rates are 70% State, and 30% Local.

Below is the bid summary:

BIDDERS	TOTAL BASE BID
1 Fahrner Asphalt Sealers, Inc.	\$202,695.96
2 American Road Maintenance	\$203,826.90
3 Gee Asphalt Systems, Inc.	\$204,997.04
4 Asphalt Surface Technologies Corp	\$216,449.54
Engineer's Estimate	\$214,227.50

The total amount of the low bid is 5.38% below the engineer's estimate. In further review of the low bid, all necessary documentation was included to consider the bid as responsive. In addition, Fahrner Asphalt Sealers, Inc. is qualified to complete the construction for this project.

Based on the above information, we would recommend awarding the contract to Fahrner Asphalt Sealers, Inc. for the 2026 Airport Airfield Pavement Maintenance project in the amount of \$202,695.96 contingent upon State funding.

The following is a funding breakdown for the project:

Description	Cost	State 70%	Local 30%
Construction	\$202,695.96	\$141,887.17	\$60,808.79
Engineering	\$40,000.00	\$28,000.00	\$12,000.00
Administration	\$500.00	\$350.00	\$150.00
TOTAL	\$243,195.96	\$170,237.17	\$72,958.79

If you have any questions about the 2026 Airport Airfield Pavement Maintenance project, please feel welcome to contact me at 612-987-0138 or silas.parmar@bolton-menk.com

Sincerely,



Silas Parmar, P.E.
Aviation Project Manager

Enclosures: (1)

Cc: Chad Stradtman, City of St. James
Adam Jacobs, Bolton & Menk, Inc.

Section 12, Item E.

AIRFIELD PAVEMENT MAINTENANCE
 SP NO. A8301-46
 ST. JAMES MUNICIPAL AIRPORT (JYG)
 ST. JAMES, MINNESOTA
 BMI PROJECT NO. 26X.142373

Item No.	Spec. No.	Item Description	Unit	Quantity	Engineer's Estimate		1		2		3		4	
					Unit Price	Total	Fahrner Asphalt Sealers, Inc.	American Road Maintenance	Gee Asphalt Systems, Inc.	Asphalt Surface Technologies Corp.				
1	2012.602	RUNWAY CLOSURE CROSSES	SET	1	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$14,335.00	\$14,335.00	\$7,700.00	\$7,700.00
2	2012.602	LOW PROFILE BARRICADES	EACH	6	\$100.00	\$600.00	\$100.00	\$600.00	\$650.00	\$3,900.00	\$250.00	\$1,500.00	\$220.00	\$1,320.00
3	2104.504	REMOVE PAVEMENT MARKING	SQ FT	12,602	\$1.25	\$15,752.50	\$0.98	\$12,349.96	\$0.95	\$11,971.90	\$0.77	\$9,703.54	\$0.77	\$9,703.54
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	410	\$50.00	\$20,500.00	\$36.00	\$14,760.00	\$40.00	\$16,400.00	\$54.60	\$22,386.00	\$40.00	\$16,400.00
5	2231.509	BITUMINOUS PATCHING MIXTURE	TON	110	\$225.00	\$24,750.00	\$235.00	\$25,850.00	\$250.00	\$27,500.00	\$204.75	\$22,522.50	\$258.50	\$28,435.00
6	2331.608	CRACK ROUT AND SEAL	LIN FT	7,000	\$2.00	\$14,000.00	\$2.40	\$16,800.00	\$1.60	\$11,200.00	\$1.60	\$11,200.00	\$4.00	\$28,000.00
7	P-608-6.1	ASPHALT SURFACE TREATMENT	SQ YD	65,900	\$1.75	\$115,325.00	\$1.68	\$110,712.00	\$1.60	\$105,440.00	\$1.53	\$100,827.00	\$1.55	\$102,145.00
8	P-620-5.1	PAVEMENT MARKING, WHITE	SQ FT	16,300	\$1.00	\$16,300.00	\$0.88	\$14,344.00	\$1.05	\$17,115.00	\$1.01	\$16,463.00	\$1.02	\$16,626.00
9	P-620-5.2	PAVEMENT MARKING, YELLOW	SQ FT	6,000	\$1.00	\$6,000.00	\$0.88	\$5,280.00	\$1.05	\$6,300.00	\$1.01	\$6,060.00	\$1.02	\$6,120.00
TOTAL AMOUNT BID						\$214,227.50		\$202,695.96		\$203,826.90		\$204,997.04		\$216,449.54
					% UNDER/OVER ENGINEER'S ESTIMATE			-5.38%		-4.85%		-4.31%		1.04%

May 19, 2026

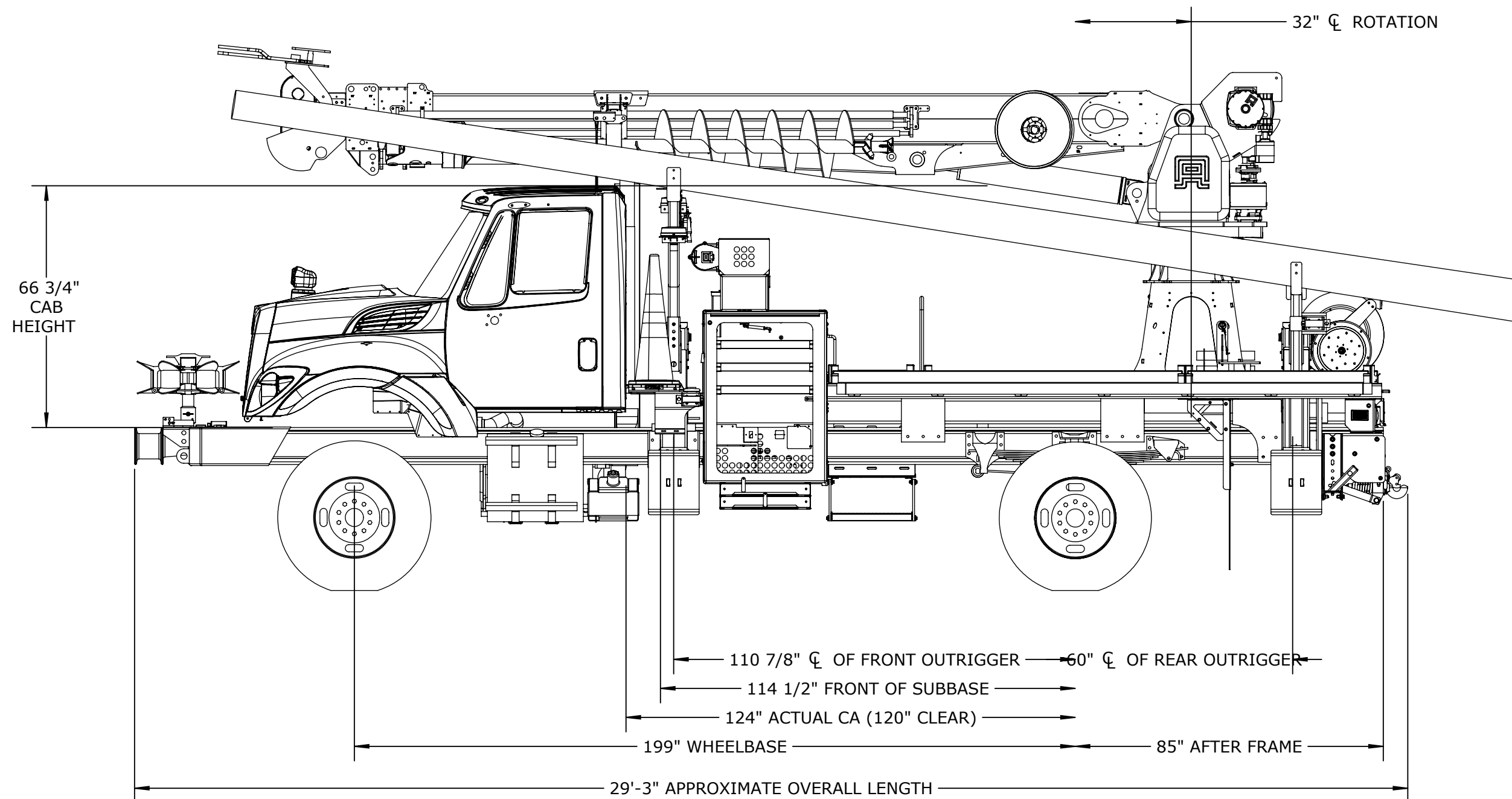
ITEM: New Business – Purchase Request: Light Department Fleet Equipment

BACKGROUND: The Light Department is requesting permission to purchase a 2026 International HV507 SFA 4X4. The price is \$378,542.49. This purchase is within the 2026 light budget.

STAFF RECOMMENDATION: Approve/Deny Purchase Request.

REVISIONS

REV	DESCRIPTION	DATE	DRAWN & ORG EC #
A	RELEASED	-	-



Altec Industries, Inc.
210 Inverness Center Drive
Birmingham, AL 35242

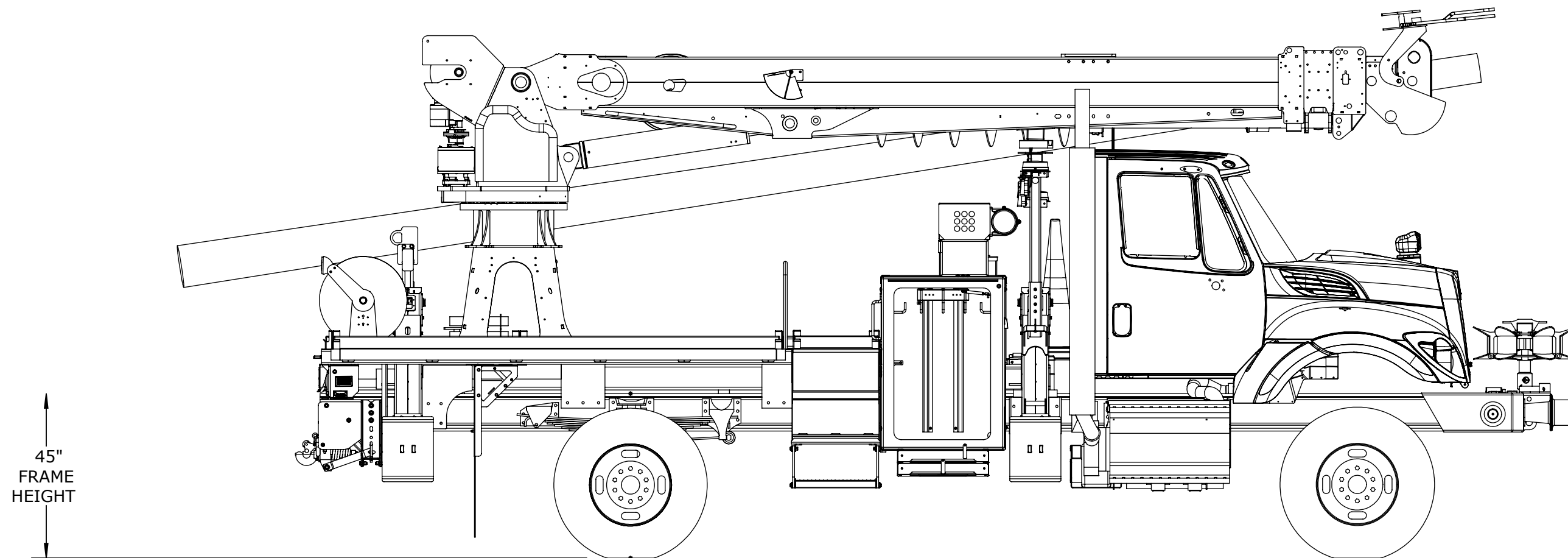
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CHASSIS MAKER: INTERNATIONAL
CHASSIS MODEL: HV507 SFA
CHASSIS DRIVETRAIN: 4X4

