

BEMIDJI CITY COUNCIL REGULAR MEETING AGENDA

Monday, November 17, 2025

**Council Chambers
City Hall – 317 4th Street NW
6:00 PM**



ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

AMENDMENTS TO THE AGENDA

MINUTES

- 1) October 6, 2025 Council Meeting

CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Mayor will ask if any Councilmember wishes to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- 2) Claims Submitted by Finance Officer in the Amount Of \$1,629,009.42
- 3) Claims Submitted by ASM Global for the Sanford Center in the Amount of \$67,598.07
- 4) 2026 Business License Approvals
- 5) 2026 Liquor, Sunday Liquor and Wine License Renewals
- 6) Approve Special Event Permit for Kids Dash (November 28)
- 7) Approve Special Event Permit for Reindeer Run (November 29)
- 8) Approve Hardship Assessment Deferral for Property at 1414 Norton Ave NW - City Project 25-01
- 9) Approve Hardship Assessment Deferral for Property at 819 14th Street NW - City Project 25-01
- 10) Approve Hardship Assessment Deferral for Property at 1611 Park Ave NW - City Project 25-02
- 11) Approve CIP Requests for the Sanford Center
- 12) Approve Purchase of 2026 Police Patrol Vehicles
- 13) Approve MOU Between MN DOT and the City of Bemidji
- 14) Authorize Grant Funding Application to MN DNR for Personal Protective Gear
- 15) Approve Memorandum of Understanding with McKinstry Essention LLC for a No Cost Preliminary Energy Evaluation
- 16) Approve Policy Regarding Minnesota Paid Family Leave

CITIZENS WITH BUSINESS BEFORE THIS COUNCIL-NOT ON AN AGENDA

Public Comment – Please give your name, address, and state your concern/comment. Visitors may share their concerns with City Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive or overly argumentative. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. COMMENTS WILL BE TAKEN UNDER ADVISEMENT BY THE COUNCIL.

ORDINANCES

- 17) a. Public Hearing of an Ordinance Amending Fee Schedule for 2026
- b. First Reading of Said Ordinance

REPORT

- 18) Beltrami County Historical Society - Emily Thabes

BUSINESS

- 19) Consider Solar Developer Contract for Water Treatment Plant Rooftop Solar Array
- 20) Consider Solar Developer Contract for City Facilities

COUNCIL COMMITTEE REPORTS

UPCOMING MEETINGS

- 21) November 24, 2025 (5:30 pm) - Work Session (2026 Budget/Levy Discussion and Comp Plan Report by HRDC)
- December 1, 2025 (6:00 pm) - Council Meeting
- December 8, 2025 (5:30 pm) - Work Session
- December 15, 2025 (6:00 pm) - Council Meeting
- December 22, 2025 (5:30 pm) - Work Session

ADJOURN

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – October 6, 2025

DRAFT

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, October 6, 2025, at 6:00 p.m. in the Council Chambers of City Hall, Mayor Prince presiding.

Upon roll call, the following Councilmembers were declared present: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer.

Staff Present: City Manager Rich Spiczka, City Engineer Sam Anderson, Finance Director Donna Coe, City Clerk Michelle Miller

AMENDMENTS TO AGENDA

Mayor Prince called for any amendments to the agenda. **Motion by Eaton, seconded by Dickinson, approving the agenda as presented. Motion carried by unanimous voice vote.**

MINUTES

The following minutes were presented for approval:

- August 25, 2025 Work Session
- August 25, 2025 Special Council Meeting
- September 2, 2025 Council Meeting

Motion by Eaton, seconded by Thayer, approving the August 25, 2025 minutes as presented. Motion carried by the following roll call vote: Yeas: Thayer, Fiskevold Gould, Prince, Rivera, Eaton, Dickinson. Peterson abstained due to absence from the August 25 meetings.

Motion by Peterson, seconded by Rivera, approving the September 2, 2025 minutes as presented. Motion carried by unanimous voice vote.

CONSENT AGENDA #1

Mayor Prince called for any amendments to be made to Consent Agenda. Rivera requested that the Resolution Adopting Assessment Roll for Delinquent Utility Bills be removed for discussion. Thayer requested that the Quote to 106 Group for Archaeological Services be removed for discussion. Fiskevold Gould requested that the Amended Bylaws for the Sanford Center Advisory Board be removed for discussion. The following Consent Agenda items were presented for approval. **Motion by Peterson, seconded by Thayer, to approve Consent Agenda #1 as follows:**

1. Claims Submitted by Finance Officer in the Amount Of \$3,383,785.02
2. Claims Submitted by ASM Global for the Sanford Center in the Amount of \$119,188.29
3. Approve August Financials from ASM Global for the Sanford Center
4. 2025 Business License Approvals
5. Approve Quote to Blue Ox Outdoors, LLC for Tree Clearing at City Park (\$9,750)
6. Approve Purchase of GPS Rover & Tablet from Frontier Precision (\$41,780.50)
7. Approve Purchase of Portable Generator - Sewer Department (\$68,461.41)
8. Approve Change Order #1 for Middle School Drive NW & Hannah Avenue NW Reconstruction - City Project 23-05
9. Approve Change Order #6 - WWTP Final Clarifier Project - City Project 23-03
10. Approve Access Agreement with MPCA

11. **RESOLUTION NO. 6653:** Establishing Deferred Connection Charges for Sanitary Sewer and Water Service on 34th Street NW - City Project 24-04
12. **RESOLUTION NO. 6654:** In Support of a Job Creation, Fund Application in Connection with Air Corps Aviation Expansion at the Airport
13. **RESOLUTION NO. 6655:** In Support of a Job Creation, Fund Application in Connection with Air Corps Aviation Expansion in the Industrial Park
14. **RESOLUTION NO. 6656:** Approving Donation from Bemidji Jaycees (\$500.00)
15. **RESOLUTION NO. 6657:** Approving Donation from Knights of Columbus (\$400)
16. **RESOLUTION NO. 6658:** Adopting Assessment Roll for the Cost of Abatement of Diseased Tree
17. **RESOLUTION NO. 6659:** Approving Minnesota Off Premises Gambling Permit Applications for Lawful Gambling to Bemidji Youth Hockey Association Located at the Sanford Center Bemidji
18. **RESOLUTION NO. 6660:** Approving Gambling Premises Permit for Lawful Gambling to the Confidence Learning Center at the Blue Oyster

Motion carried by the following roll call vote: Yeas: Prince, Rivera, Thayer, Dickinson, Eaton, Fiskevold Gould, Peterson.

CONSENT AGENDA #2

Mayor Prince called for any items to be pulled from consent agenda #2. The following Consent Agenda item was presented for approval. **Motion by Fiskevold Gould, seconded by Eaton, approving Consent Agenda #2 as follows:**

1. Claims Submitted by Finance Officer to VisitBemidji in the Amount of \$81,604.12
2. Approve Special Event Permit for Night We Light and Lighting Display
3. 2025 Business License Approvals

Motion carried by the following roll call vote: Yeas: Eaton, Prince, Thayer, Dickinson, Rivera, Fiskevold Gould. Abstain: Peterson due to his role as the Executive Director of Visit Bemidji.

CITIZENS WITH BUSINESS NOT ON AGENDA

- No Appearance

PUBLIC HEARING

Conduct Public Hearing on Proposed Assessments for Costs Associated with Unpaid Special Charges

Pursuant to published notice a public hearing was held regarding input on Costs Associated with Unpaid Special Charges. Mayor Prince opened the Public Hearing at 6:09 p.m.; hearing no comments closed the Public Hearing at 6:10 p.m.

Resolution Adopting Assessment Roll for Costs Associated with Unpaid Special Charges

RESOLUTION NO. 6661: Adopting Assessment Roll for Costs Associated with Unpaid Special Charges was offered by Councilmember Eaton, who moved its adoption, and upon due second by Councilmember Thayer was passed by unanimous voice vote.

Conduct Public Hearing on Proposed Assessments for Costs Associated with Civil Fines for Property-Related Violations

Pursuant to published notice a public hearing was held regarding input on Costs Associated with Civil Fines for Property-Related Violations. Mayor Prince opened the Public Hearing at 6:11 p.m.; hearing no comments closed the Public Hearing at 6:14 p.m.

Resolution Adopting Assessment Roll for Costs Associated with Civil Fines for Property-Related Violations

RESOLUTION NO. 6662: Adopting Assessment Roll for Costs Associated with Civil Fines for Property-Related Violations was offered by Councilmember Eaton, who moved its adoption, and upon due second by Councilmember Dickinson was passed by unanimous voice vote.

Report on the Formation of the Bemidji Police Department Drone Program

In a memo provided by Chief Mastin, he stated that law enforcement agencies across the country use drone programs to improve officer safety, enhance situational awareness and increase operational efficiency. Drones serve as a cost-effective alternative to traditional air support, helping departments manage high-risk situations, respond to emergencies and save lives. The Bemidji Police Department has utilized drug forfeiture funds to purchase the required equipment and seeks to implement this advanced equipment in order to better serve our community.

The presentation by Detective Schermerhorn and Officer Mestemacher introduced the Bemidji Police Department's new drone program, highlighting the following:

- The drone program is designed to enhance public safety, improve operational efficiency, and increase officer safety.
- The drone features thermal imaging for night search and rescue and a range finder to assist officers. It can operate for about 30–40 minutes per flight and has a loudspeaker for communication.
- The department currently has five certified drone operators—all licensed under FAA Part 107 rules, with ongoing training required every two years (though they plan to train and fly more frequently).
- Primary uses of the drone include search & rescue, crime scene documentation, high-risk incident response, hazmat situations, and supporting community events, as well as assisting other agencies.
- The program is strictly compliant with FAA regulations and state laws: no audio recording, strict video data retention rules (non-investigative footage deleted within seven days), and privacy laws matching those for body-worn cameras.
- The department will not use drones for facial recognition (unless court-ordered), will never arm drones, and will not conduct surveillance of public protests or demonstrations except under specific conditions involving safety threats.

Councilmembers expressed overall support for the drone program, praising its capabilities and the department's professionalism and thoroughness in the presentation. Questions highlighted a strong focus on airspace regulations (especially near airports), city ordinances, the assessment of "high-risk" situations, and operational protocols for privacy and protest events. Several members stressed the importance of transparent communication, especially when drones are deployed near public gatherings or demonstrations. They wanted event organizers informed about any such use and the underlying reasons. Concerns were also raised about equipment readiness (backup drones, batteries), privacy protections, and appropriate data handling procedures.

Councilmembers affirmed the value of using drones for officer and public safety, and for community outreach, and appreciated the department's efforts to comply with legal and ethical standards.

Conduct Public Hearing on Proposed Bemidji Police Department Drone Program

Pursuant to published notice a public hearing was held regarding input on Proposed Bemidji Police Department Drone Program. Mayor Prince opened the Public Hearing at 6:26 p.m.; hearing no comments closed the Public Hearing at 6:35 p.m.

ORDINANCESPublic Hearing of an Ordinance Authorizing the Transfer of Real Property for the Purposes of Lot Realignment to Remedy Surveying/Platting Error

Pursuant to published notice a public hearing was held regarding input on an Ordinance Authorizing the Transfer of Real Property for the Purposes of Lot Realignment to Remedy Surveying/Platting Error. Mayor Prince opened the Public Hearing at 6:37 p.m.; hearing no comments closed the Public Hearing at 6:37 p.m.

First Reading of Said Ordinance

AN ORDINANCE Authorizing the Transfer of Real Property for the Purposes of Lot Realignment to Remedy Surveying/Platting Error was given a first reading.

NEW BUSINESSConsider Resolution Ordering Feasibility Report - 2026 Street Renewal Project - City Project 26-01

Anderson reported that the City has nearly completed the 17th year of the annual street reconstruction program and must now consider the proposed program for 2026. The goal each year is to select the upcoming street segments in the fall so that the preliminary survey information can be acquired prior to snowfall. This will allow the winter months for engineering design, neighborhood information meetings and public hearings.

Below is a synopsis of what has been completed in the first 17 years of the annual program:

- 1,071 homes with new roadway improvements.
- 26,403 linear feet of new storm sewer has been installed or replaced.
- 630 homes have had new water and/or sanitary sewer services installed to them.
- 56,166 linear feet of 60-90 year old water main and sanitary sewer has been replaced.
- 21.32 miles of city streets reconstructed.
- 12.93 miles of sidewalks and trails replaced or added.
- Total investment in our infrastructure and neighborhoods of \$34,305,000.
- Utilization of \$13,400,000 in federal and state funds.

The street segments that are proposed to be included for study within the 2026 feasibility report are as follows:

19th Street NW	-	Park Avenue NW – Irvine Avenue NW
20th Street NW	-	Norton Avenue NW – Park Avenue NW
21st Street NW	-	Norton Avenue NW – Irvine Avenue NW

19th Street NW and 20th Street NW are both non curb and gutter streets that have old cast-iron watermain that is in need of replacement. The road surface is also deteriorating and in need of repair. Staff are proposing to replace the existing cast-iron water main with new ductile-iron water main and add curb and gutter to the street segments, as well as new asphalt pavement.

21st Street NW is a curb and gutter street that has old cast-iron watermain that needs replacement. The road surface is also deteriorating and in need of repair. Staff are proposing to replace the existing cast-iron water main with new ductile-iron water main, as well as new curb and gutter and asphalt pavement. The feasibility report is the first step in the Chapter 429 assessment process and it will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. The report should be complete and ready for city council review in December. After completion of the feasibility report staff will hold a neighborhood meeting to outline the proposed project to the affected property owners.

The feasibility report will be completed by city staff in the engineering department. There will be no outside cost for the report. The report will detail all of the proposed project costs and funding sources.

Multiple councilmembers voiced concerns about the concentration of street renewal projects and repeated construction impacting the same neighborhood (Park Avenue area, including 19th, 20th, and 21st Streets), citing the financial burden of multiple assessments on residents—especially those on corner lots.

Council provided the following comments and questions:

- Councilmembers underscored that they had directly heard complaints and disappointment from affected residents, who were frustrated by back-to-back construction and costs.
- Some councilmembers questioned whether the targeted streets truly needed renewal at this time, noting that other city streets were in worse condition.
- Suggestions were made to consider alternative areas for the project or to explore spacing projects further apart to avoid "piling on" costs to the same residents.
- There was discussion about the city's policy to offer reduced assessments for corner lot properties, but members felt this mitigation was insufficient to address resident concerns.
- The council expressed interest in a possible one-year "pause" or break in the street renewal program, both to reduce resident financial strain and to free up staff bandwidth for other critical projects and maintenance.
- Councilmembers requested staff return with detailed assessment data (including a high-level draft showing impacts for corner lots) and report on possible alternatives or new street segments for consideration at a future meeting before making a final decision.

Motion by Fiskevold Gould, seconded by Eaton to table the Resolution Ordering Feasibility Report – 2026 Street Renewal Project – City Project 26-01 to the October 20, 2025 council meeting. Motion carried by the following roll call vote: Yeas: Dickinson, Fiskevold Gould, Prince, Eaton, Peterson, Thayer, Rivera.

Consider Resolution Adopting Assessment Roll for Delinquent Utility Bills for 2025

Councilmember Rivera raised questions about the total outstanding bills (approximately \$133,000), how these funds are recovered, and which city funds are affected. Staff explained that delinquent amounts are assessed on property taxes—with portions allocated back to water/sewer, storm water, and refuse funds as collected, and a 10% monthly penalty applied until payment. In cases where property taxes remain unpaid, the city generally must wait until tax forfeiture and sale to recover funds. Councilors expressed concern about the city's limited options for recouping especially large delinquencies.

RESOLUTION NO. 6663: Adopting Assessment roll for Delinquent Utility Bills for 2025 was offered by Councilmember Eaton, who moved its adoption, and upon due second by Councilmember Dickinson, passed by unanimous voice vote.

Consider Quote to 106 Group for Archaeological Services (\$15,759)

Councilmember Thayer suggested the park superintendent coordinate with the Minnesota Indian Affairs Council, which may have existing cultural resource information to help reduce costs. Thayer emphasized the importance of covering all legal and grant requirements but hoped to save money through existing data. Staff affirmed that the archeological review is a grant requirement, the 106 Group is a reputable, recommended vendor, and that they would seek collaboration with Indian Affairs as appropriate.

Motion by Rivera, seconded by Eaton, authorizing archaeological services through 106 Group for \$15,759.00 to be funded from the Parks Department budget. Motion carried by the following voice vote: Yeas: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton. Nays: Thayer.

Consider Amended By-Laws for the Sanford Center Advisory Board

Councilmember Fiskevold Gould asked for clarification on what had changed, with staff explaining that the new content was marked with underlining, specifically in the section on ad hoc subcommittees, and the remaining bold text was from the original adoption.

Motion by Fiskevold Gould, seconded by Peterson approving the Amended By-Laws for the Sanford Center Advisory Board. Motion carried by unanimous voice vote.

COUNCIL COMMITTEE UPDATES

- Councilmember Thayer provided updates from the Downtown Business Association (DBA), highlighting upcoming “Shop & Stroll” holiday events and ongoing efforts to address downtown parking permits and challenges relating to the unhoused community. Suggested inviting the city manager or mayor to engage with the DBA regarding downtown issues. Noted growing business participation in downtown activities.
- Councilmember Rivera shared visual materials showing deterioration of the mural at the wastewater treatment plant and suggested seeking funding to update it. Reported on the HRA’s progress in hiring an executive director, mentioning upcoming interviews and involvement by city staff. Expressed appreciation for staff assistance.
- Councilmember Eaton announced the cancellation of the animal control committee meeting. Shared news from the airport authority, highlighting resolutions with First National Bank to bridge construction payments until grant reimbursements arrive. Mentioned a library board controversy over the levy not being honored by some counties and the city’s position on the issue.
- Councilmember Dickinson reported on attending Visit Bemidji meeting and receiving an update about participation in the State Fair and other activities.
- Councilmember Fiskevold Gould attended a BSU Student Senate meeting to reintroduce herself, no major updates from the meeting.
- Councilmember Peterson provided updates from the Heritage Preservation Commission, including approval of a 100-year-old home, pending approvals for other historic properties, and the impact of storm damage on historic sites (specifically, Pumping Station 1909). Described plans to preserve historical elements if the pumping station is demolished. Discussed ongoing applications and preservation goals, including work with the State Historic Preservation Office.
- Mayor Prince noted recent absences from some meetings due to travel. Provided an update from the Sanford Center Advisory Board (bylaw changes and marketing initiatives). Reported on public speaking engagements (e.g., Lions Club, Monarch Festival). Highlighted upcoming council meetings, planning board sessions, Fire Station 1 open house, and an important public hearing at the Sanford Center regarding the contestation between Northern Township and Bemidji.

UPCOMING MEETINGS

- October 6 (6:00 pm) - Council Meeting
- October 14 (5:30 pm) - Planning Board **Tuesday**
- October 20 (6:00 pm) - Council Meeting

ADJOURN

There being no further business, motion by Peterson, seconded by Eaton, to adjourn the meeting. Motion carried by unanimous voice vote. Meeting adjourned at 7:14 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

Bill List Summary

November 17th, 2025

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
43838	Beltrami County Auditor	\$260.70
43839	Jasper Chair Company	\$30,632.88
43840	Otter Tail Power Co	\$42,464.04
43843	Postmaster	\$2,139.37
43844 - 43952	See Attached List	<u>1,553,512.43</u>
		\$1,629,009.42
TOTAL		\$ 1,629,009.42

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 11/12/2025 - 3:03PM
Warrant Request Date: 11/18/2025
DAC Fund:



Batch: 00418.11.2025

COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	106 Group	000043844	690.00
2	A Stitch in TIme	000043845	89.93
3	Acme Tools-Bemidji	000043846	211.98
4	Allstar Construction Fargo	000043847	1,790.94
5	American Flagpole & Flag Co.	000043848	1,238.40
6	American Pressure North	000043849	2,000.00
7	American Solutions For Business	000043850	570.48
8	Amity Graphics	000043851	85.00
9	Arrow Printing	000043852	335.61
10	Artisan Beer Company	000043853	411.90
11	Arvig	000043854	90.00
12	Auto Value Bemidji	000043855	489.36
13	Barckholtz,Rachelle	000000000	150.00
14	Barr Engineering Company	000043856	5,483.26
15	Becker Arena Products, Inc	000043857	826.09
16	Bellboy Corporation	000000000	1,875.10
17	Beltrami County Auditor/Treasurer	000043858	135,012.00
18	Beltrami County Recorder	000043859	71.40
19	Beltrami County Solid Waste	000043860	3,121.25
20	Beltrami Electric Coop	000043861	1,214.16
21	Bemidji Coca-Cola Bottling Co, Inc	000043862	692.10
22	Bemidji Coop Ass'n, Inc.	000043863	124.30
23	Bemidji Paper Sales, Inc.	000043864	2,577.31
24	Bernick's	000000000	15,145.66
25	Bluefin Payment Systems	000000000	3,613.12
26	Bolton & Menk, Inc.	000043865	28,541.00
27	Bonded Lock & Key of Bemidji	000043866	149.00
28	Bowman & Sons Inc	000043867	4,900.00
29	Breakthru Beverage Minnesota Wine & Spirits, LLC	000043868	13,807.16
30	BW Distributing	000043869	190.00
31	Campus Recreation	000043870	2,113.50
32	CGMC Treasurer	000043871	34,675.00
33	Christiansen Construction Co, Inc.	000043872	75,646.60
34	City of Bemidji - ACH	000000000	24,286.32
35	Climate Control, Inc.	000043873	3,719.47
36	Column Software PBC	000043874	60.33
37	Compass Minerals America Inc.	000043875	17,314.73
38	ComplianceGo, LLC	000043876	600.00
39	CSG Forte Payments, Inc.	000000000	248.48
40	Culligan	000043877	291.45
41	Dahlheimer Beverage Brainerd	000000000	3,534.50
42	Dakota Business Solutions	000043878	319.00
43	Dick's Plumbing & Heating, Inc	000043879	33,245.25
44	D-S Beverages	000043880	26,024.92

Page Total: \$447,576.06

Line	Claimant	Voucher No.	Amount
45	Electric Pump, Inc	000000000	14,519.78
46	Fed Ex	000043881	162.35
47	Flaherty & Hood, P. A.	000043882	136,011.42
48	FleetPride, Inc.	000043883	218.15
49	Forestedge Winery	000000000	690.00
50	Forum Communications Company	000000000	290.00
51	Gopher State One-Call	000000000	561.00
52	Grand Forks Fire Equipment LLC	000000000	968.64
53	Granite City Armored Car, Inc.	000043884	799.50
54	Great Plains Institute	000043885	2,297.50
55	Gregg's Plumbing & Heating	000043886	3,850.00
56	Hagman,Jeremy	000000000	269.95
57	Hawkins, Inc.	000043887	1,172.45
58	HBI Radio Bemidji	000043888	168.00
59	Home City Ice Co.	000043889	196.56
60	Hunt Electrick Corporation	000043890	26,115.50
61	Indigital	000043891	5,332.79
62	Ink Spot Press	000043892	391.89
63	J & L Oil	000043893	707.15
64	Jim Hirt Trucking, Inc	000043894	1,324.69
65	Johnson Bros., Inc.	000043895	29,956.07
66	Joyce,Alexis	000000000	323.20
67	Keller Fence Company-North, Inc	000043896	50,004.00
68	Kenny's	000043897	65.84
69	Kitchigami Regional Library	000043898	74,875.00
70	KKWB-FM DE LA HUNT MEDIA	000043899	200.00
71	Klockow Brewing Company	000043900	213.00
72	Kraus-Anderson Construction Co	000043901	169,169.81
73	KRIS Engineering, Inc.	000043902	9,437.46
74	L & M Supply, Inc.	000043903	500.58
75	Larry's Machine Shop	000043904	269.67
76	Lawson Products, Inc.	000043905	272.83
77	League of MN Insurance Trust	000043906	732.94
78	Leffelman,Michelle	000000000	38.00
79	LePier Shoreline & Outdoors Inc.	000043907	4,280.00
80	Locators & Supplies, Inc.	000000000	185.68
81	Loebs,Ashton	000043908	10.00
82	Luekens Village Foods North	000043909	19.96
83	Macqueen Emergency Group	000000000	1,645.65
84	Marco Technologies LLC	000043910	193.68
85	Marco, Inc.	000000000	338.66
86	Marian Coaching. LLC	000043911	2,500.00
87	McKinnon Co., Inc.	000043912	11,479.90
88	Menards-Bemidji	000043913	1,156.19
89	MN Dept of Labor & Industry	000043914	395.00
90	MN Native Landscapes	000043915	1,400.00
91	Mobile Health Service, LLC	000043916	140.00
92	Moore Engineering, Inc.	000043917	6,542.00
93	Multiple Concepts Interiors	000043918	159,923.28
94	NAPA Auto Parts/Premier	000043919	938.03
95	Naylor Heating & Refrigeration, LLC	000000000	74,011.24
96	Nei Bottling, Inc.	000043920	276.27
97	Nguyen,Alicia	000043921	180.00
98	North Central International	000043922	624.30
99	Northern Paving Inc.	000043923	199.75
100	NW Tire, Incorporated	000043924	2,311.78
101	Otter Tail Power Company	000043925	79.34

Page Total: \$800,936.43

Line	Claimant	Voucher No.	Amount
102	Paul Bunyan Communications	000043926	5,908.32
103	Paustis & Sons	000043927	1,109.00
104	Phillips Wine & Spirits	000043928	16,297.80
105	Port-Able John Rental & Service	000000000	348.27
106	Raphaels Bakery Cafe	000043929	171.40
107	Reiersen Construction, Inc.	000000000	45,698.67
108	ReSolve Construction LLC	000043930	27,690.60
109	RIHM Kenworth	000043931	364.44
110	RMB Environmental Laboratories, Inc.	000043932	964.56
111	Sanford Health Occupational Med.	000043933	415.00
112	Sanitation Products Inc.	000043934	176.65
113	Schroeder,Scott	000000000	239.99
114	Seaberg,Daniel	000000000	103.00
115	Small Lot MN	000043935	687.96
116	Southern Glazer's of MN	000043936	12,917.60
117	Southside Tow & Rec, Inc	000043937	134.00
118	Springbrook Software LLC	000000000	43,458.71
119	Staples Advantage	000043938	1,497.21
120	Storlie Construction	000043939	3,633.00
121	Streicher's	000043940	23.98
122	Sunbelt Rentals, Inc.	000043941	14,782.75
123	Superior Outdoors LLC	000043942	1,676.00
124	T & K Outdoors, Inc.	000043943	1,862.70
125	Team Laboratory Chemical, LLC	000043944	1,808.00
126	Thomson Reuters-West	000043945	1,028.45
127	Town Law Center PLLP	000043946	3,181.00
128	US Bank Merchant Billing	000000000	643.73
129	USA Bluebook	000043947	1,003.07
130	Verified First	000043948	205.76
131	Vestis	000043949	1,381.88
132	Vinocopia, Inc.	000000000	1,348.25
133	Wanco	000043950	2,890.00
134	Water Conservation Service, Inc.	000043951	4,500.00
135	Wells Fargo.Business Track	000000000	2,915.97
136	Wells Fargo-ACH	000000000	46,792.97
137	WEX Health, Inc	000000000	546.25
138	Wood Chucks Tree Service	000043952	56,250.00
139	Yeager,Emmarie	000000000	343.00
Page Total:			\$304,999.94
Grand Total:			\$1,553,512.43

**Sanford Center
Cash Requirements
As of Nov 18, 2025**

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Ace on the Lake	Operating Supplies	11/4/25	108.39
Arrow Printing Inc	Show Marketing Reimbursable	10/31/25	74.73
ASM Global	November Management Fee	11/4/25	10,609.00
ASM Global	November IT Fees	11/5/25	1,162.50
ASM Global	ASM Global		11,771.50
Beltrami County Solid Waste	Solid Waste Service Fee	11/1/25	257.67
Bemidji Coca-Cola	Inventory - Beverage	11/5/25	1,941.82
Bemidji Community Theater	NPO Payment	11/8/25	518.87
Bernick's	Inventory - Beer	10/27/25	540.80
Bernick's	CM: Inventory - Beer	11/6/25	-291.05
Bernick's	Bernick's		249.75
Bridgepay Network Solutions	Merchant Gateway	11/5/25	19.95
Bemidji State University	NPO Payment	11/7/25	504.25
Bemidji State University	NPO Payment	11/7/25	600.09
Bemidji State University	NPO Payment	11/7/25	509.12
Bemidji State University	NPO Payment	11/8/25	510.10
Bemidji State University	Bemidji State University		2,123.56
Carbonhouse	Website Host	11/1/25	700.00
Central McGowan Inc	Food & Beverage CO2	10/31/25	66.78
Central McGowan Inc	Propane Fuel	11/6/25	255.79
Central McGowan Inc	Central McGowan Inc		322.57
City of Bemidji	Utility - Water & Sewer	10/31/25	7,044.81
City of Bemidji	Event Police Reimbursable	11/3/25	2,075.00
City of Bemidji	Event Police Reimbursable	11/3/25	3,400.00
City of Bemidji	City of Bemidji		12,519.81
Country Inn & Suites Bemidji	Lodging - Legends Global RVP	10/28/25	128.23
D-S Beverages Inc	Inventory - Beer & Liquor	11/6/25	1,016.30
Dacotah Paper Co	Janitorial Supplies	10/23/25	105.64
Dacotah Paper Co	Inventory - F&B Paper	11/4/25	312.29

**Sanford Center
Cash Requirements
As of Nov 18, 2025**

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Dacotah Paper Co	Dacotah Paper Co		417.93
Ethan Rogers	Reimbursement: Storm - Mileage & Suite Stools	11/8/25	269.89
Fusion Competition Booster Club	NPO Paymet	11/8/25	609.18
Guardian Pest Solutions	Pest Control	11/6/25	299.11
Hard Target, Inc.	Show Security & EMS Reimbursable	11/1/25	7,290.00
Hire Right, LLC	Background Screening Service	10/31/25	23.13
ID Wholesaler	Operating Supplies	10/23/25	384.48
Lil' Bitty Donuts LLC	Contracted F&B Vendor Payment	11/8/25	2,102.09
Luekens Village Foods - South	Inventory - Food	10/10/25	18.06
Luekens Village Foods - South	Inventory - Food	10/25/25	20.64
Luekens Village Foods - South	Inventory - Food	11/7/25	82.50
Luekens Village Foods - South	Luekens Village Foods - South		121.20
Marco Technologies LLC	Copier/Printer Rental	11/7/25	440.14
Marsh USA LLC	General Liability Insurance	11/1/25	4,806.00
Marsh USA LLC	Workers Comp Insurance	11/4/25	3,548.00
Marsh USA LLC	Marsh USA LLC		8,354.00
McKinnon Company Inc	Inventory - Beer	11/4/25	432.75
McKinnon Company Inc	Inventory - Beer	11/6/25	108.00
McKinnon Company Inc	McKinnon Company Inc		540.75
Menards Commerical	Operating Supplies	10/29/25	54.22
Minnesota Department of Health	F&B License Renewal	11/5/25	2,025.00
NLFX Professional	Contracted AV Reimbursable	10/21/25	660.00
NLFX Professional	Contracted AV Reimbursable	11/7/25	1,000.00
NLFX Professional	Contracted AV Reimbursable	11/7/25	225.00
NLFX Professional	Contracted AV Reimbursable	11/7/25	45.00
NLFX Professional	Contracted AV Reimbursable	11/7/25	230.00
NLFX Professional	Contracted AV Reimbursable	11/7/25	45.00
NLFX Professional	NLFX Professional		2,205.00

**Sanford Center
Cash Requirements
As of Nov 18, 2025**

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor	Description	Date	Amount Due
Dennis A. Noska	HVAC Maintenance	10/25/25	200.00
ODP Business Solutions, LLC	Office Supplies	10/25/25	37.53
ODP Business Solutions, LLC	Office Supplies	10/27/25	78.00
ODP Business Solutions, LLC	ODP Business Solutions, LLC		115.53
Paul Bunyan Communications	Utility - Telephone	11/1/25	1,579.48
Performance Food Group	Inventory - Food	10/31/25	1,171.66
Performance Food Group	Inventory - Food	11/5/25	4,287.09
Performance Food Group	Inventory - Food	11/6/25	293.44
Performance Food Group	Performance Food Group		5,752.19
Southern Glazer's of MN	Inventory - Liquor & Wine	11/6/25	1,473.64
T&K Outdoors, Inc	Storage Unit Rent	11/3/25	100.00
Vestis Group, Inc	Laundry & Linen	10/30/25	147.52
Vestis Group, Inc	Laundry & Linen	10/30/25	340.47
Vestis Group, Inc	Laundry & Linen	11/6/25	154.86
Vestis Group, Inc	Vestis Group, Inc		642.85
WM Corporate Services, Inc	Trash Removal	11/4/25	845.11
			67,598.07

BUSINESS LICENSES APPROVALS - 2026

Type of License	Business Name	Business Location	Fee Paid
Billiards/Pool (per table)			
	HARD TIMES	119 3RD STREET NW 3 tables	\$60.00
	KEG N'CORK	310 BELTRAMI AVE NW 2 tables	\$40.00
	THE GARDEN GRILL & PUB	111 CENTRAL AVE SE 1 table	\$20.00
Cigarette/Tobacco Products			
	4TH STREET ARCO	405 BEMIDJI AVE N	\$85.00
	BP #7804	2211 PAUL BUNYAN DR NW	\$85.00
	NOELS BOTTLE SHOP	6359 BEMIDJI AVE N	\$85.00
	TOBACCO & VAPES	508 PAUL BUNYAN DR NW	\$85.00
	TOBACCO & VAPES (DOWNTOWN)	117 2ND ST NW	\$85.00
Dances			
	SANFORD CENTER	1111 EVENT CENTER DRIVE NE	\$240.00
Dances (lounge)			
	KEG N'CORK	310 BELTRAMI AVE NW Downstairs	\$240.00
Gas Station (per pump)			
	4TH STREET ARCO	405 BEMIDJI AVE N 3 multi pumps	\$105.00
	BP #7804	2211 PAUL BUNYAN DR NW 4 single pumps	\$100.00
	CENEX DOWNTOWN & COUNTRY STORE	320 3RD STREET NW 6 multi pumps	\$210.00

Plumber

Thursday, November 13, 2025

Page 1 of 3

Type of License	Business Name	Business Location	Fee Paid
	AP MECHANICAL	WITHIN BEMIDJI CITY LIMITS PC150103/PM806813	\$95.00
	GREGG'S PLUMBING & HEATING	WITHIN BEMIDJI CITY LIMITS PM064850	\$95.00
	LINDSETH PLUMBING LLC	WITHIN BEMIDJI CITY LIMITS PM063195	\$95.00
	WES' PLUMBING & HEATING	WITHIN BEMIDJI CITY LIMITS 002830PM	
Restaurant/Food Service			
	4TH STREET ARCO	405 BEMIDJI AVE N	\$35.00
	BEMIDJI BREWING COMPANY	211 AMERICA AVE NW	\$35.00
	BUFFALO WILD WINGS	225 PAUL BUNYAN DR NW	\$35.00
	CANTABRIA COFFEE COMPANY	211 2ND STREET NW	\$35.00
	HARD TIMES	119 3RD STREET NW	\$35.00
	KEG N'CORK	310 BELTRAMI AVE NW	\$35.00
	KEITH'S PIZZA - NORTH	1425 PAUL BUNYAN DR NW	\$35.00
	KEITH'S PIZZA - SOUTH	110 PAUL BUNYAN DR SE	\$35.00
	LIL BITTY DONUTS	WITHIN BEMIDJI CITY LIMITS MOBILE VENDOR	\$35.00
	RED ROCKET PIZZA COMPANY	WITHIN BEMIDJI CITY LIMITS	\$35.00
	RUZY'S BAR & GRILL, INC.	801 WASHINGTON AVE S	\$35.00

Type of License	Business Name	Business Location	Fee Paid
	SANFORD CENTER	1111 EVENT CENTER DRIVE NE	\$35.00
	TACO JOHNS	1285 PAUL BUNYAN DR NW	\$35.00
	THE GARDEN GRILL & PUB	111 CENTRAL AVE SE	\$35.00
	ZIP ZAP ICE CREAM & FOOD STAND	2311 BIRCHMONT DR NE MOBILE VENDOR	\$35.00
Tree Service	J & T TREE SERVICE AND LANDSCAPING	WITHIN BEMIDJI CITY LIMITS	\$65.00
Used Car Lots	DONDELINGER CHEVROLET-BUICK	2310 PAUL BUNYAN DR NW	\$65.00

Liquor, Sunday Liquor, Off Sale and Wine Licenses - 2026

BUSINESS NAME	BUSINESS OWNER	MISC	LICENSE	FEE
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC		Off Sale Brew Pub - Sunday	\$200.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	& PATIO AREA	Taproom On Sale Sunday	\$200.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	& PATIO AREA	Taproom On Sale	\$400.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC		Small Brewer - Growler	\$240.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC		Small Brewer - 128 Ounce	\$240.00
BUFFALO WILD WINGS	NORTH WOODS WINGS, INC.	& PATIO AREA	Sunday Liquor	\$200.00
BUFFALO WILD WINGS	NORTH WOODS WINGS, INC.	& PATIO AREA	Liquor	\$3,780.00
HARD TIMES	HARD TIMES, INC.		Sunday Liquor	\$200.00
HARD TIMES	HARD TIMES, INC.		Liquor	\$4,255.00
KEG N'CORK	WINKK INC.		Liquor	\$4,255.00
KEG N'CORK	WINKK INC.		Sunday Liquor	\$200.00
KEITH'S PIZZA - NORTH	KEITH'S PIZZA INC.		Wine	\$585.00
KEITH'S PIZZA - SOUTH	KEITH'S PIZZA INC.		Wine	\$585.00
NOELS BOTTLE SHOP	NOELS BOTTLE SHOP LLC		Off Sale Liquor	\$560.00
RUZY'S BAR & GRILL, INC.	RUZY'S BAR & GRILL, INC.	& COURTYARD	Liquor	\$3,780.00
RUZY'S BAR & GRILL, INC.	RUZY'S BAR & GRILL, INC.	& COURTYARD	Sunday Liquor	\$200.00
SANFORD CENTER	SMG FOOD & BEVERAGE LLC	& PATIO AREAS	Sunday Liquor	\$200.00
SANFORD CENTER	SMG FOOD & BEVERAGE LLC	& PATIO AREAS	Liquor	\$3,780.00
THE GARDEN GRILL & PUB	ROCKWOOD CANYON LLC	& PATIO AREAS	Sunday Liquor	\$200.00
THE GARDEN GRILL & PUB	ROCKWOOD CANYON LLC	& PATIO AREAS	Liquor	\$3,780.00

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Special Event Permit for Kids Dash (November 28)
Prepared By: Michelle Miller, City Clerk

Background:

218 Sports has submitted an application for a 2025 Kids Dash held in conjunction and collaboration with the Night We Light Parade on Friday, November 28. Staff have no concerns with the application.

Recommendation:

Approve Special Event Permit for Kids Dash to be held on Friday, November 28.

Special Event Application



Please fill out this application form for special events, festivals, block parties, fun runs/races, road closures, parades, and park events. Applications for street closures or events with less than 300 participants must be submitted 30 days prior to event date, for large events involving 300-1000 participants, application must be submitted 90 days prior to the event; and for events with over 1,000 participants applications must be submitted 120 days prior to the event.

Applicant Information

Organization Name (Required): 218 Sports

Address: 102 First Street W. Suite 101 Bemidji, MN 56601

Event Contact Name (Required): Ryan Rude

This person is the primary contact and must be able to coordinate with other members of the event

Cell Phone (Required): (218) 766- 6116

Event Contact Email (Required): ryan.rude@218sportsinc.ocm

Event Contact Name #2 (Required): Marcia Larson

Contact #2 Phone (Required): (218) 766-2529

Event Information

Event Name (Required): Reindeer Run -Kids Dash

Event Date: Friday, November 28, 2025

If the event is multiple days please enter them in the box below.

Event Dates (continued):

Park/Location Requested – Damage Deposit Required (\$250 under 99 participants, \$500 for 100-299 participants, \$1,000 over 300 participants):

☐ Nymore Park

☐ Cameron Park

☐ City Park

☐ Paul Bunyan Park

☐ Library Park

☐ Rotary Pavilion

☐ Roger Lehmann Park

☐ City Paved Trail (lakeshore/east west Trail)

☒ City Streets

☐ City Parking Lot

☐ Other

If Other, please explain: _____

Special Event Application



Please select your anticipated event size (Required)

(Select only one option) Damage deposits can be dropped off at the Tourist Information Center

- ☒ Under 99 Participants - \$250 Damage Deposit
- ☐ 100-299 Participants - \$500 Damage Deposit
- ☐ 300+ Participants - \$1000 Damage Deposit

Event Time:

5:30pm

Set-up Time:

3:00pm

Clean-up Time:

5:45pm

Expected Daily Attendance:

75

Events Larger than 300 are subject to the Special Event Ordinance (No.158) requirements.

Event Description:

Please check the type of event (all that apply) and write a description of the event.