UNIT: DH50E

TITLE: SALES DRAWING

DRAWN BY:	NAME	DATE	SHEET	SCALE	SIZE	NUMBER	REV
ALEX AULABAUGH	ALEX AULABAUGH	09/16/2025	1 OF 9	1:32	2	980077689	A



Altec Industries, Inc.
210 Inverness Center Drive
Birmingham, AL 35242

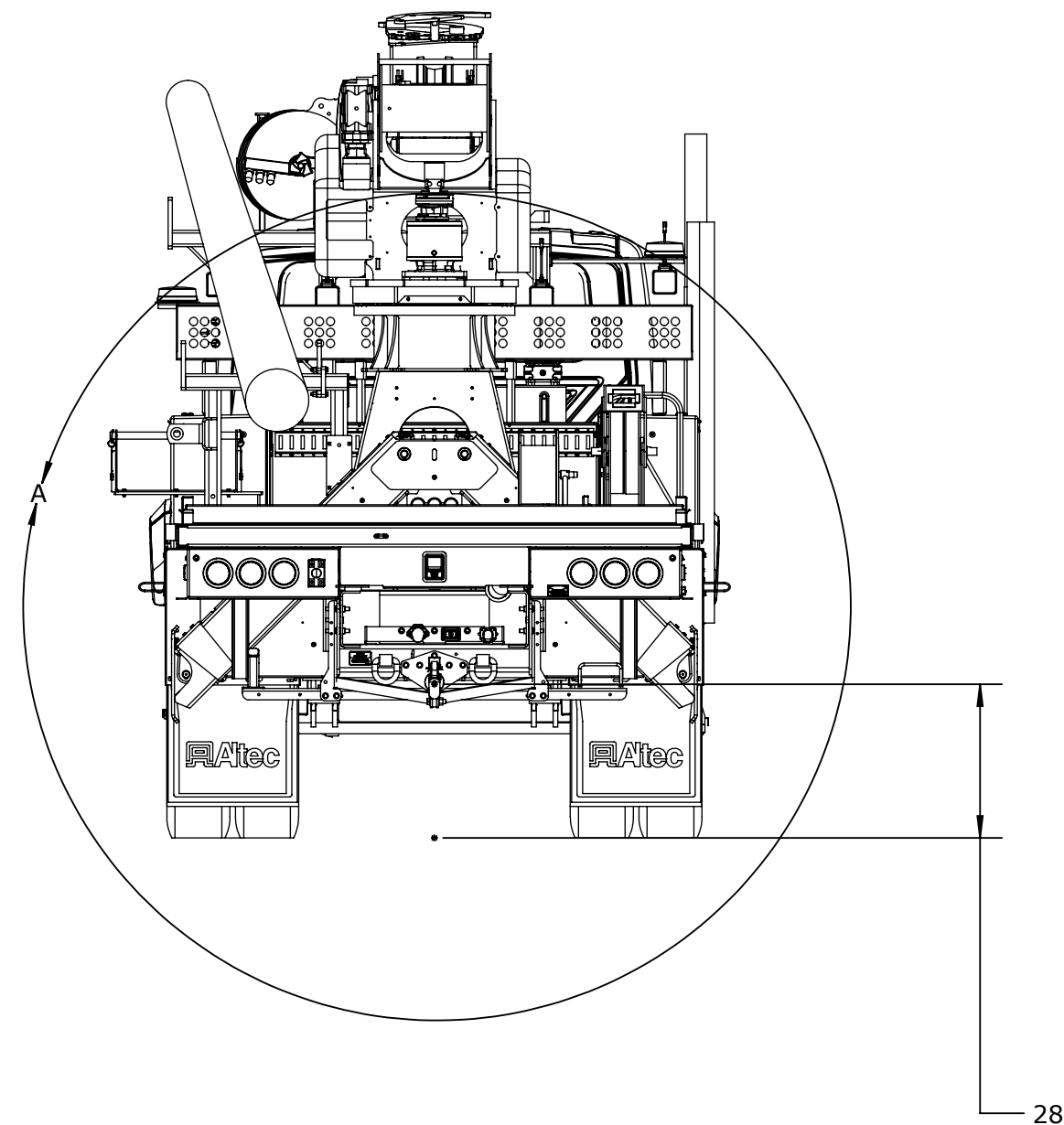
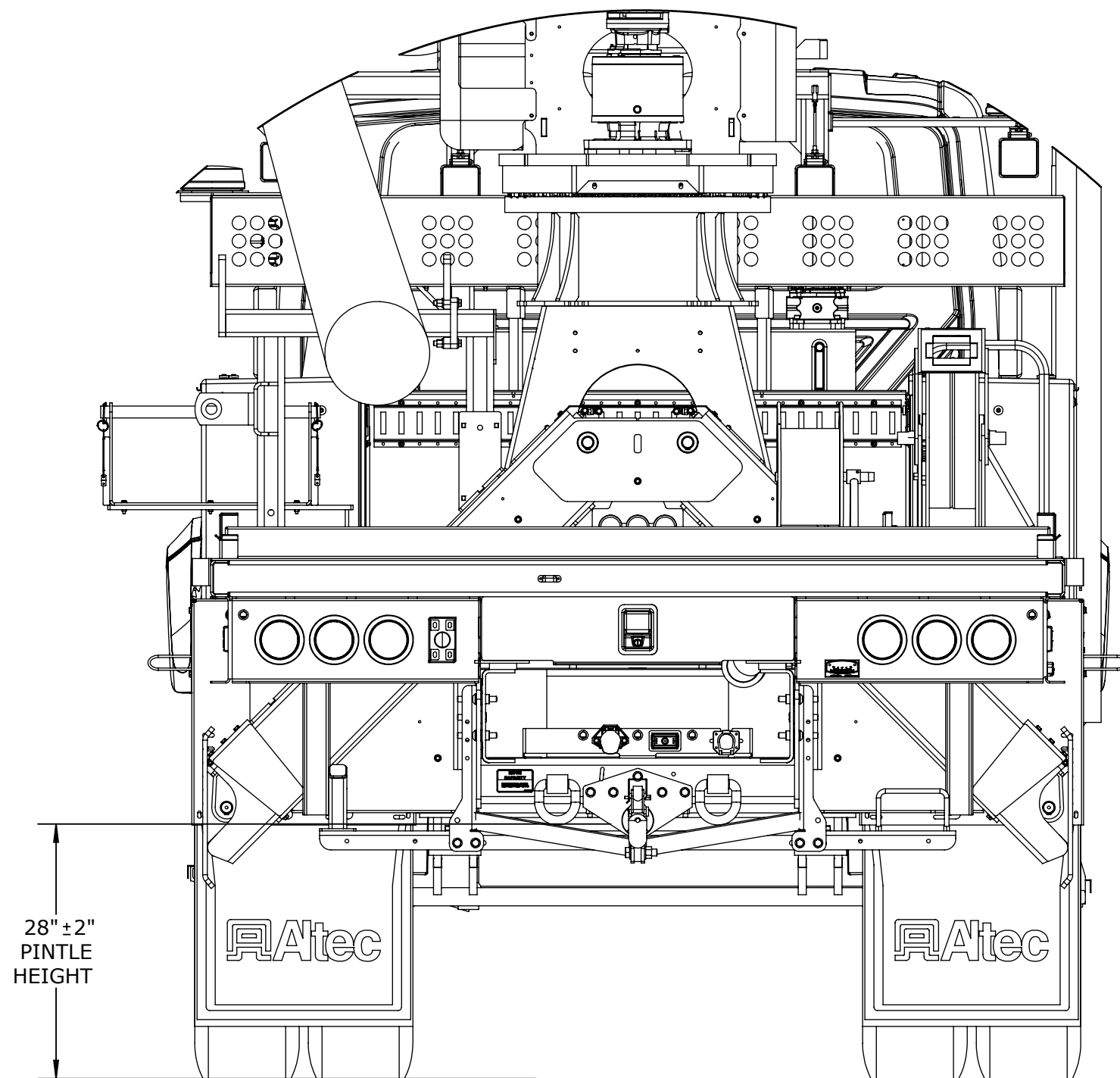
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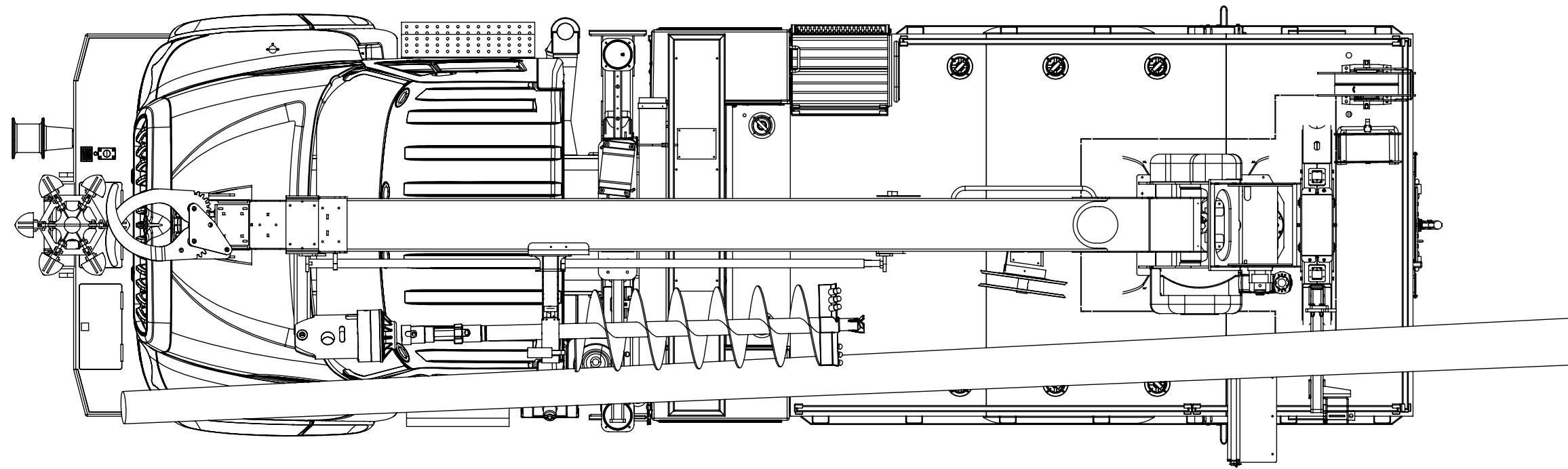
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Ateco Industries, Inc.
210 Inverness Center Drive
Birmingham, AL 35242