- ☐ Festival ☐ Bike Ride
- ☒ Walk/Fun Run ☐ Concert/Performance
- ☐ Other ☐ Block Party

If Other, please explain: _____

Please provide a description of your event, including, if applicable which city streets or parking lots:

The Reindeer Run - Kids Dash is partnered with the First City of Lights Night We Light Parade. We have planned this event to run after road closure and prior to the parade. The timeline is coordinated with the First City of Lights Board to take advantage of the road closure/towing of vehicles and spectators.

The Kids Dash is 1 1/2 block run, free for all kids who wish to participate. A waiver form must be signed for kids/parents participating in the event. This is a fun way to engage families in the community, especially as people gather for the parade. 218 Sports will start the Kids Dash near the Headwaters Science Center on Beltrami Avenue, and have the finish line near the corner of Beltrami Avenue and Third St NW. The race will end just before the parade route turns the corner. A tent/table will be set up in a parking spot for registration - near Headwaters Science Center. The tent/finish line will be removed prior to the start of the parade. Parade begins at 6:00pm

Event Features

Amplified Sound (Required):

(Select only one option)

Any amplified sound in a city park is subject to the City of Bemidji Noise Ordinance.

- ☐ No
- ☒ Yes

List type of amplified sound:

sound/music at the start of race

Special Event Application



Electricity (Required):

(Select only one option)

Available in most parks upon request. Event organizers must communicate with the Parks Department regarding electricity for events on city streets. The Parks Department can be reached at 218-333-1861.

☒ Yes

☐ No

Tents/Structures

- If you plan to put up a tent or other structure (including volleyball nets, horseshoes, etc.), you must call GOPHER STATE ONE CALL 1-800-252-1166 then notify our office of the ticket number.
- Structures may be erected the day before your event with prior approval.
- Prior permission is required by the Public Works Director or City Manager for tent poles to be installed in/on paved surfaces in public right of way or parking lots.
- The City is not responsible for any stolen or damaged property.
- All structures must be removed immediately following your event (same day) unless prior arrangements are made.
- Banners/signs are allowed in the park on day(s) of event only. Banners and/or signs shall not be affixed or attached to any tree, shrub, park structure or statue.

Tents or Canopies (Required):

(Select only one option)

☒ Yes

☐ No

Quantity and Size of Tents. Must be identified on the site map:

The tent/table will be set up for same day registration - 10' tent.

Alcohol (Select One) (Required):

(Select only one option)

**Application needs to be submitted with any applicable fee to the City Clerk and requires City Council approval.*

☐ Temporary 1-4 day Intoxicating liquor license*

☐ Temporary 3.2 Percent Malt Liquor License*

☐ Temporary Off-Premises Liquor License (only to holders of intoxicating liquor licenses)*
Name of Establishment _____

☐ Catered Event, Licensee holding caterer's permit.

☒ No Alcohol

Site plan and written security plan are required for events with alcohol. The written security plan must include plans for checking IDs, wrist banding and perimeter security. Additionally, event organizers must contract with the Bemidji Police Department for uniformed police officers at your event. Please contact the Police Captain at 218-333-8396 for cost and contract details.

Food Vendors

Special Event Application



Applicants shall specify the location of all proposed food vendors by including them on a site plan.

Applicants are responsible for acquiring and/or verifying State Health Permit for food handling and ensure compliance with local and state regulation included grease/debris collection. The Special Event Permit will allow you control and regulation of any concessionaires /vendors with your defined venue.

Approval for food concessions in parks shall be granted only in connection with organized activities or large group gatherings.

Please indicate the number of food vendors: n/a

Request to Use City Property

Barricades and Cones

Barricades and cones can be requested from the Street Department - pending availability. Please contact the Street Superintendent at 333-1855 to make arrangements for pick-up of equipment.

Number of Cones Requested: 0

Number of Barricades Requested:

Picnic Tables, Benches, and Event Bike Racks

The Parks and Recreation Department has additional amenities, available upon request. Please contact the Parks Superintendent at 333-1861. It is the responsibility of the event organizers to pick up and return the requested amenities.

Number of picnic tables requested: 0
There are 14 larger/heavier picnic tables and 12 of the smaller light weight tables.

Number of Benches Requested: 0
10 Benches have backs; 12 are backless

Bike Racks Requested: 0

Event Logistics

If you are planning to install or use any of these structures, please describe below and identify location on the Site Map. Event Organizer is liable for any damage caused to the site or facility and must obtain prior approval.

Portable Restrooms

Events larger than 200 persons will be required to provide portable restrooms. Events in public spaces must be compliant with American Disabilities Act.

Portable/temporary restrooms may be placed 24 hours prior to the event and must be removed within 24 hours following the event.

Company & Number of portable restrooms: 0

Garbage

Event applicants/organizers must arrange for trash and recycling services.

Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. If the City Parks or Public Works determines cleanup is inadequate, the cost for cleanup will be charged to the applicant. Cleanup shall be completed within three (3) hours of the end of the event.

Certificate of Insurance

For events and series of events occurring on city-owned property, the Applicant/Event Organizer must provide a Certificate of Insurance for commercial general liability, auto liability (if applicable), and liquor liability (if applicable) naming the City of Bemidji as additional insured and Certificate holder for up to \$1,000,000.

The city requires the Certificate of Insurance be provided at least two (2) weeks prior to the event. Insurance coverage must be maintained for the duration of the event including setup and tear-down

Special Event Application



dates. The certificate must indicate the dates and location of the event. The person/organization listed on the certificate must be the Applicant/Event Organizer. Minimum limits are as follows:

\$ 1,000,000 per occurrence • \$ 2,000,000 aggregate general liability • \$ 1,000,000 automobile liability (or non-owned automobile liability) (if applicable) • \$ 1,000,000 liquor liability insurance (if applicable). Additional limits may be required after review.

For information on the Tenant User Liability Insurance Program (TULIP) offered by the League of Minnesota Cities, check out the following link: TULIP

Street Closures

Applicant shall notify affected property owners 14 days prior to the closure, excluding parade events. In commercial areas, applicant shall notify in writing and provide a blank written objection form with the notice to businesses. Businesses electing to object, must do so no later than 7 days prior to the scheduled event. If 51% of affected businesses file such written objection, the City may consider withholding or canceling the event permit. Applicant and City staff will meet to determine which businesses may be affected. Parade applicants shall provide notice 7 days prior to the event by releasing a Public Service Announcement.

a) Applicant is responsible for posting, maintaining and removal of the “No Parking” signs. Signs must be posted 24 hours before street closure and can be mounted on existing parking regulations signage; signs must be removed within 24 hours of the conclusion of the event.

b) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Are you requesting a street closure?

We are partnering with First City of Lights on the Street Closure - Permit is already approved

Date(s) of requested street closure:

11-28-2025

Street Name(s) and/or number to be closed:

Beltrami Ave

Start Time of Street Closure:

Between 3rd st & To 5th st NW

End Time of Street Closure:

Number of No Parking Signs Requested:

One for registration table/tent

Event Maps

Please submit a site or route map either via email or as an upload.

Site Map

Please submit a site map clearly indicating the setup of the event. All site maps should indicate the location of the following (if Applicable):

- All amplified sound and direction of the sound
- Food Vendors
- Tents/canopies (Include sizes)
- Stages
- Promotional vehicles
- Inflatables
- Portable toilets
- Refuse containers
- Fencing
- Barricades and other structures.

Route Map

All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route MapBanner and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads outside the parkways or parks, such as city streets are subject to approval. For a more detailed route map, use mapmyrun.com (this is a free website), Bing maps or Google maps.

Special Event Application



Detour Map

All events requesting a street closure must provide a detailed map showing the requested street closure and detour route(s).

Vehicle Policy

Vehicles will be restricted to designated route in order to ensure public safety and to preserve the turf of the park. Sidewalks, trails, and pedestrian routes are not built to withstand vehicle traffic. Once the set-up is complete vehicles will be required to park in the parking lot. Violation of this policy will result in charge of or loss of deposit

Applicant Signature

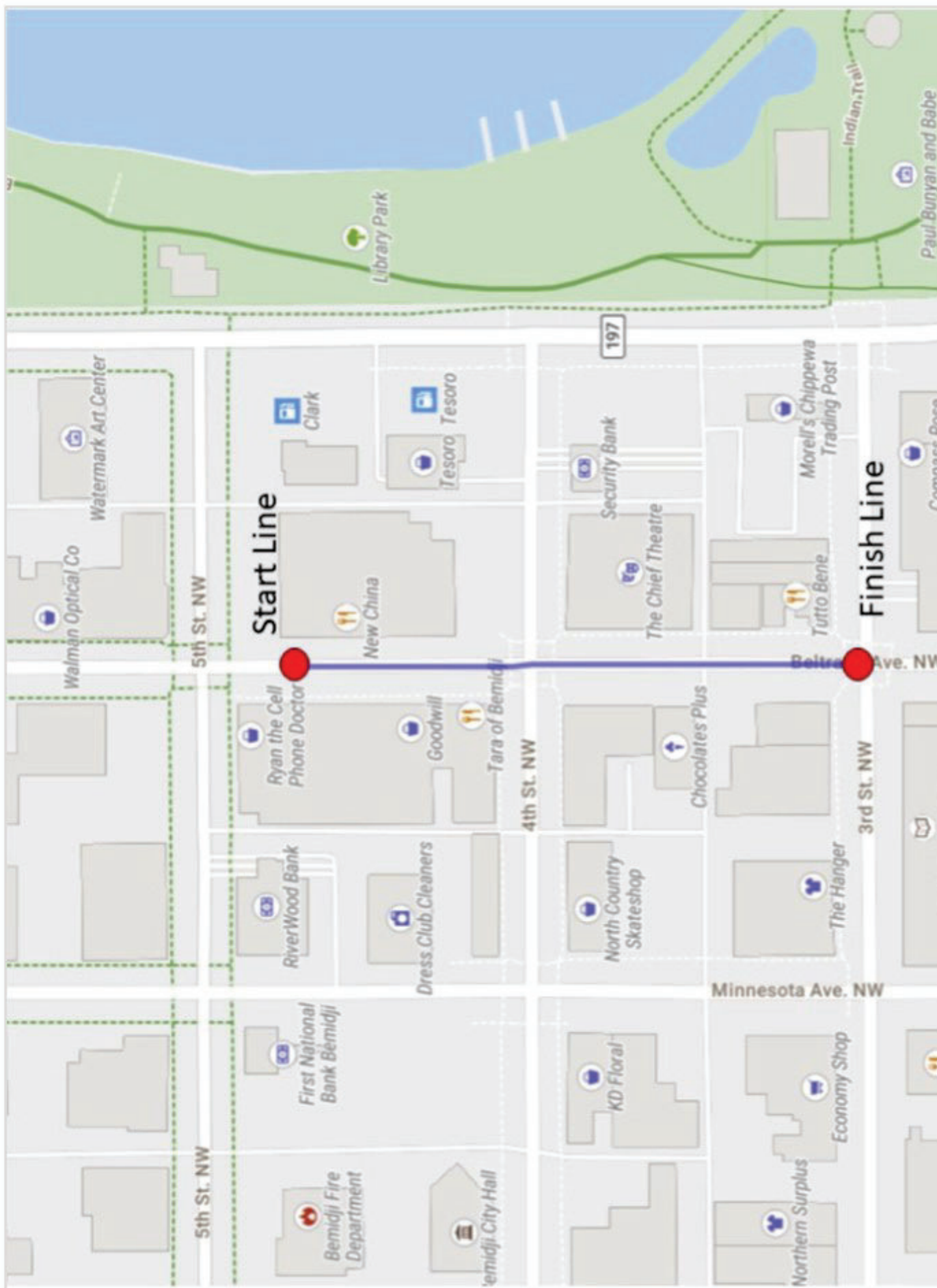
I agree to abide by the event guidelines and attest that all of the information in this application is correct. I, the undersigned, do hereby accept responsibility for compliance with the above policies and guidelines and for payment of all fees. I hereby agree to comply with all rules and ordinances including, but not limited to, City Ordinance Chapter 20, Section 20-8 "Special Events, City Ordinance Chapter 14, Section 14-35 "Rules and Regulations governing public parks" and City of Bemidji Parks and Recreation Department Tobacco and Vaping Free Policy. The applicant agrees to indemnify and hold the City of Bemidji harmless from any and all liability to any person resulting from any property damage or personal injury (including death) occurring in connection with the event caused by the application or the sponsoring organization, its officers, employees or any person under its control.

Signature: Marcia Larson

Digitally signed by Marcia Larson
Date: 2025.10.20 11:29:44 -05'00'

Return paper applications to City Hall, Attn: City Clerk, 317 4th Street NW, Bemidji, MN 56601 or the Tourist Information Center, 300 Bemidji Avenue N, Bemidji, MN 56601

KIDS DASH COURSE MAP



From: [David Lazella](#)
To: [Michelle Miller](#); [David Hansen](#); [Bobby Anderson](#); [Fire Code](#); [Sam Anderson](#); [Scott Schroeder](#); [Jamin Carlson](#); [Emma Realing](#)
Subject: RE: Special Event Application - Review and Comment - Kids Dash and Reindeer Run
Date: Tuesday, November 4, 2025 11:23:49 AM

It will not be very popular for them to tow cars during this time for a closure.....

However, the plan is acceptable to us.

Thanks!



David LaZella, Captain
Bemidji Police Department
613 Minnesota Av NW, Bemidji MN 56601
Tel: (218)333-8396
dlazella@ci.bemidji.mn.us

From: Michelle Miller <michelle.miller@ci.bemidji.mn.us>
Sent: Monday, November 3, 2025 4:45 PM
To: David Lazella <dlazella@ci.bemidji.mn.us>; David Hansen <david.hansen@ci.bemidji.mn.us>; Bobby Anderson <banderson@thesanfordcenter.com>; Michelle Miller <michelle.miller@ci.bemidji.mn.us>; Fire Code <firecode@ci.bemidji.mn.us>; Sam Anderson <Sam.Anderson@ci.bemidji.mn.us>; Scott Schroeder <Scott.Schroeder@ci.bemidji.mn.us>; Jamin Carlson <Jamin.Carlson@ci.bemidji.mn.us>; Emma Realing <Emma.Realing@ci.bemidji.mn.us>
Subject: Special Event Application - Review and Comment - Kids Dash and Reindeer Run

Attached is a special event application for your review and comment. One for Friday, November 28 and the other for Saturday, November 29.

Michelle R. Miller
City Clerk
City of Bemidji
317 4th Street NW
Bemidji, MN 56601
(218) 759-3570
michelle.miller@ci.bemidji.mn.us

From: [Jamin Carlson](#)
To: [Michelle Miller](#)
Subject: RE: Special Event Application - Review and Comment - Kids Dash and Reindeer Run
Date: Tuesday, November 4, 2025 8:00:39 AM
Attachments: [image001.png](#)

Hey Michelle,

I don't have any concerns for these applications.

Thanks,

Jamin Carlson

Planning Director

City of Bemidji
Planning & Zoning Department
City Hall
317 4th St NW, Lower Level
Bemidji, MN 56601
Office Phone: (218) 759-3582
Cell Phone: (218) 556-6764
Fax: (218)-759-3591
jamin.carlson@ci.bemidji.mn.us



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From: Michelle Miller <michelle.miller@ci.bemidji.mn.us>
Sent: Monday, November 3, 2025 4:45 PM
To: David Lazella <dlazella@ci.bemidji.mn.us>; David Hansen <david.hansen@ci.bemidji.mn.us>; Bobby Anderson <banderson@thesanfordcenter.com>; Michelle Miller <michelle.miller@ci.bemidji.mn.us>; Fire Code <firecode@ci.bemidji.mn.us>; Sam Anderson <Sam.Anderson@ci.bemidji.mn.us>; Scott Schroeder <Scott.Schroeder@ci.bemidji.mn.us>; Jamin Carlson <Jamin.Carlson@ci.bemidji.mn.us>; Emma Realing <Emma.Realing@ci.bemidji.mn.us>

Subject: Special Event Application - Review and Comment - Kids Dash and Reindeer Run

Attached is a special event application for your review and comment. One for Friday, November 28 and the other for Saturday, November 29.

Michelle R. Miller

City Clerk

City of Bemidji

317 4th Street NW

Bemidji, MN 56601

(218) 759-3570

michelle.miller@ci.bemidji.mn.us

From: [Scott Schroeder](#)
To: [Michelle Miller](#)
Subject: RE: Special Event Application - Review and Comment - Kids Dash and Reindeer Run
Date: Thursday, November 6, 2025 6:41:05 AM

Good morning, Michelle- Can you add Madison to the special event reviews in the future? These both look good.

Thanks and have a great day.

Scott Schroeder
Parks Superintendent | City of Bemidji
[218-333-1861](tel:218-333-1861)

From: Michelle Miller <michelle.miller@ci.bemidji.mn.us>
Sent: Monday, November 3, 2025 4:45 PM
To: David Lazella <dlazella@ci.bemidji.mn.us>; David Hansen <david.hansen@ci.bemidji.mn.us>; Bobby Anderson <banderson@thesanfordcenter.com>; Michelle Miller <michelle.miller@ci.bemidji.mn.us>; Fire Code <firecode@ci.bemidji.mn.us>; Sam Anderson <Sam.Anderson@ci.bemidji.mn.us>; Scott Schroeder <Scott.Schroeder@ci.bemidji.mn.us>; Jamin Carlson <Jamin.Carlson@ci.bemidji.mn.us>; Emma Realing <Emma.Realing@ci.bemidji.mn.us>
Subject: Special Event Application - Review and Comment - Kids Dash and Reindeer Run

Attached is a special event application for your review and comment. One for Friday, November 28 and the other for Saturday, November 29.

Michelle R. Miller
City Clerk
City of Bemidji
317 4th Street NW
Bemidji, MN 56601
(218) 759-3570
michelle.miller@ci.bemidji.mn.us

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Special Event Permit for Reindeer Run (November 29)
Prepared By: Michelle Miller, City Clerk

Background:

218 Sport has submitted an application for the Reindeer Run 5k for Saturday, November 29 in conjunction and collaboration with the Night We Light weekend events. Staff have no concerns with the application.

Recommendation:

Approve Special Event Permit for Reindeer Run 5k on Saturday November 29.

Bemidji
First City On The Mississippi

Applicant Information

Contact #2 Phone (Required): (218) 766-2529

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Page 33 of 298

Special Event Application



Please select your anticipated event size (Required)

(Select only one option) Damage deposits can be dropped off at the Tourist Information Center

☐ Under 99 Participants - \$250 Damage Deposit

☒ 100-299 Participants - \$500 Damage Deposit

☐ 300+ Participants - \$1000 Damage Deposit

Event Time:

9:00am

Set-up Time:

6:00am

Clean-up Time:

11:00am

Expected Daily Attendance:

85

Events Larger than 300 are subject to the Special Event Ordinance (No.158) requirements.

Event Description:

Please check the type of event (all that apply) and write a description of the event.

☐ Festival

☐ Bike Ride

☒ Walk/Fun Run

☐ Concert/Performance

☐ Other

☐ Block Party

If Other, please explain: _____

Please provide a description of your event, including, if applicable which city streets or parking lots:

Our 5k run/walk, which is holiday themed, will be partnered with the First City of Lights Night We Light weekend schedule. We have coordinated our event with the members of first city of Lights so our run/walk will tie in with the Santa's Workshop and other weekend events.

Our event will start and end at Paul Bunyan Park in the plaza area and head south on the lakeshore trail. Will set up a table for refreshments/donuts and coffee/hot chocolate near the tourist information center under the eaves.

Event Features

Amplified Sound (Required):

(Select only one option)

Any amplified sound in a city park is subject to the City of Bemidji Noise Ordinance.

☐ No

☒ Yes

List type of amplified sound: Music playing from a speaker at start/finish line

Special Event Application



Electricity (Required):

(Select only one option)

Available in most parks upon request. Event organizers must communicate with the Parks Department regarding electricity for events on city streets. The Parks Department can be reached at 218-333-1861.

☒ Yes

☐ No

Tents/Structures

- If you plan to put up a tent or other structure (including volleyball nets, horseshoes, etc.), you must call GOPHER STATE ONE CALL 1-800-252-1166 then notify our office of the ticket number.
- Structures may be erected the day before your event with prior approval.
- Prior permission is required by the Public Works Director or City Manager for tent poles to be installed in/on paved surfaces in public right of way or parking lots.
- The City is not responsible for any stolen or damaged property.
- All structures must be removed immediately following your event (same day) unless prior arrangements are made.
- Banners/signs are allowed in the park on day(s) of event only. Banners and/or signs shall not be affixed or attached to any tree, shrub, park structure or statue.

Tents or Canopies (Required):

(Select only one option)

☒ Yes

☐ No

Quantity and Size of Tents. Must be identified on the site map:

Tent set up in Paul Bunyan Park - 10' event tent.

Alcohol (Select One) (Required):

(Select only one option)

**Application needs to be submitted with any applicable fee to the City Clerk and requires City Council approval.*

☐ Temporary 1-4 day Intoxicating liquor license*

☐ Temporary 3.2 Percent Malt Liquor License*

☐ Temporary Off-Premises Liquor License (only to holders of intoxicating liquor licenses)*
Name of Establishment _____

☐ Catered Event, Licensee holding caterer's permit.

☒ No Alcohol

Site plan and written security plan are required for events with alcohol. The written security plan must include plans for checking IDs, wrist banding and perimeter security. Additionally, event organizers must contract with the Bemidji Police Department for uniformed police officers at your event. Please contact the Police Captain at 218-333-8396 for cost and contract details.

Food Vendors

Special Event Application



Applicants shall specify the location of all proposed food vendors by including them on a site plan.

Applicants are responsible for acquiring and/or verifying State Health Permit for food handling and ensure compliance with local and state regulation included grease/debris collection. The Special Event Permit will allow you control and regulation of any concessionaires /vendors with your defined venue.

Approval for food concessions in parks shall be granted only in connection with organized activities or large group gatherings.

Please indicate the number of food vendors: n/a

Request to Use City Property

Barricades and Cones

Barricades and cones can be requested from the Street Department - pending availability. Please contact the Street Superintendent at 333-1855 to make arrangements for pick-up of equipment.

Number of Cones Requested: 2

Number of Barricades Requested:

Picnic Tables, Benches, and Event Bike Racks

The Parks and Recreation Department has additional amenities, available upon request. Please contact the Parks Superintendent at 333-1861. It is the responsibility of the event organizers to pick up and return the requested amenities.

Number of picnic tables requested: 0
There are 14 larger/heavier picnic tables and 12 of the smaller light weight tables.

Number of Benches Requested: 0
10 Benches have backs; 12 are backless

Bike Racks Requested: 0

Event Logistics

If you are planning to install or use any of these structures, please describe below and identify location on the Site Map. Event Organizer is liable for any damage caused to the site or facility and must obtain prior approval.

Portable Restrooms

Events larger than 200 persons will be required to provide portable restrooms. Events in public spaces must be compliant with American Disabilities Act.

Portable/temporary restrooms may be placed 24 hours prior to the event and must be removed within 24 hours following the event.

Company & Number of portable restrooms: 0

Garbage

Event applicants/organizers must arrange for trash and recycling services.

Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. If the City Parks or Public Works determines cleanup is inadequate, the cost for cleanup will be charged to the applicant. Cleanup shall be completed within three (3) hours of the end of the event.

Certificate of Insurance

For events and series of events occurring on city-owned property, the Applicant/Event Organizer must provide a Certificate of Insurance for commercial general liability, auto liability (if applicable), and liquor liability (if applicable) naming the City of Bemidji as additional insured and Certificate holder for up to \$1,000,000.

The city requires the Certificate of Insurance be provided at least two (2) weeks prior to the event. Insurance coverage must be maintained for the duration of the event including setup and tear-down

Special Event Application



dates. The certificate must indicate the dates and location of the event. The person/organization listed on the certificate must be the Applicant/Event Organizer. Minimum limits are as follows:

\$ 1,000,000 per occurrence • \$ 2,000,000 aggregate general liability • \$ 1,000,000 automobile liability (or non-owned automobile liability) (if applicable) • \$ 1,000,000 liquor liability insurance (if applicable). Additional limits may be required after review.

For information on the Tenant User Liability Insurance Program (TULIP) offered by the League of Minnesota Cities, check out the following link: TULIP

Street Closures

Applicant shall notify affected property owners 14 days prior to the closure, excluding parade events. In commercial areas, applicant shall notify in writing and provide a blank written objection form with the notice to businesses. Businesses electing to object, must do so no later than 7 days prior to the scheduled event. If 51% of affected businesses file such written objection, the City may consider withholding or canceling the event permit. Applicant and City staff will meet to determine which businesses may be affected. Parade applicants shall provide notice 7 days prior to the event by releasing a Public Service Announcement.

a) Applicant is responsible for posting, maintaining and removal of the "No Parking" signs. Signs must be posted 24 hours before street closure and can be mounted on existing parking regulations signage; signs must be removed within 24 hours of the conclusion of the event.

b) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Are you requesting a street closure?	no
Date(s) of requested street closure:	
Street Name(s) and/or number to be closed:	
	Between _____ &/To _____
Start Time of Street Closure:	
End Time of Street Closure:	
Number of No Parking Signs Requested:	

Event Maps

Please submit a site or route map either via email or as an upload.

Site Map

Please submit a site map clearly indicating the setup of the event. All site maps should indicate the location of the following (if Applicable):

- All amplified sound and direction of the sound
- Food Vendors
- Tents/canopies (Include sizes)
- Stages
- Promotional vehicles
- Inflatables
- Portable toilets
- Refuse containers
- Fencing
- Barricades and other structures.

Route Map

All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route MapBanner and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads outside the parkways or parks, such as city streets are subject to approval. For a more detailed route map, use mapmyrun.com (this is a free website), Bing maps or Google maps.

Special Event Application



Detour Map

All events requesting a street closure must provide a detailed map showing the requested street closure and detour route(s).

Vehicle Policy

Vehicles will be restricted to designated route in order to ensure public safety and to preserve the turf of the park. Sidewalks, trails, and pedestrian routes are not built to withstand vehicle traffic. Once the set-up is complete vehicles will be required to park in the parking lot. Violation of this policy will result in charge of or loss of deposit

Applicant Signature

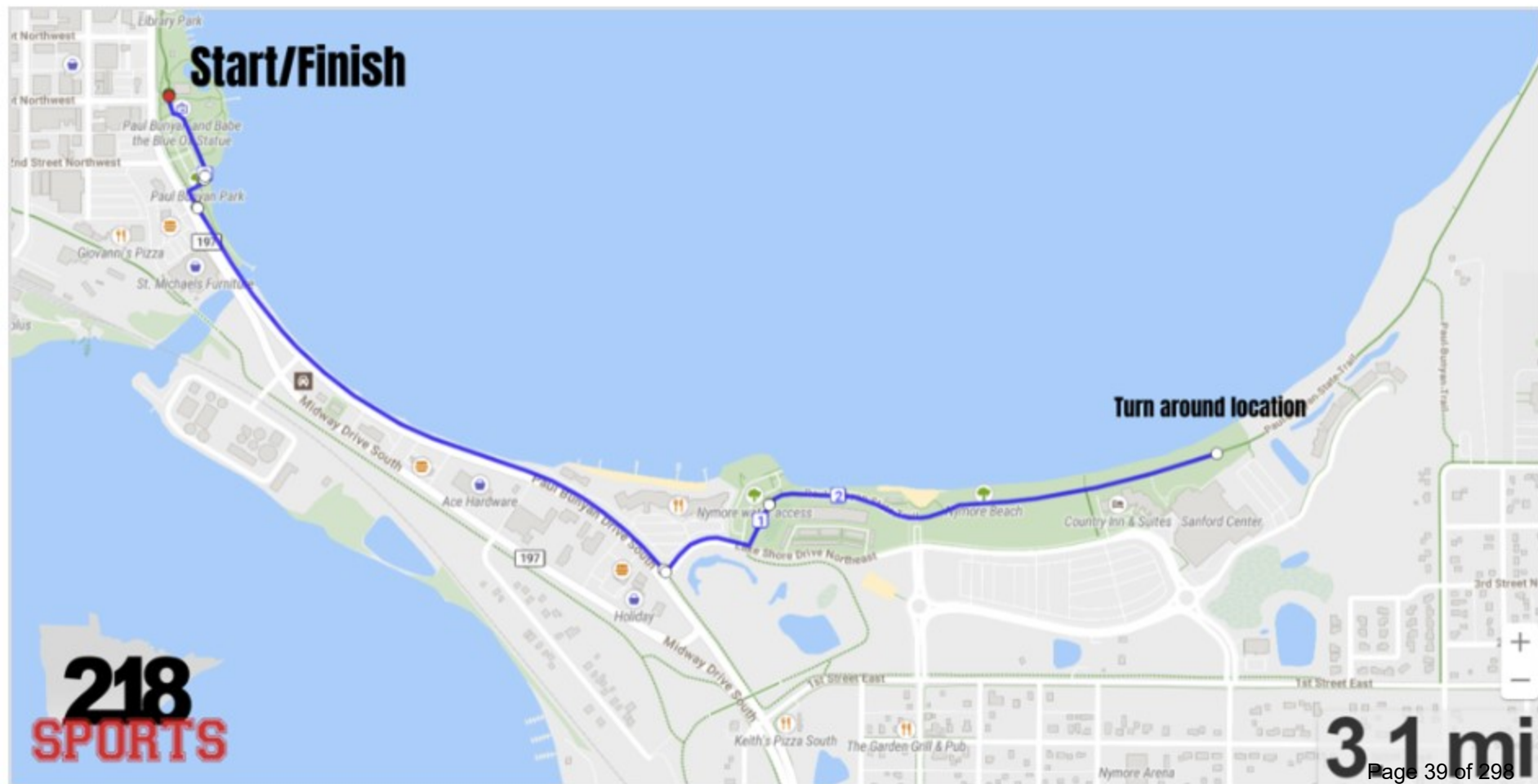
I agree to abide by the event guidelines and attest that all of the information in this application is correct. I, the undersigned, do hereby accept responsibility for compliance with the above policies and guidelines and for payment of all fees. I hereby agree to comply with all rules and ordinances including, but not limited to, City Ordinance Chapter 20, Section 20-8 "Special Events, City Ordinance Chapter 14, Section 14-35 "Rules and Regulations governing public parks" and City of Bemidji Parks and Recreation Department Tobacco and Vaping Free Policy. The applicant agrees to indemnify and hold the City of Bemidji harmless from any and all liability to any person resulting from any property damage or personal injury (including death) occurring in connection with the event caused by the application or the sponsoring organization, its officers, employees or any person under its control.

Signature: _____

marcia Larson

Return paper applications to City Hall, Attn: City Clerk, 317 4th Street NW, Bemidji, MN 56601 or the Tourist Information Center, 300 Bemidji Avenue N, Bemidji, MN 56601

2024 REINDEER RUN COURSE MAP



From: [David Lazella](#)
To: [Michelle Miller](#); [David Hansen](#); [Bobby Anderson](#); [Fire Code](#); [Sam Anderson](#); [Scott Schroeder](#); [Jamin Carlson](#); [Emma Realing](#)
Subject: RE: Special Event Application - Review and Comment - Kids Dash and Reindeer Run
Date: Tuesday, November 4, 2025 11:23:49 AM

It will not be very popular for them to tow cars during this time for a closure.....

However, the plan is acceptable to us.

Thanks!



David LaZella, Captain
Bemidji Police Department
613 Minnesota Av NW, Bemidji MN 56601
Tel: (218)333-8396
dlazella@ci.bemidji.mn.us

From: Michelle Miller <michelle.miller@ci.bemidji.mn.us>
Sent: Monday, November 3, 2025 4:45 PM
To: David Lazella <dlazella@ci.bemidji.mn.us>; David Hansen <david.hansen@ci.bemidji.mn.us>; Bobby Anderson <banderson@thesanfordcenter.com>; Michelle Miller <michelle.miller@ci.bemidji.mn.us>; Fire Code <firecode@ci.bemidji.mn.us>; Sam Anderson <Sam.Anderson@ci.bemidji.mn.us>; Scott Schroeder <Scott.Schroeder@ci.bemidji.mn.us>; Jamin Carlson <Jamin.Carlson@ci.bemidji.mn.us>; Emma Realing <Emma.Realing@ci.bemidji.mn.us>
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Bemidji, MN 56601
(218) 759-3570
michelle.miller@ci.bemidji.mn.us

From: [Jamin Carlson](#)
To: [Michelle Miller](#)
Subject: RE: Special Event Application - Review and Comment - Kids Dash and Reindeer Run
Date: Tuesday, November 4, 2025 8:00:39 AM
Attachments: [image001.png](#)

Hey Michelle,

I don't have any concerns for these applications.

Thanks,

Jamin Carlson

Planning Director

City of Bemidji
Planning & Zoning Department
City Hall
317 4th St NW, Lower Level
Bemidji, MN 56601
Office Phone: (218) 759-3582
Cell Phone: (218) 556-6764
Fax: (218)-759-3591
jamin.carlson@ci.bemidji.mn.us



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City Clerk
City of Bemidji
317 4th Street NW
Bemidji, MN 56601
(218) 759-3570
michelle.miller@ci.bemidji.mn.us

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Hardship Assessment Deferral Request
Prepared By: Michelle Miller, City Clerk

Background:

The city has the ability to defer special assessments for hardship to the property owners meeting certain eligibility criteria pursuant to Minnesota Statutes.

An application was received from the property owner at 1414 Norton Avenue NW (two parcels) for deferment of special assessments and interest on City Project 25-01 (2025 Street Renewal Project).

The property owner is eligible for deferral of special assessments and meets the criteria for hardship deferral described below:

- The property must be homesteaded
- The property owner must be 65 years of age or older or retired by virtue of a permanent or total disability OR, is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes Section 190.05, Subd. 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments
- Gross income of property owner must be under \$5,079 per month for two persons or under \$4,445 per month for one person
- Property owner must not have financial resources in excess of \$25,000

Recommendation:

Based on the information provided, the property owner is eligible for deferred special assessments, and recommend that the council authorize deferment as set forth above until such time as it is deemed that the property owner no longer qualifies or the property loses its eligibility.

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Hardship Assessment Deferral Request
Prepared By: Michelle Miller, City Clerk

Background:

The city has the ability to defer special assessments for hardship to the property owners meeting certain eligibility criteria pursuant to Minnesota Statutes.

An application was received from the property owner at 819 14th Street NW for deferment of special assessments and interest on City Project 25-01 (2025 Street Renewal Project).

The property owner is eligible for deferral of special assessments and meets the criteria for hardship deferral described below:

- The property must be homesteaded
- The property owner must be 65 years of age or older or retired by virtue of a permanent or total disability OR, is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes Section 190.05, Subd. 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments
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CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Hardship Assessment Deferral Request
Prepared By: Michelle Miller, City Clerk

Background:

The city has the ability to defer special assessments for hardship to the property owners meeting certain eligibility criteria pursuant to Minnesota Statutes.

An application was received from the property owner at 1611 Park Ave NW (two parcels) for deferment of special assessments and interest on City Project 25-02 (2025 Park Avenue NW Reconstruction Project).

The property owner is eligible for deferral of special assessments and meets the criteria for hardship deferral described below:

- The property must be homesteaded
- The property owner must be 65 years of age or older or retired by virtue of a permanent or total disability OR, is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes Section 190.05, Subd. 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments
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CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025

Action Requested: Approve CIP Requests for the Sanford Center

Prepared By: Trevor Johnson, Director of Finance for the Sanford Center

Background:

Sanford Center staff are recommending approval for the following purchases:

1. Floor Scrubber (refurbished). This purchase is reasonable and will aid in arena cleanliness and will be essential in maintaining a higher level of cleanliness throughout our entire building.
 - National Dusters \$8,600.00
2. Rubber Flooring. We are recommending the purchase of new rubber flooring for the hockey arena. Our current flooring is used and doesn't have much life left. With the World Juniors coming to Bemidji we want our equipment in good working order considering the increase in use for this event.
 - American Floor Mats \$3,284.06
3. New Boiler. This is crucial infrastructure to the facility. We are down to one boiler. We received two quotes. Higgins Heating has been the company that has worked on the equipment and knows the boilers. Higgins Heating also provided the lowest quote.
 - Higgins Heating \$111,485.00

Financing:

These would be paid for out of the City's Sanford Center CIP budget for the facility.

Recommendation:

Approve CIP Requests for the Sanford Center paid from Sanford Center CIP budget.



ESTIMATE #5335

SENT ON:

10/13/2025

RECIPIENT:

City of Bemidji The Sanford Center

1111 Event Center Drive Northeast

Bemidji, Minnesota 56601

Phone: 218-407-0621

SENDER:

National Dusters/Long and Son Carpet Cleaning/Doran Cleaning

228 Broadway Ave

Saint Paul Park, MN 55071

Phone: 612-387-8377

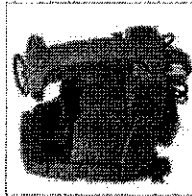
Website: www.nationaldusters.com

www.longandsoncarpetcleaning.com

Product/Service	Description	Qty.	Unit Price	Total
Non Tax	Reconditioned Tennant T7 32" Disk Floor Scrubber	1	\$8,800.00	\$8,800.00*
Non Tax	Timeusb 12V 140Ah LiFePO4 Battery, Lithium Battery with Low Temp Cut-off, 100A BMS, Max.1792Wh Energy, Group 31 Deep Cycle	1	\$500.00	\$500.00*
Non Tax	New 16" Poly Brushes	2	\$150.00	\$300.00*
Non Tax	Trade in T7 with Squeegee	1	-\$1,000.00	-\$1,000.00*

* Non-taxable

Subtotal	\$8,600.00
Hennepin County (0.15%)	\$0.00
Hennepin County (0.5%)	\$0.00
State of Minnesota (6.875%)	\$0.00
Total	\$8,600.00



TENNANT T7 RIDER FLOOR SCRUBBER

Refurbished Unit – Rider – Floor Scrubber – Disk

\$8,995.00

- 1 +

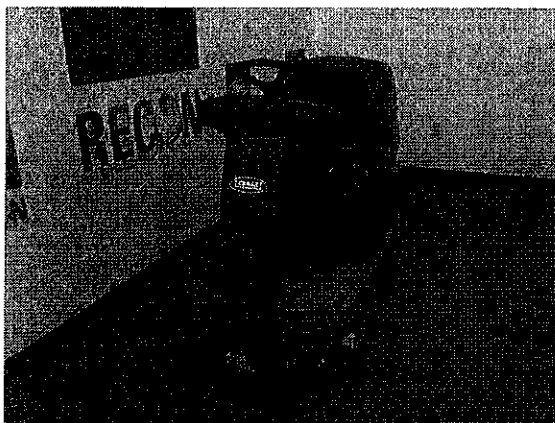
Add to cart

Finance for as low as \$209/mo

Business Financing Powered By APPROVE


[All Equipment](#) ▾

[Scrubbers](#) ▾

[Sweepers](#)
[Sweeper-Scrubbers](#)
[Commercial](#)
[Clearance](#)
[Home](#) > [Scrubbers](#) > [Certified T7-11122168 Scrubber](#)


Certified T7-11122168 Scrubber

\$ 19,900.00

[Add to Cart](#)

The Tennant Certified Pre-Owned T7 Micro Rider Floor Scrubber can polish, scrub, buff and strip a wide range of large and small spaces and surfaces from wood floors to cement. It's quiet (67/69 dBA), exceptionally maneuverable (180-degree turns), able to clean large spaces, through doorways, close to walls, and into standard elevators. It's also capable of aggressive ramp climbing.

Machine Specifications

Power Source: Battery Powered, 240AH

Hours: 1

Model Year: 2025

Warranty: 9 months parts/90 days Labor

Certified Pre-Owned

26 inch cleaning path with Disk Style Head

Full access & cleanable 29 gallon / 110 liter solution tank

29 gal / 110 L recovery tank (includes demisting chamber)

Three settings for brush/pad down pressure are 80,120,160 lb / 36,54,73 kg

On Board Charger, Pad Drivers

Machine in like new condition

US price \$19,900 (estimated Canadian price \$27,860) plus tax and shipping.

Please call us at (800) 553-8033 x 2671 for Canadian availability.

[Email](#)
[← Previous](#)

Related Items

Trevor Johnson

From: Nate Anderson
Sent: Wednesday, October 15, 2025 6:01 PM
To: Trevor Johnson
Subject: Rubber Flooring

Hi Trevor,

Here is the three rubber quotes you requested.

First, is my recommendation from American Floor Mats:



 **FREE SHIPPING**
CLICK FOR DETAILS

 **PRICE MATCH**
GUARANTEE

 CONTACT
SUPPORT

 ACCOUNT
LOGIN

 260

[Cart](#) / [Shipping](#) / [Payment](#) / [Complete](#)

Pay via Credit Card

Pay via Purchase Order

Card Number

MM/YY

CVV

BILLING ADDRESS

☒ My billing and shipping address are the same

DELIVERY

 LTL Freight 2160lbs
\$727.06

SHIPPING TO

 Nate Anderson
The Sanford Center
1111 Event Center Dr NE
Bemidji, MN 56601
218-407-0621

UPDATE

ORDER SUMMARY [260 Items](#)



Fit-Lock Rubber Tiles
Standard Size: Black Tile: 3/8" Thick - 2' x 2'
Shape: Center Tile
Qty 100 @ \$9.95



Fit-Lock Rubber Tiles
Standard Size: Black Tile: 3/8" Thick - 2' x 2'
Shape: Border Tile
Qty 150 @ \$9.75



Fit-Lock Rubber Tiles
Standard Size: Black Tile: 3/8" Thick - 2' x 2'
Shape: Corner Tile
Qty 10 @ \$9.95

Subtotal \$2,557.00

Shipping \$727.06

TOTAL \$3,284.06

PLACE ORDER >

[Reference / PO Number](#)

[Coupon / Promo Code](#)

Second, is from Flooring Inc for slightly more:

1

Page 51 of 298

[Return to cart](#)

Secure Checkout

Contact

Email*

Shipping Address

Payment Method

Order Summary

260 Item(s) in Your Cart	Edit Cart
Cart Subtotal	\$2,589
Shipping	\$767
Sales	\$232
Uniqood Tax Exemption Certificate	
Product savings	-\$1,109
Order Total	\$3,609.00

Third, is quite more expensive from Uline:

ULINE
1-800-295-5510

[My Account](#) | [Contact Us](#) | [Sign In](#)

[Products](#) | [Uline Brand](#) | [Quick Order](#) | [Catalog Request](#) | [Special Offers](#) | [About Us](#) | [Careers](#)

[Continue Shopping](#)

Shopping Cart

[Empty Cart](#) | [Share](#)

Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-12140	Rubber Gym Tiles - 23 x 23", Black	260	\$16.00/EA	\$4,160.00	X
SUBTOTAL =				\$4,160.00	

Shipping | Sale Code:

\$300+ orders are eligible for a free item.

Let me know if you need anything else!

Thank you!

Nate Anderson

Facility Operations Manager

Office: 218-441-4011

Cell: 218-407-0621

nanderson@thesanfordcenter.com

The Sanford Center

1111 Event Center Rd NE

Bemidji, MN 56601

www.thesanfordcenter.com

PURCHASE ORDER

The Sanford Center
1111 Event Center Dr NE
Bemidji, MN 56601
218-441-4000

PURCHASE ORDER NUMBER:

2025-107

To be acquired from accounting department

John Johnson 10/9/25
Accounting signature Date

Show purchase order number on all correspondence, invoices, etc.
Notify us immediately if you are unable to ship order as specified.

ORDER DATE

TERMS

DATE NEEDED

VENDOR NAME AND ADDRESS:

Higgins Heating

1632 Bemidji Avenue N

Bemidji, MN 56601

PHONE 218-751-2801

E-MAIL

EVENT ID #

ACCOUNT#

ITEM #	QTY	DESCRIPTION	ACCOUNTING CODE NUMBER	UNIT PRICE	TOTAL
1	1	New Boiler		\$ 111,485.0000	\$ 111,485.00
2				\$ -	\$ -
3				\$ -	\$ -
4				\$ -	\$ -
5				\$ -	\$ -
6				\$ -	\$ -
7				\$ -	\$ -
			Sales Tax Rate = 8.500%	SUBTOTAL	\$ 111,485.00
				SHIPPING	\$ -
				TAX	\$ 9,476.23
				TOTAL	\$ 120,961.23

Gray highlighted cells contain formulas
The unit price and shipping cost will have to be added for each use

Requested by (Required information for all purchase orders)

Alicia A. Wickner 10/9/25 *Alicia Wickner*
Signature Date Print/Type Name

Approved by Supervisor (Required information for all purchase orders)

John Johnson 10/9/25 *John Johnson*
Signature Date Print/Type Name

General Manager (Required information for all purchase orders)

Signature Date Print/Type Name

EXPLANATIONS/NOTES:



scad to city

✓
New Quote

AIR CONDITIONING & REFRIGERATION, INC

1632 BEMIDJI AVENUE N • BEMIDJI MN 56601 • PHONE (218) 751-2801 • FAX (218) 444-2803

PROPOSAL REVISED 9-23-25

Proposal Submitted to:	Date:	Phone:
Sanford Center	September 23, 2025	
Street:	Job Name:	
1111 Event Center Drive		
City, State, and Zip Code:	Job Location:	Attn:
Bemidji, MN 56601		
		Email:
		AWickner@TheSanfordCenter.com

We hereby submit specifications and estimate for:
Labor and materials to install new boiler.

Price to include:

New Aerco Benchmark boiler, model #BMK3000, includes all necessary piping to replace boiler, venting, gas and electrical, re-connect, freight, required city permit, factory start-up, and labor.

\$111,485.00

Other Option:

Replace two Aerco Benchmark boilers, model # BMK3000 at the same time.

\$208,085.00

NOTE: All equipment supplied and installed by Higgins Heating includes a one year parts and labor warranty in addition to normal manufactures warranty. Bid does not include high voltage electrical, if required.

Payment as follows: Net 30 days

All work is guaranteed to be as specified. All work to be completed in a competent manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: _____ Tony Ward, President Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Higgins Heating, Air Conditioning and Refrigeration retains ownership of material furnished until fully paid for. Interest on any past due amounts will accrue at the rate of 1.5 % per month. Should Higgins Heating, Air Conditioning and Refrigeration, find it necessary to obtain assistance in collecting past due accounts, signatured party will be responsible for attorney fees and/or court costs.

Accepted By _____ Print Name _____ Date of Signature _____

To: Alicia Wickner – Sanford Center
Project: HW System
Boiler #3 Replacement
Quotation Revision A

Date: March 6, 2025
Terms: Net 30/ FOB Factory, FFA
S/H included
Price good for 30 days.

Projects billed 25% upon acceptance, 25% upon equipment arrival, & progressive billing for remainder.
Cancellation/Restocking fee of 20%, plus any incurred expenses.

Proposal:

We propose to

- Provide labor and materials to replace Boiler #3 including:
 - One (1) Aerco Benchmark BMK3000 Condensing Boiler
 - Removal of the existing boiler
 - Mechanical installation of the new boiler and piping as required
 - Electrical installation – both line voltage and control wiring as required
 - Commissioning of the new boiler including factory technician assistance
 - All necessary permits and inspections as required to complete the project

Quote: One hundred thirty-five thousand five hundred twenty dollars (\$135,520.00)

Sincerely,

Douglas Straus – Sales Engineer
Shannon Johnson – Inside Sales / Estimator

Quote accepted by: _____ PO# _____ Date _____

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve Purchase Police Patrol Vehicles
Prepared By: David LaZella, Police Captain

Background:

The Bemidji Police Department is seeking to purchase, in 2026, two Ford Interceptor SUVs for use as patrol vehicles. Funding will come from the 2026 Police Capital Improvement Equipment Budget. The Bemidji Police Department will purchase the two Ford vehicles from Nelson Ford of Fergus Falls MN via the State of Minnesota Cooperative Purchasing Venture, contract #158505.

Staff recommends City Council authorize the purchase of two police patrol vehicles at a cost of \$44,967.00 each from Nelson Ford via the State of Minnesota Cooperative Purchasing Venture. The total cost of the vehicles is \$89,934.00. Additional police-specific aftermarket equipment is not included in the price of the vehicles. Approval by the city council would include additional police equipment, costs estimated to be approximately \$35,000 for each patrol unit. This police equipment cost is already factored into the 2026 Police Capital Improvement Equipment budget. Any excess will be covered by the Police Department general budget.

Recommendation:

Staff recommends City Council authorize the purchase of two police patrol vehicles.

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approve the MOU between MN DOT and The City of Bemidji.
Prepared By: Scott Schroeder, Parks and Trails Superintendent

Background:

The purpose of this Memorandum of Understanding (MOU) is to acknowledge that Article V, Section A of the Cooperative Construction Agreement No. 71688 ("Agreement") between the Minnesota Department of Transportation (MNDOT) and the City of Bemidji, executed on September 2, 1994, no longer reflects the current practices of the City regarding the management and operation of the Bemidji Tourist Information Center Located at 300 Bemidji Ave N, Bemidji, MN 56601.

MN DOT and the City agree that the City will determine the operating hours for the Information Center without the need for MnDOT's input or consent. This clarification ensures that operational decisions regarding the Information Center align with the City's management structure and current practices.

This MOU serves to update and clarify the intent of the original Agreement as it relates to the operation of the Bemidji Tourist Information Center. All other provisions of the Cooperative Construction Agreement No. 71688 remain in full force and effect.

Recommendation:

Approve the MOU between MN DOT and The City of Bemidji and authorize the Mayor and City Manager to execute the same.

**STATE OF MINNESOTA
MEMORANDUM OF UNDERSTANDING (MOU)**

This Memorandum of Understanding (MOU) is between the Minnesota Department of Transportation ("MnDOT") and City of Bemidji ("City").

1. Term of MOU

- 1.1. **Effective Date:** This MOU will be effective on the date signed by all necessary state officials, as required by Minnesota Statutes §16C.05, subdivision 2.

2. Purpose and Scope

- 2.1. The purpose of this MOU is to acknowledge that Article V, Section A of the Cooperative Construction Agreement 71688 ("Agreement") between MnDOT and the City executed on September 2, 1994, no longer reflects how the City manages and operates the Bemidi Tourist Information Center (Information Center"). MnDOT agrees that the City will determine the operating hours for the Information Center without MnDOT's input or consent.
- 2.2. This MOU does not terminate any other existing contractual obligations of either party under the Agreement.

3. Exhibits

- 3.1. Exhibit A – Cooperative Construction Agreement 71688

4. Contractual Obligations

- 4.1. This MOU is not a legally binding agreement and creates no legally binding obligations for any party. Either party may, upon written notice, amend, or discontinue its role outlined in the MOU. Because of this mutual desire to proceed, each party fully intends to make a good faith effort to achieve the goals described above including working together to find mutually beneficial solutions when problems arise.

5. MOU Personnel

- 5.1. MnDOT's Authorized Representative will be:
Name/Title: Brad Scott, Administrative Manager; or successor
MnDOT – District 2
Street Address: 3920 Hwy 2 West
City State Zip: Bemidji, MN 56556
Telephone: 218-755-6550
Email: Bradley.b.scott@state.mn.us

- 5.2. City's Authorized Representative will be:
Name/Title: [REDACTED], or successor
Street Address: [REDACTED]
City State Zip: [REDACTED]
Telephone: [REDACTED]
Email: [REDACTED]

6. Government Data

- 6.1. The parties acknowledge that this MOU, as well as any data created, collected, stored, or received under the terms of this MOU, are “Government Data” within the meaning of the Minnesota Government Data Practices Act (Minnesota Statutes chapter 13), and that they must comply with the provisions of the Act as it relates to such data.

[THE BALANCE OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK]

CITY OF BEMIDJI

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

MINNESOTA DEPARTMENT OF TRANSPORTATION

By:

Date:

Title: _____

MnDOT CONTRACT MANAGEMENT

for form and execution

By:

Date:

COUNCIL AGENDA ITEM NO. *6c*

DATE: July 11, 1994

SUBJECT: MN/DOT Cooperative Construction Agreement

REQUESTED BY: Don Boell, City Engineer

COUNCIL ACTION REQUESTED:

Approve Resolution authorizing a Cooperative Construction Agreement between MN/DOT and the City of Bemidji for a lump sum payment.

BACKGROUND:

The Rest Stop/Tourist Information Center Advisory Committee has been working with MN/DOT to develop a phased plan for redevelopment of the Waterfront with construction of the first phase project planned to start in September, 1994 and completion scheduled for late next spring.

By way of background, Phase I funds consist of the following funding:

MN/DOT Construction Agreement		
Legislation	\$250,000	
District 2	245,000	
Enhancement	<u>150,000</u>	\$645,000
Chamber of Commerce Loan**		200,000
M.S.A (State Aid)		<u>150,000</u>
		995,000
Still Pending:		
BSWR	\$ 48,000	
Scenic Byways	<u>120,000</u>	<u>168,000</u>
Anticipated Budget (7/11/94)		\$1,163,000

** Match required for grants in amount of \$79,500 tentatively from the Chamber of Commerce loan.

RECOMMENDATION:

Approve Resolution Authorizing a Cooperative Construction Agreement with MN/DOT for \$645,000 lump sum for the Rest Area/Tourist Information Center Project.

CITY OF BEMIDJI**RESOLUTION**

BE IT RESOLVED that the City of Bemidji enter into Agreement No. 71688 with the State of Minnesota, Department of Transportation for the following purposes, to-wit:

to provide for a lump sum payment by the State to the City for the rest area/tourist information center construction and other associated construction to be performed east of the intersection of Third Street and Trunk Highway No. 197 (Bemidji Avenue) within the corporate City limits in accordance with plans, specifications and/or special provisions designated as State Projects No. 0416-21 (T.H. 197=072) and No. 105-080-09.

BE IT FURTHER RESOLVED that the proper City Officers are hereby authorized and directed to execute such agreement.

CERTIFICATION

State of Minnesota

County of Beltrami

City of Bemidji

I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Council of the City of Bemidji at a duly authorized meeting thereof held on the _____ day of _____, 1994, as shown by the minutes of said meeting in my possession.

City Clerk _____

(Signature)

(Type or print name)

PRE-LETTING
SERVICES
SECTION

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
COOPERATIVE CONSTRUCTION
AGREEMENT

AGREEMENT NO.

71688

S.P. 0416-21 (T.H. 197=072)
S.P. 105-080-09
Fed. Proj. GR 5300
Fed. Proj. STP EN93(028)

Agreement between . .
The State of Minnesota .
Department of Transportation, and
The City of Bemidji

AMOUNT ENCUMBERED

\$645,000.00

Re: State lump sum payment for rest
area/tourist information center
construction by the City on
T.H. 197

AMOUNT RECEIVABLE

(None)

THIS AGREEMENT is made and entered into by and between the State of Minnesota, Department of Transportation, hereinafter referred to as the "State" and the City of Bemidji, Minnesota, acting by and through its City Council, hereinafter referred to as the "City".

WITNESSETH:

WHEREAS the City will perform rest area/tourist information center construction and other associated construction east of the intersection of Third Street and Trunk Highway No. 197 (Bemidji Avenue) within the corporate City limits in accordance with City-prepared plans, specifications and/or special provisions designated as State Projects No. 0416-21 (T.H. 197=072) and No. 105-080-09 and in the records of the Federal Highway Administration as Minnesota Projects GR 5300 and STP EN93(028); and

WHEREAS Chapter 610, Article 1, Section 13, Subdivision 2, of the Laws of Minnesota for 1990 appropriated \$250,000.00 for the construction of a rest area in the City and authorizes the Commissioner of Transportation to spend not more than \$400,000.00 from an appropriation for trunk highway development to develop the site and design a facility for a trunk highway rest area and tourist information center in the City; and

WHEREAS Chapter 610, Article 1, Section 13, Subdivision 2, of the Laws of Minnesota for 1990 further provides that State money may not be used to operate the rest area/tourist information center; and

WHEREAS the City has requested participation by the State in the costs of the design, site development, construction and associated construction engineering for the rest area/tourist information center; and

WHEREAS the State is willing to participate in the costs of the design, site development, construction and associated construction engineering for the rest area/tourist information center in an amount equal to \$645,000.00 as hereinafter set forth; and

WHEREAS the City is willing to operate the rest area/tourist information center at no cost to the State; and

WHEREAS Minnesota Statute section 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.

IT IS, THEREFORE, MUTUALLY AGREED AS FOLLOWS:

ARTICLE I - PLAN PREPARATION AND APPROVAL

The preparation of plans, specifications and/or special provisions for the rest area/tourist information center shall be under the direction of the City. The City shall submit preliminary and final site development and construction plans, specifications and/or special provisions and cost estimates for the rest area/tourist information center, including the associated intersection revisions, to the State for review and approval.

ARTICLE II - CONSTRUCTION BY THE CITY

Section A. Contract Award and Construction

The City shall receive bids and award a construction contract to the lowest responsible bidder, subject to concurrence by the State in that award, in accordance with State-approved City plans, specifications and/or special provisions designated as State Projects No. 0416-21 (T.H. 197=072) and No. 105-080-09. The contract construction shall be performed in accordance with State-approved City plans, specifications and/or special provisions which are made a part hereof by reference with the same force and effect as though fully set forth herein.

Section B. Documents to be Furnished to the State

The City shall, within 7 days of opening bids for the construction contract, submit to the State's District Engineer at Bemidji a certified copy of the low bid and an abstract of all bids together with the City's request for concurrence by the State in the award of the construction contract. The City shall not award the construction contract until the State advises the City in writing of its concurrence therein.

Section C. Cancellation of Agreement

Each party to this agreement reserves the right to withdraw from and cancel this agreement within 30 days after the opening of bids if either party determines any or all bids to be unsatisfactory. Withdrawal from or cancellation of the agreement shall be accomplished by either party serving a written notice thereof upon the other.

Section D. Direction, Supervision and Inspection of Construction

The contract construction shall be under the direction of the City and under the supervision of a registered professional engineer; however, the contract construction shall be open to inspection by the State's District Engineer or his authorized representatives. The City shall give the District Engineer five days notice of its intention to start the contract construction.

Responsibility for the control of materials for the contract construction shall be on the City and its contractor and shall be carried out in accordance with Specifications No. 1601 through and including No. 1609 as set forth in the State's current "Standard Specifications for Construction".

Section E. Completion of Construction

The City shall cause the contract construction to be started and completed in accordance with the time schedule in the construction contract special provisions. The completion date for the contract construction may be extended, by an exchange of letters between the appropriate City official and the State District Engineer's authorized representative, for unavoidable delays encountered in the performance thereof.

Section F. Plan Changes, Etc.

All changes in the plans, specifications and/or special provisions for the contract construction and all addenda, change orders and/or supplemental agreements entered into by the City and its contractor

for contract construction must be approved in writing by the State District Engineer's authorized representative.

Section G. Compliance with Laws, Ordinances and Regulations

The City shall, in connection with the award and administration of the construction contract and the performance of the contract construction, comply and cause its contractor to comply with all Federal, State and Local laws, including Minnesota Statute section 16B.101, and all applicable ordinances and regulations.

Section H. Right-of-Way, Easements and Permits

The City shall, without cost or expense to the State, obtain all rights-of-way, easements, construction permits and/or any other permits and sanctions that may be required in connection with the contract construction, and shall promptly furnish the State with certified copies of the documents for those rights-of-way, easements, construction permits and/or other permits and sanctions required for trunk highway construction.

The City shall, within 90 days after satisfactory completion of the City-owned utilities contract construction, submit to the Director of the State's Pre-Letting Services Section five copies of a permit application, including "as built" sketches, for all City-owned utilities constructed upon and within the trunk highway right-of-way. Application for permits shall be made on State form "Application For Utility Permit On Trunk Highway Right-Of-Way" (Form TP2525).

The City shall submit to the Minnesota Pollution Control Agency the plans and specifications for the construction or reconstruction of its sanitary sewer facilities to be performed under the construction contract and obtain, pursuant to Minnesota Statute section 115.07 or Minnesota Rule 7001.1030, subpart 2C, either a permit or written waiver from that agency for that construction or reconstruction to be performed under the construction contract. The City is advised that pursuant to Minnesota Rule 7001.1040, a written application for the

permit or waiver must be submitted to the Minnesota Pollution Control Agency at least 180 days before the planned date of the sanitary sewer facility construction or reconstruction.

ARTICLE III - PAYMENT BY THE STATE

The State's full and complete share of the costs of the design, site development, construction and associated construction engineering of the rest area/tourist information center to be constructed east of the intersection of Third Street and Trunk Highway No. 197 (Bemidji Avenue) within the corporate City limits, including the associated intersection revisions, shall be a lump sum in the amount of \$645,000.00. The City shall be responsible for all costs which are over and above that amount. Construction of the rest area/tourist information center shall be performed under State Projects No. 0416-21 (T.H. 197=072) and No. 105-080-09.

The lump sum amount shall be transferred to the State's Office of State Aid for the construction of the rest area/tourist information center after the following conditions have been met:

- A. Approval by the State of the construction plans for the rest area/tourist information center and the associated intersection revisions.
- B. Encumbrance by the State of the State's full and complete lump sum cost share.
- C. Execution and approval of this agreement and the State's transmittal of same to the City. A letter advising the City of the State's concurrence in the award of the construction contract shall accompany the City's copy of this agreement.

ARTICLE IV - CONSTRUCTION DOCUMENTS FURNISHED BY THE CITY

The City shall keep records and accounts that enable it to provide the State, when requested, with the following:

- A. Copies of the City contractor's invoice(s) covering all contract construction.
- B. Copies of the endorsed and canceled City warrant(s) or check(s) paying for final contract construction, or computer documentation of the warrant(s) issued, certified by an appropriate City official that final construction contract payment has been made.
- C. Copies of all construction contract change orders and/or supplemental agreements.
- D. A certification form, provided by the State, signed by the City's Engineer in charge of the contract construction attesting to the following:
 - 1. Satisfactory performance and completion of all contract construction in accordance with State-approved City plans, specifications and/or special provisions.
 - 2. Acceptance and approval of all materials furnished for the contract construction relative to compliance of those materials to the State's current "Standard Specifications for Construction".
 - 3. Full payment by the City to its contractor for all contract construction.
- E. Copies, certified by the City's Engineer, of material sampling reports and of material testing results for the materials furnished for the contract construction.
- F. A copy of the "as built" plan sent to the State's District Engineer.

ARTICLE V - GENERAL PROVISIONSSection A. Operation of the Rest Area/Tourist Information Center

The City shall operate the rest area/tourist information center, without cost or expense to the State, in a manner consistent with the operation of other tourist information centers throughout the State. The facilities shall be free of charge to the public.

The hours of operation for the rest area/tourist information center shall be as follows:

<u>Period</u>	<u>Weekdays</u>	<u>Saturday</u>	<u>Sunday</u>
Memorial Day through Labor Day	9 am - 7 pm	9 am - 6 pm	noon - 5 pm
Fishing Opener (approximately May 15) to Memorial Day and Labor Day to September 30	9 am - 5 pm	9 am - 5 pm	noon - 5 pm
September 30 to Fishing Opener (approximately May 15)	9 am - 5 pm	noon - 4 pm	closed

Rest rooms shall be available during the following hours:

<u>Period</u>	<u>Weekdays</u>	<u>Saturday</u>	<u>Sunday</u>
Memorial Day through Labor Day	9 am - 9 pm	9 am - 9 pm	9 am - 9 pm
Labor Day to Memorial Day	8 am - 5 pm	8 am - 5 pm	8 am - 5 pm

The hours of operation of the rest area/tourist information center and the hours which the rest rooms are available shall be periodically reviewed by the State and the City, and may be adjusted by mutual agreement of the State and the City if the needs of the rest area/tourist information center are not being met or if there are problems with vandalism in the rest rooms that cannot be resolved in any other way.

The parking lots shall be available 24 hours per day and shall be signed as rest area/tourist information center lots. The maximum allowable parking duration shall be determined by the State and the City and shall be posted and enforced by the City, without cost or expense to the State.

The City will be allowed to designate a portion of Lot B as contract parking. The maximum number of contract parking spaces permitted is 15 spaces.

The maximum parking duration and the maximum number of contract parking spaces shall be periodically reviewed by the State and the City to determine if the parking needs of the rest area/tourist information center are being met. If the State and the City agree that an adjustment to the maximum parking duration and/or the maximum number of contract parking spaces is warranted, any required signing changes will be made by the City at no cost or expense to the State.

Section B. Maintenance by the City

Upon satisfactory completion of the rest area/tourist information center construction to be performed within the corporate City limits under the construction contract, the City shall provide for the proper maintenance of the building and all of the facilities a part thereof, including the parking lot, without cost or expense to the State.

Upon satisfactory completion of the storm sewer facilities and City-owned facilities construction to be performed within the corporate City limits under the construction contract, the City shall provide for the proper maintenance of those facilities, without cost or expense to the State.

Upon satisfactory completion of the walkways construction to be performed within the corporate City limits under the construction contract, the City shall provide for the proper maintenance of the

walkways, without cost or expense to the State. Maintenance shall include, but not be limited to, snow and debris removal and any other maintenance activities necessary to perpetuate the walkways in a safe and usable condition.

Upon satisfactory completion of the lighting facilities construction to be performed within the corporate City limits under the construction contract, the City shall provide for the proper maintenance of and keep in repair those facilities, without cost or expense to the State. The City shall also provide the necessary electrical energy for their operation, without cost or expense to the State.

Section C. Additional Drainage

Neither party to this agreement shall drain any additional drainage into the storm sewer facilities to be constructed under the construction contract, that was not included in the drainage for which the storm sewer facilities were designed without first obtaining permission to do so from the other party. The drainage areas served by the storm sewer facilities constructed under the construction contract are shown in a drainage area map, EXHIBIT "Drainage Area", which is on file in the office of the State's District Hydraulics Engineer at Bemidji and is made a part hereof by reference with the same force and effect as though fully set forth herein.

Section D. Future Responsibilities

Upon satisfactory completion of the rest area/tourist information center construction to be performed within the corporate City limits under the construction contract, the City shall thereafter accept full and total responsibility and all obligations and liabilities arising out of or by reason of the use, operation, maintenance, repair and/or reconstruction of the rest area/tourist information center and all of the facilities a part thereof constructed hereunder, without cost or expense to the State.

Section E. Examination of Books, Records, Etc.

As provided by Minnesota Statute section 16B.06, subdivision 4, the books, records, documents, and accounting procedures and practices of the State and the City relevant to this agreement are subject to examination by the State and the City, and either the legislative auditor or the State auditor as appropriate.

Section F. Claims

All employees of the City and all other persons employed by the City in the performance of contract construction, construction engineering and/or maintenance covered under this agreement shall not be considered employees of the State. All claims that arise under the Worker's Compensation Act of the State of Minnesota on behalf of the employees while so engaged and all claims made by any third parties as a consequence of any act or omission on the part of the employees while so engaged on contract construction, construction engineering and/or maintenance covered under this agreement shall in no way be the obligation or responsibility of the State.

Section G. Nondiscrimination

The provisions of Minnesota Statute section 181.59 and of any applicable ordinance relating to civil rights and discrimination shall be considered part of this agreement as if fully set forth herein.

Section H. Agreement Approval

Before this agreement shall become binding and effective, it shall be approved by a City Council resolution and receive approval of State and City officers as the law may provide in addition to the Commissioner of Transportation or his authorized representative.

IN TESTIMONY WHEREOF the parties have executed this agreement by their authorized officers.

DEPARTMENT OF TRANSPORTATION

Recommended for approval:

By Robert H. Cartford
 Director
 P/S Pre-Letting Services Section

By _____
 District Engineer

Approved:

By _____
 State Design Engineer

Date _____
 (Date of Agreement)

OFFICE OF THE ATTORNEY GENERAL

Approved as to form and execution:

By _____
 Assistant Attorney General

CITY OF BEMIDJI

By _____
 Mayor

Date _____

By _____
 City Manager

Date _____

DEPARTMENT OF ADMINISTRATION

Approved:

By _____
 (Authorized Signature)

Date _____

DEPARTMENT OF FINANCE

Approved:

By _____
 (Authorized Signature)

Date _____

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025

Action Requested: Bemidji Fire Department requests approval to apply for the Volunteer Fire Assistance (VFA) Grant from the Minnesota DNR.

Prepared By: Justin M. Sherwood, Fire Chief

Background:

Annually, the Minnesota DNR offers a Volunteer Fire Assistance Grant to rural fire departments to fund items for fire protection and comply with existing state and county rural fire protection plans.

If awarded, the Bemidji Fire Department will use the funds to offset its annual purchase of structural personal protective gear.

Recommendation:

Staff recommends that council give Bemidji Fire Department approval to submit grant application.

Complete application and email to: VFAGrants.dnr@state.mn.us **December 1 Deadline**

Governing representative	Fire Chief
Name: Mayor Jorge Prince Email: jorge.prince@ci.bemidji.mn.us Phone: 218-759-3568 Governing representative official address: City of Bemidji 317 4th Street NW Bemidji, MN 56601	Name: Justin M. Sherwood Email: firechief@ci.bemidji.mn.us Phone: 218-333-1899 Fire Department: Bemidji FD Address: 318 5th Street NW Bemidji, MN 56601 FD Phone: 218-751-8001 FD Email: bfd@ci.bemidji.mn.us

Federal Unique Entity Identification number (UEI)

Application will not be processed without UEI

- Population directly benefiting from the project: 48000
- Fire Department's protection area (square miles): 522
- Number of fire incidents for the previous year: wildland 31 structural 41 other 21
- Fill in the estimated total cost of the project(s) and the Grand total the dollar amount requested.

\$	Wildland Personal Protective Equipment	\$ 5000	Structural Turnout Gear
\$	Excess Property Equipment Conversion	\$	Radios/Pagers
\$	Wildland Equipment	\$	Breathing Apparatus
\$	Water Movement Items	\$	Safety Equipment
\$	Other Miscellaneous Projects (Describe)	\$	Water Storage System

Grand Total Dollars Requested \$ 5000

Fire Department Chief's Signature: _____ **Date:** 11/12/2025

Office use only:

Grant approved up to \$	Priority is for
Approval/Date	Contract Number
Modified project	Approval date



Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME City of Bemidji	PR/AWARD NUMBER OR PROJECT NAME Bemidji Fire VFA Grant Project
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) Donna Coe - Finance Director	
SIGNATURE	DATE

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

Instructions for Certification

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant must provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 CFR Parts 180 and 417. You may contact the Department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it may not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the General Services Administration's System for Award Management Exclusions database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



EXHIBIT D: CERTIFICATION: NOT SUSPENDED OR DEBARRED BY THE STATE OF MINNESOTA OR THE FEDERAL GOVERNMENT

Grant applicant must certify to this condition required under this Grant Request for Proposal

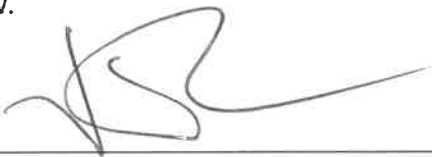
INSTRUCTIONS: Sign below to finalize response and submit this document as part of the response to the RFP.

Office of Grants Management (OGM) Policy 08-04: *Grant Contract Agreements and Grant Award Notifications* requires that agencies must not award a grant to a vendor or grantee that has been suspended or debarred from doing business with the State of Minnesota or with the federal government.

By signing here, I warrant that my organization has not been suspended or debarred from doing business with the State of Minnesota or with the federal government.

I certify that this information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

Justin M. Sherwood		Fire Chief	11/12/2025
Print Name	Signature	Title	Date



Quotation

TO BEMIDJI Fire Department

Salesperson	Job	Date	
Dennis Bittmann	Globe GXtreme 3.0 Turnout Gear with Globe Pants System	01/09/25	

Qty	Description	Unit Price	Line Total
1	*FLEX 7 Outer Shell *Stedair 4000 Moisture Barrier *Titanium Thermal Barrier *Radio Pocket with Mic Strap on the Left Chest *Survivor Flashlight Holder on the Right Chest *Nomex Hand and Wrist Guard with Thumb Loop *Fleece Handwarmers in the Coat Pockets *O/S/O Tripple Trim *H-Back Rip Cord Suspender *DragonHide Cuffs on Pants *DragonHide Knees with Silezone Knee Padding *Globe New GPS Pants System *Bemidji lettering on the coat back *American Flag on Right Shoulder	\$4350.00	\$4350.00
1	Cairns 1836 Helmets configured with Bemidji Specs	\$495.00	\$495.00
1	Globe Particulate Hood	\$125.00	\$125.00
1	Firecraft Phoenix Gloves	\$105.00	\$105.00
1	Streamlight Helmet Lights	\$37.00	\$37.00
1	Black Diamond Rubber Boots	\$215.00	\$215.00
	Total		\$5329.00

GRAND FORKS FIRE EQUIPMENT DENNIS BITTMANN, dennis@ffire.com 218-791-1821

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approval of the MOU with McKinstry Essention LLC to perform a no cost Preliminary Energy Evaluation
Prepared By: Rich Spiczka, City Manager

Background:

This MOU is coming forward to council after work and vetting from both the Sustainability Commission and the Planning Department. McKinstry Essention LLC is proposing a no cost Preliminary Energy Evaluation. The goal of the evaluation is to identify areas the City can implement energy sustainability and coordinate potential opportunities with state and federal funding sources.

Recommendation:

Staff is recommending approval.

Memorandum of Understanding

Preliminary Energy Evaluation for the City of Bemidji

Oct 13, 2025

City of Bemidji

317 4th Street NW
Bemidji, MN 56601

This jointly authored Memorandum of Understanding (MOU) is to confirm the interest of the City of Bemidji in working with McKinstry Essention LLC (McKinstry) to evaluate the viability of implementing energy, sustainability, and facility improvement measures; alignment with federal, state, local, utility funding opportunities; and to address the below stated building infrastructure initiatives or needs for the City.

Customer Objectives

To receive assistance in evaluating the feasibility of energy, sustainability, and facility improvement measures that will allow the City to implement an impactful project and to evaluate the viability for federal, state, local, and utility funding opportunities.

Customer Deliverables

The customer agrees to assist McKinstry in the development of the Preliminary Energy Evaluation by providing:

- a) Meetings with the McKinstry team
- b) Confirmation of the City's energy, sustainability, planning, and resiliency interests
- c) Guidance and accessibility with site visit(s)
- d) Background information – facility, planning, and utility information
- e) City feedback, recommendations, and guidance
- f) City approval to proceed with application(s) for funding as needed / appropriate

Preliminary Energy Evaluation Deliverables to be provided by McKinstry

Preliminary Energy Evaluation summary of findings in presentation format (10-30 pages)

- a) Executive summary outlining proposed solutions, potential outcomes, and benefits
- b) Final presentation report detailing proposed solutions, potential outcomes, and benefits
- c) Project cost estimates
- d) Green House Gas (GHG) and Carbon reduction potential
- e) Solar production potential (if applicable)
- f) Energy savings potential
- g) Job creation impact (Local/MBE/WBE/DBE, etc.) – if appropriate
- h) Sketches / pictures / photos of proposed solutions
- i) Follow-up with federal, state, local, utility funding opportunities and to assist on any questions regarding project scope / details, as needed
- j) Others as agreed upon by both parties

Proposed Tasks to Complete the Work

Task Summary

1) PROJECT INITIATION AND PRELIMINARY AUDIT

a) **Project Kick Off Meeting**

- i) Review project goals, objectives, and desired outcomes
- ii) Review opportunities that align with funding opportunities – as this legislation continues to evolve quickly
- iii) Establish key project milestones and timeline
- iv) Collection/ review of background information

b) **Initial Scoping Workshop**

- i) Work with the City and its team to identify viable project components (sites/ locations/ solutions) that align with an energy / sustainability project– such as:
 - (1) Review sites for renewable energy and energy storage
 - (2) Review sites for electric vehicle (EV) charging
 - (3) Review opportunities for energy efficiencies
 - (4) Review ‘unique’/ Net Zero opportunities
 - (5) Review CIP (Capital Improvement Plan) items that impact energy for potential inclusion.
 - (6) Review other potential items for consideration/ evaluation

c) **Site Visit for 1-3 days (with guidance from the City)**

- i) Visit building/ site locations as identified at the Initial Scoping Workshop (or other)

2) PRELIMINARY DEVELOPMENT WORK

a) **Scope Selection**

- i) McKinstry to provide initial scope recommendations for the City’s review and feedback.
- ii) Work with the City to approve final scope selection.

b) **Preliminary Development Work**

- i) McKinstry to further develop/ design deliverables for selected sites/ locations/ solutions.

3) PROJECT DELIVERY

a) **Meetings / Presentations (to be staggered to allow appropriate completion and advocacy of the work)**

- i) Review the various federal, state, local, utility funding opportunities – as appropriate
- ii) Progress meetings as required for City feedback
- iii) Review Draft Preliminary Energy Evaluation Summary Presentation/ Report
- iv) Presentation(s) to the City Leadership (Sustainability Commission and Council) and Executive Team (Sustainability staff leads and City Manager)

b) **Final Deliverables (as defined above)**

- i) Recommended energy, sustainability, and facility improvement solutions
- ii) *Preliminary Energy Evaluation Presentation Report*



Proposed Team

The below list of McKinstry Team members will be assigned to this project and will be available to jointly work with the City and its team to develop this project. Additional team members may be assigned as needed.

TEAM MEMBER	ROLE	CERTIFICATIONS	YEARS OF EXPERIENCE
Adam Seidel	Account Executive		7 years
John Neville, PE, CEM, GBE, CSDP	Business Development Director	Licensed Professional Engineer (P.E.), Wisconsin No. E-23299 Certified Energy Manager (CEM) Green Building Engineer (GBE) Certified Sustainability Design Professional (CSDP)	30 years
Kathryn Pearson	Energy Engineer	Energy Engineer Certified Energy Manager (CEM)	5 years
Sean Currie	Project Development Manager	LEED Green Associate (LEED GA)	29 years
Chris Sawyer	Project Manager	Certified Energy Manager (CEM)	20 years
David Rheineck, CEM, CLEP	Building Energy Program Manager, Lighting Solutions	Certified Energy Manager (CEM) Certified Lighting Efficiency Professional (CLEP)	11 years
Eric Rehm, MBA	Development Director, Renewable Energy	MBA	24 years
Paul Gustafson	Project Engineer	Professional Engineer (PE)	20 years
Mayur Patel	Director of Engineering	Certified Energy Manager (CEM)	20 years
Bob Long	McKinstry Project Consultant	Attorney	20 years



Proposed Timeline

Provide the above proposed work as expeditiously as the work allows. And, to coincide with the respective due dates for funding opportunities (as appropriate).

Compensation

Within 90 days after McKinstry's submission of the final Preliminary Energy Evaluation Presentation Report to the customer, and appropriate Representatives, the City of Bemidji shall compensate McKinstry by payment to McKinstry of no more than [\$00,000] (Zero dollars).

By signing below, the City of Bemidji and McKinstry agree that this MOU adequately captures the intent of the Preliminary Energy Evaluation as well as both parties' interest in partnering throughout the process.

Acceptance:

City of Bemidji

Signed

Printed Name

Title

Date

Acceptance:

McKinstry Essention LLC

Signed

Printed Name

Title

Date

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Approval of the City Minnesota Paid Family Leave Policy.
Prepared By: Rich Spiczka, City Manager

Background:

The City is required to have a policy in place regarding Minnesota Paid Family Leave by December 1st, 2025. The proposed City policy is attached. NOTE: This will be added to the City Personnel Policy.

Recommendation:

Staff is recommending approval.

201.416 – Minnesota Paid Leave

(A) Purpose. This policy is established to comply with the Minnesota Paid Leave Law, which establishes a public insurance program administered by the Minnesota Department of Employment and Economic Development (“DEED”), providing eligible employees with paid leave for family and medical reasons beginning January 1, 2026 (“MPL”). The City of Bemidji provides MPL benefits to eligible employees through an approved equivalent plan administered by The City of Bemidji’s designated MPL insurance carrier instead of through DEED. This plan provides time off, payments, and job protections that are equal to or greater than those offered under the Minnesota Paid Leave Law. The MPL plan is funded by premium contributions payable to the City of Bemidji’s designated MPL insurance carrier and split between employers and employees pursuant to Minn. Stat. sec. 268B.14, subd. 3.

(B) Employee Application and Eligibility. To apply for MPL benefits, employees must apply with the City of Bemidji’s designated insurance carrier by completely filling out all necessary information in the designated insurance carrier’s application, along with all other required information and documents.
Employee eligibility based on such application is determined solely by the City of Bemidji’s designated MPL insurance carrier.

(C) Employee Notification Required. Employees must provide the City of Bemidji with at least thirty (30) days’ notice before their MPL begins if the need for leave is foreseeable. If the leave is not foreseeable, employees must notify the City of Bemidji as soon as possible.

If the employee does not provide the City of Bemidji with at least thirty (30) days’ notice when the need for leave is foreseeable, the employee must explain why it was not possible or practicable upon request from City of Bemidji.

In addition, employees are required to comply with any and all City of Bemidji policies and procedures for requesting leave, including but not limited to the following City of Bemidji Personnel Policies:

- 201.401 – Workweek
- 201.402 – Working Hours
- 201.403 – Unauthorized Absence
- 201.407 – Time Records
- 201.408 – Outside Employment
- 201.409 – Paid Time Off
- 201.410 – Holidays
- 201.414 – Types of Employee Leave
- 201.415 – Donation of Leave

Employees that fail to comply with relevant City of Bemidji policies and procedures are subject to discipline, up to and including termination from employment.

(D) Certification and Documentation Requirements. Employees seeking MPL benefits are required to provide copies of any certification of eligibility or other relevant medical documents to the City of Bemidji Human Resources Coordinator on the same day that they are submitted to the City of Bemidji's designated MPL insurance carrier for MPL benefit consideration.

(E) Intermittent Leave. Employees taking intermittent MPL are required to provide the City of Bemidji with a schedule of the workdays the employee needs off as soon as possible. Employees taking intermittent leave must make a reasonable effort to schedule the intermittent leave.

Consistent with other forms of leave provided by the City of Bemidji, employees may take intermittent leave in increments of eight hours for regular full-time employees, or the hours equivalent of a working day for other job classifications not subject to a regular 40 hours per week, 8 hours per day working schedule. If eligible for intermittent leave, the City of Bemidji allows a maximum of 480 hours of intermittent leave in any 12-month period. After reaching the maximum amount of allowed intermittent leave, employees may request continuous MPL provided the continuous leave does not exceed the maximum amount of MPL allowed by law.