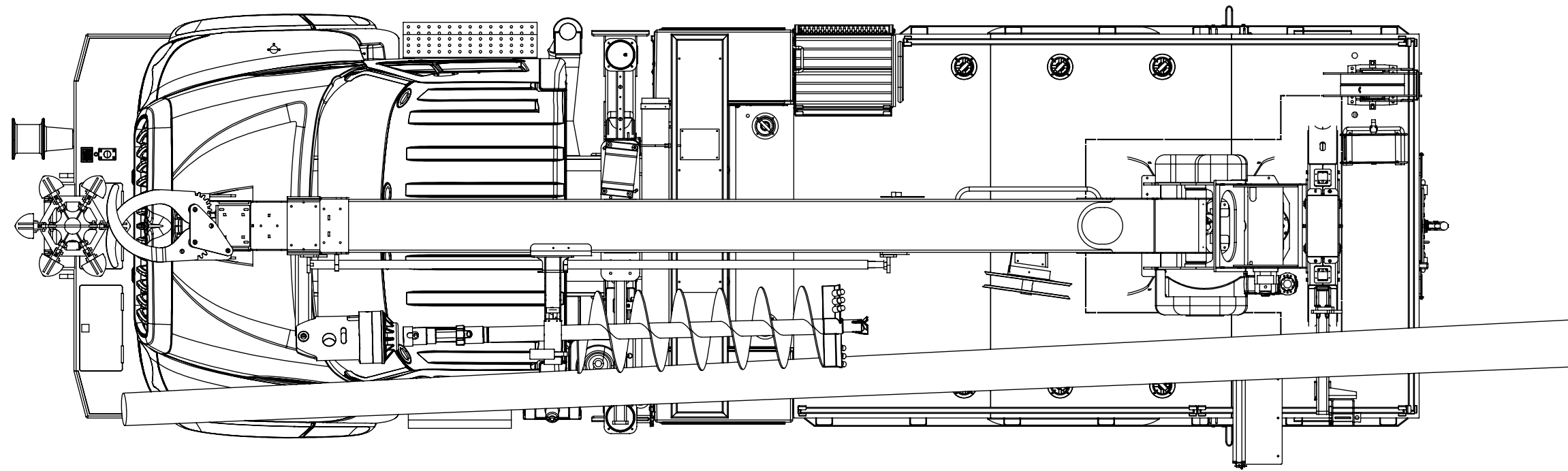
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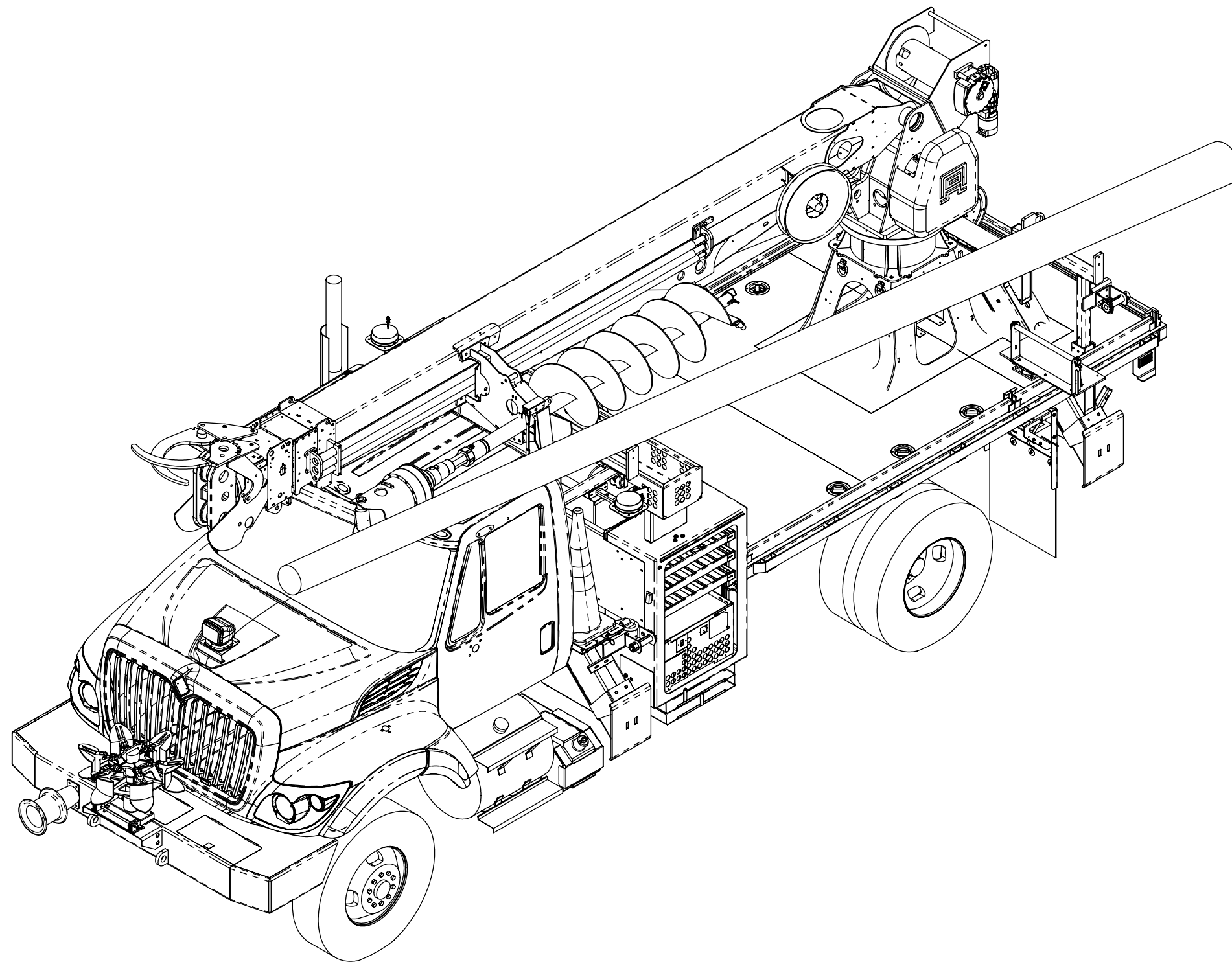
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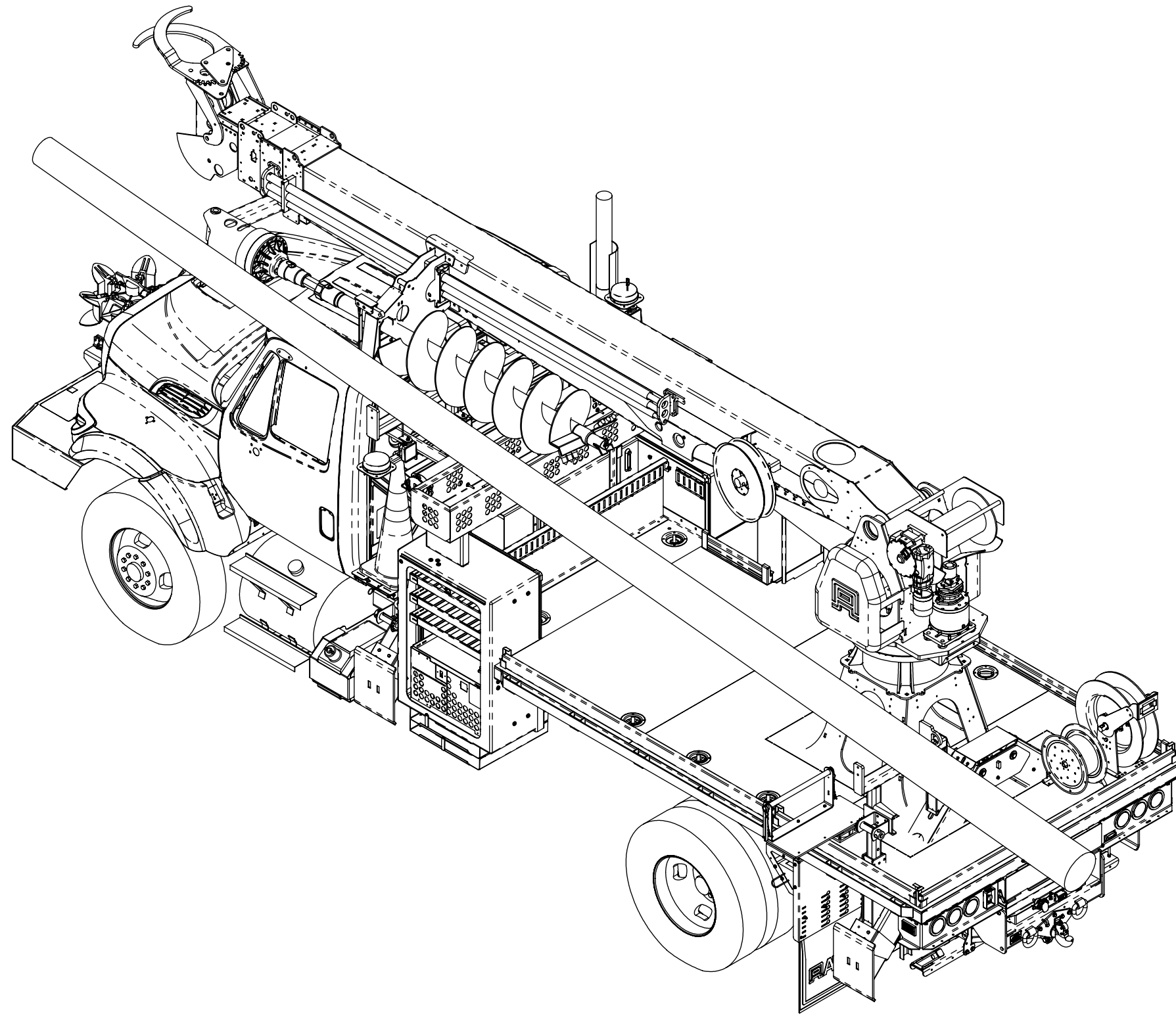
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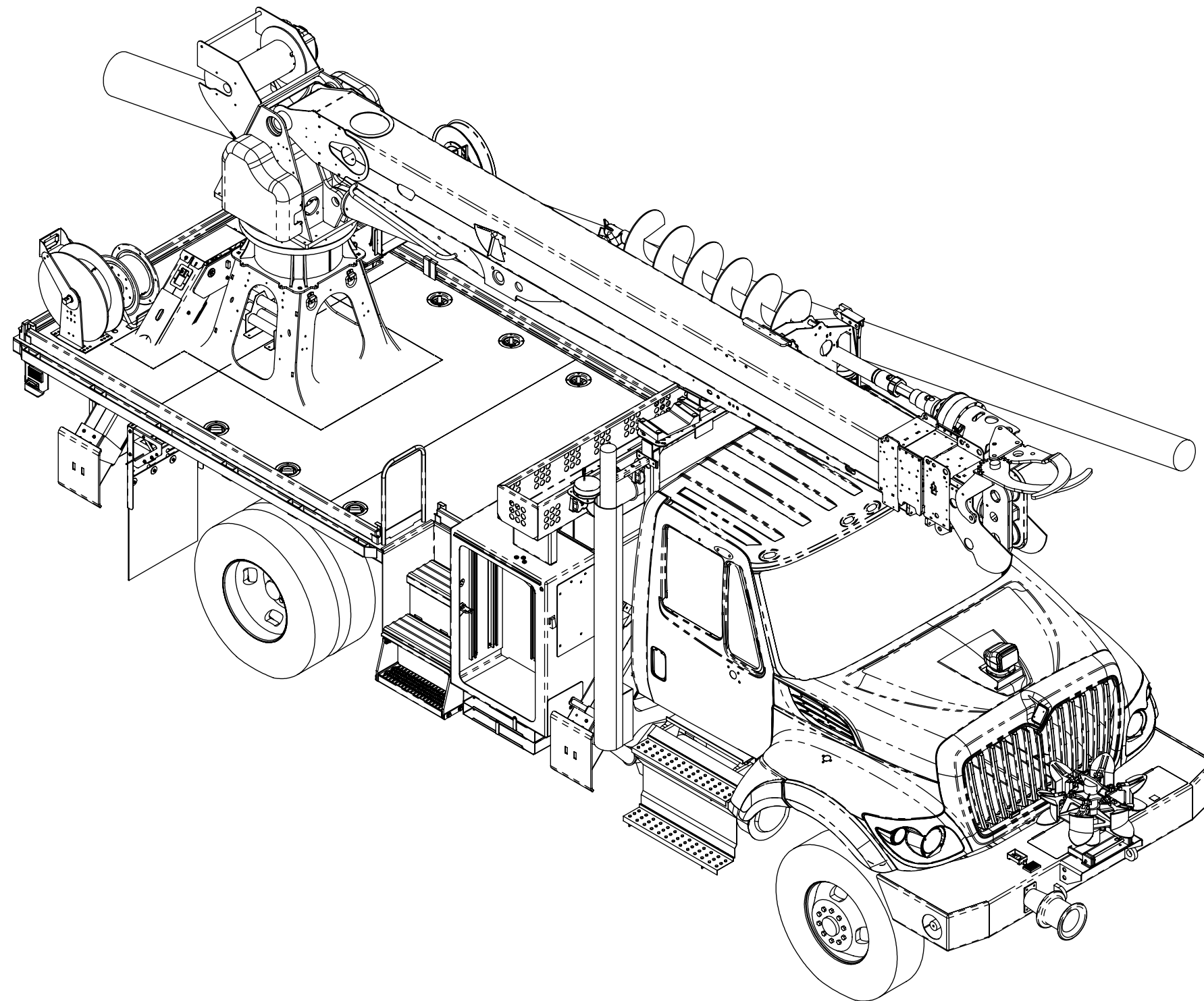
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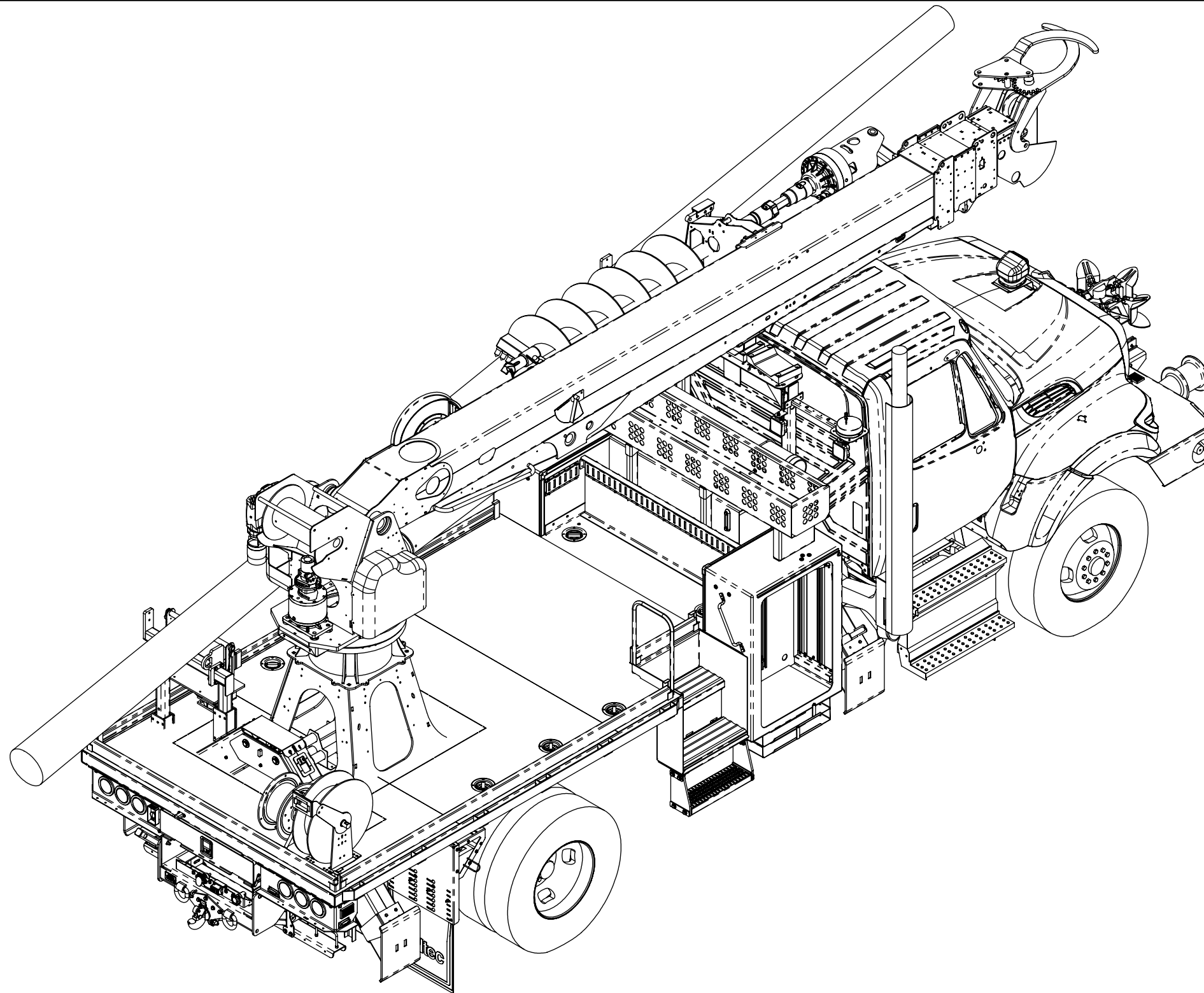
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CHASSIS MAKER: INTERNATIONAL
CHASSIS MODEL: HV507 SFA
CHASSIS DRIVETRAIN: 4X4

UNIT: DH50E

TITLE: SALES DRAWING

NAME	DATE	SHEET	SCALE	SIZE	NUMBER	REV
DRAWN BY: ALEX AULABAUGH	09/16/2025	9 OF 9	1:32	2	980077689	A



Customer Decision Sheet

Customer:	St. James Public Utilities	# of Changes:
Run Number:	1485729	Request Date:
Unit Model:	DH50E	
Account Manager	Ryan Scharnott	
Technical Sales Rep:	Madalyn Bienhoff	

Removed Parts	
1	20" Auger
2	Shower Holder
3	

Added Parts	
1	18" Auger
2	Outrigger Pads
3	Cribbing Holder
4	Strobes
5	Remote Spot
6	Inverter
7	Capstan Joystick

Additional Comments:

Total Change in Price: ▲ \$6,268

New Total Price: \$378,542.49

Delivery is included

Once you have decided to proceed or not proceed with any or all of the proposed revisions listed above, please inform your Altec account manager as soon as possible to minimize any delays to your truck's completion.

January 16, 2026
Our 97th Year

Ship To:
ST JAMES PUBLIC UTILITY
124 ARMSTRONG BLVD
SAINT JAMES, MN 56081
US

Bill To:
ST JAMES PUBLIC UTILITY
124 ARMSTRONG BLVD
SAINT JAMES, MN 56081
US

Attn:
Phone: 507-375-3241
Email:

Altec Sales Order: 8827070
Altec Quotation Number: 1249134 - 7
Run Number: 1485729
Account Manager: Ryan Michael Scharnott
Technical Sales Rep: Madalyn Ann Bienhoff
Reference WO: Start From-953-57618195
Customer Inspection: Pre-delivery/Customer Validation-Photos

X7 Discrete Job: 1049193083
X7 Configured Item: 000037013-43947985
Quantity: 1
X4 Discrete Job:
X4 Configured Item:
System Engineer: Alex Aulabaugh
Structural Engineer: Alex Aulabaugh

Customer Truck Number:

Line Set Date:

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<u>Unit</u>	
1.	ALTEC Model DH50E Hydraulic Derrick, built in accordance with Altec standard specifications and to include the following features:	1
2.	Electric-Hydraulic Control System: Closed Center hydraulic system with maximum flow of 50 gpm for simultaneous operation of multiple functions	1
3.	Rear Mount Over Rear Axle for DH	1
4.	Three position throttle integrated into keypad at operator control station.	1
5.	No hard wired upper controls and NO TOOL CIRCUIT at boom tip	1
6.	Radio Remote Lower Controls (Traditional/Hetronic)	1
7.	Radio Remote Control Layout: COUNTER-CLOCKWISE, push lever to Right rotates boom Counter-Clockwise	1
8.	Neck Strap for Radio Remote Contols	1
9.	Audible HOP Indicator	1
10.	8 - Turntable Winch	1
11.	11 - Normal winch speed (15,000 lbs)	1
12.	94 - Digger, Two-Speed Mechanical Shift, 12,000 ft-lbs, includes all of the components necessary to operate digger, installed	1
13.	2.63 in Hex Output Shaft With 2.63 in Hex Extension Shaft	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
14.	88 - Digger - right-hand storage, viewing from boom tip - streetside for rear and corner mount, curbside for behind cab mount - normal. Includes Auger Overstow Protection System	1
15.	Dedicated digger shake command that provides rapid dig/clean reversing function for quick and convenient auger cleaning.	1
16.	175 - ANSI use criteria, Digger Derrick use only (no Personnel Handling)	1
17.	Pole Guides for 24.00 in Dia Pole Maximum	1
18.	No Derrick Tong Protectors	1
19.	No hard wired control station, only available with Radio Remote Lower Controls and includes emergency lowering handles at the main control valve	1
20.	Hydraulic Side Load Protection: relieves overload conditions by allowing rotation system to back drive.	1
21.	134 - Altec RotaFloat™ System. Activating this switch while digging frees the booms to rotate, thus eliminating one of the many functions needed to install screw anchors. Includes alarm and visual indicator	1
22.	Zone Rating System	1
23.	450 - Outriggers, A-frame, folding shoe, 153 maximum spread, for use as auxiliary outriggers on all units or primary outriggers on select units	1
24.	450 - Outriggers, A-frame, folding shoe, 153 maximum spread, for use as auxiliary outriggers on all units or primary outriggers on select units, includes:	1
25.	Powder coat unit Altec White.	1
<u>Unit and Hydraulic Acc.</u>		
26.	Bullet Teeth Auger 20 Inch DIA With 2-5/8 In ch Hex x 104 Inch L (Painted Black)	1
27.	Winch Rope For Turntable Winch 140 Ft Long x 1 Inch Dia	1
28.	Nylite Spool Shackle and Shield for Winch Rope - For 1.125 - 1.313 Inch Dia Rope	1
29.	Load Line Swivel Hook 8-1/2 In Ton	1
30.	DH Series Derrick Subbase (Rigid)	1
31.	Insert Subbase Stop At 10 Ft	1
32.	Insert Subbase Side Tube Storage Stop for Both Tubes At 10 Ft	1
33.	Subbase Storage with Drop Down Door (Paddle Latch) at Rear, 7 Inch High	1
34.	Subbase Storage Custom Option 1	1
<u>Sales Text: Stops installed at 120" in all sections</u> Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51		
35.	Hydraulic Reservoir, 30 Gallon, Rectangular, Boom Rest Mounted	1
36.	Hydraulic Oil, HVI-22 with Ultraviolet Dye (Standard)	38

<u>Item</u>	<u>Description</u>	<u>Qty</u>
37.	Pump - Right-Hand Rotation 95CC Pressure Compensated (Automatic Transmission)	1
38.	Muncie PTO	1
39.	Hot Shift PTO (for Automatic Transmission)	1
40.	Standard Altec PTO/Transmission Functionality with Park Brake Auto Neutral for Allison Automatic Transmissions: -Once the PTO switch is on, the Parking Brake is engaged, and the transmission is in a near stationary condition (i.e., below 5 mph) the transmission will be forced to neutral, and PTO will engage.	1
41.	Standard Parking Brake Machine Interlock: Parking (holding) brake must be set before machine is operable.	1
42.	Capstan Control on E-Series, Base Selection, Includes Keypad at Bumper with Front Bumper Winch Pay-In/Payout, Engine Start/Stop, Engine Throttle and Station-Select, Non-Meterable Controls	1
43.	Hydraulic Capstan, Braden PCD24B, 20 GPM, 3000 LBS	1
44.	Cathead General Purpose Capstan Head (Aluminum)	1
45.	Capstan Head Storage	1
<p><u>Sales Text:</u> Installed on front bumper with no headlight interference. Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>		
46.	Collapsible Reel (CR Reel) (Utility Tool And Body Co. #176-A-78)	1
47.	Altec recommends any connection made to the tool circuit be done with Non-Conductive hose. If ordering a Hose reel, Altec recommends ordering a hose reel with Non-Conductive hose. The lower tool circuit hoses may be, or become, conductive. Death or serious injury could occur if the unit becomes energized while lower tool circuit is in use.	1
48.	Install Tool Circuit For Hose Reel Below Rotation (Male Pressure, Female Return)	1
49.	50 Ft Non-Conductive Hose Kit, Orange, Includes Quick Disconnects And Dust Caps (Male Pressure, Female Return) (Industry Preferred)	1
50.	Set Of 8 Ft Non-Conductive Hoses And Couplings For Hydraulic Tools	1
51.	Hydraulic Pole Tamper, 5 Ft Handle, with Valve (Fairmont #H4802-5) (Requires 4-6 GPM, 1000-2000 PSI)	1
52.	Hydraulic Pole Puller, 5/8 Inch Chain, Puller Plate (Seabee #PD-2784)	1
53.	Storage Bracket for Hydraulic Pole Puller, Mounted on Outrigger	1
<p><u>Sales Text:</u> To extend with outrigger leg -Reference run 1045500 Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>		
54.	Hydraulic Hose Reel, Spring Loaded, ReelCraft HDTH88000 OMP 113, 50 Ft Hose Capacity, Vertical Mount, Top Payout (Altec Preferred)	1

Sales Text: Install at curbside rear

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	-Payout to rear Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	
55.	Two-Part Load Line Kit, With Snatch Block And Clevis	1
56.	Locking Dog Storage Bracket	1
	<u>Sales Text:</u> Installed at streetside of ICC bumper extending to rear at 45 degree angle Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
57.	Unit Installation Components.	1
	<u>Body</u>	
58.	Altec Body	1
59.	Aluminum Body	1
60.	Platform/Flatbed	1
61.	Finish Paint Body Flatbed White	1
62.	Undercoat Body	1
63.	114" Estimated Aluminum Flatbed Length (Engineering To Determine Final Length)	1
64.	3/16" Aluminum Treadplate Floor	1
	<u>Sales Text:</u> Smooth floor in lieu of treadplate floor Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
65.	Custom Body Width	1
	<u>Sales Text:</u> 94 inch body width Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
66.	4 Inch High Flatbed (No Cross Storage Available)	1
67.	Custom Body Cargo Retaining Option	1
	<u>Sales Text:</u> 2" x 4" drop-in aluminum retaining board at top of side access and perimeter of flatbed - Retainer to sit flush on top of flatbed. -Spaced 1" from edge of flatbed Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
68.	Aluminum Rub Rails On Side Of Flatbed	1
69.	Additional Aluminum Access Step Option	1
	<u>Sales Text:</u> Recessed Aluminum Gripstrut Curbside Access Steps, One (1) U-Shaped Grab Handle (Second Handle Mounted On Rear Of T-Box/Saddlebox) Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
70.	Flatbed shipping channel	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
71.	Light Channels Installed At Rear Of Flatbed	1
72.	Outrigger Cutout Required	1
73.	Unit Cutout Required	1
74.	Altec Osceola T-Box/Saddle Box	1
75.	Fiberglass T-Box/Saddle Box	1
76.	Altec Standard Fiberglass T-Box/S-Box Specifications	1
	<ul style="list-style-type: none"> A. Molded Fiberglass Side Compartments B. Reinforced, Double-Laminated Doors C. Heavy Duty Stainless Steel Hinges Installed On Doors D. Heavy Duty Strikers Installed On Body For Door Latches E. Automotive-Type Bulb Gasket Door Seal F. Corrosion Resistant Fasteners And Self-Locking Nuts Used Throughout G. Extruded Aluminum Drip Rail H. Fiberglass Bulkheads Installed Between Compartments I. Drains Installed In Each Compartment J. Body To Be Vented 	
77.	Custom T-Box/Saddle Box Option	1
	<p>Sales Text: S-34 Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
78.	Gelcoat Finish Entire T-Box/Saddle Box Altec White	1
79.	Custom T-Box/Saddle Box Length	1
	<p>Sales Text: 34" long Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
80.	96" Body Width	1
81.	48" Body Compartment Height	1
82.	18" Body Compartment Depth	1
83.	Adhesive Strip Lighting (LED) Around Top And Sides Of Compartment Door Facings	2
84.	Stainless Steel Rotary Paddle Latches With Keyed Locks	6
85.	All Locks Keyed Alike Including Accessories (Preferred Option)	1
86.	No Master Body Locking System Required	1
87.	Gas Prop Rigid Door Holders On All Vertical Doors	1
88.	3/16 Smooth Aluminum Floor	1
89.	4" Aluminum Channel Body Frame	1
90.	1st Vertical (SS) - Adjustable Fiberglass Shelf With Removable Dividers On 4" Centers	3
91.	1st Vertical (SS) - Louvered Panel On Rear Wall To Ventilate Compartment	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
92.	1st Vertical (SS) - Inverter Storage Inside Of Body Compartment With Guard, Louvered Panel On Rear Wall To Ventilate Compartment, And Provisions For Remote GFCI Receptacle (Mounted On Top Shelf Unless Otherwise Specified)	1
	<u>Sales Text:</u> Installed in streetside 1st vertical at bottom Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
93.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Aluminum Rail (Preferred Option) - Left Wall	2
94.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Aluminum Rail (Preferred Option) - Rear Wall	3
95.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Aluminum Rail (Preferred Option) - Right Wall	2
96.	Aluminum Rock Guards Installed Each Front Corner Of Body	1
97.	D-Ring Recessed In Body Floor 360 Degree Rotation	8
	<u>Sales Text:</u> Installed in the following locations, evenly spaced: - Three (3) each on curbside and streetside flatbed - Two (2) between curbside and streetside sidepacks Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
98.	Aluminum Sloped Grab Handle, Unpainted	1
	<u>Sales Text:</u> Installed on rear face of curbside 1st vertical for use with side access Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
99.	Open Top Storage Bin, Unpainted Aluminum, Punched Metal	1
	<u>Sales Text:</u> Sales Text: Installed transverse above hydraulic reservoir (on risers if necessary). - 94"L x 14"W x 10"H - Doors installed in floor for access to reservoir Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
100.	Aluminum E-Track (B-Track) Installed On Curbside Interior Cargo Wall, Custom Installation (Specify Installation Height), Unpainted	1
	<u>Sales Text:</u> As high as possible Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
101.	Aluminum E-Track (B-Track) Installed On Streetside Interior Cargo Wall, Custom Installation (Specify Installation Height), Unpainted	1
	<u>Sales Text:</u> As high as possible Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
102.	Custom Aluminum E-Track, Unpainted	1
	<u>Sales Text:</u> Installed across bulkhead to match height of e-track on sidepacks. Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
103.	Additional Body Option	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<p><u>Sales Text:</u> Bulkhead installed between reservoir and pedestal -Offset from front of S-Box -Reference run 1045500 Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
104.	Additional Body Option	1
	<p><u>Sales Text:</u> Adjustable rails installed as high as possible Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p> <p style="text-align: center;"><u>Body and Chassis Accessories</u></p>	
105.	Set of Safety Chain D-Rings	1
106.	Swivel Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL), 11-Bolt T-Mount (T-125 Style)	1
	<p><u>Sales Text:</u> Installed at 24" from ground to center of throat. Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
107.	Underride Protection Bumper, Installed at Rear	1
108.	Eyebolt for Trailer Breakaway Cable, 3/8 Inch	1
109.	Rubber Belted Step, Steel, Mounted Beneath Side Access Steps (Installed to Extend Approx. 2 inches Outward)	1
110.	Secondary Boom Saddle for Offset Stowing of Derrick Due to Pole Rack	1
111.	Pole Rack, Two Pole Capacity with Hand Ratchet Tie Binders	1
112.	Mounting Brackets for Lights, Located on Lower Boom Rest	1
113.	Outrigger Pad Holder, 25 L x 25 W x 3 H Fits 24.5 x 24.5 x 2 and Smaller Pads Bolt-On Bottom, Washout Holes with 3/4 Inch Lip Retainer, Steel	2
114.	Pendulum Retainers for Outrigger Pad Holders	2
	<p><u>Sales Text:</u> Installed offset Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
115.	Wheel Chocks Rubber with Metal Hairpin Handle 9.75 L x 7.75 W x 5 H (Pair) (Industry Preferred)	1
116.	Wheel Chock Holders (Pair), For Installation Under Flatbed	1
117.	Mud Flaps with Altec Logo (Pair)	1
118.	Fold Over, Post Style Cone Holder (Holds up to four 15 x15 large cones), Outrigger Mount, Street Side	1
	<p><u>Sales Text:</u> Install on front outrigger Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
119.	Wire Reel Storage Bracket Option 1	1
	<p><u>Sales Text:</u> Wire Reel Holder, U-Shaped, 24" W, Holds 12" DIA Reels (Applicable For Copper Wire Reels And Spools)</p>	