(F) Concurrent Leaves. Employees taking MPL, whether intermittently or continuously, that are concurrently eligible for Family and Medical Leave Act ("FMLA") and/or pregnancy/parenting leave under Minn. Stat. sec. 181.941 will automatically be placed on such leaves to run concurrently with MPL.

(G) Supplemental Benefits. Employees are permitted to use their available paid leave time as a supplemental benefit while on leave under MPL.

(H) Health Insurance. Employees taking MPL will continue to be covered under the City of Bemidji's group health insurance plan under the same conditions and at the same level of City of Bemidji contributions as would have been provided had they been continuously employed during the leave period. Employees are responsible for their portion of premiums due on the coverage. Employee premiums must be paid to the Human Resources Coordinator by the 1st of the month of coverage via check made out to the City of Bemidji or any type of electronic payment ACH or credit card.

(I) MPL Fraud. An employee is guilty of theft if they obtain or attempt to obtain benefits to which the individual is not entitled. Reporting false information to the City of Bemidji's designated MPL insurance carrier and/or the City of Bemidji will be cause for discipline, up to and including termination.

CITY OF BEMIDJI

ORDINANCE NO. , 3rd SERIES

AN ORDINANCE AMENDING THE BEMIDJI CITY CODE, ADOPTING AN AMENDED FEE SCHEDULE FOR 2026

THE CITY OF BEMIDJI DOES ORDAIN:

Section 1. Amended Fee Schedule. The collection of fees shall be in accordance with the attached fee schedule effective January 1, 2026.

Section 2. Effective Date. This Ordinance is effective immediately upon its passage and publication thereof.

Yeas:

Nays:

Absent:

First Reading:

Public Hearing:

Final Reading:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Jorge S. Prince, Mayor

2026 FEE SCHEDULE

As of January 1, 2026

DESCRIPTION	CURRENT FEE	2026 FEE Note: change in BOLD and/or underline for new or strike through for eliminate
BUILDING DEPARTMENT		
Building/Mechanical Permits: Industrial, Commercial, Multi-family Residential, Single-family and additions	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee
Demolition Building Permit – Residential	\$55.00/each	\$55.00/each
Demolition Building Permit - Commercial	\$110.00/each	\$110.00/each
Temporary Structure Permit (180 days)	\$55.00/each	\$55.00/each
LONG TERM RENTAL PROPERTY BUSINESS LICENSE		
1 unit residential	\$100.00/annual	\$100.00/annual
Duplex residential (2 units)	\$150.00/annual	\$150.00/annual
Multi-Unit Residential Buildings:		
3-6 units	\$200.00 per bldg/annual	\$200.00 per bldg/annual
7-10 units	\$300.00 per bldg/annual	\$300.00 per bldg/annual
11-12 units	\$360.00 per bldg/annual	\$360.00 per bldg/annual
13-24 units	\$500.00 per bldg/annual	\$500.00 per bldg/annual
25 units & Up	\$700.00 per bldg/annual	\$700.00 per bldg/annual
Re-inspection fee for Third & each additional inspection required for compliance	\$100.00/each	\$100.00/each
Complaint-based inspection (with validated violation)	\$100.00/each	\$100.00/each
Late Annual Rental License Renewal	Rental Unit Fee x 2	Rental Unit Fee x 2
Reinstatement Fee of Suspended Rental License	\$500.00/each	\$500.00/each
Transfer of Ownership	\$25.00/per license	\$25.00/per license
First-Time Rental License Fee:		
1 unit	\$550.00/each	\$550.00/each
2 units	\$600.00/each	\$600.00/each
3-6 units	\$650.00/each	\$650.00/each
7-10 units	\$750.00/each	\$750.00/each
11-12 units	\$810.00/each	\$810.00/each
13-24 units	\$950.00/each	\$950.00/each
25 units & Up	\$1,150.00/each	\$1,150.00/each
Failure to Transfer Ownership Penalty:		
Within 10 Business Days	\$50.00/each	\$50.00/each
After 30 Days	\$100.00/per unit/per month	\$100.00/per unit/per month
Operating without a License Penalty	\$300.00/per bedroom/per month	\$300.00/per bedroom/per month
Rental Appeal	\$200.00/each	\$200.00/each
Failure to Designate a Local Manager	\$100.00/per unit/per month	\$100.00/per unit/per month
SHORT TERM RENTAL PROPERTY BUSINESS LICENSE		
First Time Rental License Fee	\$1,000.00/each	\$1,000.00/each
1 Unit Residential	\$500.00/each/annual	\$500.00/each/annual
Operating without a License Penalty	\$300.00/per bedroom/per month	\$300.00/per bedroom/per month
Rental Appeal	\$200.00/each	\$200.00/each
Failure to Designate a Local Manager	\$100.00/per unit/per	\$100.00/per unit/per

	month	month
Re-inspection fee for Third & each additional inspection required for compliance	\$100.00/each	\$100.00/each
Complaint-based inspection (with validated violation)	\$100.00/each	\$100.00/each
Late Annual Rental License Renewal	Rental Unit Fee x 2	Rental Unit Fee x 2
CITY CLERK BUSINESS LICENSE FEES		
Adult Entertainment/Investigation Fee	\$100/first time	\$100/first time
Adult Entertainment Establishment	\$230.00/year	\$230.00/year
Adult Entertainment Establishment (late fee)	\$30.00/each	\$30.00/each
Amusement Devices	\$30.00/each	\$30.00/each
Amusement Rides	\$55.00/year	\$55.00/year
Billiards/Pool/Card Tables (per table)	\$20.00/year	\$20.00/year
Bowling Alley (per lane)	\$20.00/year	\$20.00/year
Carnival/Circus	\$240.00/year	\$240.00/year
Christmas Tree Lot	\$35.00/year	\$35.00/year
Cigarette/Tobacco Sales/E-Cigarette Sales	\$85.00/year	\$85.00/year
Commercial Refuse Hauler:		
Collector License Base Fee	\$350.00/year	\$350.00/year
Additional Vehicles	\$25.00/year/each vehicle	\$25.00/year/each vehicle
Dancers (Adult)	\$30.00/year	\$30.00/year
Dances (in lounge)	\$240.00/year	\$240.00/year
Dances (other)	\$95.00/year	\$95.00/year
Delivery Service	\$40.00/year	\$40.00/year
Fairs (Artisan, Craft)	\$75.00/year	\$75.00/year
Fireworks (Exclusive)	\$350.00/year (Set by State)	\$350.00/year (Set by State)
Fireworks (Non-Exclusive)	\$100.00/year (Set by State)	\$100.00/year (Set by State)
Fuel Plant/Bulk Storage (>25,000 gallons)	\$95.00/year	\$95.00/year
Fuel Plant/Bulk Storage (<25,000 gallons)	\$35.00/year	\$35.00/year
Gas Station (per pump)	\$35.00/year	\$35.00/year
Horse Drawn Carriage/Livery Service	\$65.00/year	\$65.00/year
Hotel/Motel	\$65.00/year	\$65.00/year
Massage Establishment	\$120.00/year	\$120.00/year
Massage Therapist	\$120.00/year	\$120.00/year
Massage Therapist (with Board Certification)	\$85.00/year	\$85.00/year
Pawnbroker	\$185.00/year	\$185.00/year
Peddler/Solicitor/Transient Merchant	\$300.00/60 days	\$300.00/60 days
Photographer	\$40.00/year	\$40.00/year
Plumber	\$95.00/year	\$95.00/year
Restaurant/Food Service	\$35.00/year	\$35.00/year
Roller Rink	\$50.00/year	\$50.00/year
Secondhand Goods/Junk Dealers	\$95.00/year	\$95.00/year
Shows/Exhibitions/Demonstrations	\$60.00/day-\$20.00/each add'l day	\$60.00/day-\$20.00/each add'l day
Sidewalk Café – Outdoor Dining	\$100.00/season	\$100.00/season
Street Café – Outdoor Dining Base Fee	\$300.00/season	\$300.00/season
Street Café – Outdoor Dining Additional Parking Space Fees (up to three total):		
Second Parking Space	\$400.00/season	\$400.00/season
Third Parking Space	\$500.00/season	\$500.00/season
Taxicab/Limousine Driver	\$20.00/year	\$20.00/year
Taxicab/Limousine Service – First Vehicle	\$95.00/year	\$95.00/year
Taxicab/Limousine Service – Add'l Vehicles	\$35.00/year	\$35.00/year
Theater/Movie	\$175.00/year	\$175.00/year
Tree Removal Service	\$65.00/year	\$65.00/year

Used Car Lots	\$65.00/year	\$65.00/year
Transfer Business License	\$25.00/each	\$25.00/each
Duplicate Business License	\$10.00/each	\$10.00/each
Alcohol in Park Permit	\$75.00/each	\$75.00/each
Sidewalk Obstruction Permit	\$15.00/year	\$15.00/year
Archery Application Fee – Deer hunt	\$15.00/hunting area	\$15.00/hunting area
LIQUOR LICENSE FEES		
Retail License Fee (existing businesses) *Reduced by \$100 if meet Statute requirements §340A.408, Subd. 3(c)	\$560.00*	\$560.00*
Club – Membership 200 or less; Club fees are set by State according to membership	\$300.00/year	\$300.00/year
Club – Membership 201-500	\$500.00/year	\$500.00/year
Club - Membership 501-1,000	\$650.00/year	\$650.00/year
Club – Membership 1,001–2,000	\$800.00/year	\$800.00/year
Club – Membership 2,001-4,000	\$1,000.00/year	\$1,000.00/year
Club – Membership 4,001-6,000	\$2,000.00/year	\$2,000.00/year
Club – Membership 6,000 or more	\$3,000.00/year	\$3,000.00/year
Intoxicating On Sale:		
35% food sales (Effective 2004)	\$3,780.00/year	\$3,780.00/year
Establishments that do not meet minimum food requirements	\$4,255.00/year	\$4,255.00/year
SAFE Bars Completed Training Discount	\$200.00/year completed	\$200.00/year completed
Intoxicating On Sale – Sunday	\$200.00/year	\$200.00/year
Liquor License Investigative Fee	\$100.00/each	\$100.00/each
Liquor License Transfer Fee	\$60.00/each	\$60.00/each
Miscellaneous/Other Liquor:		
Liquor (1-4 day)	\$120.00/each	\$120.00/each
Taproom License	\$400.00/each	\$400.00 each
Off Sale Malt Liquor	\$240.00/each	\$240.00/each
On Sale Sunday Taproom	\$200.00/each	\$200.00/each
Off Sale Malt Liquor (Sunday)	\$200.00/year	\$200.00/each
Wine	\$585.00/year	\$585.00/year
Outdoor Dining Expansion of Liquor License	\$100.00/season	\$100.00/season
3.2% Beer Off Sale	\$95.00/year	\$95.00/year
3.2% Beer On Sale	\$295.00/year	\$295.00/year
Temp. On Sale Beer (3 months)	\$55.00/month	\$55.00/month
Consumption & Display Permit	\$65.00/year	\$65.00/year
Consumption & Display Permit (1 day only)	\$15.00/each	\$15.00/each
Cannabis Business Registration		
Initial Registration Fee (includes first renewal)	\$500.00	\$500.00
Renewal Registration Fee	\$1,000.00/year	\$1,000.00/year
OTHER FEES		
Annexation Fees:		
State Fee	Actual Cost	Actual Cost
Publication Fees	Actual Cost	Actual Cost
Mailing Costs	Actual Cost	Actual Cost
Filing Fees (Recording)	Actual Cost	Actual Cost
Bonds:		
Bonds totaling less than \$1 million	Fee \$3,000 plus out of pocket cost	Fee \$3,000 plus out of pocket cost
Bonds totaling \$1 million to \$5 million	Fee \$5,000 plus out of pocket cost	Fee \$5,000 plus out of pocket cost
Bonds exceeding \$5 million	Fee \$10,000 plus out of pocket	Fee \$10,000 plus out of pocket
Miscellaneous Fees:		
City Hall Rental – Evenings	\$50.00	\$50.00
Audio/Video Technician	Actual Cost	Actual Cost
Administrative Hearing Officer	\$100.00/hour	\$100.00/hour

Hearing Officer Action on Request	\$25.00/each	\$25.00/each
Assessment Search (written or verbal request)	\$30.00/parcel	\$30.00/parcel
—Copy of DVD Meetings	Actual Cost	Actual Cost
Copy(ies) – Black/White	\$.25/page	\$.25/page
Copy(ies) - Color	\$.50/page	\$.50/page
City Charter	\$2.50/each	\$2.50/each
Comprehensive Plan	\$25.00/each	\$25.00/each
DATA REQUEST – Staff time	Actual Cost	Actual Cost
Non-Sufficient Funds (NSF) Charge	\$30.00/each	\$30.00/each
—Property Maintenance Code	\$5.00/each	\$5.00/each
—Flag— City of Bemidji	Actual Cost	Actual Cost
Delinquent Accounts Receivable Bills Charge (not paid by the 21 st of the month)	10% annually or .833% monthly	10% annually or .833% monthly
Franchise Fees:		
Electric Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Gas Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Parkland Dedication:		
Residential (1 acre)	\$20,000.00	\$20,000.00
Non-Residential (1 acre)	\$50,000.00	\$50,000.00
Public Education Government (PEG)	\$0.50 month	\$0.50 month
Tax Increment Financing:		
Application Fee	\$15,000.00	\$15,000.00
Non-Refundable Portion	\$2,500.00	\$2,500.00
FIRE DEPARTMENT		
Operational Inspections/Permits: (Per Current MN State Fire Code)		
Child Care and Foster Care License	\$55.00/first two visits \$55.00/per add'l visit	\$55.00/first two visits \$55.00/per add'l visit
Commercial Property Fire Inspection	\$55.00/per visit All inspections	\$55.00/per visit All inspections
Open Burning	No Charge	No Charge
Pyrotechnics (Retail & Display)	\$55.00/per add'l visit	\$55.00/per add'l visit
Required Construction Permits/Inspections: (Per Current MN State Fire Code)	Includes Plan Review & All Field Inspections	Includes Plan Review & All Field Inspections
Automated Fire Extinguishing Systems:		
- Sprinkler Systems	\$165.00 plus \$1.25 per head	\$165.00 plus \$1.25 per head
- Kitchen Hood	\$165.00 plus \$3.50 per head	\$165.00 plus \$3.50 per head
- Clean Agent	\$165.00	\$165.00
- Other	\$165.00	\$165.00
Standpipe	\$85.00	\$85.00
Fire Alarm and Detection Systems	\$110.00 plus \$3.50 per head	\$110.00 plus \$3.50 per head
Fire Pump	\$85.00	\$85.00
Flammable & Combustible Liquids (commercial dispensing and/or bulk storage)	\$85.00	\$85.00
Hazardous Materials (commercial dispensing and/or bulk storage)	\$85.00	\$85.00
LP Gas (commercial dispensing and/or bulk storage)	\$85.00	\$85.00
Fire Equipment:		
Engine (Type 1 – 4 person crew)	\$151.50 Standby \$300.00 Operating	\$151.50 Standby \$300.00 Operating
Engine (Type 6 - 2 person crew)	\$68.50 Standby \$135.00 Operating	\$68.50 Standby \$135.00 Operating

Tactical Tender (Type 1 – 2 person crew)	\$125.00 Standby \$250.00 Operating	\$125.00 Standby \$250.00 Operating
Aerial Truck (Type 1 – 4 person crew)	\$165.00 Standby \$330.00 Operating	\$165.00 Standby \$330.00 Operating
Heavy Rescue (2 person crew)	\$85.00 Standby \$165.00 Operating	\$85.00 Standby \$165.00 Operating
Water Rescue Equipment (Hovercraft or Boat)	\$55.00 Standby \$110.00 Operating	\$55.00 Standby \$110.00 Operating
Command Vehicle	\$35.00 Standby \$35.00 Operating	\$35.00 Standby \$35.00 Operating
Firefighter	\$50.00 Standby \$50.00 Operating	\$50.00 Standby \$50.00 Operating
Airport Standby ARFF Coverage	\$100.00 per flight	\$100.00 per flight
G.I.S. DEPARTMENT		
As-built Escrow – Commercial Property *Amount determined by G.I.S. Coordinator	\$525.00/min*	\$525.00/min*
Assigning New Address	\$55.00/each	\$55.00/each
Aerial Photos, ½ Sections, Plats	\$2.25/each	\$2.25/each
City Street, Zoning or Ward Maps:		
8 ½ x 11 (more than 1 page)	\$1.10/each	\$1.10/each
11 x 17	\$2.75/each	\$2.75/each
17 X 22	\$3.25/each	\$3.25/each
22 x 34	\$5.25/each	\$5.25/each
36 x 36	\$8.50/each	\$8.50/each
Custom Mapping	\$26.50/hour	\$26.50/hour
PARKS DEPARTMENT		
Park Usage – Deposit (refundable)	\$250.00 (minimum)	\$250.00 (minimum)
City Park:		
City Park Building Rental	\$275.00	\$300.00
- Deposit (refundable)	\$300.00	\$300.00
Softball Field Rental	\$30/field/game	\$30/field/game
- Holiday Field Use Fee	\$50.00/day	\$50.00/day
Tournament Fees:		
*Includes use of Main Building & Complex		
- Tournament Field Rate	\$75.00/Field/Day	\$75.00/Field/Day
- Dragging Fee	\$6.00/time	\$6.00/time
- Chalking Fee	\$6.00/time	\$6.00/time
- Concession Fee (Daily Gross Sales)	5%-10%	5%-10%
- Fence Installation/field	\$100.00	\$100.00
- Deposit (refundable)	\$200.00	\$200.00
North Country Park:		
Baseball Field Rental	\$40.00 per field/practice/per day	\$40.00 per field/practice/per day
Diamond Point Park:		
Main Building Rental	\$275.00	\$300.00
- Deposit (refundable)	\$300.00	\$300.00
Pavilion Rental	\$135.00	\$150.00
— - Deposit (refundable)	\$200.00	\$200.00
Jigibig Facility Rental	\$250.00	\$250.00
- Deposit (refundable)	\$300.00	\$300.00
South Shore Park:		
Building Rental	\$250.00	\$275.00
- Deposit (refundable)	\$300.00	\$300.00
Nymore Park:		
Warming House Rental	\$ 50.00	\$100.00
- Deposit (refundable)	\$100.00	\$100.00
Carnegie Lakeview Room:		
— Full Day — up to 8 Hours	\$400.00	\$400.00

—Half Day—up to 4 Hours	\$200.00	\$200.00
—Additional Hour (after 8 Hours)	\$ 35.00/hr	\$35.00/hr
—Deposit	\$300.00	\$300.00
—Non Profit Discount on full/half day rate	15%	15%
Carnegie Beatrice Mills Suite:		
9:00 a.m. to 4:00 p.m.	\$25.00/hour	\$25.00/hour
After 4:00 p.m.	\$35.00/hour	\$35.00/hour
Community Garden Plot:		
15 x 15 garden plot	\$20.00/each	\$25.00/each
10 x 15 garden plot	\$15.00/each	\$20.00/each
South Shore Marina:		
Seasonal Slip Rental	\$1,650.00	\$1,650.00
Weekend (3 day) Slip Rental (Friday-Sunday)	\$75.00	\$ 75.00
Miscellaneous Rental Fees:		
Court Reservation/Rental Fees (Pickleball/Tennis)	\$7.00/court (up to 4 courts)	\$7.00/court (up to 4 courts)
Disc Golf Course League/Tournament	\$75.00	\$75.00
Birthday Party Rental (2 hours/staffed)	\$150.00	\$150.00
Tourist Information Center	\$100.00/2 hours	\$100.00/2 hours
Commercial Permit Fee:		
Annual	\$250.00	\$250.00
Month	\$100.00	\$100.00
Day	\$25.00	\$ 25.00
PLANNING AND ZONING		
Environmental:		
Alternative Urban Areawide Review/ Environmental Impact Statement	\$2,500.00	\$2,500.00
- Escrow (minimum)	\$5,000.00	\$5,000.00
Environmental Assessment Worksheet (EAW)	\$1,200.00	\$1,200.00
- Escrow (minimum)	\$2,500.00	\$2,500.00
Environment Alteration Permit:		
Shoreland Alteration (minimum)	\$150.00	\$150.00
- Escrow (minimum)	\$500.00	\$500.00
Tree Removal (minimum)	\$150.00	\$150.00
- Escrow (minimum)	\$500.00	\$500.00
Parkland Dedication – Com	\$50,000 per acre	\$50,000 per acre
Parkland Dedication – Res	\$20,000 per acre	\$20,000 per acre
Parkland Dedication – Single Family Residential Lot Simple Subdivision	\$800.00 per lot (creation of up to 3 lots)	\$800.00 per lot (creation of up to 3 lots)
Plat (Subdivision) – Lot Change: (Creation of a New Tax Parcel)		
Combination	\$50.00	\$50.00
Division / Realignment	\$100.00 + \$25.00/lot	\$100.00 + \$25.00/ new lot
Preliminary Plat Subdivision <20 Acres	\$1,200.00 + \$25.00/lot	\$1,200.00 + \$25.00/ new lot
Escrow (minimum)	\$1,500.00	\$1,500.00
Preliminary Plat Subdivision >20 Acres	\$1,800.00 + \$25.00/lot	\$1,800.00 + \$25.00/ new lot
- Escrow (minimum)	\$3,000.00	\$3,000.00
Minor Subdivision	\$400.00 + \$25.00/lot	\$400.00 + \$25.00/ new lot
- Escrow (minimum)	\$500.00	\$500.00
Use Permits:		
CUP (Conditional Use Permit)	\$500.00 *	\$500.00 *
- Escrow (minimum)	\$500.00	\$500.00
IUP (Interim Use Permit)	\$500.00	\$500.00
- Escrow (minimum)	\$500.00	\$500.00
Variance	\$500.00 *	\$500.00 *
- Escrow (minimum)	\$500.00	\$500.00
Zoning Amendment	\$600.00	\$600.00
- Escrow (minimum)	\$500.00	\$500.00

PUD/CIC Concept Approval (Fee is for each review.)	\$250.00	\$250.00
- Escrow (minimum)	\$500.00 ***	\$500.00 *** (Eliminate***)
PUD/CIC	\$1,500.00 + \$25.00/lot or unit	\$1,500.00 + \$25.00/lot or unit
- Escrow (minimum)	\$2,500.00	\$2,500.00
PUD/CIC (no public improvements)	\$800.00 + \$25.00/lot or unit	\$800.00 + \$25.00/lot or unit
- Escrow (minimum)	\$1,500.00	\$1,500.00
Home Occupation (Type II)	\$125.00	\$125.00
Farm Animal License Initial	\$50.00	\$50.00
Farm Animal License Renewal	\$25.00	\$25.00
Construction Use Permits:		
Temporary Moveable Storage Container / Semi-Trailer Annual License (see Ordinance for allowed zoning districts)	\$150.00 per container/trailer	\$150.00 per container/trailer
- Escrow	See Below	See Below
Land Use (Determined by Planning Director) (minimum)	\$500.00	\$500.00
Fence Permit	\$25.00	\$25.00
Sign Permits:		
Permanent Dynamic	\$300.00	\$300.00
Permanent Static >= 51 s.f.	\$200.00	\$200.00
Permanent Static <= 50 s.f.	\$100.00	\$100.00
Permanent Static <= 32 s.f.	\$60.00	\$60.00
Master Sign Plan (minimum)	\$600.00	\$600.00
Administrative:		
-Map of zoning, large	\$25.00	\$25.00
Formal Appeal of Decision	\$500.00 *	\$500.00 *
- Escrow (minimum)	\$500.00	\$500.00
After the Fact Applications	FEES X 3 & ESCROWS X 3	FEES X 3 & ESCROWS X 3
Special Meeting of Planning Commission and Planning Board	\$1,000.00	\$1,000.00
Development Escrows:		
Commercial/Multi-Family (Performance Standard)	\$2,000.00 each ***	\$2,000.00 each ***
Commercial/Multi-Family (Landscaping/Trees/Temporary Containers/Trailers)	\$1,000.00 + \$500.00/each tree ****	\$1,000.00 + \$500.00/each tree ****
Development/Stipulations/Other/Residential (Applies to all types of Land Use)	Fee determined by Planning Director	Fee determined by Planning Director
Site Plan Review/Field Verification:		
Site Analysis - Performance Standards Review/Setback (Exclude SF Home) Commercial/Multi-family (minimum)	\$750.00	\$750.00
Residential Structure Plan Review/Condition Verification/Rental Review (minimum)	\$50.00 minimum	\$50.00 minimum
Zoning Verification Letter	\$75.00	\$75.00
Other site visit verification	Fee determined by Planning Director	Fee determined by Planning Director
OHW or Bluff (Engineer/Surveyor Required)	\$500.00	\$500.00
Note: An escrow account shall be established as indicated above to cover all expenses incurred by the City of Bemidji as part of the plan review. In the case of applications, including multiple requests, the highest escrow deposit amount will be the only one initially required. The applicant is responsible for all costs incurred by the City of Bemidji during plan review. If the escrow amount drops below 10% of the original deposit amount the City of Bemidji will require the submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon determination by the City of Bemidji that the project is complete or expired, the City of Bemidji will return the remaining escrow deposit to the applicant. In some cases, the administrator may determine that escrow monies are not required or may be increased at the time of a new or subsequent project application. * Includes Beltrami County Recording Fee		

** Triple the usual permit fee shall apply for any permit applied for or obtained after the work or use has been initiated. *** Remaining balance shall count towards application or be returned. *** Used to determine escrow amount for total project, entire escrow held until all items are complete. **** Held for a period of one year after trees and landscaping are planted.		
POLICE DEPARTMENT		
Administrative Fines:	SEE ATTACHED LIST OF OFFENSES	SEE ATTACHED LIST OF OFFENSES
False Alarms:		
Fire/Security – First 3 Alarms	\$0	\$0
4 th – 10 th Alarm	\$55.00/each	\$65.00/each
11 th – 15 th Alarm	\$110.00/each	\$130.00/each
16 th plus each successive alarm	\$165.00/each	\$260.00/each
Dog & Cat License:		
Dog or Cat - Not spayed/Neutered	\$28.00/year	\$30.00/year
Dog or Cat – Spayed/Neutered	\$15.00/year	\$15.00/year
Dog or Cat- Impound	\$45.00/each + daily care	\$45.00/each + daily care
Daily Care	\$15.00/per day	\$15.00/per day
Replacement Dog/Cat License	\$1.50/each	\$10.00/each
Impound Vehicles – At City Yard	\$15.00/per day	\$20.00/per day
Billable Transaction Fees for Pawnbrokers and Secondhand & Precious Metal Dealers	\$1.50/per billable transaction	\$1.50/per billable transaction
Security	\$110.00/per hour	\$110.00/per hour
Immobilization Device Removal	\$5,500.00	\$5,500.00
Crime-Free Multi-housing Educational Course	\$45.00/each	\$45.00/each
Parking Tickets – Paid within 72 hours	\$20.00/each	\$20.00/each
Parking Tickets – Paid After 72 hours	\$40.00/each	\$40.00/each
Parking Permits (LAKE BLVD Residents ONLY)	\$20.00/3 years	\$20.00/3 years
PUBLIC WORKS DEPARTMENT		
EROSION & SEDIMENT CONTROL ESCROW	\$250.00*	\$250.00*
*Amount may be higher based on determination by the City Engineer. After completion of project, escrow is refunded.		
Street Reconstruction Assessment	\$45.00/front foot	\$45.00/front foot
Refuse Rates		
Residential Rates:		
One 65 gallon can per week	\$17.85/month	\$18.50/month
One 95 gallon can per week	\$17.85/month	\$21.00/month
Refuse Bag System (no new customers)	\$2.00/each	\$2.25/each
Job Lot/Recycling Pickup	\$110/Non-scheduled \$85/Scheduled	\$115/Non-scheduled \$90/Scheduled
Start or Stop Refuse Service	\$25.00/each event (includes tax)	\$25.00/each event (includes tax)
Refuse Pickup After the Fact (customer failed to have refuse can out in time)	\$10.00/each event/can	\$10.00/each event/can
Delinquent Refuse Charge: Applied to the bill if not paid by the 21 st of the month.	10%	10%
Stormwater Utility Charges		
Single Family Household (owner occupied)	1.0 ERU*	1.0 ERU*
Rental Units – Non-homestead	1.0+.5 ERU per unit	1.0+.5 ERU per unit
Business/Industrial	1.0 ERU per 3,700 sq. ft.	1.0 ERU per 3,700 sq. ft.
Medical Office	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
University	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
Agriculture/Open/Vacant Lot	1.0 ERU per 10 acres	1.0 ERU per 10 acres
Minimum Charge (2.5 acres or less)	\$1.15 per month	\$1.17 per month
Basic System Rate	\$4.65 per month	\$4.73 per month
Parcels located outside a stormwater drainage district	\$2.33 per ERU	\$2.36 per ERU

Delinquent Stormwater Utility Charge – Applied to the bill if not paid by the 21 st of the month. *Equivalent Residential Unit (ERU)	10%	10%
Stormwater Related Violations	SEE ATTACHED FINE SCHEDULE	SEE ATTACHED FINE SCHEDULE
Street Sweeping	\$262.50/hour	\$262.50/hour
Water – Tier Rates (*Fixed base rate is charged regardless of water consumption)		
0 to 10,000 gallons	\$4.27 per thousand gallons of water used Plus fixed base rate*	\$4.48 per thousand gallons of water used Plus fixed base rate*
10,001 to 50,000 gallons	\$5.13 per thousand gallons of water used - Plus fixed base rate*	\$5.39 per thousand gallons of water used - Plus fixed base rate*
Over 50,000 gallons	\$5.99 per thousand gallons of water used - Plus fixed base rate*	\$6.29 per thousand gallons of water used - Plus fixed base rate*
Sewer Rates		
Sewer	\$8.39 per thousand gallons of water used - Plus fixed base rate*	\$9.02 per thousand gallons of water used - Plus fixed base rate*
Sewer only	\$59.73 per month (regardless of the number of people at the residence)	\$64.21 per month (regardless of the number of people at the residence)
Fixed Based Rate (Based on Meter Size)		
5/8" to 3/4" Meter	Water \$6.42 Sewer \$13.30 Total \$19.72	Water \$6.74 Sewer \$14.30 Total \$21.04
1" Meter	Water \$10.69 Sewer \$22.18 Total \$32.87	Water \$11.22 Sewer \$23.84 Total \$35.07
1.5" Meter	Water \$21.39 Sewer \$44.34 Total \$65.73	Water \$22.46 Sewer \$47.67 Total \$70.13
2" Meter	Water \$34.22 Sewer \$70.96 Total \$105.18	Water \$35.93 Sewer \$76.28 Total \$112.21
3" Meter	Water \$85.53 Sewer \$177.38 Total \$262.91	Water \$89.81 Sewer \$190.68 Total \$280.49
4" Meter	Water \$171.06 Sewer \$354.77 Total \$525.83	Water \$179.61 Sewer \$381.38 Total \$560.99
6" Meter	Water \$342.10 Sewer \$709.54 Total \$1,051.64	Water \$359.21 Sewer \$762.76 Total \$1,121.96
Sprinkling Meter	Water usage rate only. No base rate.	Water usage rate only. No base rate.
Bulk Water/Hydrant Meter	\$10.00 per month plus 3 rd tier water rate per thousand gallons of water used	\$10.00 per month plus 3 rd tier water rate per thousand gallons of water used
<u>Delinquent Utility Charge</u> – Applied to the utility bill if not paid by the 21 st of the month.	10%	10%
Reconnection Fee (Water)/Shutoff Fee	\$50.00	\$50.00
Miscellaneous Water Fees		
Tapping Fee –1"	\$50.00/each	\$50.00/each
Tapping Fee - 1 ½"	\$50.00/each	\$50.00/each
Tapping Fee - 2"	\$50.00/each	\$50.00/each

Hydrostatic Fee – Water Line	\$60.00/each	\$60.00/each
Plumbing Inspections (water & sewer)	\$30.00/each	\$30.00/each
Digging Permits	\$50.00/each	\$50.00/each
Bituminous Replacement (4' x 8')	\$350.00/each*	\$350.00/each*
*Approx. Oct. 21-May 15	*\$100.00 add'l fee if hot mix not available	*\$100.00 add'l fee if hot mix not available
Water Meters		
Domestic Use:		
3/4" S	\$494.00/each	\$520.00/each
3/4" Full	\$546.00/each	\$573.00/each
1" Meter	\$578.00/each	\$605.00/each
1 1/2" Meter	\$1,890.00/each	\$1,980.00/each
2" Meter	\$2,100.00/each	\$2,205.00/each
3" Meter	\$2,625.00/each	\$2,750.00/each
4" Meter	\$4,305.00/each	\$4,520.00/each
6" Meter	\$7,350.00/each	\$7,720.00/each
Irrigation Only:		
5/8" x 3/4" Meter	\$494.00/each	\$520.00/each
3/4" Meter	\$546.00/each	\$573.00/each
1" Meter	\$578.00/each	\$605.00/each
1 1/2" Meter	\$1,470.00/each	\$1,543.00/each
2" Meter	\$1,607.00/each	\$1,680.00/each
3" Meter	\$2,100.00/each	\$2,200.00/each
4" Meter	\$3,780.00/each	\$3,970.00/each
6" Meter	\$5,670.00/each	\$5,953.00/each
Water Meter Repair and Testing	Actual Cost	Actual Cost
WATER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
SEWER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
Birchmont Drive Municipal Utility System Facilities Connection Charge (due and payable prior to connection to said Facilities of a connection unit not otherwise the subject of a levied special assessment):		
Connection to both Water and Sanitary Sewer (single family residential building)	\$20,315.00	\$20,315.00
Connection to Sanitary Sewer Only (where premises are already connected to municipal water)	\$13,990.00	\$13,990.00
Connection to both Water and Sanitary Sewer (individual dwelling unit in multi-unit residential building or development)	\$18,815.00	\$18,815.00
Division Street Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00
Anne Street Connection Charge - Municipal Sanitary Sewer	\$12,000.00	\$12,000.00
30 th Street NW Connection Charge – Municipal Water	\$13,800.00	\$13,800.00
Algoma Street NW Connection Charge – Municipal Sanitary Sewer	\$12,000.00	\$12,000.00
Irvine Avenue NW Connection Charge – Municipal Sanitary Sewer	\$ 7,000.00	\$ 7,000.00
Proposed North Lake Bemidji Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00
34 th Street NW Extension Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00

8.5% sales tax may be applicable to some fees.

WATER & SEWER ACCESS CHARGES

Water Connection Fees*:

Meter Size	AWWA Rated Capacity (GPM)	HE Ratio	Connection Fee (lesser of 2 x sq root ratio or HE Ratio)
5/8 x 3/4 inch S	20	1.00	\$845
3/4 inch Full	30	1.50	\$1,268
1 inch	50	2.50	\$2,113
1.5 inch	100	5.00	\$3,780
2.0 inch	160	8.00	\$4,780
3.0 inch	320	16.00	\$6,760
4.0 inch	500	25.00	\$8,450
6.0 inch & Larger	1,000	50.00	\$11,950

Sewer Connection Fees For Customers Connected to Both Water and Sewer:

Meter size	AWWA Rated Capacity (GPM)	HE Ratio	Proposed Connection Fee (lesser of 2 X Square Root Ratio or HE Ratio)
5/8 x 3/4 inch S	20	1.00	\$ 1,830
3/4 inch Full	30	1.50	\$ 2,745
1 inch	50	2.50	\$ 4,575
1.5 inch	100	5.00	\$ 8,185
2.0 inch	160	8.00	\$ 10,350
3.0 inch	320	16.00	\$ 14,640
4.0 inch	500	25.00	\$ 18,300
6.0 inch and larger	1,000	50.00	\$ 25,880

Sewer Connection Fees For Customers Connected to Only the Sewer:

Pipe Diameter inches	Flow gpm at minimum slope	AWWA Meter Size With Comparable Flow	AWWA Rated Capacity (GPM)	Proposed Sewer Connection Fee
4 inch (Minimum allowed)	78		N/A	\$ 1,830
6 inch	176	2.0 inch	160	\$ 10,350
8 inch	313	3.0 inch	320	\$ 14,640
10 inch	490	4.0 inch	500	\$ 18,300
12 inch	705			\$ 21,960
15 inch and larger	1,102	6.0 inch	1,000	\$ 25,880

***NOTE: Water Access Connection fees for non-residential (commercial or business) use are subject to applicable state and local sales taxes.**

See also: SAC/WAC Policy

BUILDING PERMIT FEE SCHEDULE

(1997 UBC) (July 15, 2003)

<u>VALUATION</u>	<u>FEES</u>
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, up to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, up to and including \$25,000.00
\$25,001 to \$50,000	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, up to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, up to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, up to and including \$500,000.00
\$500,001 to \$1 million	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, up to and including \$1,000,000.00
\$1,000,001 and up *	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

ADD:

State Surcharge (Valuation < \$1 million) = ½ mil or .0005 X project amount
 (Valuation > \$1 million) = Refer to chart

Plan Review Commercial = 65% of applicable building permit fee
 Residential = 32.5% of applicable building permit fee (minimum \$150)

NOTES:

Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

Valuation of Project:	Surcharge Computation:
\$1,000,000 or less	0.0005 x Valuation
\$1,000,001 to \$2,000,000	\$500 + (0.0004 x (Valuation - \$1,000,000))
\$2,000,001 to \$3,000,000	\$900 + (0.0003 x (Valuation - \$2,000,000))
\$3,000,001 to \$4,000,000	\$1,200 + (0.0002 x (Valuation - \$3,000,000))
\$4,000,001 to \$5,000,000	\$1,400 + (0.0001 x (Valuation - \$4,000,000))
Great than \$5,000,000	\$1,500 + (0.00005 x (Valuation - \$5,000,000))

- Permit application made prior to project completion:
 Permit + Penalty Fee = 2 X permit fee
- Permit application not made prior to project completion:
 Permit + Penalty Fee = 3 X permit fee

ADMINISTRATIVE FINES – LIST OF OFFENSES

CITY CODE VIOLATIONS

CODE

TRAFFIC - \$60.00

Speed /unreasonable acceleration (1-10 mph)	Sec. 24-1
U-turns	Sec. 24-41
Exhibition Driving	Sec. 24-43
Drive through private property	Sec. 24-45

Non-Traffic - \$100.00

Careless bicycle operation	Sec. 24-47
Skateboards downtown	Sec. 24-52
Snowmobiles downtown/speed	Sec. 24-79
Unattended vehicle (w/keys)	Sec. 24-132

ANIMALS - \$60.00

Dog to run at large	Sec. 6-32
No license	Sec. 6-33
Dangerous dog	Sec. 6-37(2)
Habitual barking dog	Sec. 6-37(4)
Dog vaccination required	Sec 6-37(5)

NOISE – \$100.00

General	Sec. 14-105
Radios/CD player	Sec. 14-106
Exhaust	Sec. 14-107
Animals	Sec. 14-108

MISCELLANEOUS - \$100.00

Disorderly conduct	Sec. 18-31
Littering	Sec. 18-31(9)
Tampering w/ a motor vehicle	Sec. 18-31(10)
Trespass	Sec. 18-31(11)
Disorderly house	Sec. 18-32
Consume in public	Sec. 18-33
Consume in a private parking lot	Sec. 18-34
Obstruction of a public officer	Sec. 18-71
Inhale glue or paint	Sec. 18-101
Discharge gun/fireworks	Sec. 18-103
Obstructions in street	Sec. 20-2
Regulating grass, weeds & trees	Sec. 20-4
Sidewalk maintenance, repair & snow removal	Sec. 20-6
Maintenance of private property	Sec. 14.32
Junk cars (unlicensed vehicle), household furniture & appliances stored outdoors	Sec. 14.34
Unauthorized Use of Fire Hydrant	Sec. 26-118

Miscellaneous - \$60.00

Curfew during school 2200-0600 hrs	Sec. 18-151
Curfew non-school 2300-0600 hrs	Sec. 18-151

TRAFFIC (STATUTES) - \$60.00

Speed (1-9)	MS 169.14
Stop line (Stop sign)	MS 169.30
Hitching behind vehicle	MS 169.46
Unsafe Equipment	MS 169.47
Television, Headphones	MS 169.471
Use of Wireless Communication Device (texting, Email, instant messaging)	MS 169.475

Vehicle lighting	MS 169.48
Head Lamps	MS 169.49
Rear Lamps	MS 169.50
Clearance and Marker Lamps	MS 169.51
Projecting Load: Light or Flags	MS 169.52
Slow moving vehicle sign	MS 169.522
Lights for parked vehicles	MS 169.53
Auxiliary Lights	MS 169.56
Signal Lights	MS 169.57
Brakes	MS 169.67
Horn, Siren	MS 169.68
Muffler	MS 169.69
Motor vehicle noise limit	MS 169.693
Rear view mirror	MS 169.70
Windshield (cracked, suspended items, windshield wipers, window tint)	MS 169.71
Tires, metal studs	MS 169.72
Unsafe tires	MS 169.721
Bumpers, Safeguards	MS 169.73

BUILDING & HOUSING VIOLATIONS

Failure to License Rental	See Fee Schedule
Failure to Transfer Rental	See Fee Schedule
Fire prevention violations (Smoke/CO Detectors)	PM-705.5\$ 50.00
Building Code Violations	Chapter 10\$100.00
Housing Code Violations	Chapter 10\$100.00
House number missing	PM 304.3\$ 50.00

STORMWATER ADMINISTRATIVE FINE SCHEDULE

Erosion and Sediment Control Violations (Chapter 14, Article VII), Specifically:

Failed to perform proper maintenance of temporary/structural Stormwater BMP:

Minor Violations	\$60.00
Major Violations	\$150.00

Removal and/or alterations to a structural Stormwater **BMP**:

Minor Violations.....	\$500.00
Major Violations.....	\$1,000.00

Failure to submit required easement and/or maintenance agreement \$250.00

Failure to submit maintenance records \$100.00

Illicit Discharges and Connections (Chapter 14, Article VIII)

Illicit Discharge:

Major Violations.....	\$1,000.00
Minor Violations.....	\$250.00

Illicit Connection to Stormwater System:

Major Violations	\$1,000.00
Minor Violations.....	\$500.00

Failure to Provide Adequate Preventative Measures to Prevent an Illicit Discharge:

Major Violations	\$100.00
Minor Violations	\$50.00

Failure to Report a Spill \$250.00

Failure to Cleanup a Spill \$250.00

Failure to Respond to a Notice of Violation \$100.00

CONSIDERATIONS FOR MAJOR VIOLATIONS

- Potentially critical impact on public health or the environment
- Potentially dangerous to human life or safety
- Continuing nature of the violation*
- Cost of restitution, repair or remediation exceeds \$1,000

❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**

❖ **Fines will be in addition to any remediation, restoration, repair done by a designated governmental agency or contractor if need per Sec. 14-206.**

REPEAT VIOLATIONS: DOUBLE

Second or more offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000.

CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the City Code requirements.

CITY OF BEMIDJI PLANNING AND ZONING ADMINISTRATIVE FINE SCHEDULE

The fine amount is based on the City of Bemidji Planning and Zoning & Subdivision Ordinance that is violated. There are three (3) levels of fines.

Level 1 -- ~~\$60.00~~75.00

Level 2 -- ~~\$125.00~~150.00

Level 3 -- \$300.00

PLANNING & ZONING VIOLATIONS

Level 1	
Parking on the Grass	Section 1009 – Parking Standards
Temporary Signage without Permit	Article VII – Sign Regulations
Outdoor Storage - Residential	Section 1002 – Exterior Storage
Level 2	
Parking on the Grass – Non-Residential Properties	Section 1009 – Parking Standards
Off-Street Parking, Loading & Surfacing Violation	Section 1009 – Parking Standards
Outdoor Storage Commercial / Industrial	Section 1002 – Exterior Storage & Outdoor Display of Merchandise
Landscaping Requirement Violations	Section 1006 – Landscaping Requirements
Exterior Lighting Violations	Section 1008 – Lighting
Dynamic Display Violation	Section 718 – Dynamic Displays
Permanent Signage without Permit	Article VII – Sign Regulations
Abandoned or Inoperable Vehicles	Section 102 – Intent and Purpose
Storage Container/Semi Trailer Violation	Section 1011 – Temporary Uses or Structures
Level 3	
Construction Land Use without Permit	Section 1112 – Land Use or Building Permits
Shoreland Alterations without Permit	Article IX – Shoreland Regulations
Filling or Disturbance of a Wetland	Section 1014 – Special Provisions for Development in Sensitive Areas
Removal of Trees without Permit	Section 1007 – Tree Preservation
Unlawful Land Use	Article III – District Regulations

❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**

REPEAT VIOLATIONS: DOUBLE

Second or additional offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000. For example, if there were four occurrences of a Level One Violation, the fine for the fourth occurrence would be ~~\$960~~**1,200** (first: ~~\$120~~**150**; second: ~~\$240~~**300**; third: ~~\$480~~**600**; fourth: ~~\$960~~**1,200**).

CONTINUING VIOLATIONS: FINE FOR EACH DAY

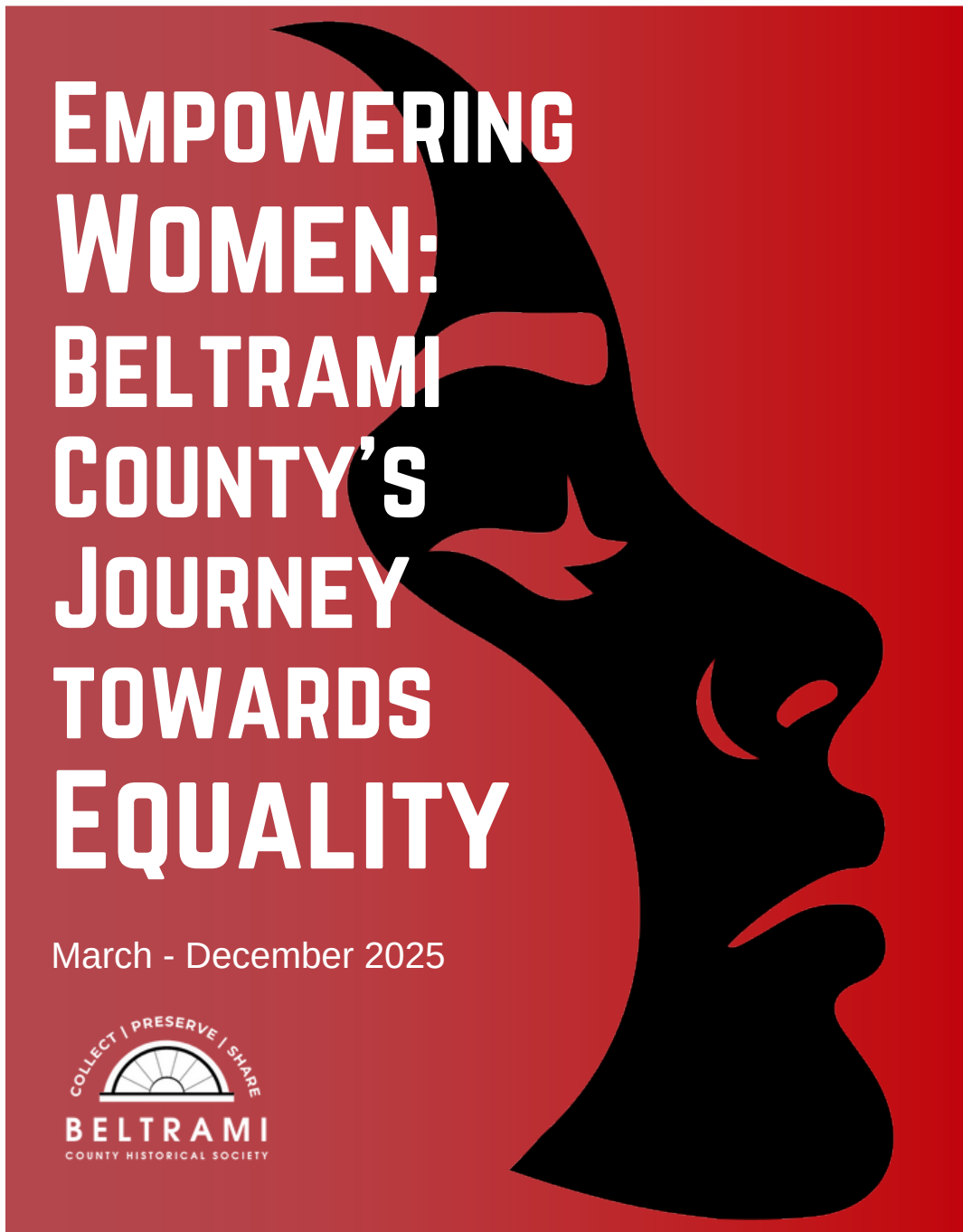
A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the Ordinance requirements.



BELTRAMI
COUNTY HISTORICAL SOCIETY

Bemidji City Council Update
by Emily Thabes, Executive Director
November 17, 2025

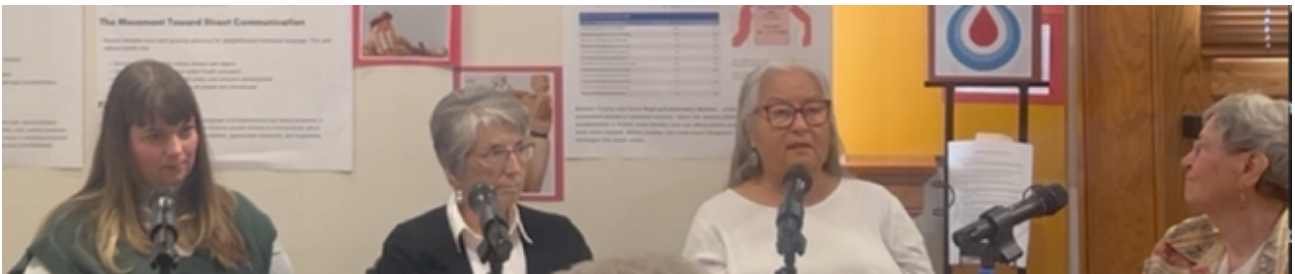
2025 Special Exhibit & Programs



Art is

A square image showing a woman's face constructed from various art supplies. The eyes are made of colorful buttons, the nose is a paintbrush, and the mouth is a red lip marker. The face is surrounded by a variety of art materials like paint tubes, brushes, pencils, and markers.

*HER*story

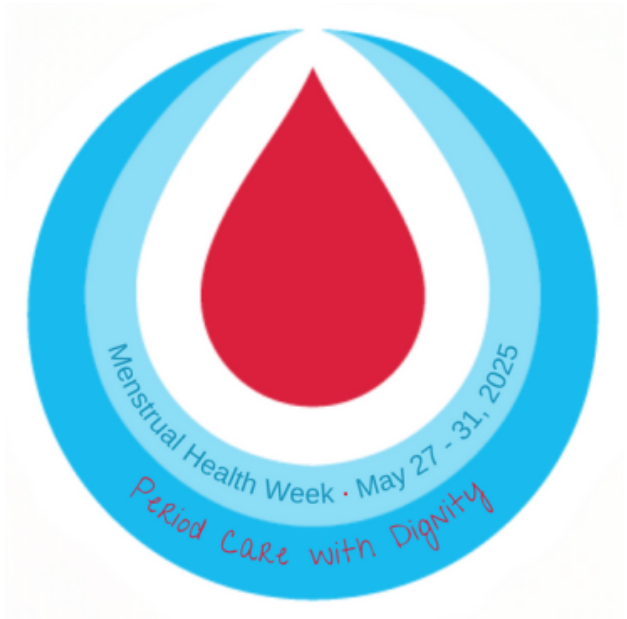


free monthly panel
programs

North Country
JOURNAL



History Mystery: The
Fate of Emma Davids



Volunteers and Community Impact:

8,000
Hours



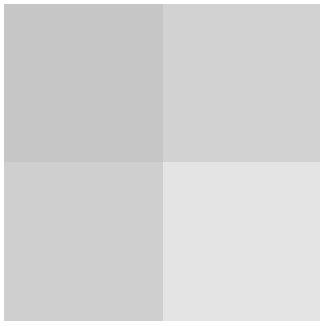
grantwriting & fundraising



groundskeeping



gift shop assistance



public research



writing for BCHS publications



board leadership



artifact cataloging



tours, programs, presentations



maintenance & construction



digitization social media

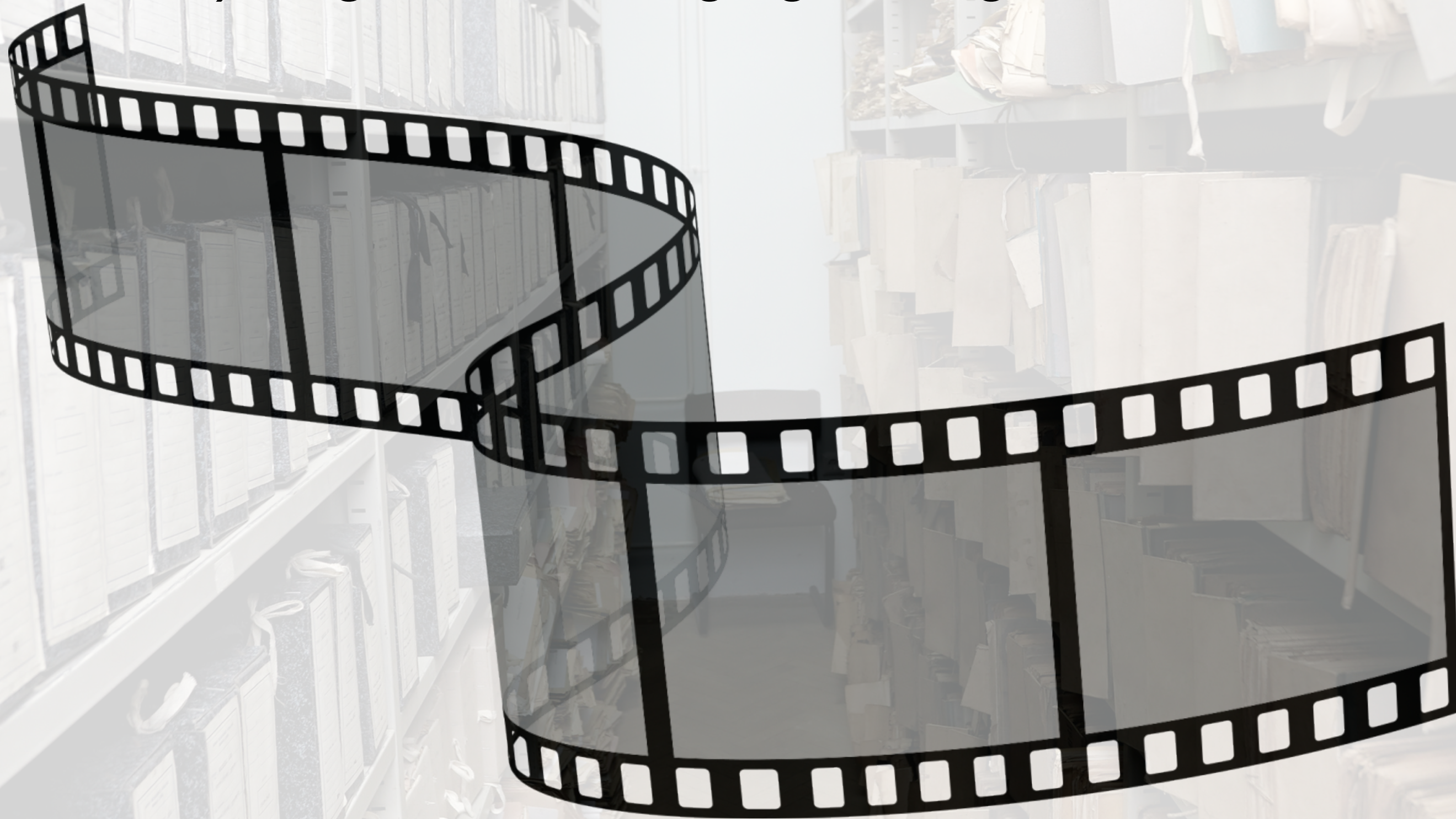


Acidic wooden shelves, disarray, & impacted boxes



New archival shelving and acid-free boxes via a large Legacy Grant

Major Preservation Project 2026: Bemidji Scherling Studio (1937-1975) Negative Cataloging for Digitization



VOICES OF THE MISI-ZIIBI

A community oral history initiative
from the Beltrami County
Historical Society, sponsored by the
Northwest Minnesota Foundation.

From the lakes and rivers that
surround and sustain the
Mississippi, stories flow through
Beltrami County — stories of
family, work, culture, and change.

This living history effort invites
everyone who calls this region
home (past or present) to share
their story, their memories, and
their connection to the Great River
that connects us all.

VOLUNTEER AS AN INTERVIEWER:

- Help record the stories that shape our community
- Receive training — no experience needed, ages 12+ welcome
- Use BCHS recording kits and materials; travel reimbursement available
- Flexible schedule; perfect for students, retirees, & storytellers

SIGN UP TO BE INTERVIEWED:

- Share your memories and connection to Beltrami County's lakes and rivers
- Your story becomes part of the Voices of the Misi-ziibi collection
- Interviews take about an hour — at the History Center or in your community
- Everyone's story matters — we want to hear yours

READY TO GET INVOLVED?

📍 130 Minnesota Ave. SW, Bemidji
🌐 beltramihistory.org
✉ depot@beltramihistory.org
☎ 218-444-3376

MINNESOTA

AMERICA 250



Declaration Book Club



Panelist Series: Our Founding Documents in Context

MINNESOTA

★ ★ ★ ★ ★

AMERICA 250

Spring - Fall 2026: Community Victory Gardens

- BCHS-volunteer maintained in partnership with **Bemidji Parks & Recreation**: produce distributed to area food shelves
- Seeds/supplies distributed for family victory gardens
- Workshops on soil preparation, garden maintenance, and food preservation open to the whole community (not just victory garden growers)
- Possible partnership with County Fair to have a ribbon category for Victory Garden produce



**PERMANENT
EXHIBIT
REDESIGN**

UNDER CONSTRUCTION

**OPENING
G
LATE
2026**

We are seeking Community Advisory Group members now!

A black and white photograph of a building's exterior. The background consists of horizontal stripes alternating between light and dark gray. Overlaid on this are several large, complex structures made of corrugated metal, resembling ductwork or ventilation systems. These structures have various bends, curves, and flanges. In the bottom left corner, there is a dark-framed window with multiple panes. The text "THANK YOU!" is written in a large, white, sans-serif font across the middle of the image.

THANK YOU!



depot@beltramihistory.org

<https://beltramihistory.org>

(218) 444 - 3376

Wed - Sat, 10 AM - 4 PM

130 Minnesota Ave. SW, Bemidji

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Consider Approval of Solar Array Contract with Wolf Track Energy
Prepared By: Samuel C. Anderson City Engineer/DPW

Background:

The Water Treatment Plant - Phase 2 project design included future accommodations for adding a solar array on the Phase 2 rooftop when the main facility construction was completed.

Attached is the feasibility report completed by Barr Engineering back in 2022 for additional background. Now that the contract 1-year warranty periods are close to expiring, staff have completed a Request for Proposal (RFP) process with the assistance of the Minnesota Department of Administration State Procurement office to select the most qualified pre-approved solar developer to install the solar array on the City's behalf.

Two solar developers submitted proposals that were scored by city staff, and Wolf Track Energy was the highest scoring proposal and their proposal is attached to this council memo. Below are the two developers and submitted pricing:

Wolf Track Energy - \$155,124.00 or \$2.78 (\$/watt DC)

Cedar Creek Energy - \$122,774.40 or \$3.024 (\$/watt DC)

The solar array should be eligible for the currently available 30% federal tax credits and Ottertail Power has tax rebates up to \$1500/KW (or up to \$60,000 maximum) available to assist with project costs. The RFP also included language that has the selected solar developer submitting for the currently available "Solar on Public Buildings Program" grant, which provides up to 70% project funding not to exceed \$112,000, if selected. Any gap in funding not covered by a combination of these funding sources would then come from our City's Water Utility Fund. The solar array would be scheduled to be installed and online by Summer 2026.

Recommendation:

Authorize the Mayor and City Manager to finalize and execute a contract with Wolf Track Energy to install a solar array on the Water Treatment Plant - Phase 2 facility in an amount not to exceed \$160,000.

SP2-44 City of Bemidji Water
Treatment Plant Phase 2 Solar
Project 3115 Gillette Drive NW,
Bemidji, MN 56601

Brian Sandel

Brian.Sandel@
state.mn.us



October 28, 2025

55.80 kW DC 39.71 kW AC
Roof-mounted
Commercial grid-tied PV system
With Enphase Microinverters

Dear Brian Sandel

Thank you for your interest in solar and in Wolf Track Energy. We are excited about the possibility of working with you and providing a design that suits your needs. The proposed systems will be direct purchased. The deposit payment would satisfy safe harbor as "commenced construction" to receive the 30% Direct Pay & avoid FEOC rules. The system should produce about 62503 kWh/year. 31% of the annual estimated energy consumption of 199350 kWhs. The "bi-facial" solar panels will produce additional energy during times of high brightness (like snow reflectivity).

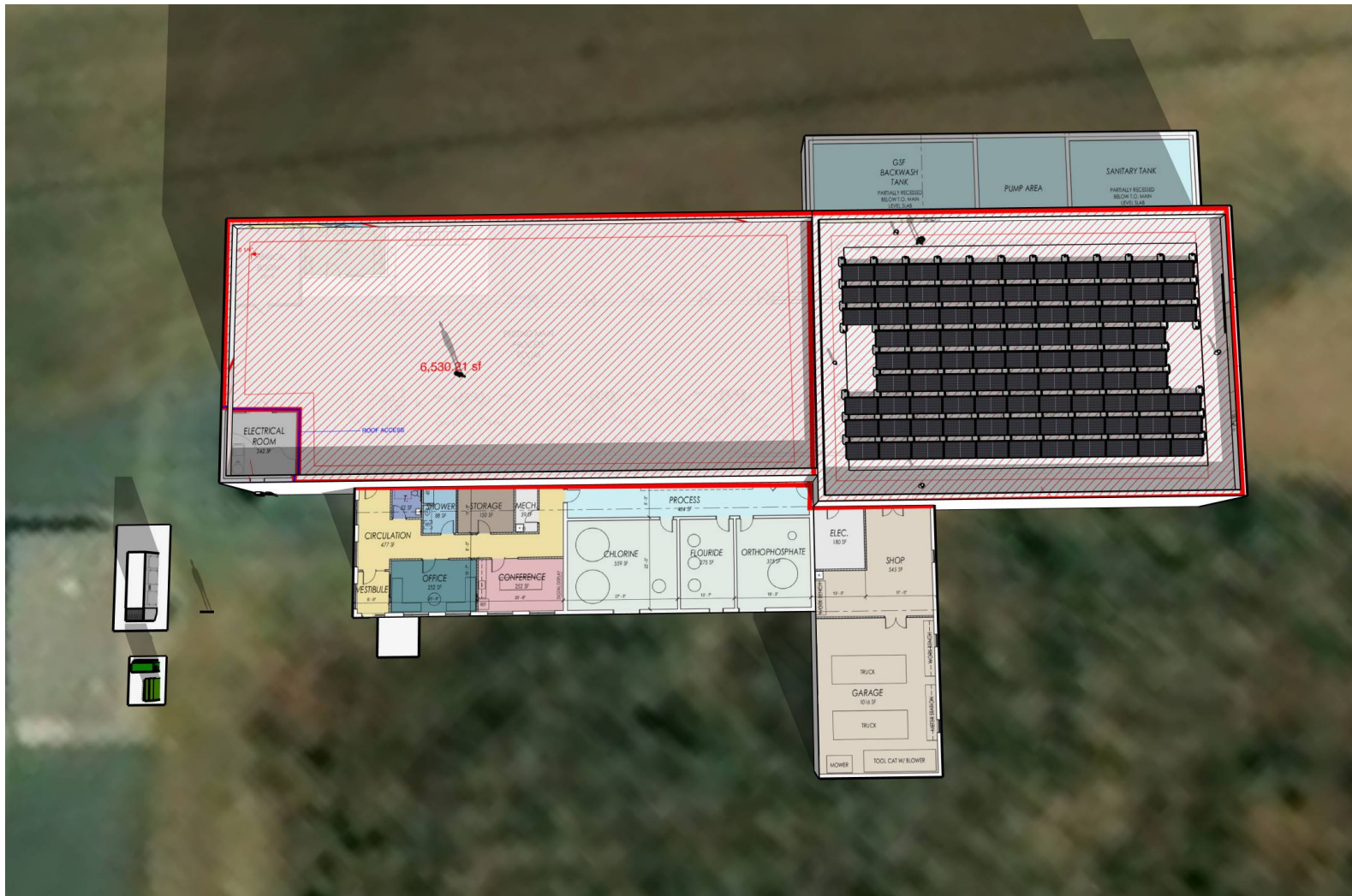
Our local, Two Harbors/Backus crew has the experience and knowledge necessary to see this project to completion, and to ensure you're awarded the OTP POP & full grant from the state of Minnesota (If applying for that) . We've worked closely with our vendors to provide competitive pricing for this largescale project in which the community can take pride.

Within this proposal, you will find:

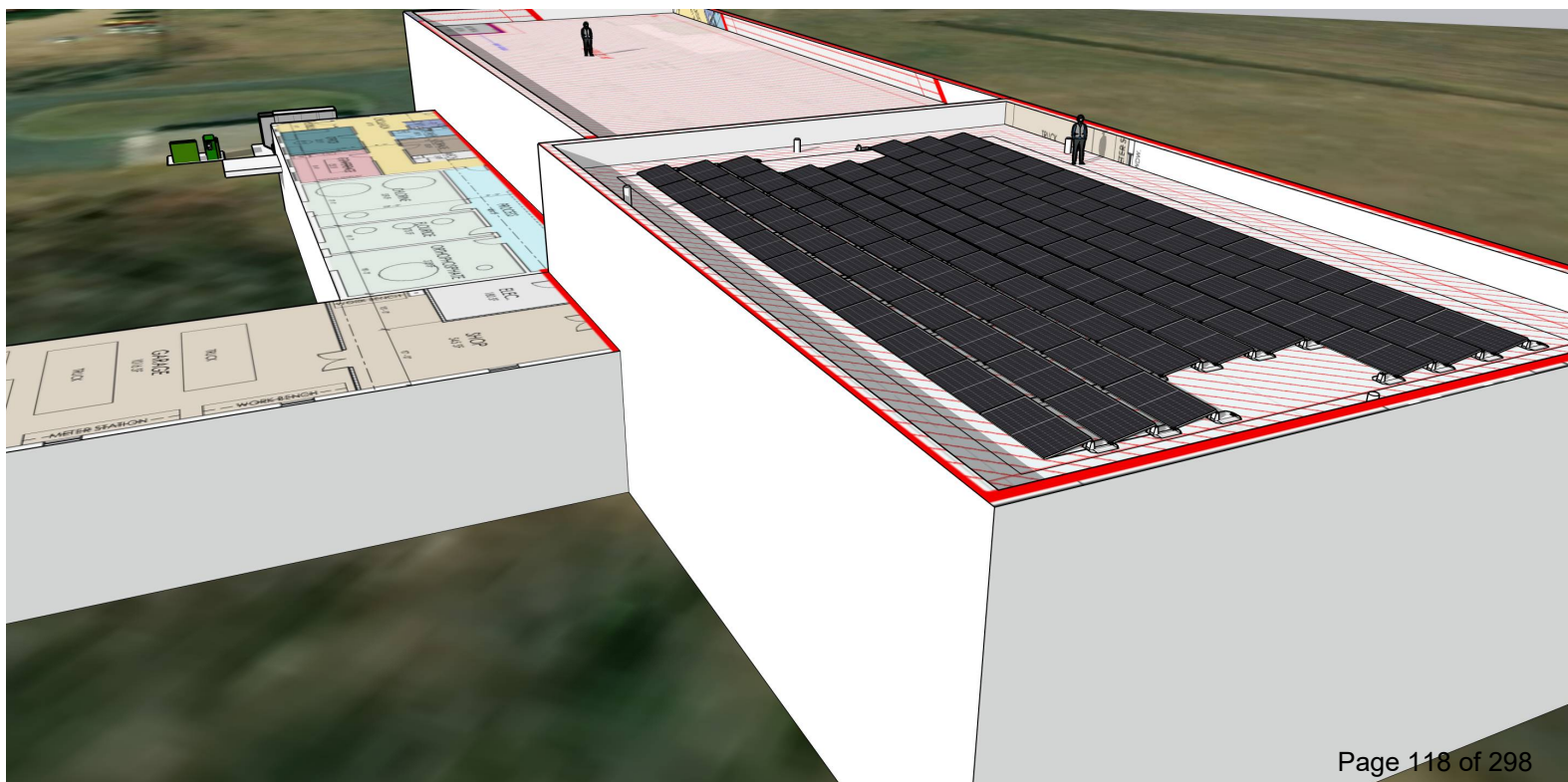
- System Overview
- Energy Production & Finance Forecast
- Cash Flow Estimate
- Itemized Cost Estimate GREATER THAN 50 MILES
- Available Rebates, Incentives, and Environmental
- Benefits · Why Wolf Track Energy?
- Design & Layout
- Qualifications & Licensure
- References
- Warranties/Guarantees
- Equipment Technical Specifications & Energy Monitoring · Operations & Maintenance
- Project Schedule
- Financial Statements

Sincerely,
John Ruvelson Solar Technical Sales Direct: (218) 269-2413 jruvelson@wolftrackenergy.com

System Overview



This shows the 55.8 kW DC PV system at your location. RFP, setbacks of at least 6 feet are required around the perimeters of all rooftop installations to PV array.



System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 55.8 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 97 % shade free.

Azimuth and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 225°. This array is near the optimum tilt angle at an angle of 10°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

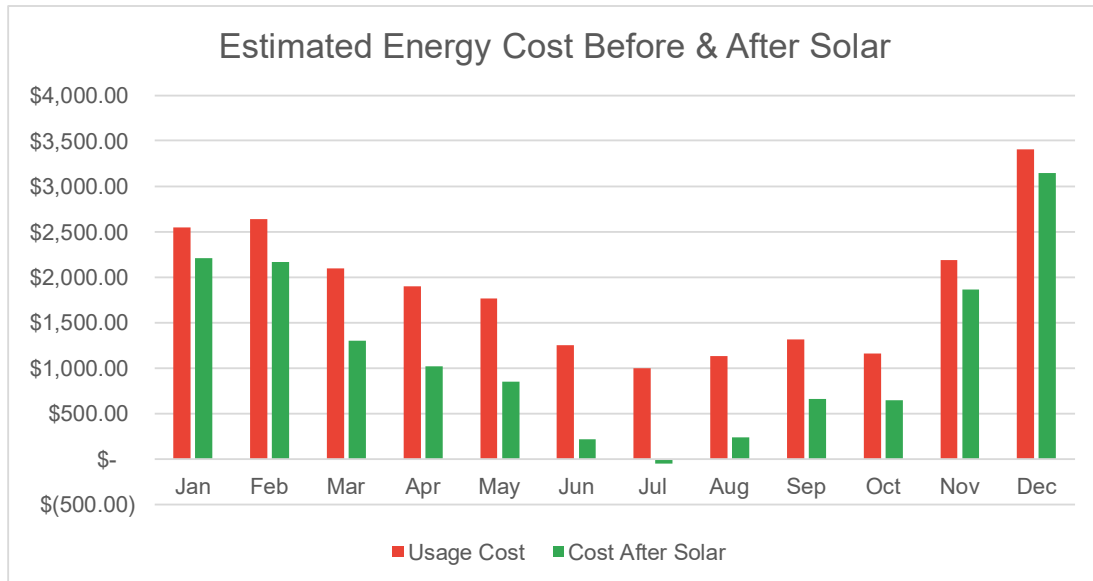
Snow and Array Tilt Angle

Snow's impact on solar energy production is variable due to its moisture content, texture, amount and frequency. Also, steeper arrays will shed snow easier than arrays at lower tilt angles.

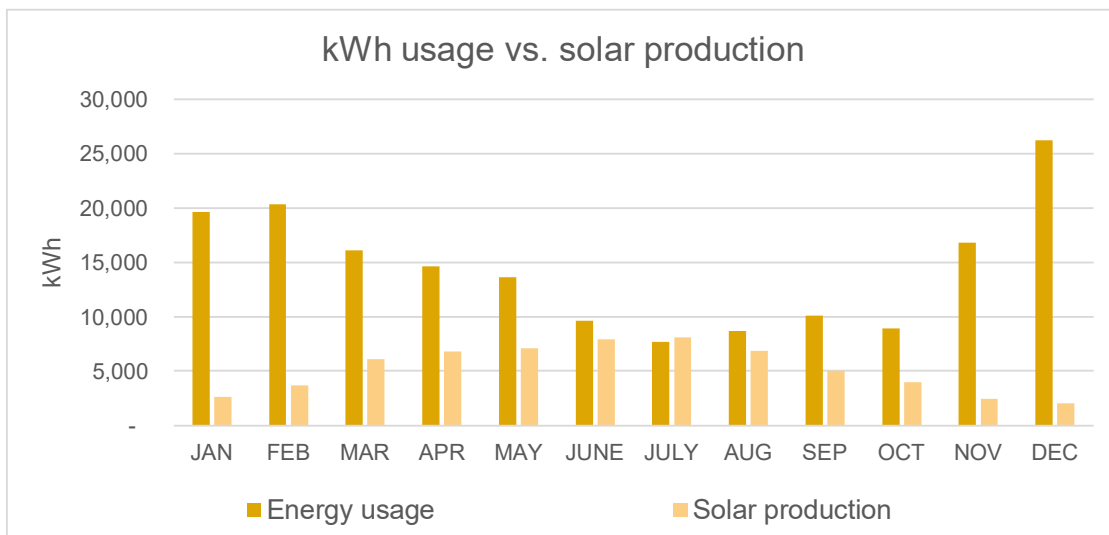
Since the Department of Energy's, National Renewable Energy Laboratory (NREL), estimates snowfall varies by as much as 30% monthly, 10% annually, sometimes reducing annual energy output by up to 20%, they recommend an **average energy production loss of 5% which we have subtracted from our calculations in this report.**

Design Assumptions			
We estimate 1120 average annual kWhs per kW of installed solar panels.			
Solar PV kW DC:	55.8	Module Type:	Tier One
		GPS Coordinates:	47.49, -94.94
Azimuth:	225	Utility:	OTP
		Energy Escalation:	2.50%
Tilt Angle:	10	Estim Off-set rate	\$0.13
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast



Estimated Annual Electric Bill \$18,180.72	Estimated Annual Bill Post-Solar \$12,480.43
---	---



Current Annual Usage (kWh) 199,350	Estimated Annual Solar Production (kWh) 62503
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Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

End of Year	1	2	3	4	5
<i>Energy (kWh)</i>	62,503	62,191	61,878	61,566	60,941
<i>Energy Value</i>	\$8,125	\$8,044	\$8,163	\$8,283	\$8,404

Year	6	7	8	9	10
<i>Energy (kWh)</i>	60,628	60,316	60,003	59,691	59,378
<i>Energy Value</i>	\$8,526	\$8,650	\$8,775	\$8,901	\$9,029

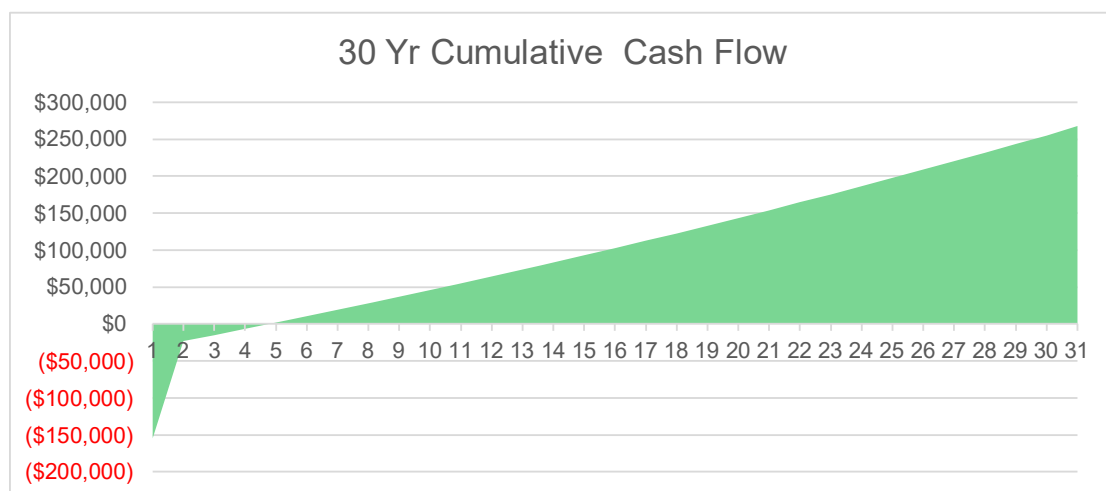
Year	11	12	13	14	15
<i>Energy (kWh)</i>	59,065	58,753	58,440	58,128	57,815
<i>Energy Value</i>	\$9,158	\$9,289	\$9,420	\$9,553	\$9,688

Year	16	17	18	19	20
<i>Energy (kWh)</i>	57,503	57,190	56,878	56,565	56,253
<i>Energy Value</i>	\$9,823	\$9,960	\$10,099	\$10,238	\$10,379

Year	21	22	23	24	25
<i>Energy (kWh)</i>	55,940	55,628	55,315	55,003	54,690
<i>Energy Value</i>	\$10,522	\$10,665	\$10,810	\$10,956	\$11,103

Year	26	27	28	29	30
<i>Energy (kWh)</i>	54,378	54,065	53,753	53,440	53,128
<i>Energy Value</i>	\$11,252	\$11,402	\$11,553	\$11,705	\$11,859

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
<i>Energy Produced (kWh)</i>	62,503	610,968	1,190,685	1,468,824	1,739,150
<i>Estim. Total Value</i>	\$8,125	\$84,900	\$596,450	\$228,440	\$298,225



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Wolf Track Energy, LLC

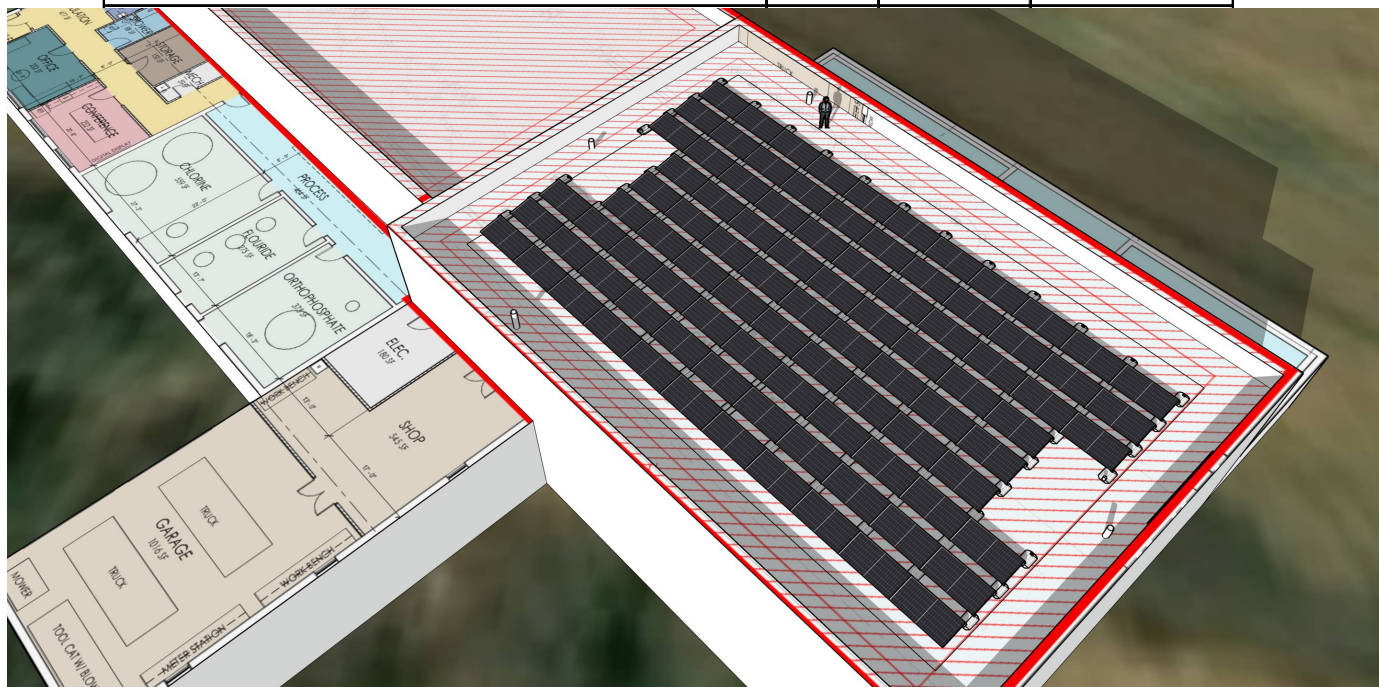
818 6th Ave.
Two Harbors, MN 55616
Phone: (218) 302-5601

DATE: 10/28/2025

FOR: Solar PV System

60 Day Pricing
Not a Final Cost Estimate
Subject to Engineering Review

55.80 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
-------------------------------	-----	------------	--------



the rebate. CONSULT A FINANCIAL EXPERT	
Estimated Rebates and Incentives	Amount
Direct Pay 30% Federal Renewable Energy Tax Credit (No Cap)** Safe Harbor Secured w 5+% Payment	\$ 46,470
OTP POP \$1,500/kW of installed solar (AC capacity), up to 50%	\$ 77,450
Solar on Public Buildings Grant (up to 70% Not to Exceed \$112,000)	-
TOTAL rebates and inc	\$ 123,921
TOTAL cost after rebates and incentives - Zero Total if negative	\$ 30,980

Estimated Value of Energy Savings over 30 years **	\$ 298,225
Estimated Warranty/Maintenance Costs**	\$0
Estimated Tax Paid on Rebate Income**	\$0
Estimated 30 Year Total Net Cash Flow Value**	\$ 267,245

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "incentives"). If you have any questions as to whether and when you qualify for any incentives and the amount of such incentives, please consult your personal tax or financial advisor. Wolf Track Energy makes no representation, warranty or guaranty as to the availability or amount of such incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports
Final Equipment may vary - subject to site-visit and material availability
Driven Post-based foundations can hit unknown rocks or obstructions, may require concrete footings and a change in contract price
Unknown Upgrades/Structural Remedial Required by Engineering (Not Included)
Geotechnical Specific Engineering Report for Driven-pile Racking Not Included
Utility related costs : Engineering Studies, Distribution, Infrastructure, Rewire of Offpeak, New transformer Are Not Included
Tree trimming or removal, & or Site Preparation Not Included
Electrical Engineer Cert and Bond Requirement- Not Included
Labor Hours are not for winter conditions
Decommissioning after 40 Yrs. Not Included

10 year standard workmanship warranty is included - as per construction contract
Minnesota Licensed General Contractor #BC804183
Minnesota Licensed Electrical Contractor #EA805508
NABCEP PV-102216-013658

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Rebates and Incentives

Federal Solar Energy Tax Credit

The credit is available to tax paying organizations and individuals. It's equal to 30% of expenditures for a solar installation, with no maximum credit. Eligible solar energy property includes equipment that uses solar energy to generate electricity, to heat or cool (or provide hot water for use in) a structure, or to provide solar process heat. See IRS form 5695 and Section 25d for more information on the residential Investment Tax Credit or IRS form 3468 and Section 48 for more information about the commercial Investment Tax Credit (ITC). [In order to reduce the barriers in receiving the tax credit due to upcoming changes, the 5+ % Payment must be made which is considered 'commencing construction' as defined by the IRS, by December 31, 2025. This is how the projects will meet and address the requirements that start after January 1, 2026 including the Foreign Entity of Concern \(FEOC\) rules for procurement of project materials.](#)

The Inflation Reduction Act

The Inflation Reduction Act introduced a monetization method for commercial solar projects for tax exempt organizations: Direct pay: This process allows entities exempt from income tax—such as nonprofits, state/local/Tribal governments, publicly owned utilities, and rural electric cooperatives—to claim the equivalent amount of tax credit in the form of a direct payment from the IRS.⁴ This enables tax-exempt entities to take advantage of clean energy tax credits for the first time.