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<ul style="list-style-type: none"> - Hinged to rotate out over side of body - Reference run 1045500 <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
120.	PVC Canister Kit, 6 DIA Pipe 72 L with Aluminum Cap Door and Mounting U-Bolts	1
	<p>Sales Text: Behind on the cab</p> <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
121.	Triangular Reflector Kit (Contains 3 Reflectors), Shipped Per DEPS 042	1
122.	Slope Indicator Assembly (Pair) for Machine with Outrigger	1
123.	D-Rings for mounting on Body or Pedestal, Weld On	2
	<p>Sales Text: Installed on front of pedestal</p> <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
124.	Vinyl Manual Pouch for Storage of All Operator and Parts Manuals	1
125.	Additional Body/Chassis Accessory	5
	<p>Sales Text: Shovel holder tubes installed between rear outrigger and pedestal</p> <ul style="list-style-type: none"> - Installed as low as possible. <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
126.	Additional Body/Chassis Accessory	1
	<p>Sales Text: Speaker bracket installed between boom rest uprights</p> <ul style="list-style-type: none"> - 6" x 6" plate <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
127.	Additional Body/Chassis Accessory	1
	<p>Sales Text: Sign base holder</p> <ul style="list-style-type: none"> - 8 by 8 - Deep as possible with chain retainer - Reference run 1045500 <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
<u>Electrical Accessories</u>		
128.	Compartment Lights Wired to Dash Mounted Master Switch in Chassis Cab	1
129.	Lights And Reflectors In Accordance With FMVSS 108 (Complete LED)	1
130.	Strobe Light Option	2
	<p>Sales Text: Two (2) Whelen L32 beacon strobes installed on boom rest, one (1) each side.</p> <ul style="list-style-type: none"> - Wired to separate switch from 4-corner strobes <p>Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51</p>	
131.	4-Corner Strobes, Amber, LED, Two (2) Surface Mounted Lights In Grille, Two (2) Round Lights At Rear, Class II (Permit May Be Required)	1
132.	Flood Light, LED, With Aluminum Housing, 4.25 W x 4.25 H, No Switch on the Light	4

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	(Hella #H71030401) (Industry Preferred)	
	Sales Text: Installed in the following locations:	
	- Two (2) on boom rest, one each side, facing rear mounted on light arm.	
	- Two (2) at rear underneath light channels, one each side, wired to switch and reverse.	
	Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	
133.	Remote Spot Light, LED, Permanent Mount, With Wireless Dash Mounted Controls And Programmable Wireless Remote (Go-Light #20074GT)	1
	Sales Text: Installed on curbside hood	
	Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
134.	Go-Light Hood Mounting Bracket	1
135.	Dual Tone Backup Alarm With Outrigger Motion Alarm	1
136.	Altec Standard Multi-Point Grounding System	11
137.	Grounding Reel, Automatic Retracting, Hannay #SGCR 10-17-19 - Holds #2 GA, #1/0 GA (Max 75 Ft) Or #2/0 GA Cable (Max 65 Ft)	1
	Sales Text: Install on CS outrigger	
	Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
138.	Grounding Cable, #1/0 GA, Yellow Jacketed (Specify Length In Feet)	1
139.	Grounding Cable Option	1
	Sales Text: 6' of grounding cable with grounding clamps installed at each end.	
	Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
140.	Grounding Lug, Copper, U-Shaped, Threaded	1
	Sales Text: Installed on curbside of frame rail at rear	
	Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	
141.	Grounding Clamp, Aluminum C-Clamp Style With Serrated Jaws (Includes Ferrule And Heat Shrink Tubing), #1/0 GA Cable	1
142.	Altec Backup Camera System, 7 Inch Color LCD Monitor, Heated Infrared Camera With Day/Night Sensor And Audio	1
143.	Install backup camera monitor on the front windshield in lieu of the rearview mirror.	1
144.	PTO Hour Meter, Digital, With 10 000 Hour Display	1
145.	7-Way Trailer Receptacle (Blade Type) Installed At Rear	1
146.	Relocate Trailer Receptacle Supplied With Chassis	1
147.	Altec Standard Trailer Plug Wiring	1
148.	Electric Trailer Brake Controller (Curt #51126)	1
149.	Inverter Wired Ignition Hot (No Switch)	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
150.	Electrical Receptacle, 120 Volt, GFCI, Includes Weather-Resistant Enclosure Sales Text: One (1) installed on back wall of cab - One (1) installed at curbside of tailshelf Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	1
151.	120 Volt Non-GFCI Receptacle Includes Weather-Resistant Enclosure Requires at least 1 GFCI Receptacle Sales Text: - One (1) installed at curbside of tailshelf Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	1
152.	Hard Wire GFCI Receptacle To Protect Additional Non-GFCI Receptacles	1
153.	Pre-Wire Power Distribution Module (PDM-10), 10 Accessory Circuits, CAN Signals, Installed	1
154.	Controls Installed At Tailshelf, Outrigger Controls, Includes E-Stop, E-Series	1
155.	One Emergency Stop Located at Ground Level Installed at the Rear of the Vehicle	1
156.	Install Altec Telematics Control Unit (TCU) (Domestic and Carrier-Neutral), Includes In-Cab Antenna	1
157.	Additional Electrical Accessory Sales Text: On-demand throttle for outriggers Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51	1
158.	Additional Electrical Accessory Sales Text: Add protecting covering for the wiring in CS and SS compartment. Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	1
<u>Finishing Details</u>		
159.	Front and Rear Frame Mounted and Under Body Mounted Components (With the Exception of Rust Resistant Components) Will Be Painted Black DEPS 005 DEPS 095 (Includes Non OEM Front Bumpers and Cabguards)	1
160.	Custom Undercoating Sales Text: Gatorhyde underside of flatbed. Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:25	1
161.	Finish Paint Option 1 Sales Text: Gatorhyde applied to ICC area and sides of flatbed Last Updated By: Alex Aulabaugh Hr on 26-SEP-2025 09:26	1
162.	Powder Coat Unit Altec White	1
163.	Finish Paint Body Accessories Above Body Floor Altec White	1
164.	Apply Non-Skid Coating (Black) to All Walking Surfaces DEPS 057 Sales Text: Applied to cargo floor	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51		
165.	Placard, Engine Block Heater	1
166.	Safety and Instructional Decals English	1
167.	Vehicle Height Placard Installed In Cab DEPS 002	1
168.	HVI-22 Hydraulic Oil Placard	1
169.	Dielectric Test Unit According to ANSI Requirements	1
170.	Stability Test Unit According to ANSI Requirements	1
171.	Focus Factory Build	1
172.	Delivery Of Completed Unit	1
173.	Inbound Freight	1
174.	As Built Electrical and Hydraulic Schematics to be Included In the Manual Pouch (Deps 024)	1
175.	Completed Test Forms To Be Included In The Manual Pouch: -Stability Test Form -Dielectric Test Form (For Insulated Units)	1
<u>Chassis</u>		
176.	Altec Supplied Chassis	1
177.	Chassis	1
178.	2027 Model Year	1
179.	International HV507	1
180.	Dual Rear Wheel	1
181.	Set Forward Axle	1
182.	4x4	1
183.	Chassis Cab	1
184.	Regular Cab	1
185.	Chassis Color - White NAV9036	1
186.	Front Frame Extensions	1
187.	Air Horn Under Cab	1
188.	Classic Hood	1
189.	AM/FM Radio	1
190.	Bluetooth	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
191.	Weather Band	1
192.	Block Heater	1
193.	Driver Controlled Locking Differential	1
194.	Fiberglass Tilting Hood	1
195.	Trailer Air Brake Package	1
196.	Cruise Control	1
197.	Air Conditioning	1
198.	Keyless Entry	1
199.	Power Door Locks	1
200.	Power Windows	1
201.	Tilt Steering Wheel	1
202.	120 Clear CA (Round To Next Whole Number)	1
203.	Chassis Wheelbase Length - 199 inch	1
204.	GVWR 39,000 LBS	1
205.	16,000 LBS Front GAWR	1
206.	23,000 LBS Rear GAWR	1
207.	120,000 Yield Strength (PSI)	1
208.	Spring Suspension	1
209.	Cummins L9	1
210.	Diesel	1
211.	330 HP Engine Rating	1
212.	Allison 3000 RDS Automatic Transmission (Left and Right Side PTO Openings Only)	1
213.	15SXJ - International 50 Gallon Fuel Tank Non-Polished (Under Cab Left Hand)	1
214.	15WCN - International 5 Gallon DEF Tank (Under Cab Left Hand)	1
215.	07BMA - International Exhaust (Right-Horizontal-Undercab-Vertical) (Cummins Engine Only) - All Wheel Drive Applications	1
216.	No CARB Clean Idle Certification Required	1
217.	EPA Clean Idle Certification	1
218.	EPA Emissions	1
219.	315/80R22.5 Front Tire	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
220.	11R22.5 Rear Tire	1
221.	Air Brakes	1
222.	Park Brake In Rear Wheels	1
223.	3 Chassis Batteries	1
224.	Other Battery Capacity (CCA)	1
Sales Text: 1980 CCA		
Last Updated By: Madalyn Bienhoff on 06-JUN-2025 16:51		
225.	Battery Under Cab Left Hand	1
226.	12XBM - International PTO Throttle Wiring For Cummins B6.7 and L9	1
227.	16XJV - International Dash Cutout for Switch Panel	1
228.	International - 12THT Fan Drive - Horton Drivemaster Direct Drive Type, Two Speed With Residual Torque Device for Disengaged Fan Speed	1
229.	International - Disallow Regen while in PTO mode (13WEV)	1
230.	International - Electric Brake Controller Wiring With Combined Stop/Turn Signal Heavy Duty Tail Light Wiring At EOF (08HAH)	1
231.	International - Trailer Auxiliary Feed Circuit For Trailer ABS (08TKK)	1
232.	International Heavy Duty Tail Light Wiring (08HAB)	1
233.	International Transmission Dipstick Tube Enters Curbside of Transmission (13WGH)	1
234.	International Vertical Exhaust To Be Even With Top Of Cab (07WCM) and (07WAZ)	1
235.	International - Pre-Wire Chassis with Cab Pass-Thru (8HBE)	1
236.	Air Ride Drivers Seat	1
237.	Air Ride Passenger Seat	1
Additional Pricing		
238.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1
239.	Federal Excise Tax Item: If provided, Quote subtotal is an Estimate only. Final determined at invoicing.	1
Miscellaneous		
240.	Non-CARB Registered State	1
241.	Altec Insights for E-Series Derricks: 12-months of access, from date of in-service, to Altec Insights, which provides safety and performance insights for E-Series Derrick models. This content is managed and delivered through your Altec Connect account and includes configurable email and text message notifications. Access is for the first owner, non-transferrable, and non-refundable. Terms and exclusions apply (e.g., Terms and Conditions, and Warranty).	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
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Altec Industries, Inc.