Minnesota State Sales Tax Exemption

In Minnesota, solar energy systems purchased on or after August 1, 2005, are exempt from the state's sales tax. This exemption applies to solar electric (PV) systems, solar water heating systems and solar space heating systems. All components of these systems are exempt, including panels, wiring, pumps, and racks.

Minnesota Real Estate Property Tax Exemption

Minn. Stat. § 272.02, Subd. 24, exempts solar-photovoltaic (PV) systems installed after January 1, 1992 from Real property taxation.

Net Metering

Systems under 40 kW: Reconciled monthly; [customer may opt to receive payment or credit on next bill at the retail utility energy rate.](#) For systems 40kW AC -1 MW AC, [NEG is credited at the avoided cost rate, or customers may elect to be compensated in the form of a kWh credit.](#) Excess credit will be reimbursed at the end of the calendar year at the avoided cost rate.

Publicly Owned Property Solar

Publicly Owned Property (POP) Solar program to eligible public entities, including public education facilities and city, county, or tribal governments. This program is designed to showcase the benefits of solar photovoltaic (PV) generation and support projects that assist local communities. Combine our rebate with federal and state incentives to reduce or eliminate upfront costs. Qualifying solar PV projects may receive incentives of \$1,500-per-kilowatt (AC) nameplate limited to 50% of project installation costs. System must be 40 kW or less [\(AC nameplate\)](#) in size to be eligible

Disclaimer:

Tax Situations Vary, Please Consult a Competent Tax Professional

Incentives, Rebates, Taxes, Costs and Energy Savings Are Estimated And Are Not Guaranteed

Wolf Track Energy, LLC, does not make any warranty for accuracy or completeness of energy predictions or this information from U.S. Department of Energy National Renewable Energy Laboratories (NREL). The energy output prediction is a forecast estimate based on assumptions.

Environmental Benefits

In 30 years, your 55.8 kW solar array will offset about 1729774 kWh's of energy & 1222 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

264.1
Passenger vehicles
driven for one year

3,034,617
Miles driven by an
average passenger
vehicle



OR



CO₂ emissions from

137,611
Gallons of gasoline
consumed



OR

120,133
Gallons of diesel
consumed



OR

1,346,862
Pounds of coal
burned



OR

16.19
Tanker trucks' worth
of gasoline



OR

141.1
Homes' energy use
for one year



OR

155,988,624
Smartphones
charged



207.1
Homes' electricity
use for one year



OR

6.73
Railcars' worth of
coal burned



OR

2,844
Barrels of oil
consumed



OR

49,998
Propane cylinders
used for home
barbeques



OR

0.00031
Coal-fired power
plants in one year



Greenhouse gas emissions avoided by

416
Tons of waste
recycled instead of
landfilled



OR

59.4
Garbage trucks of
waste recycled
instead of landfilled



OR

52,040
Trash bags of waste
recycled instead of
landfilled



OR

0.26
Wind turbines
running for a year



OR

46,500
Incandescent lamps
switched to LEDs



Carbon Sequestered by

20,383
Tree seedlings
grown for 10
years



OR

1,588
Acres of U.S.
forests in one year



OR

8.3
Acres of U.S. forests preserved from
conversion to cropland in one year



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

Why Wolf Track Energy?



We're certified experts

Recognized by the North American Board of Certified Energy Practitioners, we know solar inside & out. We're also licensed electrical and building contractors that will take care of every step of your solar installation.

We're locally owned and operated

Our staff and installation crews are your neighbors! **We have office locations in Two Harbors and Backus, Minnesota.** We are invested in the communities that we serve and are committed to providing reliable service from design to installation.

Solar is what we do

Since 2018, Wolf Track Energy has installed hundreds of solar projects across Minnesota and Wisconsin. We have helped homeowners and businesses cut their power bills using clean, renewable energy. Solar is not a secondary service for us, it's what we do.

Peace of mind

We stand by our work. Our installations come with a 10-year workmanship warranty. If anything goes wrong at your home due to the quality of our installation, it will be covered for up to 10 years. This warranty includes roof penetrations, conduit, and wiring.

Any questions?

We are here to be a resource! Feel free to contact us with any questions.

Check out our website at wolftrackenergy.com



#EA805508



#1574035



#BC804183



#DC-032300396

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Solar Power System Design and Installation, S-1049(5) Price Sheet - Greater than 50 miles from office - Cash

Cash Version >\$50 miles

Company Name WOLF TRACK ENERGY
Refer to project details for scenarios in the Proposal Content section.

		System Size DC kW's	System Size AC kW's
		55.80	39.71
		Your system's 25 Year production, stated in DC kWh's	Your system's 25 Year production, stated in AC kWh's
Scenario 1: [Type: Flat Rooftop,] [55.8 kWp DC]			
1.a DESIGN, PERMITTING & INTERCONNECTION (Engineering By Owner, ANY Unknown Utility Upgrades Not Included)		Cost (\$/watt DC)	
1.b Materials: modules, inverters, optimizers, electrical material		\$ 0.15	57425
1.c Labor at Prev Wage, Per Diem & Lodging		\$ 1.73	
1.d Operation and maintenance costs for Year 1- System to be inspected for comissioning - Little to ZERO maintinace EVER expected		\$ 0.73	
1.e Sub-contractors, Cranes, Lift Rentals, Subs		\$ 0.15	
Total:		\$ 2.78	
ACTUAL TOTAL \$154,900.			

Provide a not-to-be-exceeded price for the following:

Cost-Plus Materials	% markup
Provide a percentage to be added to your cost for materials	59%
Labor	hourly rate
Design/Engineering	\$ 70.00
Electrician	\$ 80.00
Journeyman - Laborers Under Electrician	\$ 80.00
Heavy equipment operator Crane Etc	\$ 76.02
Other construction installation: Overhead and profit to be added to the total prevailing wage rate for any other required trade classification included in the applicable prevailing wage rates listed in this solicitation.	
Discounts Offered (optional)	

Electricity and Energy Offset Rate

The Solar systems will be offsetting energy use thus reducing the amount of energy needed to buy. This will lower monthly power bills and protect from future energy rate inflation.

The calculations in this proposal consider a 1kWh-to-1kWh offsetting method only, **using the base-rate shown above in the proposal. The base cost per kWh rate was provided by the Barr document at \$.13.**

In the proposal's financial projections, we did not include any calculations on demand charges, as energy demands, and energy produced from the solar arrays may not always coincide. We feel this method will provide you with the most conservative projections for you to make decisions.

Interconnection

The arrays will be interconnected to the utility service, usually within 10ft of the service meter. Possible utility and interconnection variations may have us tie in in the mechanical rooms of the building. Until there is an official review and reply from the utility, the system's interconnection point are subject to some adjustment.

Permitting & zoning

Wolf TRACK Energy to follow, required city of Bemidji, DOLI, county zoning and permitting requirements. This project will be inspected by state DOLI building inspections.

Equipment & Technical specifications

We've worked closely with our vendors to provide competitive pricing for this large-scale project.

The system components offered in this bid are supplied by Van Meter and C.E.D., which are some of the largest electrical suppliers in our area. All components comply with the latest utility interactive UL standards.

(See attached data-sheets). All products (Enphase, VSUN, Unirack) are produced by highly reputable manufacturers with a strong track record in the industry.

This system utilizes the following components:

Unirac Ecofoot2 flat roof racking Unirac with one of the strongest reputations in the industry.

- This durable racking is low to the roof requiring lower ballast than other methods of roof-racking.

Enphase Commercial Microinverters

- The heart of the system, Enphase microinverters, are one of the highest quality inverters made.
- The high-powered, smart grid-ready Enphase IQ8P-3P Microinverter is specifically designed for a 208 volts AC, three-phase 'Y', interconnection, for small commercial solutions. 97.8% efficient and is UL1741 SB certified for utility interactivity.
- Considered a leap over traditional string inverters as microinverters maximize each individual solar module's energy production. Enphase provides module level monitoring unlike string inverters. They are shade-mitigating, where if there is shade or snow on a panel, the rest of the unshaded panels will happily continue to produce energy (unlike a string inverter). A 25-year warranty out of the box. With a defect rate of only .05%, if one were to fail, the rest of the system would continue to work (unlike string inverters that are heavy, hard to replace and can mean your whole system would be down while it waits to be replaced). A microinverter is simple to replace and can be shipped quickly in the mail!
- Enphase IQ8 microinverters offers advanced features such as microgrid-forming capability, panel-level optimization, and compatibility with various solar panel types, enhancing solar energy reliability and performance.

VSUN 600W Solar Modules

With long Warranties VSUN is rated as BNEF Tier 1 PV module manufacturer.

Enphase System Monitoring

Enphase will provide a seamless presentation with their on-line monitoring platform. It will allow ncmnjc to monitor energy production on a lobby kiosk (purchase by Owner) and personal computers and make it easy to see any technical issues from afar.

Wolf Track Energy will be able to monitor the system remotely and identify any issues that require troubleshooting.

The system will utilize the Enphase Commercial Cell Modem with a 5-Year cell plan. It is recommended that commercial PV systems be on their own Wi-fi so they can have a long-term, stable connection to the web. Plan updates each few years are easy and low-cost to purchase on the Enphase website. Having the update helps Enphase ensure their modems stay up to date with local cell signals and types.

Warranties

- Enphase Microinverters - The IQ Series Microinverters extend the reliability standards set forth by previous generations and undergo over a million hours of power-on testing, enabling
- Enphase to provide an industry-leading warranty of up to 25 years.
- Unirac Ecofoot- 25-year warranty
- VSUN 600W Solar Modules - 25-year product and 30-year linear power warranty
- Wolf Track Energy will provide a 10-year workmanship warranty for this project. Wolf Track to assist with any product warranty issues that may arise.

See attached manufacturer's product warranty documents at the end of this report.

Rooftop warranties

The Contractor will work with the building Owner to adhere to roofing warranty clauses such that the installation of the PV does not void the building's rooftop warranty

Operations, Maintenance

This system should require little maintenance if any. Wolf Track Energy will provide a general inspection of the system, racking, wiring, and inverters.

An initial inspection shall include verification of production, safety checks for any loose wiring or attachments, and verification that the system hasn't experienced any damage.

Wolf Track Energy along with the building managers will have the ability to monitor the production of this system via the web-based platform, which can be used to flag any issues with the system components involved.

Future O&M activities will be undertaken on an as-needed basis. Wolf Track Energy can monitor the system remotely and address any issues that arise using our in-house electricians. We can be dispatched quickly to the site for troubleshooting. Our employees and crew live in the Duluth area, with 2 offices, one in Two Harbors and Backus MN.

Recycling & Decommissioning

Recycling and decommissioning the system at the end of its life would probably be after 30 or 40 years.

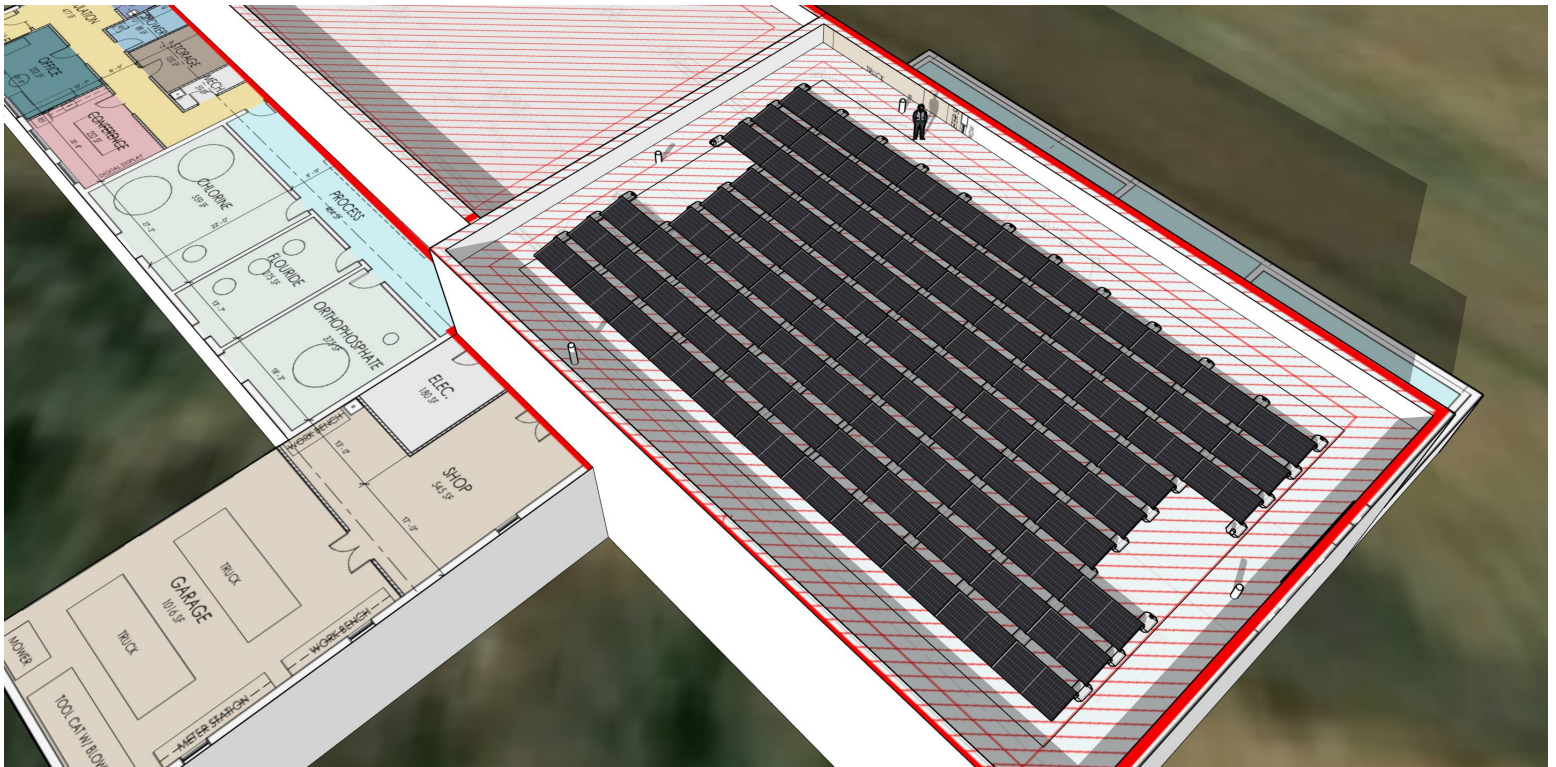
If replacement of a damaged component from an adverse event were to happen, Minnesota has several photovoltaic

recycling options that Wolf Track Energy would use in the event of equipment being decommissioned or replacement. We have included a partially filled out recycling form that will be completed if WETE is awarded the project.

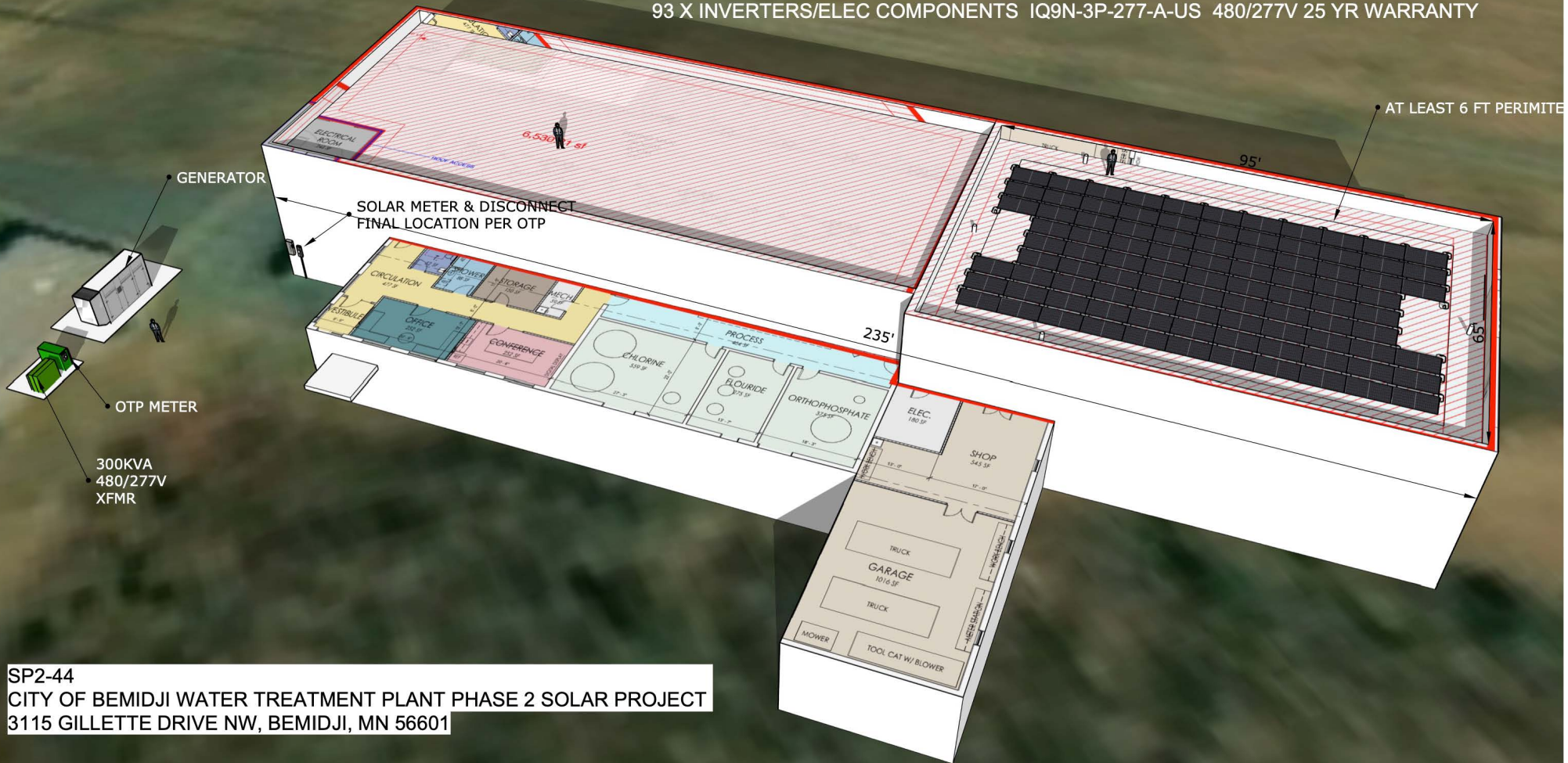
Ideal Project Schedule (If bid is contracted immediately)

1. Immediately after contracting: Develop & submit the full grant application to the State of Minnesota and abide by grant requirements.
2. Immediately after grant award: Begin developing utility interconnection application and relevant permitting
3. October/November 2025: Final designs complete
4. Before December Obtain permits and interconnection approval, and order equipment.
5. To reduce the barriers in receiving the tax credit due to recent changes, [the 5+ % payment must be made, which is considered 'commencing construction' as defined by the IRS, by December 31, 2025. This is how the projects will meet and address the requirements that start after January 1, 2026 including the Foreign Entity of Concern \(FEOC\) rules for procurement of project materials.](#)
6. After spring inclement weather 2026: Begin construction (Construction to Completion is usually very quick)
7. May 1st, 2026: Solar system activated

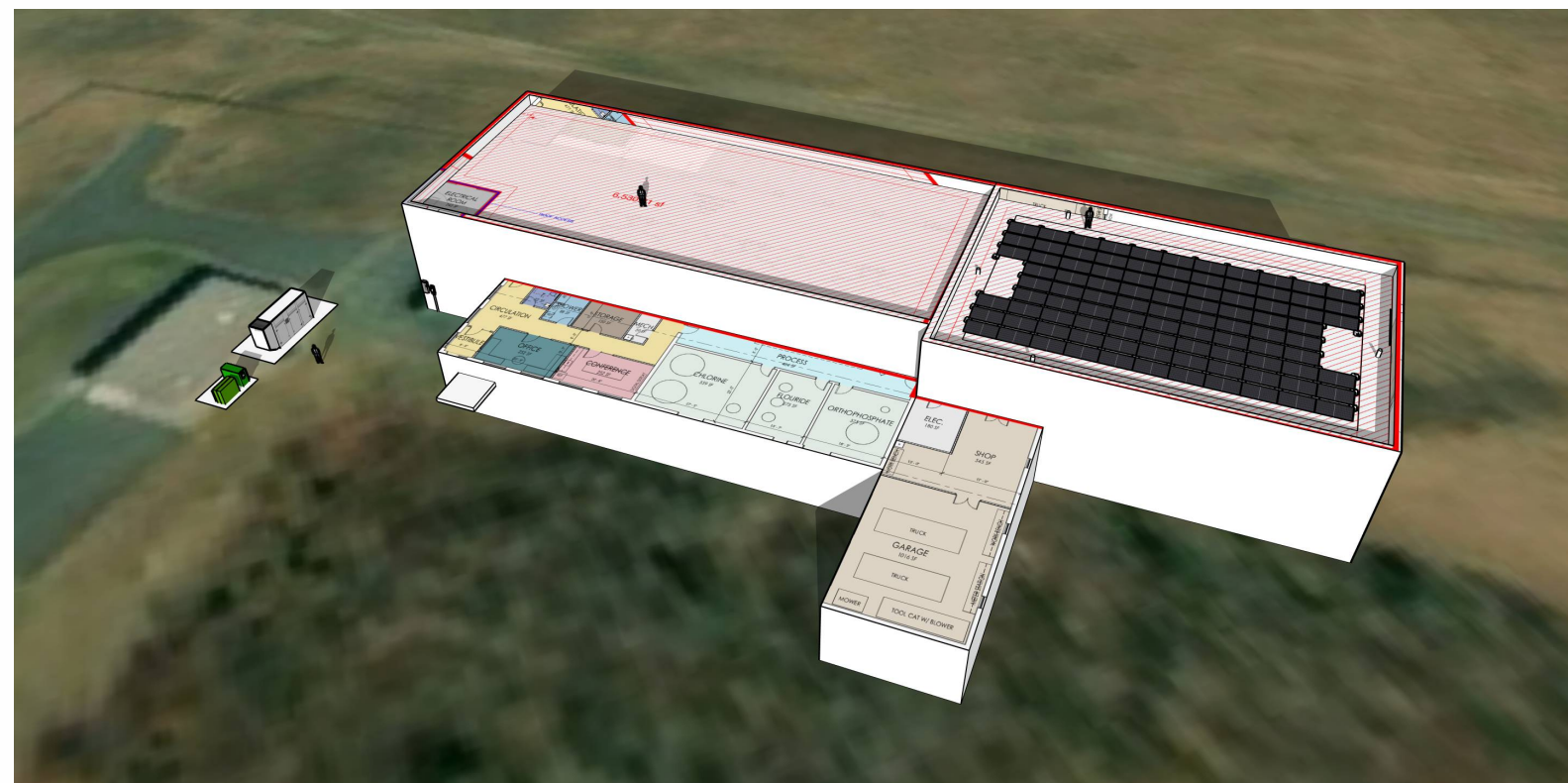
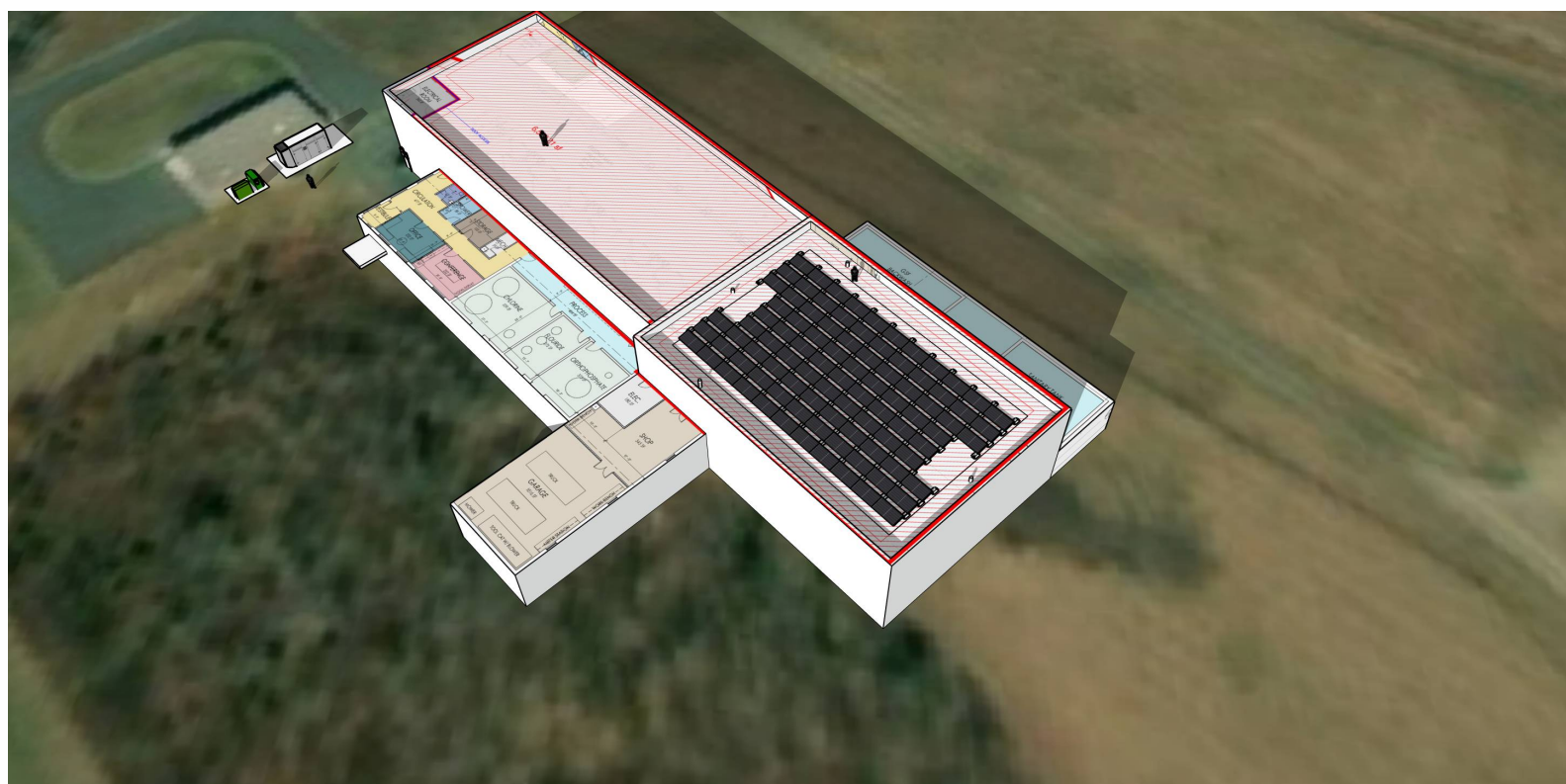
This Schedule may be accelerated but assumes ideal schedule of grant awards, engineering and permit approval from outside agencies, weather that could also affect construction, the utilities completion of engineering studies and related.



55.80KW DC 39.71KW AC
 ROOF-MOUNTED COMMERCIAL GRID-TIED PV SYSTEM WITH ENPHASE MICROINVERTERS
 93 X SOLAR MODULES - VSUN600N-144BMH 25 YR WARRANTY
 93 X INVERTERS/ELEC COMPONENTS IQ9N-3P-277-A-US 480/277V 25 YR WARRANTY



SP2-44
 CITY OF BEMIDJI WATER TREATMENT PLANT PHASE 2 SOLAR PROJECT
 3115 GILLETTE DRIVE NW, BEMIDJI, MN 56601





References

Brock Wilton

Director of Facilities & Grounds
Cloquet Public Schools
218-721-7912
bwilton@isd94.org

We worked with Brock and the rest of the leadership of the Cloquet Public Schools to obtain a Solar for Schools grant for their 46 kW rooftop solar array at the Cloquet Middle School. We then installed the system in 2023. Total system cost of \$113,114

Travis Hensch

Superintendent
Swanville Public School
320-547-5101
thensch@swanville.k12.mn.us

We worked with Travis and the rest of the leadership team at Swanville school district to install a 39 kW ground mounted solar array for the school district. Completed in 2024. System cost of \$121,671.89

Lise Abazs

Executive Director
North Shore Area Partners
218-226-3635
director@nsapartners.org

We installed a 31.05 kW roof and ground-mounted solar array for the North Shore Area Partners at their commercial site. Completed in 2023 Total cost of \$102,375

Alex Rubick

Project Manager
Roers Construction
701-356-5050

We were a sub-contractor for the Moorhead Armory project for a 203.5 kW ground-mounted solar installation. We were responsible for the solar installation, permitting, and interconnection. Completed in 2023. Total cost of \$ 485,026 for our scope of work.

Ben Buchanon

Pastor
Zion Lutheran Church
Ben@ziongr.org

We worked with Pastor Ben Buchanon of Zion Lutheran Church and other congregation members to install a 20.91 kW rooftop solar array. Completed in 2023. Total cost of \$57,135.



Qualifications:

Minnesota Electrical License #EA805508

Minnesota Building Contractor License #BC804183

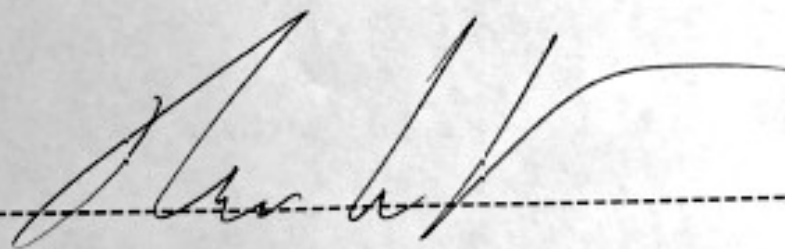
NABCEP PVIP Installation Professional #PV-100521-013602

Wolf Track Energy will collaborate with Northland Engineering for any Professional Engineering (PE) requirements for this project. All licensing is in good standing.

- **John Ruvelson, Sales Consultant:** 12-Years Professional Experience. Completed and passed many NABCEP certified classes and training. He performs the initial site visit at the project location and creates a design for the system based off the information gathered. He then drafts a proposal that includes expected solar production and financial outlooks. Four years of solar experience.
- **John Hageman, Office Manager:** John will conduct permitting and interconnection applications for this project. He helps to oversee the timeline of the project and to ensure that any and all deadlines are being met. He will act as the main point of contact with the school district, MN Power, and all other necessary parties for this project. Available at any time for any questions related to the project. Four years of solar experience.
- **Thomas Lukken, Operations Manager:** Tom will create one-line diagrams for this project, and work with engineers for this project. He manages our electrical team to ensure the project will be conducted in a smooth, safe, and efficient manner, and he creates plansets for our installation team to follow. Available at any time for any questions related to the project. Five years of solar experience.
- **Jake Froelke, Project Manager:** Jake will assist in project preparation and onsite coordination, as well as creating material lists. Available at any time for any questions related to the project. Six years of solar experience.
- **Patrick Doelz, Master Electrician:** Patrick be supervising our electrical crew to ensure National Electrical Code is followed and that the project is installed according to our plansets. About Twenty years of solar experience.
- **Jesse Fette, President and Owner:** Jesse oversees Wolf Track Energy's operations and ensures that standard operation procedures are being followed. He will help manage all parties to ensure timelines and quality are met. Six years of solar experience.

Proposal Submittal Signature

Wolf Track Energy Official with the power to bind the company in its proposal.

A handwritten signature in black ink, appearing to read 'Thomas Lukken', is written over a horizontal dashed line.

Thomas Lukken - Owner of Wolf Track Energy

Memorandum

To: Craig Gray
From: Zach Nesler
Subject: Bemidji WTP Solar Memo
Date: April 27, 2022
Project: 23/04-1017.09
c: Julia Macejkovic

Introduction and Purpose

Barr Engineering Co. (Barr) is assisting the City of Bemidji (City) with the evaluation of a rooftop solar installation at the City's new water treatment plant.

The goal of this memo is to layout budgetary costs for installing solar and summarize the preliminary design tasks completed to date.

Preliminary Evaluation

Barr initially evaluated the potential of solar at the treatment plant using the program PVSyst. For the initial study, the water treatment plant's upper roof was analyzed using a 10' setback from the building edges to accommodate shading effects of rooftop equipment and parapets. The initial report estimated the annual power production to be 52.6 Megawatt hours (MWh) from a 36kW system.

The local electric utility, Ottertail Power Company, offers a rebate for installed solar up to 40kW on publicly owned properties. See below for additional information.

Using typical cost/kW of installed solar, Barr provided rough budgetary costs for engineering and installation of 40kW of solar on the water treatment plant roof.

Following a discussion with the City, it was determined to proceed with the preliminary design of a 40kW system and apply for the Publicly Owned Property (POP) Solar Rebate Program.

Solar Glare Study

The Bemidji Regional Airport, adjacent to the treatment plant property (see Attachment A for layout), required the City conduct a solar glare study on the proposed rooftop solar system. The glare study assesses the risk and intensity of any yellow glare observed from flight paths at the adjacent airport due to the solar equipment. Barr hired Cedar Creek Energy (Blaine, MN) to coordinate the solar glare study and submit the completed study to the Federal Aviation Administration (FAA) for approval.

The glare study received a passing grade. The complete report can be found in Attachment B. The study has been submitted to the FAA for final approval.

Utility Rebates and Financing

When discussing the purchase of solar installations, often the first items discussed are available rebates, tax credits, and financing options.

Ottertail Power Company – POP Solar Rebate Program

Ottertail Power Company serves electricity to the water treatment plant and has a rebate program for publicly owned facilities. The rebate includes \$1,500/kW of installed solar (AC capacity), up to 50% of the project cost, for systems 40kW or less. The rebate was put into place by Ottertail Power Company to offset the federal tax credits that public entities often do not qualify for.

If entering into the POP Solar program, the City must sign over all renewable energy credits to Ottertail Power Company.

The application and rebate form documents can be found in Attachment C.

Power Purchase Agreements

Power purchase agreements (PPAs) are a common agreement between an owner and a developer where the owner has space for the solar installation and the developer has the capital to install and maintain the equipment. The developer then sells the electricity generated by the solar to the owner at a reduced cost (compared to utility prices). The developer installs, owns, operates, and maintains the solar equipment on the owner's property.

Summary

The City has indicated they want to proceed with a 40kW system to take advantage of the POP Solar rebate. The terms and conditions of the POP Solar program do not allow the City to enter into a PPA, so the City will need to fund the project in full. See below for estimated costs and payback.

Payback

Barr conducted a Helioscope study (see Attachment D) that estimates the amount of annual electricity the proposed solar system will produce. Helioscope estimates an annual production of 65,120 kWh.

Based on the previous 12 months of utility billing data, the average rate per kWh is \$0.13. A simple calculation for estimated savings per year is 65,120 kWh/year at \$0.13/kWh = \$8,465/year saved from the utility bill.

Item	Cost/Unit
Estimated Cost (design, equipment and install)	\$130,000
Estimated Rebate Amount (40kW x \$1,500/kW)	(\$60,000)

Estimated Net Cost (Install – Rebate)	\$70,000
Estimated Annual Savings	(\$8465/year)
Payback in Months (Net Cost/Annual Savings)	8.3 years (100 months)

*Note: Payback period does not include annual O&M costs

Final Design and Installation

Request for Quote from Trusted Developers

Barr will prepare a Request for Quote (RFQ) document for obtaining costs to design and install the solar equipment. Barr and the City will discuss which developers to send the RFQ to. It is Barr's understanding the City a minimum of two quotes.

Once the quotes are received, Barr will assist the City, if needed, with the selection and contracting process.

Preliminary Schedule

The solar panels are planned to be installed on the new roof that will be constructed as part of the Phase 2 Water Treatment Plant, which will be under contract in Summer 2022. The building and roof are not expected to be complete until approximately Summer 2023, so solar will not be able to be installed until 2023 or 2024.

Although installation will not be performed until 2023 or 2024, after discussion with the City, it was decided to issue the RFQ package in 2022 and work with the developer to monitor panel prices for purchase at the best value to the City. Below is a proposed schedule:

Task	Date
Prepare RFQ document	May–June 2022
Issue RFQ to developers	July 2022
Quotes Due	August 2022 (3–4 weeks after delivery)
Developer under contract	September 2022
Developer submittals and coordination	Fall 2022–Q2 2023
Construction	Q3 2023 (pending treatment plant construction progress)

Estimated Useful Life and Maintenance

The typical useful life of the solar panels and inverters is 25–30 years. When the equipment reaches its end of service, the system can be evaluated for replacement of panels, inverters, wiring, etc.

Maintenance of the solar panels and inverters is not expected to be time-consuming. Snow and dust could accumulate on the panels, but they are generally removed and cleaned according to the manufacturer's instructions. The performance of the system, including the panels and inverters, will be monitored by an online dashboard available for the City to view. It is recommended the City provide training for an individual to visually inspect and care for the solar equipment or hire a 3rd party to be on-call for any service needs.

Attachments

Attachment A – Bemidji Site Plan

Attachment B – Glare Study

Attachment C - Ottertail Power Company POP Solar Application and Rebate Form

Attachment D – Helioscope Simulation

Attachment A: **Bemidji Site Plan**

Attachment B: Glare Study

BEMIDJI WTP PHASE II

Solar Glare Hazard Analysis

Prepared for:

Cedar Creek Energy

Location: Bemidji, MN



ADMINISTRATION PAGE

1	Date	04/18/2022
2	Prepared for	Cedar Creek
3	Prepared by	William Godfrey
4	Telephone	952.646.0032
5	Email	wgodfrey@evs-eng.com

1	Reviewed by	Sandeep Tripuraneni
2	Date	04/18/2022
3	Telephone	952.646.0236
4	Email	stripuraneni@evs-eng.com

Confidential: The contents of this document may not be discussed with others without permission.

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4.0 2-Mile Flight Path Receptors	6
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1.0 Introduction

EVS Inc. has prepared a glare assessment report for the Bemidji WTP Phase II project. This report has been made by using ForgeSolar PV planning and glare analysis tool co-invented by Sandia. The motive of the assessment is to determine the following:

- If there is any yellow glare observed from any flight paths due to the system
- Time window of the glare observed
- Intensity and risk assessment of the glare

Forgesolar is based on SGHAT technology and is limited to certain considerations following the procedure for assessment as listed:

- PV array is defined without considering any contours.
- Module Row spacing is not considered.
- Objects like trees, buildings, fence slats etc. are not considered.

Albedo is the unit of measure of reflectivity. It is the ratio of solar radiation across visible light to invisible light spectrum reflected by a surface. Albedo ranges from zero (surface that reflect no light) to one (mirror like surface which reflect all incoming light). The mono- crystalline silicon wafers in the PV module absorb up to 70% of the sun's solar radiation in the visible light spectrum.

Today most of the solar panels in market comes with Anti-reflective coating (ARC) and will reflect as little as 2% of the incoming sunlight depending on the angle of the sun. (Source: FAA Solar guide). For this project Jinko Solar modules have been proposed which is composed of thermally pre-stressed glass with anti-reflection technology.

2.0 Definitions

Photovoltaic panels: Photovoltaic (PV) panels are designed to absorb the solar energy and converts the light energy into electricity.

Glint: A momentary flash of bright light due to reflection of sun on the surface of the PV panels.

Glare: A continuous source of reflected radiance.