BY _____
Madalyn Ann Bienhoff , Technical Sales Representative

Unselected Items

<u>Item Number</u>	<u>Description</u>
970660585-	Custom Body Frame Material/Size 4 Inch Steel Channel Body Frame (T-Box/Saddle Box) - Stubbed crossmembers designed for body floor to sit directly on top of subbase Unselected By:Madalyn Bienhoff on 03-DEC-2025 14:01
970166016-	Custom Additional Flatbed Option Stubbed steel crossmembers designed for aluminum body floor - To sit directly on top of subbase Unselected By:Madalyn Bienhoff on 03-DEC-2025 14:01
970759010-	10 Gauge Smooth Steel Galvanneal Floor (T-Box/Saddle Box) Unselected By:Madalyn Bienhoff on 03-DEC-2025 14:01
970165819-	6 Inch High Flatbed Unselected By:Madalyn Bienhoff on 06-JAN-2026 10:56
970474490-	Aluminum PL Designator - 6 Inch Crossmember (120 Inch Or Less) Unselected By:Madalyn Bienhoff on 06-JAN-2026 10:56

New Selected Items

<u>Item Number</u>	<u>Description</u>
970759053-	3/16 Inch Smooth Aluminum Floor (T-Box/Saddle Box) (Preferred Option) Created By:Madalyn Bienhoff on 03-DEC-2025 14:01
970660582-	4 Inch Aluminum Channel Body Frame (T-Box/Saddle Box) Created By:Madalyn Bienhoff on 03-DEC-2025 14:01
970470881-	4 Inch High Flatbed (No Cross Storage Available) Created By:Madalyn Bienhoff on 06-JAN-2026 10:55

May 19, 2026

ITEM: New Business – Roof Repair Proposal: Light and Water Department

BACKGROUND: Shawn Boyle, Schwickert’s Tecta America, will be presenting proposals regarding the Light and Water department roof repairs after a recent facility roof audit in order to accommodate solar panels.

The roof audit identified several maintenance concerns and recommended repairs necessary to maintain rood performance and ensure continued watertight protection of the building. In addition to addressing deterioration and long-term maintenance concerns, completion of this project is necessary to maintain compliance requirements associated with the solar panel grant received by the city.

STAFF RECOMMENDATION: Approve/Deny Proposals.



design | build | repair | replace

DATE: April 17, 2026

Proposal # 13502

**Matt Runge
City of St. James
124 Armstrong Road
St. James, MN. 56081**

Dear Matt Runge:

Thank you for your interest in working with Schwickert's Tecta America!

Founded in 1906 by George Schwickert, Schwickert's has been a locally known name in Southern Minnesota and Kansas for over 118 years. As a leading Midwest roofing and mechanical systems contractor, we serve commercial, industrial and residential markets in roofing, architectural metals, mechanical piping and plumbing, heating, air conditioning, electrical, air duct cleaning, dryer vent cleaning, chimney sweeping and specialty fabrication products. In addition to the products offered, our services include design, start-up, commissioning, preventative maintenance programs, inspections, and more.

Schwickert's is well-known in the industry and is a leading roofing and mechanical contractor in the country. In fact, our reputation of being the best has developed from our quality workmanship, years of experience, innovative solutions and from the consistent way in which we satisfy our customers.

Thank you for giving us this opportunity to assist you in making an educated decision about your roofing needs. We look forward to working with you!

Sincerely,

A handwritten signature in black ink that reads "Tom".

**Tom Gehrke
Project Manager
Schwickert's Tecta America, LLC**

**Direct: 507-550-1141
Cell: 507-327-9483
tgehrke@schwickerts.com**

SCHWICKERT TECTA AMERICA'S SOLUTIONS DESIGNED TO ADDRESS YOUR NEEDS

**You can rely on Schwickert's Tecta America, your trusted business partner,
to provide a combination of products and services that best suit your needs.**

City of St. James
124 Armstrong Road
St James, MN. 56081

Generator Building 1115 Weston Ave. North

Section: Section A Main Roof Area

Square Feet: 10,450 square feet

SCOPE OF WORK:

Base Bid:

- Remove the roof ballast. Dispose of or leave for owner as fill.
- Remove flashings and EPDM membrane to the top surface of the existing insulation. Replace wet or deteriorated at a rate of \$6.25 per square foot. Owner to assess and approve replacement before.
- Install 1 layer of 2." Polyisocyanurate insulation (ISO) over existing insulation. Insulation to be mechanically anchored using 1 fastener every 3.2 square feet.
- Insulation existing combined with new will provide an R- value 34.3.
- Install a 60-mil adhered EPDM roof system per manufacturer's specifications.
- Install all flashings and accessories required to complete roof system.
- Flash all existing penetrations. Install new cap metal on the perimeter, new scuppers and down spouts at existing locations.
- Metal to be 24 gauge pre-finished steel.
- Color TBD by owner from standard Una Clad color chart.
- Includes 20 year Total System Roofing Warranty according to manufacturer's specifications.

PRE- & POST-CONSTRUCTION SPECIFICATIONS

Project Preparation:

- Perform a pre-job meeting to determine jobsite logistics and safety requirements
- Furnish proposed construction schedule, if needed.

Post-job procedures:

Upon completion of project, we offer to conduct a post job closeout meeting which includes:

- Review of Executed Scope of Work
- Review of Any Unforeseen Conditions
- Final Joint Walk of New Roof Assembly
- Submission of Critical Project Documents and Job Progress Photos
- Brief Orientation and Care Requirements of Your New Roofing System.
- Delivery of Contractor's and Manufacturer's Warranty
- Discuss Tecta Tracker & Preventative Maintenance programs

GENERAL NOTES AND QUALIFICATIONS

Employee Professionalism:

Work shall be performed in a safe, professional manner in compliance with Schwickert's policy.

Permits:

Owner to provide building permit if required.

Safe & Clean Work Environment:

Work premises will be cleaned daily during the construction process and at the completion of the project. Trash will

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1841 E 1450 Road
Lawrence, KS 66044
913.674.4445

be removed to dumpster provided by Schwickert's

Warranty:

Workmanship is covered by Schwickert's Tecta America's Two year warranty. Form to be standard similar to the Midwest Roofing Contractors Association (MRCA) warranty. This warranty excludes any routine maintenance and recommended repair work beyond the terms of the warranty.

Details will be installed in accordance with NRCA (National Roofing Contractor Association) guidelines and manufacturer's recommendations. Shop drawings for any specific details will be provided upon request for your approval prior to the preconstruction meeting.

Additional Inclusions and Exclusions:

- Hoisting of materials is included in this proposal
- Sales and excise taxes are included.
- Electrical work unless specifically noted within the mechanical specification is not included.
- Wood blocking is included as stated above.
- Deck repair/replacement is not included in this proposal outside of predetermined areas. Replacement can be done on a time and material basis.
- Any Mechanical or Electrical disconnects or reconnects are not included in this proposal.
- Lawn or pavement restoration is not included in this proposal.
- This proposal assumes no premium time/and or acceleration costs.
- We do not include costs for temporary utilities and/or facilities.
- Our price stated in this contract proposal is based upon current material prices. Because of raw material price volatility, including the price of oil, our material suppliers are unable to provide us with price protection for the materials included within this proposal. Accordingly, should our material prices increase during the term of this proposal, and during the time of performance of work contemplated by this proposal, our price for performance of the work contemplated by this proposal shall be increased by such direct material cost increases.

CONTRACT

Part 1 Materials: (\$123,760.00) Twenty One Thousand Four Hundred Seventy Two Dollars and 00/100.

Please also note that these prices are based on current material costs and do not include protection beyond 30 days. Applicable tax is not included.

This proposal has been prepared and submitted by Tom Gehrke.

**SUBMITTED BY
SCHWICKERT'S TECTA AMERICA, LLC**



Tom Gehrke

Project Manager

April 17, 2026

**ACCEPTED BY
City of St. James**

PROPOSAL #: 13502

PRE-LIEN NOTICE OF PRIME CONTRACTOR

(To be Attached as Rider to all Prime Contracts
for Work on Private Property)

“(a) ANY PERSON OR PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.”

TERMS: Owner agrees that all payments required under this Contract shall be due and payable within 20 days of date of invoice whether billing is for job preparation, material stored, work completed each month or final payment. Owner further agrees that Contractor may charge interest at the annual rate of eighteen percent (18%), unless a lesser percentage is required by law on any sum due under this Contract which is not paid within 30 days of invoice date. If payments are not made when due, interest, costs incidental to collection and attorneys’ fees (if an attorney is retained for collection) shall be added to the unpaid balance. Contractor reserves the right, without penalty from Owner, to stop work on the project if Owner does not make payments to Contractor when due. Owner hereby releases Contractor of notice requirements for lien rights in the event payments are not made when due as outlined in this paragraph. **This Proposal/Contract may be withdrawn by Contractor if not accepted within 30 days, or at anytime, subject to increases related to material prices as noted above.**

Attached to this Proposal/Contract are Special Conditions. The terms and conditions contained in the attached Special Conditions to Proposal/Contract are incorporated into and are an integral part of this Proposal/Contract.

RECEIPT

This proposal has been submitted by Tom Gehrke Please call if you have any questions on this proposal.

Receipt of this Pre-Lien Notice, and a copy hereof, is hereby acknowledged by

**SUBMITTED BY
SCHWICKERT’S TECTA AMERICA, LLC**

**ACCEPTED BY
City of St. James**



Tom Gehrke

Project Manager

April 17, 2026

PROPOSAL #: 13502

SPECIAL CONDITIONS TO PROPOSAL / CONTRACT

Dated April 17, 2026 between **City of St. James** and **Schwickert's Tecta America LLC**

1. This Contract incorporates all of the agreements of the parties to date. Any changes, alterations or additions thereto shall not be binding or enforceable unless approved in writing by both parties.
2. Our price stated in this contract proposal is based upon current material prices. Because of raw material price volatility, including the price of oil, our material suppliers are unable to provide us with price protection for the materials included within this proposal. Accordingly, should our material prices increase during the term of this proposal, and during the time of performance of work contemplated by this proposal, our price for performance of the work contemplated by this proposal shall be increased by such direct material cost increases.
3. Issuance of a purchase order by Owner will constitute acceptance of each term and condition of this Contract. Any additional terms and conditions stated in Owner's purchase order, or other written communication accepting this Contract, or by alteration by Owner of this Contract form, shall not be valid under any circumstances unless specifically adopted or approved by written response of Contractor. Failure to respond by Contractor shall be deemed a denial of any additional and conditions stated in Owner's acceptance.
4. Should leaks occur after completion of installation of the roofing system, inspections or repairs performed by Contractor shall be treated as warranty matters, and such circumstances shall not be grounds for withholding payment of the Contract price; provided, however, if the roof membrane is installed over an existing system, Contractor shall have no responsibility for water penetration which occurs as a result of moisture contained in the old, or former, roofing system.
5. Any person or company supplying labor or material for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
6. Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amount due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or materials for the improvement and who gave you timely notice.
7. If roof tear-off is to be performed, Contractor shall not be responsible for damages caused by water penetration into the building resulting from moisture contained or trapped in or under the existing roof surface, which is released during tear-off. Unless written arrangements are made in advance, Contractor shall not be responsible for damages from leaks through any area of the existing (present) roof surface where Contractor has not performed tear-off surface preparation work.
8. If a warranty of the manufacturer of the roofing system to be installed is to be issued to Owner, a sample copy of such warranty is attached to this Contract. Acceptance of this Contract by Owner shall constitute acceptance of the terms, conditions and limitations of said warranty.
9. Attached hereto and incorporated herein by reference is the Schwickert 2 year Contractor's warranty, which warranty form will be supplied by Contractor to Owner upon completion of this Contract. Acceptance of this Contract by Owner shall constitute acceptance of the terms, conditions and limitations of said warranty.
10. Completion of this Contract shall be the date on which Contractor's work is finished, as distinguished from the date of

- Owner's acceptance thereof.
11. If structures of any kind are to be added to and installed on the roof membrane after its application, such installation shall be entirely at the risk of Owner, unless Contractor is given reasonable notice in writing of the time and date of such installation and is permitted to supervise or conduct (at its option) the cutting and sealing of the roof membrane necessary for such installation. Contractor shall be paid on a time-and-material basis for such supervision or work. (See manufacturer's warranty for requirements after warranty is delivered.)
 12. Damage occurring to the installed roofing membrane, resulting from acts of other contractors or persons authorized by Owner to conduct operations above or upon the installed membrane shall be the responsibility of Owner.
 13. Contractor may include owner name, testimonials, location and project information for marketing and communications across any medium the contractor chooses.
 14. Contractor may place company signage at the project location for the duration of the project.
 15. Contractor is not responsible for costs of repair or damages, including disruption of service, resulting from heavy equipment, including, but not limited to cracks in concrete on the ground at the project site.
 16. Contractor accepts no liability to indemnify or hold Owner harmless for damages to persons or property, except those that are the direct result of Contractor's negligent error or omission which occur during performance of Contractor's work.
 17. Contractor reserves the right to cancel this Contract by written notice to Owner within 15 days of Owner's acceptance thereof, in the event that Contractor, in the reasonable exercise of its judgment, determines that Owner's credit history or rating is deemed insufficient for the purposes of this Contract.