In context, glint will be witnessed by moderate to fast moving receptors whilst glare would be encountered by static or slow-moving receptors with respect to the solar farm. The term 'solar reflection' is used in this report to refer to both reflection types i.e. glint and glare.

The amount of glare and ocular hazard depends upon the intensity of light (retinal irradiance) (W/cm^2) and the viewing angle (subtended angle). Retinal irradiance (W/cm^2) is the solar flux entering the eye and reaching the retina which is a function of irradiance at the cornea (front of eyes).

$$\text{Subtended angle in case of PV} = \frac{\text{Distance between observer and PV array}}{\text{Glare size (size of the glare from PV frame)}}$$

This tool is designed to determine whether a person approaching the system from one or more Observation Points would experience glare. If, depending on the location, the time of day and the time of year, glare was possible, then that glare would start small, reach a peak and finally recede as the person approaches and passes the system. The potential impact on a person's retina is a function of "subtended angle" which is dependent on the person's distance from the solar array as well as the intensity of the sun at certain times of the day and year.

The potential glare impacts are grouped into three categories:

- Green glare - Low potential for temporary after-image.
- Yellow Glare - Potential for temporary after-image.
- Red Glare - Potential for permanent eye damage.

After-image definition: After-image refers to an image continuing to appear in one's vision after the exposure to the original image has ceased. An afterimage can also be physiological. Best common example would be camera flash (after flash usually the vision is ceased) and everything looks blur for some time (micro-seconds). This effect is after-image.

2-Mile Flight Path Receptor: The 2-Mile Flight Path receptor ("FP") simulates an aircraft following a straight-line approach path toward a runway, by default, including a restricted field-of-view to filter unrealistic glare. In addition, it can be modified to represent a worst-case approach and takeoff path.

Direction (°): Azimuthal angle of approach of aircraft which defines the straight path toward the runway. Measured clockwise from true north.

Glide slope (°): Angle of descent of aircraft toward runway. Default value of 3°.

Threshold crossing height: Height above ground of aircraft when it crosses the runway threshold. (Typically 50 ft.).

Consider pilot field-of-view from cockpit: if enabled, the analysis will filter glare when it's approximate location is beyond the user-specified field-of-view ("FOV") parameters during approach.

If disabled, the analysis will apply the maximum FOV: an azimuthal view of 180° and downward view of 180°. (Previously, the V1 analysis methodology filtered glare beyond 50° azimuth and 30° vertical as "lime green" when the pilot FOV consideration was disabled.)

Max downward viewing angle (°): The vertical FOV of the pilot, measured positive downward from the approach path vector. Acceptable values are 0° to 90°, where 90° implies no downward restriction. A default value of 30° assumes glare appearing beyond the corresponding FOV is mitigated. (The V1 methodology measured the downward angle from horizontal.)

Azimuthal viewing angle (°): The left and right field-of-view of the pilot during approach. Acceptable values are 0° to 180°. A view angle of 180° implies the pilot can see glare emanating from behind the plane. A view angle of 50° (default) implies the pilot has a FOV of 50° to their left and right during approach, i.e. a total FOV of 100°. This default is based on FAA research which determined that the impact of glare appearing beyond 50° is mitigated (Rogers, 2015).

Point coordinates: The threshold and 2-mile point ground elevation parameters can be modified in the FP Advanced dialog. The 2-mile point height is calculated from the point elevations and *threshold crossing height* to ensure a smooth 2-mile descent path.

3.0 Project Description

The Bemidji WTP Phase II project is a 40 kW AC/ 59kW DC rooftop photovoltaic solar project located in Bemidji, MN. The geographical specifications of the project location are latitude 47.5017 and -94.9262 longitude. This study is assessing the glare potential from the Bemidji WTP Phase II project on various flight paths in relation to the adjacent Bemidji Regional Airport.

4.0 2-Mile Flight Path Receptors

Total of 4 Flight path receptors were considered for this analysis. Each considered flight path is within a 2 - mile radius of the proposed site. Please refer to attached Flight Path Glare Analysis for flight path orient and directions.

Details regarding the considered Flight Path receptors can be seen in the pictures below.



Name: FP 2 - Inbound from North West**Description:****Threshold height:** 50 ft**Direction:** 133.5°**Glide slope:** 3.0°**Pilot view restricted?** Yes**Vertical view:** 30.0°**Azimuthal view:** 50.0°

Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509538	-94.933147	1387.97	50.00	1437.97
Two-mile	47.529425	-94.964253	1394.86	596.56	1991.42

Name: FP 3 - Inbound from South West**Description:****Threshold height:** 50 ft**Direction:** 73.8°**Glide slope:** 3.0°**Pilot view restricted?** Yes**Vertical view:** 30.0°**Azimuthal view:** 50.0°

Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509277	-94.933212	1387.78	50.00	1437.79
Two-mile	47.501201	-94.974360	1384.85	606.39	1991.24

Name: FP 4 - Inbound from North East**Description:****Threshold height:** 50 ft**Direction:** 253.3°**Glide slope:** 3.0°**Pilot view restricted?** Yes**Vertical view:** 30.0°**Azimuthal view:** 50.0°

Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509385	-94.932505	1387.58	50.00	1437.59
Two-mile	47.517713	-94.891467	1357.43	633.61	1991.04

4.1 Results

Yellow glare due to the proposed fixed tilt roof top solar site has not been observed on any of the considered flight path receptors. Please refer to the table below which show the results of the performed analysis.

Flight Path Receptor	Annual Green Glare (min)	Annual Yellow Glare (min)
FP 1-Inbound from Southeast	3275	0
FP 2- Inbound from Northwest	92	0
FP 3- Inbound from Southwest	3822	0
FP 4- Inbound from Northeast	113	0

Please refer to the attached glare study to find additional assumptions considered by the glare hazard analysis tool in performing this analysis.

5.0 Conclusion

The table shown in the results section summarizes the policy adherence of the glare analysis based on the 2013 U.S. Federal Aviation Administration Interim Policy 78 FR 63276.

This policy requires the following criteria to be met for the solar energy systems on airport property.

- No “yellow” glare (potential for after-image) for any flight path from threshold to 2 miles
- No Glare on any kind of ATCT at cab height.
- Default analysis and observer characteristics.

After considering various glare scenarios and conducting the analysis, the resulting probability of yellow glare (potential for after-image) occurrence from the Bemidji WTP Phase II rooftop solar photovoltaic project would be zero. Please refer to that attached Flight Path Glare Analysis study for detailed analysis and results. Professional judgement should be used while evaluating the risk.

6.0 Appendix

FORGESOLAR GLARE ANALYSIS

Project: **Bemidji WTP - Phase II**

Installing a solar water treatment plant close to the municipal airport.

Site configuration: **Solar Glare Analysis**

Analysis conducted by Saranya Ravi (sdas@evs-eng.com) at 19:19 on 14 Apr, 2022.

U.S. FAA 2013 Policy Adherence

The following table summarizes the policy adherence of the glare analysis based on the 2013 U.S. Federal Aviation Administration Interim Policy 78 FR 63276. This policy requires the following criteria be met for solar energy systems on airport property:

- No "yellow" glare (potential for after-image) for any flight path from threshold to 2 miles
- No glare of any kind for Air Traffic Control Tower(s) ("ATCT") at cab height.
- Default analysis and observer characteristics (see list below)

ForgeSolar does not represent or speak officially for the FAA and cannot approve or deny projects. Results are informational only.

COMPONENT	STATUS	DESCRIPTION
Analysis parameters	PASS	Analysis time interval and eye characteristics used are acceptable
2-mile flight path(s)	PASS	Flight path receptor(s) do not receive yellow glare
ATCT(s)	N/A	No ATCT receptors designated

Default glare analysis parameters and observer eye characteristics (for reference only):

- Analysis time interval: 1 minute
- Ocular transmission coefficient: 0.5
- Pupil diameter: 0.002 meters
- Eye focal length: 0.017 meters
- Sun subtended angle: 9.3 milliradians

FAA Policy 78 FR 63276 can be read at <https://www.federalregister.gov/d/2013-24729>

SITE CONFIGURATION

Analysis Parameters

DNI: peaks at 1,000.0 W/m²
 Time interval: 1 min
 Ocular transmission coefficient: 0.5
 Pupil diameter: 0.002 m
 Eye focal length: 0.017 m
 Sun subtended angle: 9.3 mrad
 Site Config ID: 66772.11784
 Methodology: V2



PV Array(s)

Name: PV ARRAY - Bemidji WTP - Phase-II
Axis tracking: Fixed (no rotation)
Tilt: 10.0°
Orientation: 222.76846°
Rated power: 59.0 kW
Panel material: Smooth glass without AR coating
Reflectivity: Vary with sun
Slope error: correlate with material



Vertex	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
1	47.501843	-94.926242	1377.97	30.00	1407.97
2	47.501695	-94.925997	1377.46	30.00	1407.46
3	47.501600	-94.926156	1377.59	30.00	1407.59
4	47.501758	-94.926382	1378.35	30.00	1408.35

Vertical Surface(s)

Name: Bemidji Regional Airport
Building-1

**Use default smooth glass
reflectivity profile?:** No

Custom reflectivity: 0.0

Slope error: 10.0 mrad

**Bottom height above ground of
surface:** 0 ft

**Top height above ground of
surface:** 20 ft

**Treat both sides of surface as
reflective?:** No

Vertex	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
1	47.506691	-94.934607	1384.70	0.00	1384.70
2	47.506734	-94.934371	1385.28	0.00	1385.28
3	47.506589	-94.934296	1386.36	0.00	1386.36
4	47.506538	-94.934532	1384.76	0.00	1384.76
5	47.506691	-94.934607	1384.70	0.00	1384.70

Name: Bemidji Regional Airport
Building-2

**Use default smooth glass
reflectivity profile?:** No

Custom reflectivity: 0.0

Slope error: 10.0 mrad

**Bottom height above ground of
surface:** 0 ft

**Top height above ground of
surface:** 20 ft

**Treat both sides of surface as
reflective?:** No

Vertex	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
1	47.506630	-94.932956	1384.75	0.00	1384.75
2	47.506858	-94.934142	1385.42	0.00	1385.42
3	47.506630	-94.934265	1386.62	0.00	1386.62
4	47.506398	-94.933069	1385.13	0.00	1385.13
5	47.506630	-94.932956	1384.75	0.00	1384.75

Name: Bemidji Regional Airport
Building-3

**Use default smooth glass
reflectivity profile?:** No

Custom reflectivity: 0.0

Slope error: 10.0 mrad

**Bottom height above ground of
surface:** 0 ft

**Top height above ground of
surface:** 20 ft

**Treat both sides of surface as
reflective?:** No

Vertex	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
1	47.506297	-94.933005	1385.31	0.00	1385.31
2	47.506162	-94.932817	1384.99	0.00	1384.99
3	47.506268	-94.932640	1385.08	0.00	1385.08
4	47.506402	-94.932838	1385.30	0.00	1385.30
5	47.506297	-94.933005	1385.31	0.00	1385.31

Flight Path Receptor(s)

Name: FP 1 - Inbound from South East

Description:

Threshold height: 50 ft

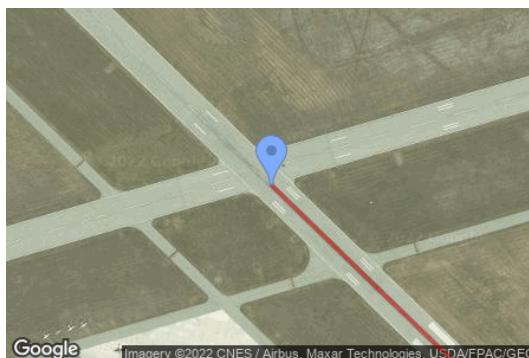
Direction: 314.1°

Glide slope: 3.0°

Pilot view restricted? Yes

Vertical view: 30.0°

Azimuthal view: 50.0°



Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509161	-94.932590	1387.80	50.00	1437.80
Two-mile	47.489033	-94.901826	1385.89	605.36	1991.26

Name: FP 2 - Inbound from North West

Description:

Threshold height: 50 ft

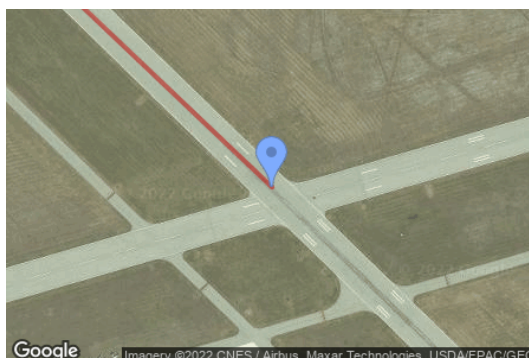
Direction: 133.5°

Glide slope: 3.0°

Pilot view restricted? Yes

Vertical view: 30.0°

Azimuthal view: 50.0°



Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509538	-94.933147	1387.97	50.00	1437.97
Two-mile	47.529425	-94.964253	1394.86	596.56	1991.42

Name: FP 3 - Inbound from South West

Description:

Threshold height: 50 ft

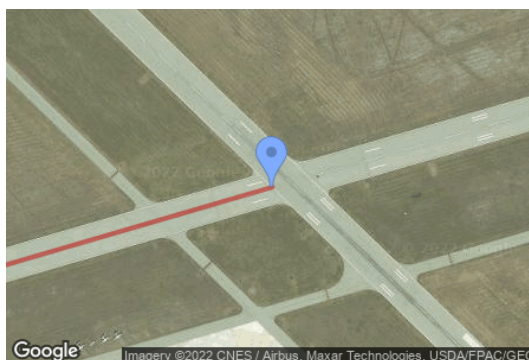
Direction: 73.8°

Glide slope: 3.0°

Pilot view restricted? Yes

Vertical view: 30.0°

Azimuthal view: 50.0°



Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509277	-94.933212	1387.78	50.00	1437.79
Two-mile	47.501201	-94.974360	1384.85	606.39	1991.24

Name: FP 4 - Inbound from North East

Description:

Threshold height: 50 ft

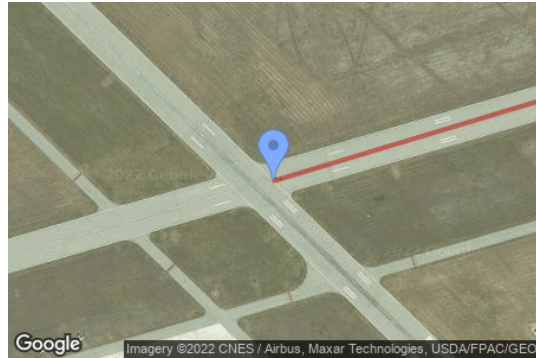
Direction: 253.3°

Glide slope: 3.0°

Pilot view restricted? Yes

Vertical view: 30.0°

Azimuthal view: 50.0°



Point	Latitude (°)	Longitude (°)	Ground elevation (ft)	Height above ground (ft)	Total elevation (ft)
Threshold	47.509385	-94.932505	1387.58	50.00	1437.59
Two-mile	47.517713	-94.891467	1357.43	633.61	1991.04

GLARE ANALYSIS RESULTS

Summary of Glare

PV Array Name	Tilt (°)	Orient (°)	"Green" Glare min	"Yellow" Glare min	Energy kWh
PV ARRAY - Bemidji WTP - Phase-II	10.0	222.76846	7,097	0	112,700.0

Total minutes of glare produced by each vertical surface

Vertical Surface	Annual Green Glare (min)	Annual Yellow Glare (min)
Bemidji Regional Airport Building-1	92	0
Bemidji Regional Airport Building-2	113	0
Bemidji Regional Airport Building-3	0	0

Total annual glare received by each receptor

Receptor	Annual Green Glare (min)	Annual Yellow Glare (min)
FP 1 - Inbound from South East	3275	0
FP 2 - Inbound from North West	92	0
FP 3 - Inbound from South West	3822	0

Receptor	Annual Green Glare (min)	Annual Yellow Glare (min)
FP 4 - Inbound from North East	113	0

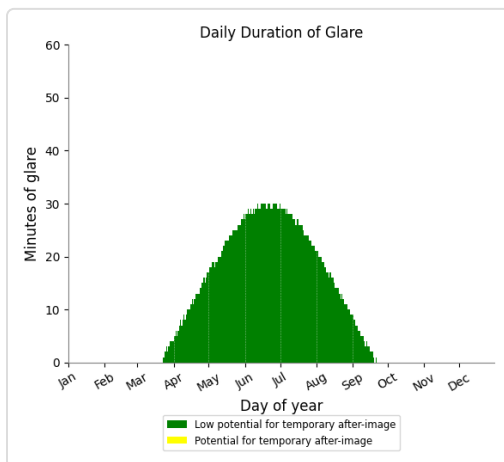
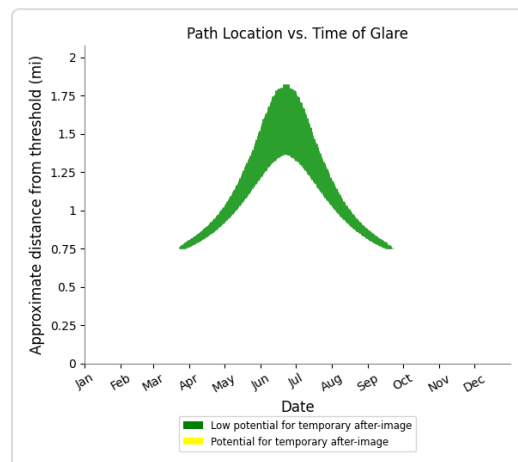
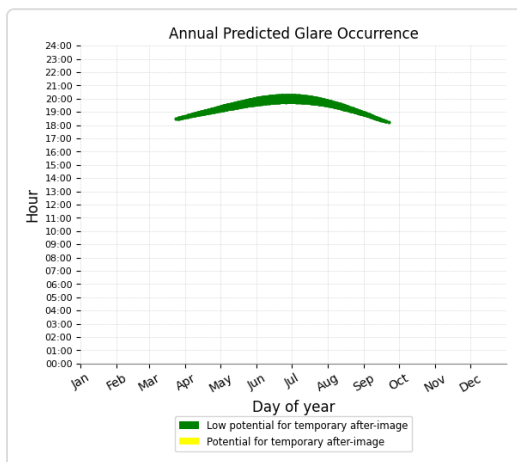
Results for: PV ARRAY - Bemidji WTP - Phase-II

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	3275	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	3822	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

3275 minutes of green glare



Flight Path: FP 2 - Inbound from North West

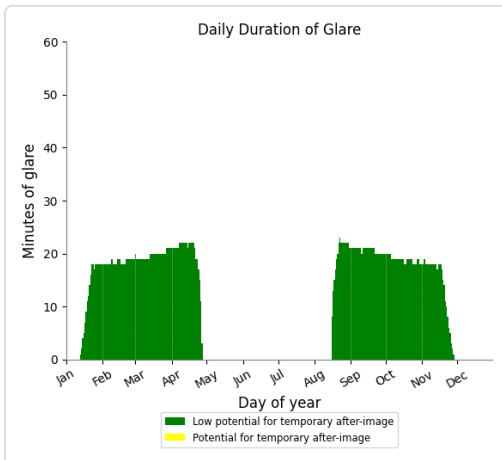
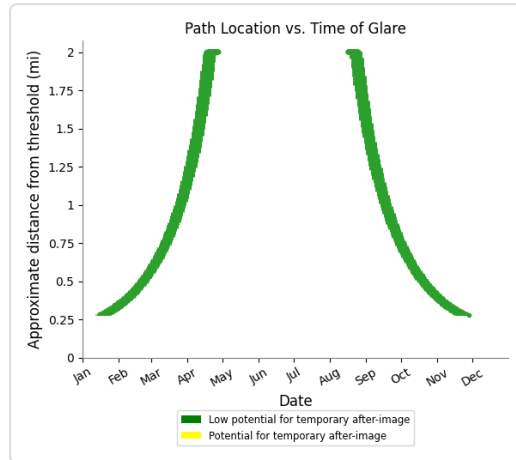
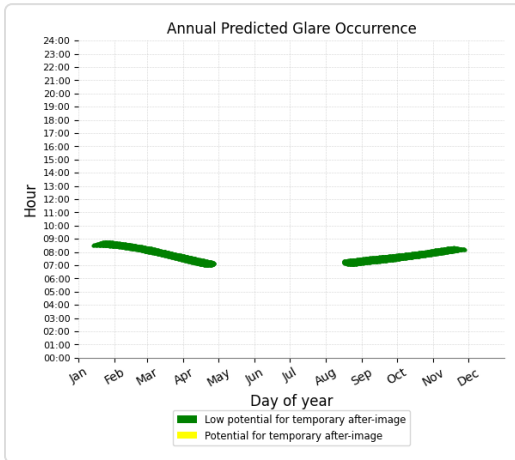
0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

3822 minutes of green glare



Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Results for: Bemidji Regional Airport Building-1

Face 1-2

FP 1 - Inbound from South East	0	0
--------------------------------	---	---

Receptor	Green Glare (min)	Yellow Glare (min)
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 2-3

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 3-4

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 4-5

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	92	0
FP 3 - Inbound from South West	0	0

Receptor	Green Glare (min)	Yellow Glare (min)
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

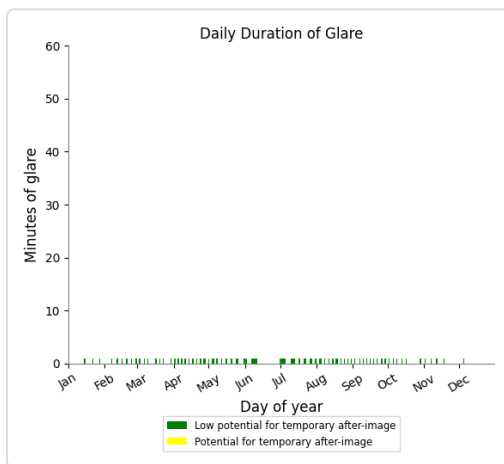
0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

92 minutes of green glare



Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Results for: Bemidji Regional Airport Building-2

Face 1-2

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0

Receptor	Green Glare (min)	Yellow Glare (min)
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 2-3

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 3-4

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 4-5

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	113	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

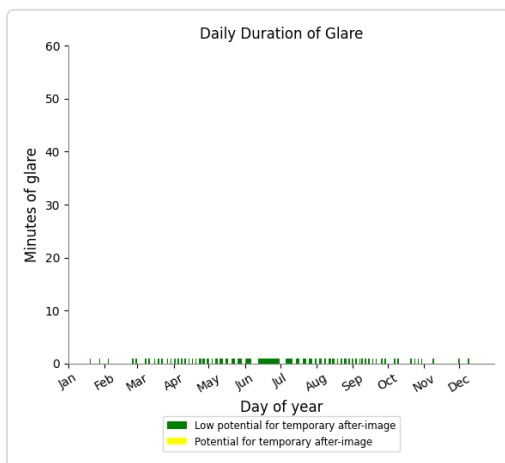
0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

113 minutes of green glare



Results for: Bemidji Regional Airport Building-3

Face 1-2

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 2-3

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 3-4

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Face 4-5

Receptor	Green Glare (min)	Yellow Glare (min)
FP 1 - Inbound from South East	0	0
FP 2 - Inbound from North West	0	0
FP 3 - Inbound from South West	0	0
FP 4 - Inbound from North East	0	0

Flight Path: FP 1 - Inbound from South East

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 2 - Inbound from North West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 3 - Inbound from South West

0 minutes of yellow glare

0 minutes of green glare

Flight Path: FP 4 - Inbound from North East

0 minutes of yellow glare

0 minutes of green glare

Assumptions

"Green" glare is glare with low potential to cause an after-image (flash blindness) when observed prior to a typical blink response time.

"Yellow" glare is glare with potential to cause an after-image (flash blindness) when observed prior to a typical blink response time.

Times associated with glare are denoted in Standard time. For Daylight Savings, add one hour.

Glare analyses do not account for physical obstructions between reflectors and receptors. This includes buildings, tree cover and geographic obstructions.

Several calculations utilize the PV array centroid, rather than the actual glare spot location, due to V1 algorithm limitations. This may affect results for large PV footprints. Additional analyses of array sub-sections can provide additional information on expected glare.

The subtended source angle (glare spot size) is constrained by the PV array footprint size. Partitioning large arrays into smaller sections will reduce the maximum potential subtended angle, potentially impacting results if actual glare spots are larger than the sub-array size.

Additional analyses of the combined area of adjacent sub-arrays can provide more information on potential glare hazards. (See previous point on related limitations.)

Glare locations displayed on receptor plots are approximate. Actual glare-spot locations may differ.

Glare vector plots are simplified representations of analysis data. Actual glare emanations and results may differ.

The glare hazard determination relies on several approximations including observer eye characteristics, angle of view, and typical blink response time. Actual results and glare occurrence may differ.

Hazard zone boundaries shown in the Glare Hazard plot are an approximation and visual aid based on aggregated research data. Actual ocular impact outcomes encompass a continuous, not discrete, spectrum.

Refer to the Help page at www.forgesolar.com/help/ for assumptions and limitations not listed here.

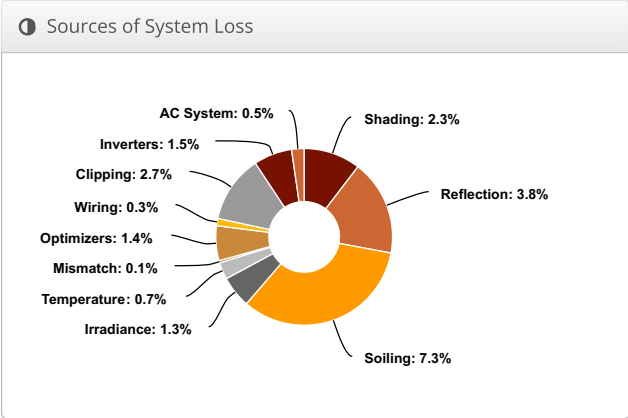
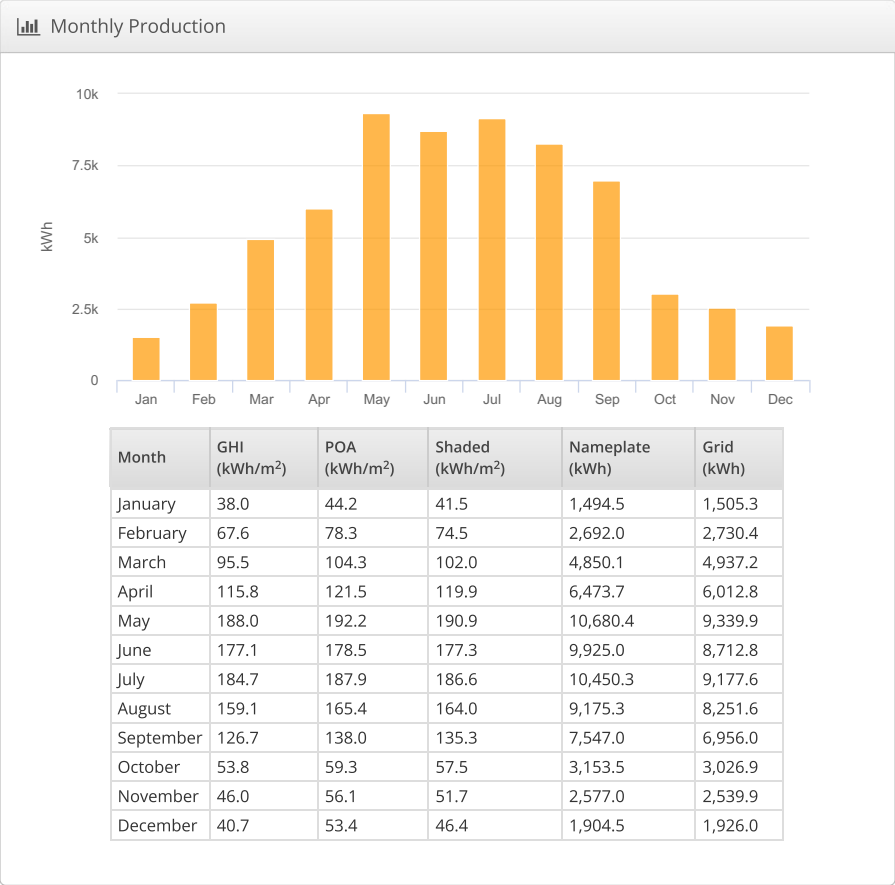
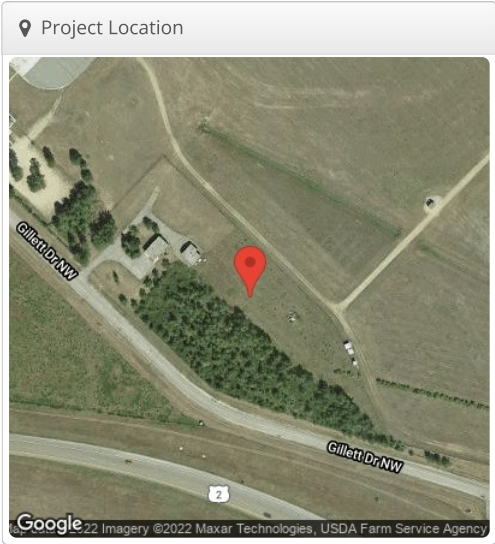
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Attachment C: Helioscope Simulation

Roof Mount Bemidji WTP - Phase II, 3115 Gillett Dr NW, Bemidji, MN 56601

Report	
Project Name	Bemidji WTP - Phase II
Project Address	3115 Gillett Dr NW, Bemidji, MN 56601
Prepared By	

System Metrics	
Design	Roof Mount
Module DC Nameplate	59.0 kW
Inverter AC Nameplate	40.0 kW Load Ratio: 1.48
Annual Production	65.12 MWh
Performance Ratio	80.0%
kWh/kWp	1,102.9
Weather Dataset	TMY, BEMIDJI MUNICIPAL, NSRDB (tmy3, II)
Simulator Version	d778319958-66e7e006e8-028c3edc64-e2adb369c0



⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,293.0	
	POA Irradiance	1,379.1	6.7%
	Shaded Irradiance	1,347.6	-2.3%
	Irradiance after Reflection	1,295.9	-3.8%
	Irradiance after Soiling	1,200.9	-7.3%
	Total Collector Irradiance	1,201.1	0.0%
Energy (kWh)	Nameplate	70,923.3	
	Output at Irradiance Levels	70,017.8	-1.3%
	Output at Cell Temperature Derate	69,542.4	-0.7%
	Output After Mismatch	69,485.3	-0.1%
	Optimizer Output	68,512.0	-1.4%
	Optimal DC Output	68,312.6	-0.3%
	Constrained DC Output	66,466.7	-2.7%
	Inverter Output	65,443.7	-1.5%
	Energy to Grid	65,116.4	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		9.2 °C	
Avg. Operating Cell Temp		15.5 °C	
Simulation Metrics			
Operating Hours		4403	
Solved Hours		4403	

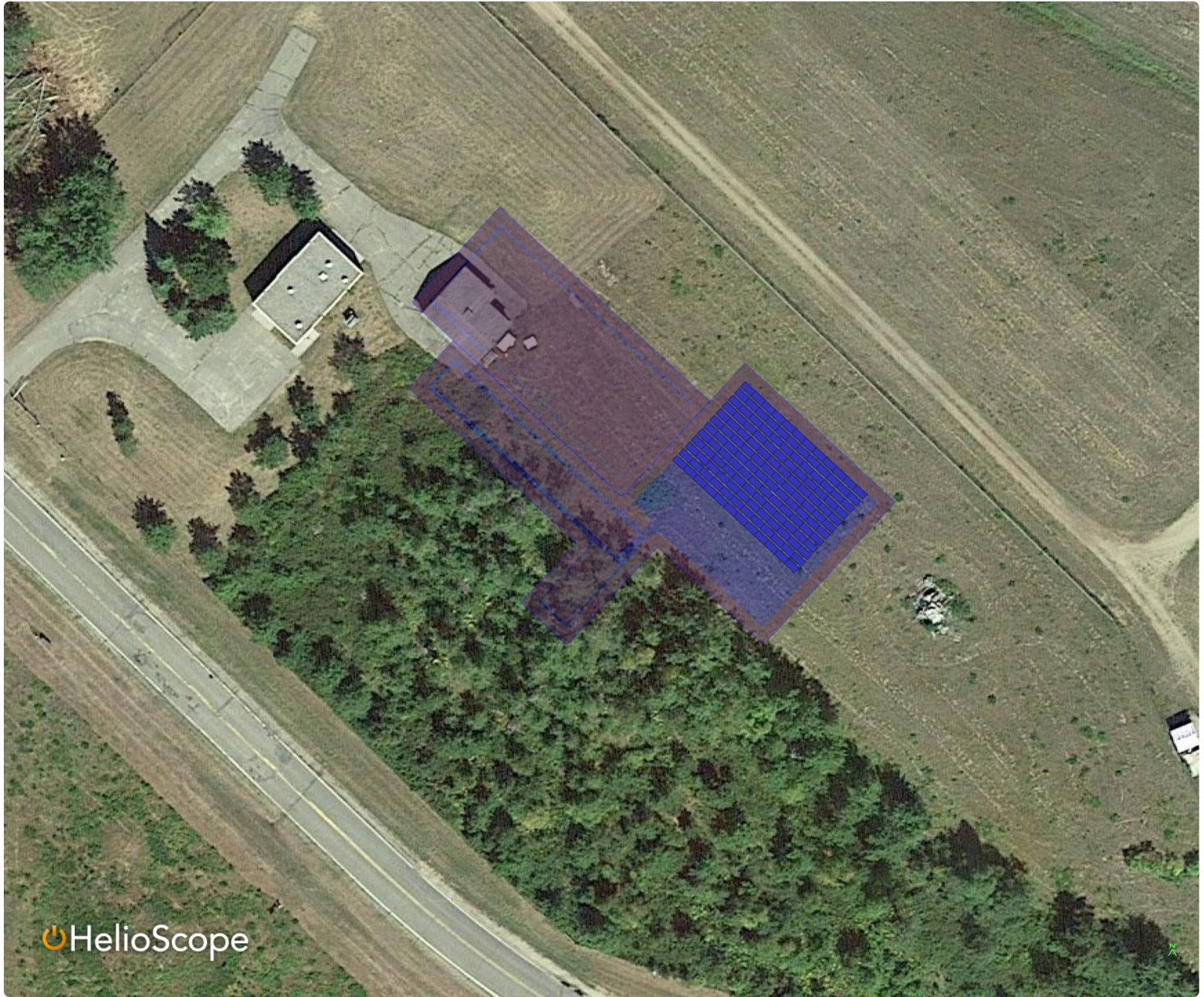
☁ Condition Set												
Description	Snow Loss											
Weather Dataset	TMY, BEMIDJI MUNICIPAL, NSRDB (tmy3, II)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type			a		b			Temperature Delta			
	Fixed Tilt			-3.56		-0.075			3°C			
	Flush Mount			-2.81		-0.0455			0°C			
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	35.4	35.3	16.1	5.2	2.2	2	2	2	2	2.9	10.3	25.4
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module					Uploaded By		Characterization				
	JKM410M-72HL-V (2021) (Jinko Solar)					Folsom Labs		Spec Sheet Characterization, PAN				
Component Characterizations	Device		Uploaded By					Characterization				

📦 Components		
Component	Name	Count
Inverters	SE40KUS (2021) (SolarEdge)	1 (40.0 kW)
Strings	10 AWG (Copper)	4 (866.6 ft)
Optimizers	P960 NA (SolarEdge)	72 (69.1 kW)
Module	Jinko Solar, JKM410M-72HL-V (2021) (410W)	144 (59.0 kW)

🔌 Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	13-37	Along Racking

🏠 Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	10°	222.76846°	1.1 ft	1x1	0	0	0
Field Segment 2	Fixed Tilt	Landscape (Horizontal)	10°	222.76846°	1.1 ft	1x1	144	144	59.0 kW

Detailed Layout



Attachment D:
**Ottertail Power Company POPSolar Application
and Rebate Form**

Publicly Owned Property (POP) Solar Incentive Pre-approval Application



Part 1: Customer/Site Information

Organization_____ Date Submitted_____

Contact Name_____ Phone_____ E-mail_____

Mailing address_____ City_____ State_____ ZIP_____

Solar PV installation address_____ City_____ State_____ ZIP_____

Part 2a: Installer Information—General Contractor

Company Name_____ Contact Name_____

Address_____ City_____ State_____ ZIP_____

Phone number_____ E-mail_____

Licensed (Yes/No)_____ Minnesota License No._____

NABCEP Certification Number (if applicable)_____

Part 2b: Installer Information—Electrical Contractor (if different than General Contractor)

Electrical Contractor Company Name_____ Contact Name_____

Address_____ City_____ State_____ ZIP_____

Phone number_____ E-mail_____

Licensed Master Electrician_____ Minnesota License No._____

NABCEP Certification Number (if applicable)_____

Part 3: Generating Facility Information

Solar PV Module Manufacturer_____ Nameplate (AC) generation capacity _____

Solar PV Module Model Number_____ (kW) Module Warranty (years) _____

Inverter Manufacturer_____ Inverter type (string, micro, other)_____ Inverter Warranty _____

Estimated completion date_____ Estimated annual kWh production_____

Part 4: Energy Efficiency Achievements

Please indicate all past energy efficiency projects completed at your facility, including lighting, HVAC (heating, ventilation, and air conditioning), motors, building envelope improvements, and any other energy efficiency improvements.

Project	Date Completed	Estimated Cost

Part 5: Energy Efficiency Opportunities (completed by Otter Tail Power Company)

Project	Estimated annual energy savings (kwh)	Estimated Cost	Simple payback (years)	Status (completed by OTP Staff only)
				Y / N / In progress / NA
				Y / N / In progress / NA
				Y / N / In progress / NA
				Y / N / In progress / NA
				Y / N / In progress / NA
				Y / N / In progress / NA
				Y / N / In progress / NA

Has applicant participated in Otter Tail's Commercial Design Assistance program in last five years? Y N

Part 6: Project Justification

Please explain any plans to maximize public awareness and educational impacts by incorporating the proposed solar PV installation into your community, school, or university. Attach additional documents if necessary.

Part 7: Solar PV System Location

How will the proposed location of your solar PV system provide adequate visibility to the community? Will it be located on or near any public school or university campuses, city parks, shopping centers, or other commonly-used community hubs? Attach additional documents if necessary.

Part 8: Solar PV system schematic

Please provide a sketch of the proposed solar PV system relative to any community hubs and/or landmarks and indicate north and south directions on the map. Attach any relevant site preparation, evaluation, or shading reports.

Rebate requirements and guidelines

Otter Tail Power Company reserves the right to deny any rebate that does not meet the program requirements and guidelines below. Otter Tail Power Company reserves the right to inspect and verify solar system installation locations before issuing rebates. Program may be discontinued or modified at any time.

To qualify for Publicly Owned Property Solar, you must:

- Be a customer of Otter Tail Power Company in good standing.
- Install the solar PV system in Otter Tail Power Company's service area.
- Own the solar PV system from the time of system completion and interconnection throughout the life of the system. Systems under third party ownership do not qualify for incentives through Otter Tail Power Company's Publicly Owned Property Solar Program.
- In no way enter into a single- or multi-party agreement, transaction, or arrangement of any kind with any one or more of the parties benefitting from the federal solar tax credit, also known as the investment tax credit (ITC).
- Represent a public entity or government (state or tribal college or university; municipal, tribal, county, state, or federal government; public school system; or other public entity deemed by Otter Tail Power Company to qualify for the program funding). Residential, industrial, commercial, and other business customers are not eligible.
- Obtain approval of your POP Solar Incentive Pre-approval Application prior to installation of your solar PV system.
- Install solar PV panels that generate electricity; solar water-heating systems do not qualify for program incentives.
- Agree to connect your solar PV system to Otter Tail Power Company's distribution system.
- Complete an Application for Interconnection into Otter Tail Power Company prior to installation of your solar PV system.
- Consent to Otter Tail Power Company staff or third-party representation of Otter Tail Power Company completing an assessment of energy efficiency opportunities at any facilities under consideration for solar PV installations. Customers implementing energy efficiency improvements with simple payback calculations of two years or less prior to installing solar PV systems will receive higher consideration for POP Solar incentives from Otter Tail Power Company.
- Obtain approval of your Application for Interconnection into Otter Tail Power Company prior to applying for rebate funding through Otter Tail Power Company's program.
- Agree to assign all Renewable Energy Credits produced by the system to Otter Tail Power Company.
- Install a system less than 40 kW in nameplate (AC) generation capacity. Systems sized at 40 kW and larger nameplate (AC) generation do not qualify for program incentives.
- Install your solar PV system within one year of Pre-approval Application approval from Otter Tail Power Company.
- Install a solar PV system with modules carrying a manufacturer's performance warranty of at least 20 years and install invertors with a warranty of at least a 10 years.
- Attach a copy of all solar system invoices. Complete the manufacturer, model number, and all other solar system data requested on the front page of this form.
- Own the solar PV system from the time of system installation and interconnection throughout the life of the system. Systems under third party ownership do not qualify for incentives through Otter Tail Power Company's Publicly Owned Property Solar program.
- If applicant is participating in Solar for School or other public funding opportunities, the POP rebate when combined with other funding will not exceed 100 percent of project cost. Example: If solar for Schools funding covers 75 percent of project cost, then the POP rebate amount would be limited by the 25 percent remaining of project cost or the original rebate amount.