DUTIES AND RESPONSIBILITIES OF CONTRACTOR

18. Contractor's price includes furnishing all labor, materials and equipment necessary to complete the Contract, subject only to latent conditions of the work area, which could not be reasonably anticipated by the examination of core samples, or the visual inspection ordinarily employed in the roofing trade. If such latent conditions cause or require additional labor or material in the performance of the Contract, Contractor shall promptly notify Owner of such condition, and such additional material and work will be supplied and performed on a time-and-material basis by Contractor, unless the parties agree to a stated price for such additional work.
19. Contractor will perform the work specified herein in accordance with the written specifications, if any, attached or stated in the Contract and the specifications of the manufacturer of the roofing system to be installed, so that the installation will qualify for the issuance of the manufacturer's warranty (identified above) to Owner. Contractor shall not be responsible for any defects or deficiencies in said specifications. Contractor EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE with respect to said specifications.
20. Contractor makes no warranty respecting "Wind Uplift Resistance" of the installed roof system. If a "Factory Mutual Insurance Co. Wind Uplift Standard" is specified, Contractor represents only that the roofing system installed is represented by the manufacturer thereof to meet such specified standards.
21. Contractor warrants that the materials and accessories supplied will be those specified for this Contract and will be new and of recent manufacture and free from obvious defects. Contractor

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507.387.3101

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507.281.0611

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Savage, MN 55378
612.284.4233

1841 E 1450 Road
Lawrence, KS 66044
913.674.4445

- shall not be responsible for latent defects in materials and accessories.
22. Contractor shall not be responsible for damages arising from delay due to inclement weather (including the threat of inclement weather), strikes, fires, accidents, delays in shipment or delivery of manufacturer's materials, or other causes beyond its reasonable control; or, if any Interruption of Contractor's work occurs by reason of operations of other contractors at the job site, or from Owner's failure to provide Contractor with reasonable access to the job site to perform this Contract.
 23. Contractor shall advise Owner promptly upon completion of work and submit the same for Owner's inspection. Contractor, conditioned upon Owner's prompt inspection and notification to Contractor of any omitted work, or other discrepancies, will remedy the same if required by the specifications or performance standards of the Contract.
 24. Contractor will have Workers' Compensation insurance in limits required by state law and Comprehensive General Liability Insurance coverage in force for all of its operations under this Contract.
 25. Insurance for replacement of our own work product, for wear and tear, gradual deterioration, latent defect, mildew, mold or fungus, bacteria and other micro-organisms, inherent vice, depreciation, insects or vermin is not reasonably available in the market. As a result, and notwithstanding any other language to the contrary, the parties exclude from this contract, including any indemnity provision, any liability to Contractor for damages caused by the items listed in the previous sentence, because insurance to cover these risks is not reasonably available. Owner will further hold harmless and indemnify Contractor from claims, including claims of tenants and occupants, arising from indoor air quality, including but not limited to the growth of mold, whether as a result of Owner's failure to maintain the building or otherwise.
 26. Contractor shall take all reasonable safety precautions with respect to its work, and shall have responsibility for compliance of its equipment and employees with all applicable laws, ordinances, rules, regulations and orders of any public authority for the safety and health of person on the job site. Contractor shall have specific responsibility for housekeeping in its immediate work area, and will remove rubbish and debris caused by its work. Contractor shall not be responsible for the safety and health of any persons present at the job site who are not employees of Contractor.

DUTIES AND RESPONSIBILITIES OF OWNER

27. Owner represents to Contractor that the roof deck on which the installation is to be made is in a sound weight-bearing condition, sufficient for the purposes of Contractor's work and that all surfaces to be utilized by Contractor for fastening, adhering or attaching the roofing system will be adequate for the installation to be performed. Promptly after execution of this Contract and prior to commencement of Contractor's work, Owner will inform Contractor in writing of any deck or subsurface conditions which could be damaged by penetrations made by Contractor in installing the roofing system.
28. At the time Contractor commences its work, Owner will provide Contractor with exclusive access and use of all roof areas where work is to be performed and such additional areas as are reasonably necessary for the Contractor to perform its work without interruption. All roof area work surfaces shall be free of debris and in a dry accessible condition. If preliminary work on the roof area is to be performed by others prior to Contractor's work, such work will be complete. Contractor shall not be required to perform its work while snow or other moisture conditions exist on the roof surface, unless Owner provides for removal or curing of such conditions.
29. Owner shall obtain permission for Contractor to work on or over adjoining property, if reasonably necessary to perform this Contract, at no cost to Contractor. Owner will arrange for

- restriction of vehicles on property under Owner's control in reasonable proximity of the job site to prevent damage while Contractor's work is in progress, if requested by Contractor.
30. Owner understands and agrees that Contractor shall have no responsibility at any time after completion of the work for damages of any kind to persons or property located below the installed roof membrane, whether or not such damages result from leaks or other weather-oriented sources.
 31. Owner agrees to supply all necessary electricity including 220-volt, 30 amp capacity and water. Owner shall permit ready and convenient access to the building and roof area at all times by stairway or elevator service, if available.
 32. Owner shall promptly inspect Contractor's work upon notice of completion, and shall either accept the work or give prompt, written notice to Contractor of omitted work or of other discrepancies. If Owner fails to give such notice to Contractor within 7 days from notice of completion, Contractor's performance shall be deemed to be completed for purposes of final payment.
 33. Owner will rely exclusively upon the warranty, if any, of the manufacturer of any materials which are not specifically described and included in the "sample warranty" attached hereto.
 34. Owner shall make no changes in the scope of the roof installation described herein or the specifications which would tend to disqualify the installation from the issuance of the manufacturer's warranty referred to above.
 35. If Contractor's work is to be inspected by Owner's representative, or an architect, Owner agrees to make firm arrangements to have such person available promptly after notice to make inspection as Contractor's work progresses, so as not to cause delay. Owner designates _____ to execute additional work orders or changes and to act for and on behalf of Owner to accept completed work.
 36. If, in order for Contractor to perform its work under this Contract, it becomes necessary to disconnect, remove, relocate or otherwise deal with any mechanical or other equipment located on the deck or other surface on which Contractor's work is to be performed, Owner or Owner's agent shall provide for the disconnection, removal, relocation or other appropriate action with respect to such mechanical or other equipment following completion of Contractor's work. Contractor shall have no responsibility with respect to any such rooftop equipment, unless it is specifically provided otherwise in this Contract.
 37. Owner agrees to provide at its expense builder's risk insurance for the benefit and protection of Contractor.
 38. Prior to Contractor's commencement of performance of its work under this Contract, an appropriate number of tests of substances and materials above and below the roof deck may be conducted by, or on behalf of the Owner, at Owner's expense, to determine if asbestos or similar hazardous substances are present, above or below the roof deck, which could be disturbed or otherwise affected by Contractor's work under this Contract. If such tests indicate the presence of asbestos or similar hazardous substances, Contractor may, at its option, (a) terminate this Contract upon written notice by Contractor to Owner; (b) delay commencement of performance of its work under this Contract until such products or materials, and any hazards connected therewith, are located and abated, encapsulated or removed (in which case Contractor shall receive an extension of time to complete its work thereunder and compensation for delays encountered as a result of such situation and correction); or (c) proceed to locate, abate, encapsulate and remove such products or materials and any hazards connected therewith at a price to be determined by mutual agreement between Contractor and Owner and to be paid by Owner. If Contractor proceeds with its work under this Contract on the assumption that there is no asbestos or similar hazardous substance present, based upon results of tests conducted prior to commencement of its performance or if no tests are performed and Contractor does encounter any such products or material in the course of performing work at the job

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site, or if such hazardous materials are encountered by any other firm performing work at the job site, and Contractor determines that such materials present a hazard to its employees, Contractor shall have the right to discontinue its work and remove its employees from the job site until such products or materials and any hazards connected therewith are located and abated, encapsulated or removed, or it is determined that no hazard exists (as the case may be), and Contractor shall receive an extension of time to complete its work hereunder and compensation for delays encountered as a result of such situation and correction. To the extent permitted by law, Owner shall defend, indemnify and hold Contractor harmless from any and all penalties, actions, liabilities, costs, expenses and damages arising from or relating to the presence of asbestos or similar hazardous substances at this work site, including without limitation, installation, disturbance or removal of any product containing asbestos or similar hazardous substances or violation of governmental regulations relating to asbestos or similar hazardous substances. Owner releases Contractor from all claims and liabilities relating to asbestos or similar hazardous substances at this work site, including claims for subrogation. Should Contractor undertake to locate, abate, encapsulate and remove any asbestos or similar hazardous substance present at this work site, provided Contractor conducts its operations in accordance with applicable requirements established by the Occupational Safety and Health Administration and the Environmental Protection Agency, Owner agrees to exonerate, indemnify, defend and hold harmless Contractor from and against all claims, demands and lawsuits and all damages, expenses and losses incurred by Contractor's removal of materials containing asbestos or similar hazardous substances from Owner's building and work site. Without limitation of the foregoing, this indemnification shall include any and all claims, damages, fines, judgments, penalties, costs, response costs, liabilities, or losses (including, without limitation, any and all sums paid for settlement of claims, attorneys', consultant and expert fees) incurred by Contractor resulting from Contractor's removal, transportation and disposal

of materials containing asbestos or similar hazardous substances from Owner's building and work site, and specifically including any and all costs incurred because of any investigation of the site at which such materials are disposed of by Contractor or any cleanup, removal, remediation or restoration of such site mandated by a federal, state or local agency or political subdivision.

As used herein, the term "hazardous substances" means:

- (a) any "hazardous waste" as defined by the Resource Conservation and Recovery Act of 1976, as amended from time to time, and any regulations promulgated thereunder.
- (b) any "hazardous substance" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, and regulations promulgated thereunder; and
- (c) any substance which is or becomes regulated by any federal, state, or local governmental authority.

ARBITRATION, ACCEPTANCE AND EXECUTION

- 39. All disputes, claims and questions regarding the rights and obligations of the parties under the terms of this Contract are subject to arbitration. Either party may make a demand for arbitration by filing such demand in writing with the other party within 30 days after the dispute first arises. Thereafter, arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect.
- 40. This Contract, when accepted by Owner, will constitute the entire agreement between the parties hereto, there being no promises or agreements, written or oral, except as herein set forth. Within 30 days from the date hereof, but not thereafter, Owner may accept this Proposal / Contract by executing the same in the places provided and returning to Contractor.

RECEIPT

Receipt of the Contract/Proposal Special Conditions, and a copy hereof, is hereby acknowledged by

**SUBMITTED BY
SCHWICKERT'S TECTA AMERICA, LLC**

Tom Gehrke

Tom Gehrke

Project Manager

April 17, 2026

**ACCEPTED BY
OWNER**

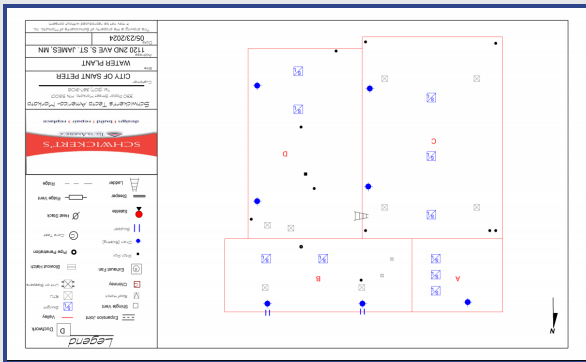
PROPOSAL #:13502



ROOF MAINTENANCE & REPAIR PROPOSAL



City of St James - City of St James Water Plant
1120 2nd Avenue South, Saint James, MN 56081



PRESENTED TO

Amanda Glass
Secondary-City Manager
City of St James
507-375-3241
AMANDA.GLASS@CI.STJAMES.MN.US

PRESENTED BY

John Sullivan
Roofing Service Manager
Schwickert's Tecta America
507-317-7085
jsullivan@schwickerts.com

GENERAL SUMMARY

May 7, 2026

Dear Amanda Glass,

Thank you for the opportunity to perform the recent Facility Roof Audit at City of St James Water Plant. We identified several maintenance items and repairs that should be performed in order to ensure the performance of your roofs and the watertight occupancy of your building. Your choice of partner to perform this work will affect not only the expeditious performance of this project, but more importantly, the long-term performance of your investment.

Below is a detailed scope of work and final project pricing. Please review this proposal and contact me with any questions.

We look forward to working with you to address your needs. Our goal is to ensure that you are able to focus on meeting your core business objectives, and will rarely have to think about roof performance.

Sincerely,

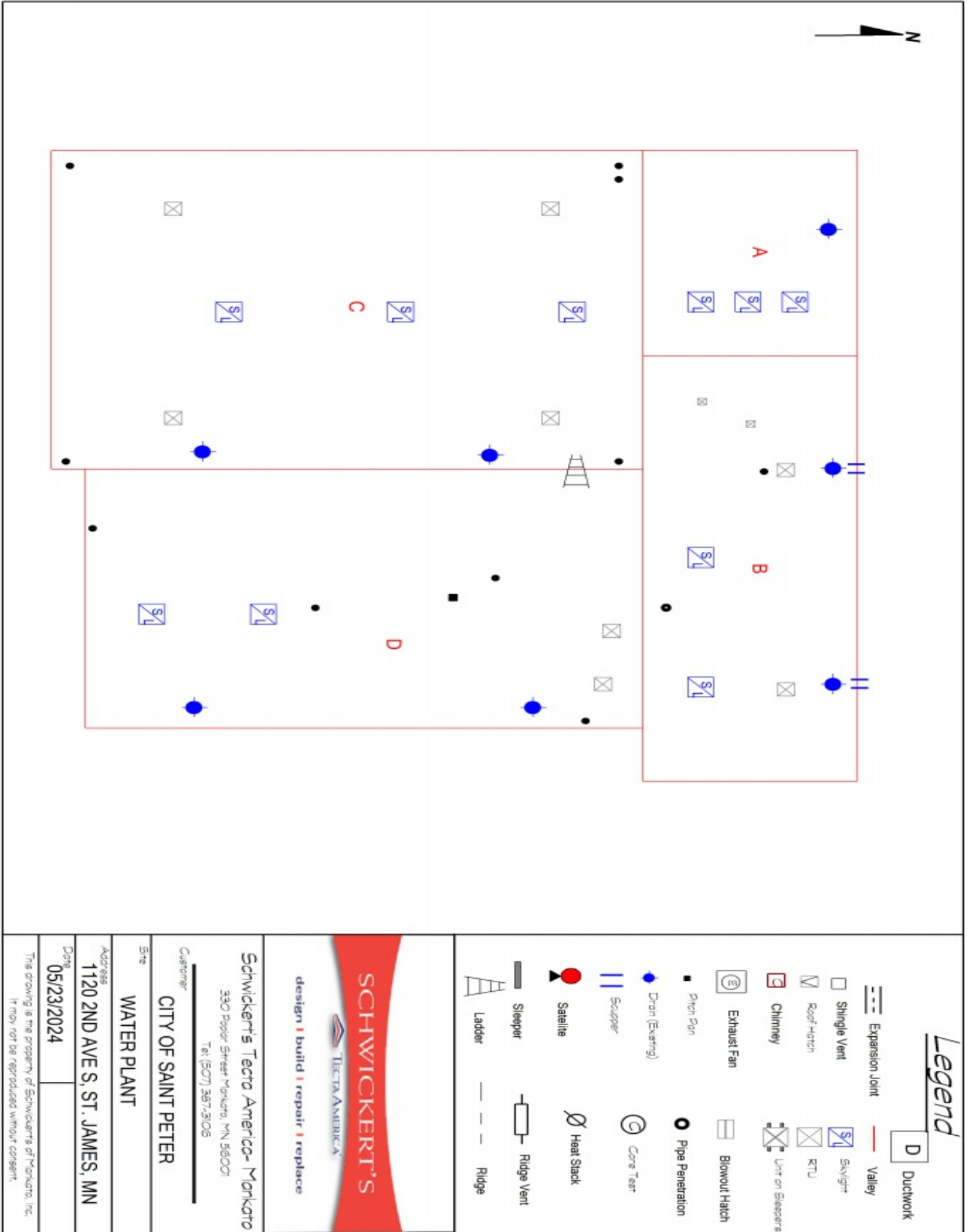
John Sullivan

Roofing Service Manager

507-317-7085



FACILITY DRAWING



Schwicker's Tecto America- Mankato
 330 Poplar Street Mankato, MN 56001
 Tel: (507) 387-3106

Customer
 CITY OF SAINT PETER
 WATER PLANT

Address
 1120 2ND AVE S, ST. JAMES, MN
 Date
 05/23/2024

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SCOPE OF WORK

PRIORITY - A REPAIRS

\$15,590.00



<https://www.tectatracker.com/q88816>

SECTION A

- **Repair #1** (Skylight Safety Awareness, OSHA 1910.28(b)(3)(i)) -Skylight requires safety cage/screen. (Approximately 3 EA)

\$3,000.00



Skylight Safety Awareness



Skylight Safety Awareness

SECTION B

- **Repair #1** (Membrane Shrinkage) - Other Single Ply Repair - See Repair Notes (Approximately 16 LF)

\$1,090.00



Membrane Shrinkage



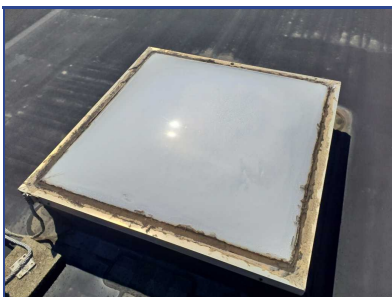
Membrane Shrinkage



Membrane Shrinkage

- **Repair #2** (Skylight Safety Awareness, OSHA 1910.28(b)(3)(i)) -Skylight requires safety cage/screen. (Approximately 2 EA)

\$2,000.00



Skylight Safety Awareness



- **Repair #3** (Miscellaneous Single-Ply Roof Deficiency) - Iso is loose. Need to resecure iso (Approximately 200 SF)

\$1,500.00



SECTION B - Def 3 - Before Photo



SECTION B - Def 3 - Before Photo

SECTION C

- **Repair #1** (Skylight Safety Awareness, OSHA 1910.28(b)(3)(i)) -Skylight requires safety cage/screen. (Approximately 3 EA)

\$3,000.00



Skylight Safety Awareness

SECTION D

- **Repair #1** (Skylight Safety Awareness, OSHA 1910.28(b)(3)(i)) -Skylight requires safety cage/screen. (Approximately 2 EA)

\$2,000.00



Skylight Safety Awareness

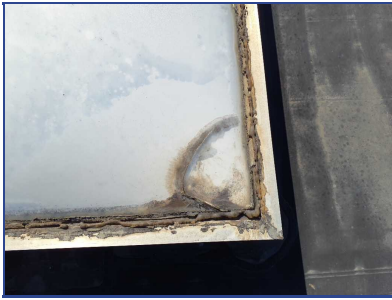


Skylight Safety Awareness



- **Repair #2** (Skylight Safety Awareness, OSHA 1910.28(b)(3)(i)) -Broken/damaged skylight beyond repair. Needs Replacement. (Approximately 2 EA)

\$3,000.00



Cracked Skylight



Cracked Skylight

PRIORITY - B REPAIRS

\$9,000.00

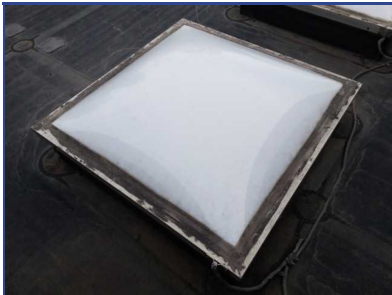


<https://www.tectatracker.com/w68816>

SECTION A

- **Repair #2** (Miscellaneous Roof Deficiency) -Recommend replacing skylights in leaking (Approximately 3 EA)

\$4,500.00



SECTION A - Def 2 - Before Photo



SECTION A - Def 2 - Before Photo

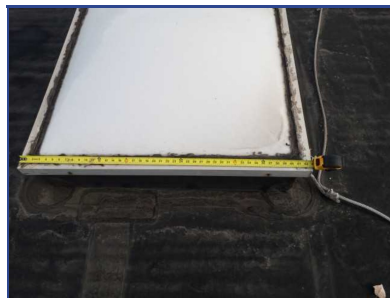
SECTION C

- **Repair #3** (Miscellaneous Roof Deficiency) -Skylights are caulked. Recommend replacing if leaking Curb is 41x41 (Approximately 3 EA)

\$4,500.00



SECTION C - Def 3 - Before Photo



SECTION C - Def 3 - Before Photo



SECTION C - Def 3 - Before Photo



CITY OF ST JAMES'S INVESTMENT

CONTRACT SUM: Schwickert's Tecta America, by and through its subsidiaries and affiliates, shall perform the Work for twenty-four thousand five hundred ninety dollars (**\$24,590.00**) in current funds, and if this Proposal is accepted by the Owner, Owner shall pay said sum as provided herein.

Total price including labor, materials, supplies & tax \$24,590.00

TOTAL PROJECT COST **\$24,590.00**

(Total price includes labor, materials, supplies & tax)

If this proposal is accepted by Owner, Owner shall pay said sum as provided herein.

The proposal sum indicated assumes all deficiencies are selected to be repaired. If all deficiencies are not accepted for repair and client/owner authorizes select deficiencies, contact Schwickert's Tecta America for pricing revisions.

This proposal is subject to revision or withdrawal by Schwickert's Tecta America until communication of acceptance. This proposal expires **thirty (30) days** after the date stated above, if not earlier accepted, revised or withdrawn.

Customer warrants he/she has personally read and understands the terms and conditions on the following page(s) of this proposal, and that any contract between the parties is subject to these terms and conditions.

The undersigned hereby accepts this Proposal, and agrees that this writing shall be a binding contract and authorizes Schwickert's Tecta America to proceed with the Work.

Owner/Customer:

Schwickert's Tecta America

By: _____

By: _____

Name: _____

Name: John Sullivan

Title: _____

Position: Roofing Service Manager

Date: _____

Date: May 07, 2026

TERMS & CONDITIONS

1. These terms and conditions relate to the services being performed as described herein. If this work is being performed in accordance with a Master Agreement, then the terms and conditions of the master agreement will take precedence.

2. **Nature of Work.** Schwickert's Tecta America ("Tecta") shall furnish the labor and material to perform the work described herein. Tecta does not provide engineering, consulting or architectural services. Tecta is not responsible for location of roof drains, adequacy of drainage, ponding on the roof or structural conditions.

3. **Commencement of Work.** Customer warrants that the structures on which Tecta is to work are in sound condition and capable of withstanding normal activities of roofing construction, equipment and operations. Tecta's prosecution of the work indicates only that the surface of the deck appears satisfactory to Tecta to attach roofing materials.

4. **Availability of Site.** Tecta shall be provided with direct access to the work site for the passage of trucks and materials and direct access to the roof.

5. **Asbestos and Toxic Materials.** This Work is based on Tecta not coming into contact with asbestos-containing or toxic materials. Tecta shall be entitled to reasonable compensation for all additional expenses incurred as a result of the presence of asbestos-containing or toxic materials at the work site. Customer agrees to indemnify Tecta from and against any liability, damages, losses, claims, demands or citations arising out of the presence of asbestos or toxic materials at the work site.

6. **Payment.** Unless stated otherwise on the face of this Work Order, Customer shall pay the invoiced amount within ten (10) days of receipt of the invoice. If completion of the Work extends beyond one month, Customer shall make monthly progress in accordance with the billed invoices. All sums not paid when due shall earn interest at the rate of 1-1/2% per month. Tecta shall be entitled to recover from Customer costs of collection, including attorney's fees, resulting from Customer's failure to make proper payment when due.

7. **Back charges.** No back charges or claims for payment of services or materials and equipment furnished by Customer to Tecta shall be valid unless previously authorized in writing by Tecta and unless written notice is given to Tecta within five (5) days of the event, act, or omission which is the basis of the back charge.

8. **Insurance.** Tecta shall carry worker's compensation, and commercial general liability insurance. Tecta will furnish a Certificate of Insurance, evidencing the types and amounts of its coverage's upon request. Moneys owed to Tecta shall not be withheld by reason of any damage or claim against Tecta covered by liability or property damage insurance maintained by Tecta.

9. **Interior Protection.** Customer acknowledges that roof work on an existing building may cause disturbance, dust or debris to fall into the interior. It is the customer's responsibility to remove

or protect property directly below the roof in order to minimize potential interior damage. Customer agrees to hold Tecta harmless from claims of tenants who were not so notified and did not provide protection.

10. **Fumes and Emissions.** Customer acknowledges that odors and emissions from roofing products may be released and noise will be generated as part of the roofing operations to be performed by Tecta. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during the application process. Some people are more sensitive to these emissions than others. Customer shall hold Tecta harmless from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

11. **Warranty.** Tecta's work will be warranted by Tecta in accordance with its standard warranty, no other portions of the roof is warranted with the exception of those roofs still under a manufacturer's warranty. Tecta shall only be liable for work it has been specifically asked to perform. Tecta is not liable for the entire roof. Tecta is not guaranteeing any other areas of the roof beyond those it specifically repaired. Tecta is not responsible for any work performed by anyone or any company other than Tecta.

12. **Existing Conditions.** Tecta is not responsible for leakage due to the existing conditions of the roof or other portions of the building that have not yet been repaired by Tecta. While every attempt has been made by Tecta to resolve the leak condition, the roof may be experiencing numerous leak conditions and Tecta may be required to return to the roof to resolve these unforeseen conditions. Customers shall hold Tecta harmless for these unforeseen additional leak conditions. Tecta's warranty and liability only extends to the work performed by Tecta.

13. **Mold.** Tecta is committed to acting promptly so that roof leaks are not a source of potential interior mold growth. The Customer is responsible for monitoring any leak areas and for indoor air quality. Tecta is not responsible for indoor air quality. Customer shall hold harmless and indemnify Tecta from claims due to indoor air quality and resulting from water intrusion into the building. Customer agrees to indemnify and hold harmless Tecta from claims brought by tenants and third parties arising from mold growth.

14. **Indemnification.** To the fullest extent permitted by law, Tecta shall indemnify and hold harmless the customer, and all of their agents, officers, directors, and employees from and against all claims, damages, and losses directly caused by Tecta's work under this Work Order provided that any such claim, damage, loss or expense is caused in whole or in part, and only to the extent from a negligent act or omission of Tecta or anyone for whose work Tecta is responsible under this contract. **In no event shall such liability include indirect, incidental, special, exemplary, punitive, unmitigated, or consequential damages.**