Publicly Owned Property (POP) Solar incentive Rebate Form



Part 1: Customer/Site Information

Organization_____ Account Number_____ Date Submitted_____

Contact Name_____ Phone_____ E-mail_____

Mailing address_____ City_____ State_____ ZIP_____

Solar PV installation address_____ City_____ State_____ ZIP_____

Part 2a: General Contractor Information

Company Name_____ Contact Name_____

Address_____ City_____ State_____ ZIP_____

Phone number_____ E-mail_____

Contracting License Holder_____ Minnesota License No._____

NABCEP Certification Number (if applicable)_____

Part 2b: Electrical Contractor Information (if different from General Contractor)

Company Name_____ Contact Name_____

Address_____ City_____ State_____ ZIP_____

Phone number_____ E-mail_____

Licensed Master Electrician_____ Minnesota License No._____

NABCEP Certification Number (if applicable)_____

Part 3: Generating Facility Information

Solar PV Module Manufacturer_____ Nameplate (AC) capacity (kW) _____

Solar PV Module Model Number_____ Module Warranty_____

Inverter Manufacturer_____ Inverter Type_____ Inverter Warranty_____

Estimated annual kWh production_____

Solar PV System production meter number_____

Nameplate (AC) Capacity _____ X \$1,500/kW = \$ _____ *Total Rebate

Project Cost:

Component	Cost
Module	
Inverter	
Permitting	
Labor	
Other	

Total project cost \$ _____ X .50 = _____

**Total rebate not to exceed 50% of installed project cost.*

Part 4: Customer installation verification and renewable energy credits

All information included above related to the solar PV system installation is accurate and complete. A photograph of the completed system is attached with this form. I further acknowledge that Otter Tail Power Company is hereby indefinitely entitled to all renewable energy credits produced as a result of this solar PV system installation. I agree to the rebate requirements and guidelines on the reverse side of this page.

Customer name_____ Signature_____ Date_____

Payment Delivery Method:
Send check to customer

Send check to EMR:_____

Approved_____

Date_____

Approved Rebate Amount_____

Eligibility

To receive your rebate:

1. Complete all the information requested on this rebate application form.
2. Read the Rebate requirements and guidelines below and sign and date the form.
3. Attach a copy of the solar installation invoice(s) and/or receipt(s).
4. Attach a photograph of the completed system.
5. Attach a completed and signed Publicly Owned Property Solar Renewable Energy Credit Contract.
6. Mail this completed rebate form and attachments to Otter Tail Power Company or deliver it to your Energy Management Representative or Industrial Services Engineer.
7. Allow six to eight weeks for complete processing.

Rebate requirements and guidelines

Otter Tail Power Company reserves the right to deny any rebate that does not meet the program requirements and guidelines below. Otter Tail Power Company reserves the right to inspect and verify solar system installation locations before issuing rebates. Program may be discontinued or modified at any time.

To qualify for Publicly Owned Property Solar, you must:

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- In no way enter into a single- or multi-party agreement, transaction, or arrangement of any kind with any one or more of the parties benefitting from the federal solar tax credit, also known as the investment tax credit (ITC).
- Represent a public entity or government (state or tribal college or university; municipal, tribal, county, state, or federal government; public school system; or other public entity deemed by Otter Tail Power Company to qualify for the program funding). Residential, industrial, commercial, and other business customers are not eligible.
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- If applicant is participating in Solar for Schools or other public funding opportunities, the POP rebate when combined with other funding will not exceed 100 percent of the project cost. Example: If Solar for Schools funding covers 75 percent of project cost, then the POP rebate amount would be limited by the 25 percent remaining of project cost or the original rebate amount.

CITY COUNCIL AGENDA ITEM



Meeting Date: November 17, 2025
Action Requested: Consider Approval of Solar Array Contract with Wolf Track Energy
Prepared By: Jamin Carlson, CityPlanning Director

Background:

At the October 20 council meeting, council approved submission of RFPs regarding solar installations for city facilities through the MN Commerce Department Solar on Public Buildings Grant. Only one solar developer, Wolf Track Energy, submitted proposals that were submitted to city staff for those locations. Their proposals are attached to this memo. Below is the submitted pricing:

Wolf Track Energy

- Fire Station 2: \$104,129.72 or \$3.94 (\$/watt DC)
- Sanford Center: \$159,864.62 or \$2.90 (\$/watt DC)
- Neilson Reise Curling Club: \$127,481.38 or \$3.54 (\$/watt DC)
- City Park Warming House: \$159,995.37 or \$2.90 (\$/watt DC)

The solar arrays should be eligible for the currently available 30% federal tax credits and Ottertail Power has tax rebates up to \$1500/KW (or up to \$60,000 maximum) available to assist with project costs. The RFP also included language that has the selected solar developer submitting for the currently available "Solar on Public Buildings Program" grant, which provides up to 70% project funding not to exceed \$112,000 per project, if selected. Any gap in funding not covered by a combination of these funding sources would then come from other funding sources. The solar arrays would be scheduled to be installed and online by Summer 2026.

Recommendation:

Authorize the Mayor and City Manager to finalize and execute a contract with Wolf Track Energy to install a solar array on the four City locations not to exceed \$552,000.

Fire Station 312 Lake Ave SE,
Bemidji, MN 56601



26.40 kW DC 21.12 kW AC
Ground-mounted
240V Single Phase Grid-tied PV system
With Enphase Microinverters

November 13, 2025

Brian Sandel /City of Bemidji

Dear Brian Sandel /City of Bemidji,

Thank you for your interest in solar and in Wolf Track Energy. We are excited about the possibility of working with you and providing a design that suits your needs. The proposed systems will be cash purchased. The deposit payment would satisfy safe harbor as "commenced construction" to receive the 30% Direct Pay & avoid FEOC rules. The system should produce about 33939 kWh/year. 119% of the annual estimated energy consumption of 28500 kWhs. The "bi-facial" solar panels will produce additional energy during times of high brightness (like snow reflectivity). We used high quality Enphase microinverters which also can mitigate shade from trees.

Our local, Minnesota crew has the experience and knowledge necessary to see this project to completion, to ensure you're awarded the full grant from the state of Minnesota. We've worked closely with our vendors to provide competitive pricing for this large-scale project in which the community can take pride.

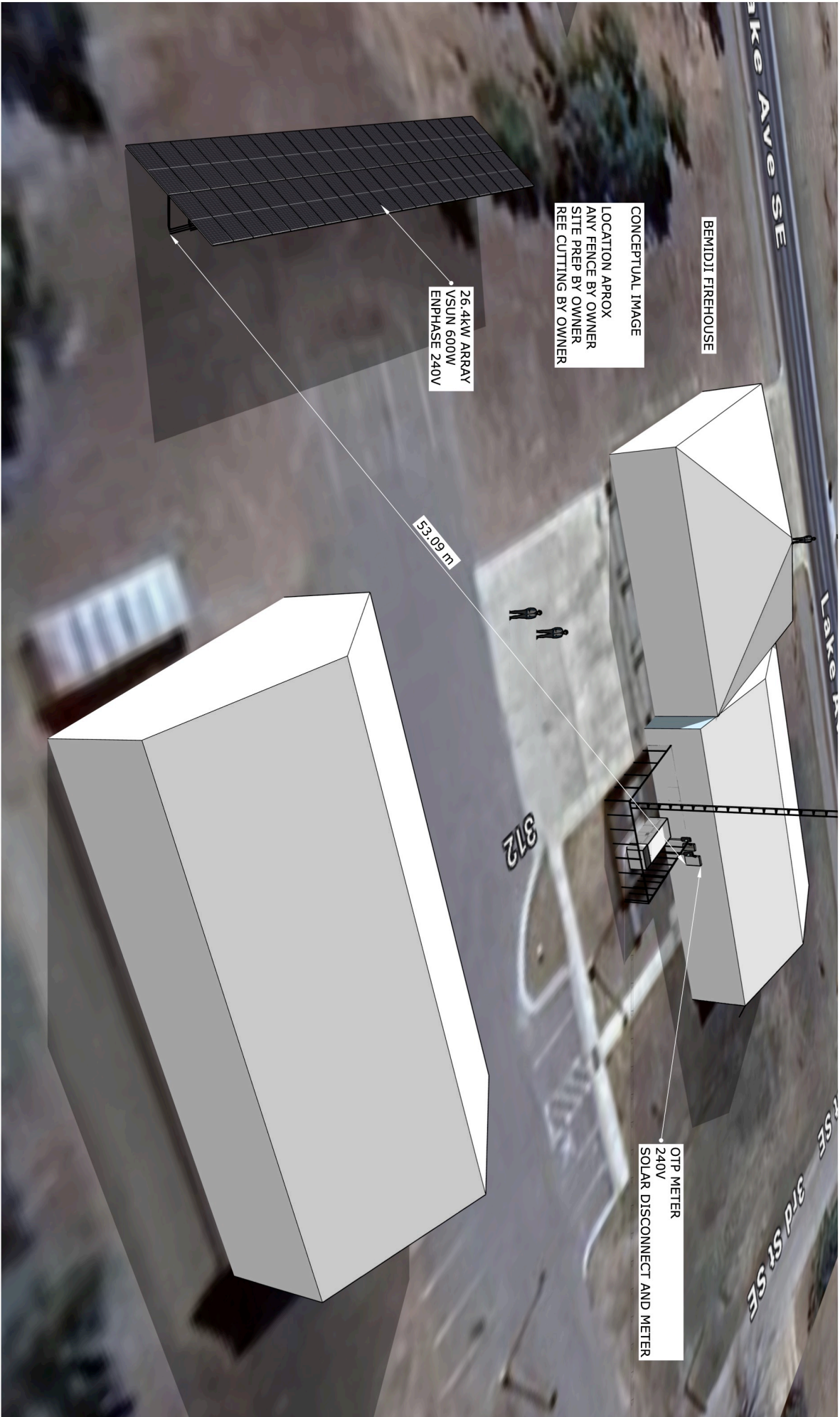
Within this proposal, you will find:

- System Overview
- Energy Production & Finance Forecast
- Cash Flow Estimate
- Itemized Cost Estimate
- Available Rebates, Incentives, and Environmental Benefits
- Why Wolf Track Energy?
- Design & Layout
- Qualifications & Licensure
- References
- Warranties/Guarantees
- Equipment Technical Specifications & Energy Monitoring
- Operations & Maintenance
- Project Schedule
- Financial Statements

Sincerely,

John Ruvelson Solar Technical Sales Direct: (218) 269-2413 jruvelson@wolftrackenergy.com

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601



System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 26.4 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 97 % shade free.

Azimuth and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 180°. This array is near the optimum tilt angle at an angle of 35°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

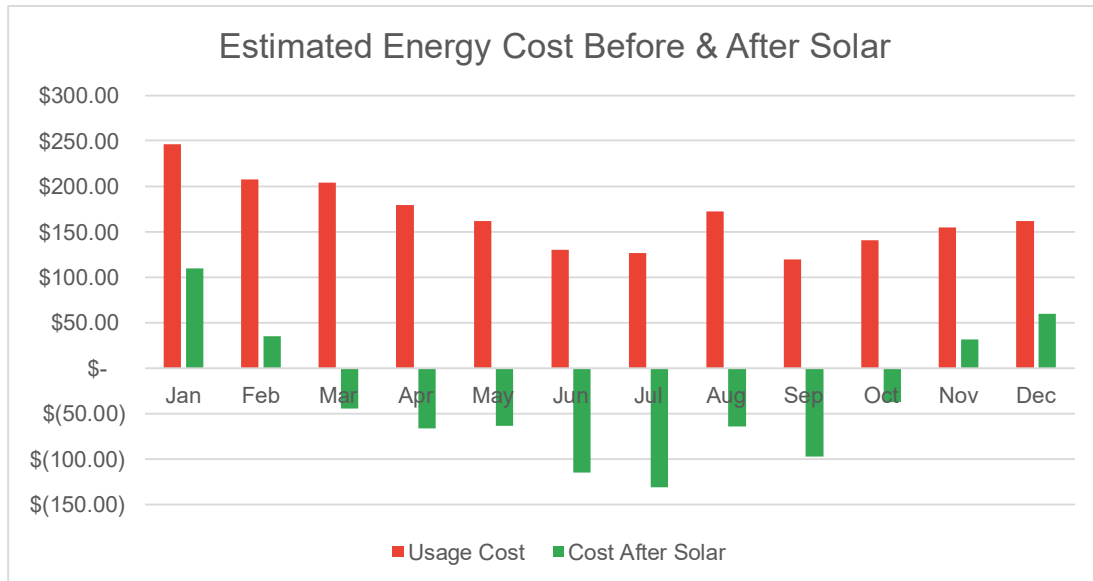
Snow and Array Tilt Angle

Snow's impact on solar energy production is variable due to its moisture content, texture, amount and frequency. Also, steeper arrays will shed snow easier than arrays at lower tilt angles.

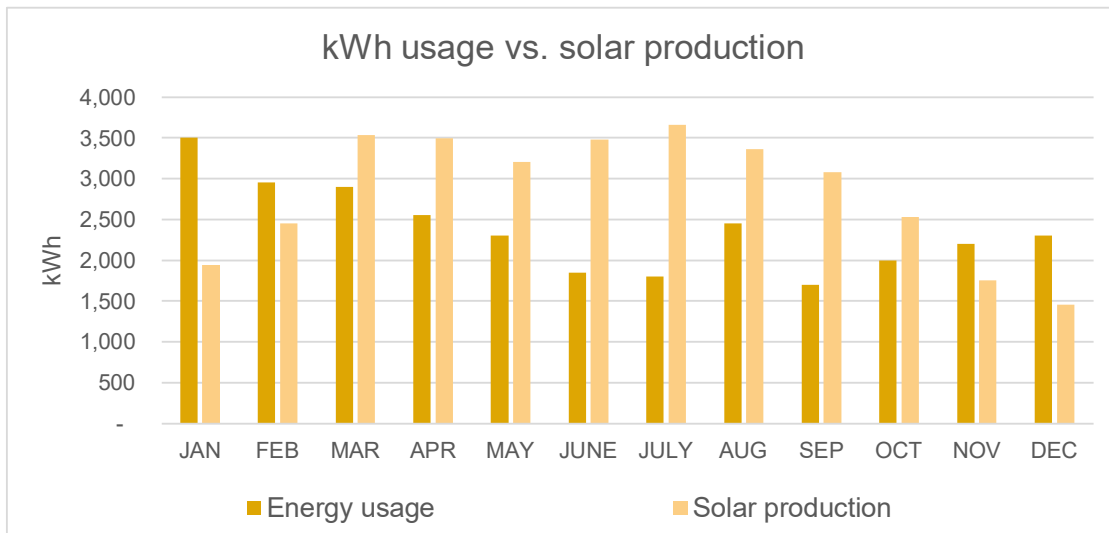
Since the Department of Energy's, National Renewable Energy Laboratory (NREL), estimates snowfall varies by as much as 30% monthly, 10% annually, sometimes reducing annual energy output by up to 20%, they recommend an **average energy production loss of 5% which we have subtracted from our calculations in this report.**

Design Assumptions			
We estimate 1286 average annual kWhs per kW of installed solar panels.			
Solar PV kW DC:	26.4	Module Type:	Tier One
		GPS Coordinates:	47.45, -94.86
Azimuth:	180	Utility:	OTP
		Energy Escalation:	2.50%
Tilt Angle:	35	Off-set rate from bill:	\$0.0704
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast



Estimated Annual Electric Bill \$2,599.20	Estimated Annual Bill Post-Solar -\$496.06
---	--



Current Annual Usage (kWh) 28,500	Estimated Annual Solar Production (kWh) 33939
---	---

Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

End of Year	1	2	3	4	5
<i>Energy (kWh)</i>	33,939	33,770	33,600	33,430	33,091
<i>Energy Value</i>	\$2,365	\$2,400	\$2,435	\$2,470	\$2,506

Year	6	7	8	9	10
<i>Energy (kWh)</i>	32,921	32,751	32,582	32,412	32,242
<i>Energy Value</i>	\$2,543	\$2,580	\$2,617	\$2,654	\$2,692

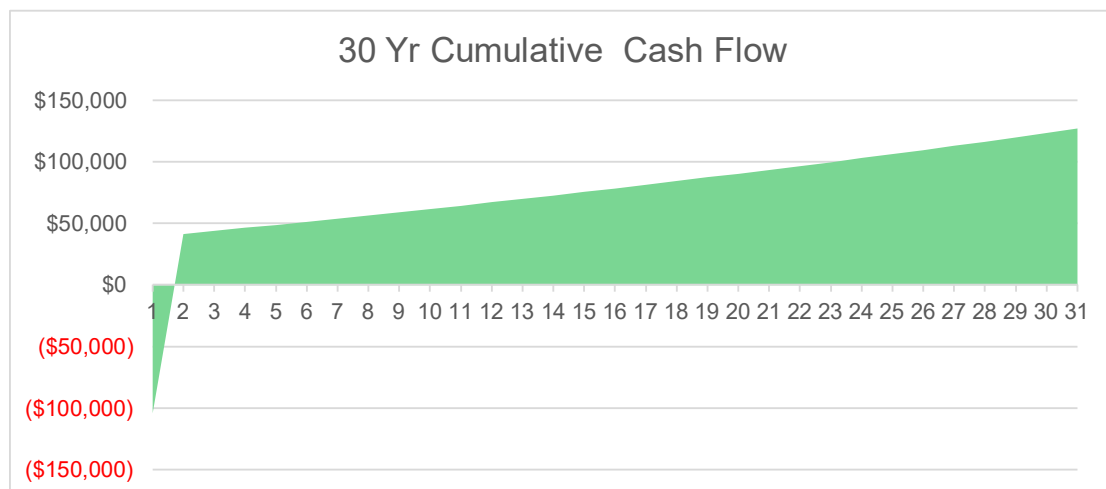
Year	11	12	13	14	15
<i>Energy (kWh)</i>	32,073	31,903	31,733	31,563	31,394
<i>Energy Value</i>	\$2,731	\$2,769	\$2,808	\$2,848	\$2,888

Year	16	17	18	19	20
<i>Energy (kWh)</i>	31,224	31,054	30,885	30,715	30,545
<i>Energy Value</i>	\$2,928	\$2,969	\$3,010	\$3,051	\$3,093

Year	21	22	23	24	25
<i>Energy (kWh)</i>	30,376	30,206	30,036	29,867	29,697
<i>Energy Value</i>	\$3,135	\$3,178	\$3,221	\$3,264	\$3,308

Year	26	27	28	29	30
<i>Energy (kWh)</i>	29,527	29,357	29,188	29,018	28,848
<i>Energy Value</i>	\$3,352	\$3,396	\$3,441	\$3,486	\$3,532

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
<i>Energy Produced (kWh)</i>	33,770	330,059	643,148	793,329	939,268
<i>Estim. Total Value</i>	\$2,365	\$25,262	\$175,339	\$70,463	\$87,670



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Solar Power System Design and Installation, S-1049(5) Price Sheet - Greater than 50 miles from office - Cash

Cash Version >\$50 miles

Company Name WOLF TRACK ENERGY
Refer to project details for scenarios in the Proposal Content section.

System Size DC kWs	System Size AC kWs
26.40	21.12

Scenario 1: [Type: Ground-mount,] [26.4 kWp DC]			
	Cost (\$/watt DC)	Your system's 25 Year production, stated in DC kWhs	Your system's 25 Year production, stated in AC kWhs
		832996	793,329

1.a DESIGN, PERMITTING & INTERCONNECTION (ANY Unknown Utility Upgrades Not Included)	\$	0.14
1.b Materials: modules, inverters, optimizers, electrical material	\$	2.28
1.c Labor at Prev Wage, Per Diem & Lodging	\$	1.07
1.d Operation and maintenance costs for Year 1- System to be inspected for commissioning - Little to ZERO mainitnace EVER expected		
1.e Sub-contractors, Cranes, Lift Rentals, Subs	\$	0.45
Total:	\$	3.94
ACTUAL TOTAL	\$	104,129.72

Provide a not-to-be-exceeded price for the following:

Cost-Plus Materials		% markup
Provide a percentage to be added to your cost for materials		54%
Labor		hourly rate
Design/Engineering	\$	70.00
Electrician (WTE Pays above Beltrami Prev Rate)	\$	80.00
Roofer		
Heavy equipment operator Crane Etc	\$	76.02
Other construction installation: Overhead and profit to be added to the total prevailing wage rate for any other required trade classification included in the applicable prevailing wage rates listed in this solicitation.		

Discounts Offered (optional)	

Itemized Cost Estimate

Wolf Track Energy, LLC

Pro Forma Estimate

818 6th Ave.
Two Harbors, MN 55616
Phone: (218) 302-5601

DATE: 11/13/2025

FOR: Solar PV System

60 Day Pricing
Not a Final Cost Estimate
Subject to Material Costs/Availability & Site Visit

26.40 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
Solar Modules - VSUN600N-144BMH	44		
Inverters/Elec components SHADE MITIGATING 240V ENPHASE	44		
MICRO INVERTER IQ8P-72-2-US IQ8P (480VA) Warranty to 25 Yrs			
Racking - Driven Post Fixed 35 °Tilt PLP	1		
Enphase 5 Years Monitoring Mobile Connect Cell Modem w/5yr T-Mobile Data Plan	1		
Required Electrical Wire/Conduit/Disconnects/Misc	1		
Upgrades Required by the Utility - Not Included	1		
Labor - at Prevailing Wage	1		
Interconnection, Engineering, Permitting & design - Assumes Point of Interconnection at Existing meter	1		
Post Pounding Included. NEC Required Guarding as Mesh Included.			
Sited Prepped By Owner to WTE Specifications, Any Mowing by Owner.	1		
Any Tree Cutting by Owner			
TOTAL Solar Electric System and Installation			31,239

REFER TO RFP
SUPPLIED PRICE
SHEET FOR
ITEMIZED COSTS -
(METHOD REQUIRED
BY GRANT RULES)

Payment Terms	AMOUNT DUE
Milestone 1: Deposit Due at Signing	\$ 10,412.97
Milestone 2: Due at Construction Scheduling	\$ 52,064.86
Milestone 3: Final - Due at Project Completion	\$ 41,651.89

If the solar rebate is from a government agency, the 30% Direct pay/federal tax credit remains unaffected.
If the rebate comes from a utility company or other non-government sources, the 30% tax credit is calculated based on the net system cost after the rebate. CONSULT A FINANCIAL EXPERT

Estimated Rebates and Incentives	
Direct Pay 30% Federal Renewable Energy Tax Credit (No Cap)**	\$ -
Solar on Public Buildings Grant (up to 70% Not to Exceed \$112,000)	\$ 112,000
TOTAL rebates and inc	\$ 143,239
TOTAL cost after rebates and incentives Zero Total if negative	\$ (39,109)

Estimated Value of Energy Savings over 30 years **	\$ 87,670
Estimated Warranty/Maintenance Costs**	\$ 0
Estimated Tax Paid on Rebate Income**	\$ 0
Estimated 30 Year Total Net Cash Flow Value**	\$ 126,779

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "Incentives"). If you have any questions as to whether and when you qualify for any Incentives and the amount of such Incentives, please consult your personal tax or financial advisor. Wolf Track Energy makes no representation, warranty or guaranty as to the availability or amount of such Incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports
Final Equipment may vary - subject to site-visit and material availability
Driven Post-based foundations can hit unknown rocks or obstructions, may require concrete footings and a change in contract price
Unknown Upgrades/Structural Remedial Required by Engineering (Not Included)
Geotechnical Specific Engineering Report for Driven-pile Racking Not Included
Utility related costs : Engineering Studies, Distribution, Infrastructure, Rewire of Offpeak, New transformer Are Not Included
Tree trimming or removal, & or Site Preparation Not Included
Electrical Engineer Cert and Bond Requirement- Not Included
Labor Hours are not for winter conditions
Decommissioning after 40 Yrs. Not Included

10 year standard workmanship warranty is included - as per construction contract
Minnesota Licensed General Contractor #BC804183
Minnesota Licensed Electrical Contractor #EA805508
NABCEP PV-102216-013658

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Environmental Benefits

In 30 years, your 26.4 kW solar array will offset about 939,268 kWh's of energy & 664 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

143.4
Passenger vehicles
driven for one year

1,647,798
Miles driven by an
average passenger
vehicle



CO₂ emissions from

74,723
Gallons of gasoline
consumed



OR

65,232
Gallons of diesel
consumed



OR

731,346
Pounds of coal
burned



OR

8.79
Tanker trucks' worth
of gasoline



OR

76.6
Homes' energy use
for one year



OR

84,701,851
Smartphones
charged



112.4
Homes' electricity
use for one year



OR

3.65
Railcars' worth of
coal burned



OR

1,544
Barrels of oil
consumed



OR

27,149
Propane cylinders
used for home
barbeques



OR

0.00017
Coal-fired power
plants in one year



Greenhouse gas emissions avoided by

226
Tons of waste
recycled instead of
landfilled



OR

32.3
Garbage trucks of
waste recycled
instead of landfilled



OR

28,258
Trash bags of waste
recycled instead of
landfilled



OR

0.14
Wind turbines
running for a year



OR

25,250
Incandescent lamps
switched to LEDs



Carbon Sequestered by

11,068
Tree seedlings
grown for 10
years



OR

862
Acres of U.S.
forests in one year



OR

4.5
Acres of U.S. forests preserved from
conversion to cropland in one year



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

Why Wolf Track Energy?



We're certified experts

Recognized by the North American Board of Certified Energy Practitioners, we know solar inside & out. We're also licensed electrical and building contractors that will take care of every step of your solar installation.

We're locally owned and operated

Our staff and installation crews are your neighbors! **We have office locations in Two Harbors and Backus, Minnesota.** We are invested in the communities that we serve and are committed to providing reliable service from design to installation.

Solar is what we do

Since 2018, Wolf Track Energy has installed hundreds of solar projects across Minnesota and Wisconsin. We have helped homeowners and businesses cut their power bills using clean, renewable energy. Solar is not a secondary service for us, it's what we do.

Peace of mind

We stand by our work. Our installations come with a 10-year workmanship warranty. If anything goes wrong at your home due to the quality of our installation, it will be covered for up to 10 years. This warranty includes roof penetrations, conduit, and wiring.

Any questions?

We are here to be a resource! Feel free to contact us with any questions.

Check out our website at wolftrackenergy.com



#EA805508



#1574035



#BC804183



#DC-032300396

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Sanford Center 1111 Event
Center Dr NE, Bemidji, MN
56601



55.20 kW DC 39.28 kW AC
Ground-mounted
Commercial grid-tied PV system
With Enphase Microinverters

November 13, 2025

Brian Sandel

Dear Brian Sandel / City of Bemidji,

Thank you for your interest in solar and in Wolf Track Energy. We are excited about the possibility of working with you and providing a design that suits your needs. The proposed systems will be cash purchased. The deposit payment would satisfy safe harbor as "commenced construction" to receive the 30% Direct Pay & avoid FEOC rules. The system should produce about 70267 kWh/year. 2% of the annual estimated energy consumption of 2925516 kWhs. The "bi-facial" solar panels will produce additional energy during times of high brightness (like snow reflectivity). We used high quality Enphase microinverters which also can mitigate shade from trees.

Our local, Minnesota crew has the experience and knowledge necessary to see this project to completion, to ensure you're awarded the full grant from the state of Minnesota. We've worked closely with our vendors to provide competitive pricing for this large scale project in which the community can take pride.

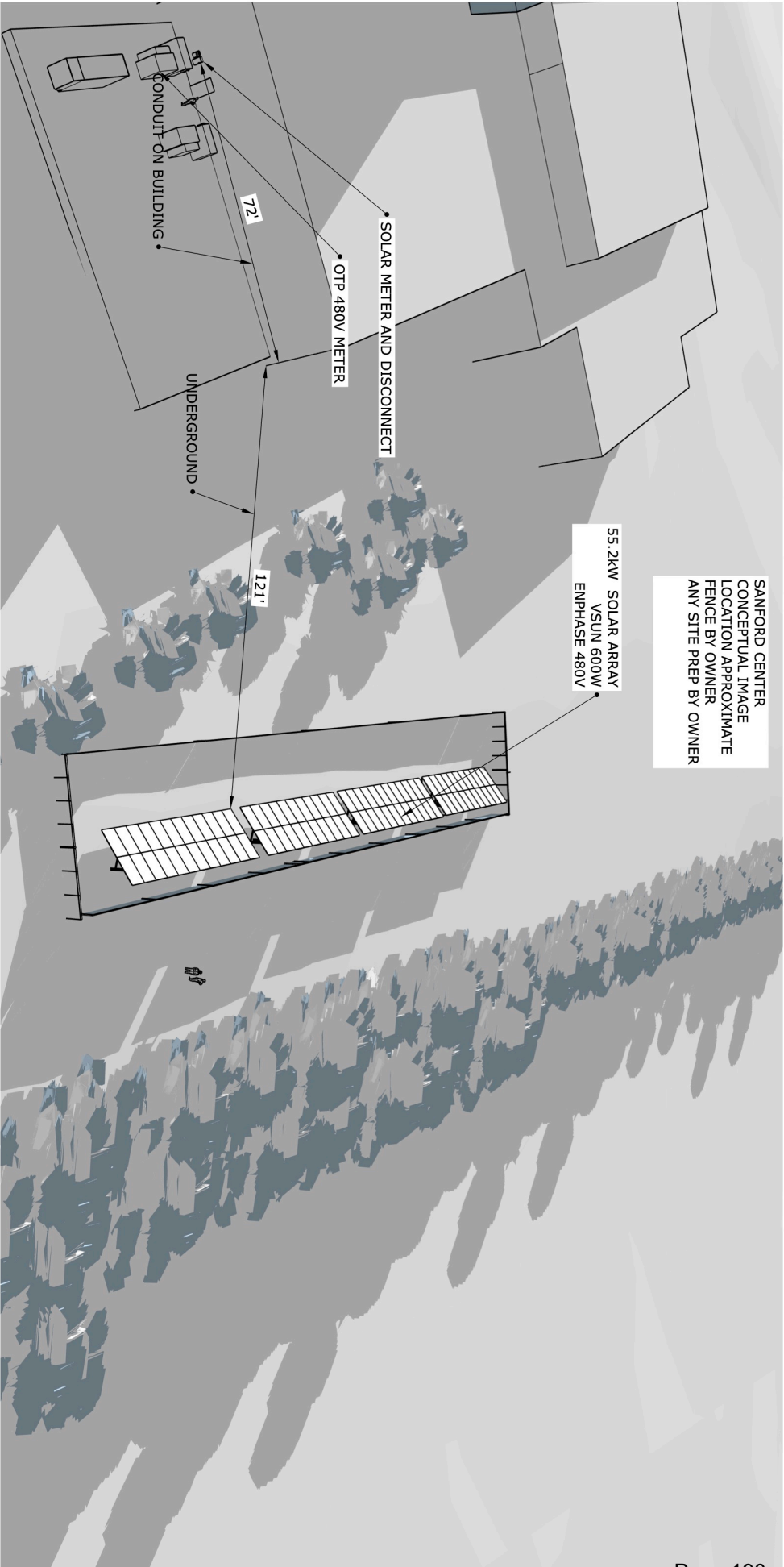
Within this proposal, you will find:

- System Overview
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- Available Rebates, Incentives, and Environmental Benefits
- Why Wolf Track Energy?
- Design & Layout
- Qualifications & Licensure
- References
- Warranties/Guarantees
- Equipment Technical Specifications & Energy Monitoring
- Operations & Maintenance
- Project Schedule
- Financial Statements

Sincerely,

John Ruvelson Solar Technical Sales Direct: (218) 269-2413 jruvelson@wolftrackenergy.com

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601



System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 55.2 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 97 % shade free.

Azimuth and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 195°. This array is near the optimum tilt angle at an angle of 35°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

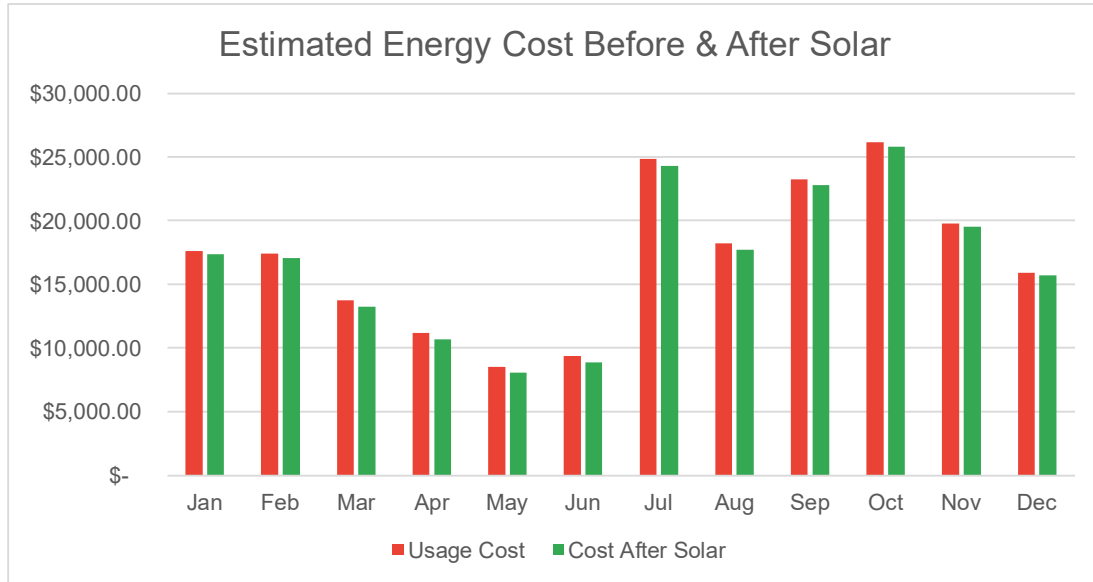
Snow and Array Tilt Angle

Snow's impact on solar energy production is variable due to its moisture content, texture, amount and frequency. Also, steeper arrays will shed snow easier than arrays at lower tilt angles.

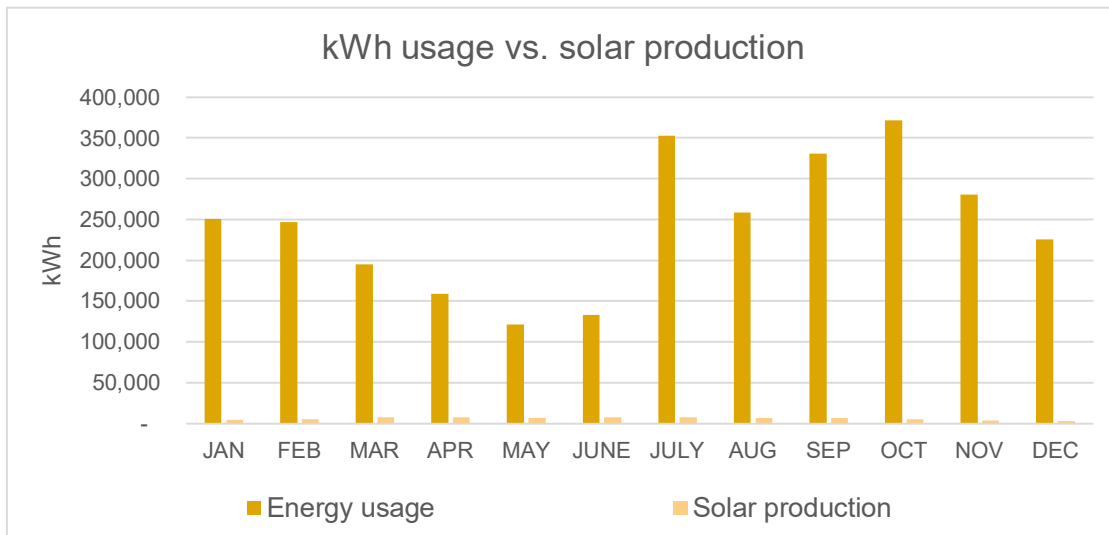
Since the Department of Energy's, National Renewable Energy Laboratory (NREL), estimates snowfall varies by as much as 30% monthly, 10% annually, sometimes reducing annual energy output by up to 20%, they recommend an **average energy production loss of 5% which we have subtracted from our calculations in this report.**

Design Assumptions			
We estimate 1273 average annual kWhs per kW of installed solar panels.			
Solar PV kW DC:	55.2	Module Type:	Tier One
		GPS Coordinates:	47.45, -94.86
Azimuth:	195	Utility:	OTP
		Energy Escalation:	2.50%
Tilt Angle:	35	Off-set rate from bill:	\$0.0704
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast



Estimated Annual Electric Bill \$266,807.06	Estimated Annual Bill Post-Solar \$260,398.66
--	--



Current Annual Usage (kWh) 2,925,516	Estimated Annual Solar Production (kWh) 70268
---	--

Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

End of Year	1	2	3	4	5
<i>Energy (kWh)</i>	70,268	69,916	69,565	69,214	68,511
<i>Energy Value</i>	\$4,896	\$4,968	\$5,041	\$5,115	\$5,189

Year	6	7	8	9	10
<i>Energy (kWh)</i>	68,159	67,808	67,457	67,105	66,754
<i>Energy Value</i>	\$5,265	\$5,341	\$5,418	\$5,495	\$5,574

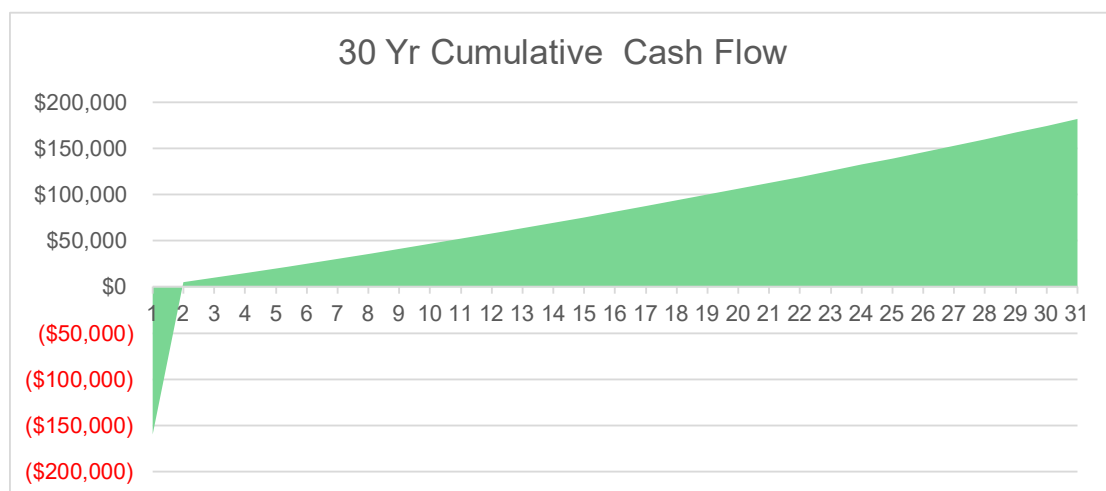
Year	11	12	13	14	15
<i>Energy (kWh)</i>	66,403	66,051	65,700	65,349	64,997
<i>Energy Value</i>	\$5,653	\$5,734	\$5,815	\$5,896	\$5,979

Year	16	17	18	19	20
<i>Energy (kWh)</i>	64,646	64,295	63,943	63,592	63,241
<i>Energy Value</i>	\$6,062	\$6,146	\$6,231	\$6,317	\$6,404

Year	21	22	23	24	25
<i>Energy (kWh)</i>	62,889	62,538	62,187	61,835	61,484
<i>Energy Value</i>	\$6,491	\$6,579	\$6,668	\$6,758	\$6,848

Year	26	27	28	29	30
<i>Energy (kWh)</i>	61,133	60,781	60,430	60,079	59,727
<i>Energy Value</i>	\$6,940	\$7,032	\$7,124	\$7,218	\$7,312

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
<i>Energy Produced (kWh)</i>	69,916	683,352	1,331,569	1,642,503	1,944,653
<i>Estim. Total Value</i>	\$4,896	\$52,302	\$363,021	\$145,885	\$181,511



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Solar Power System Design and Installation, S-1049(5) Price Sheet - Greater than 50 miles from office - Cash

Cash Version >\$50 miles

Company Name WOLF TRACK ENERGY
Refer to project details for scenarios in the Proposal Content section.

Scenario 1: [Type: Ground-mount,] [55.2 kWp DC]	Cost (\$/watt DC)	Your system's 25 Year production, stated in DC kWhs	Your system's 25 Year production, stated in AC kWhs
		1724628	1,642,503

1.a DESIGN, PERMITTING & INTERCONNECTION (ANY Unknown Utility Upgrades Not Included)	\$ 0.12
1.b Materials: modules, inverters, optimizers, electrical material	\$ 1.84
1.c Labor at Prev Wage, Per Diem & Lodging	\$ 0.73
1.d Operation and maintenance costs for Year 1- System to be inspected for commissioning - Little to ZERO mainitnace EVER expected	
1.e Sub-contractors, Cranes, Lift Rentals, Subs	\$ 0.21
Total:	\$ 2.90
ACTUAL TOTAL	\$ 159,864.62

Provide a not-to-be-exceeded price for the following:

Cost-Plus Materials	% markup
Provide a percentage to be added to your cost for materials	54%
Labor	hourly rate
Design/Engineering	\$ 70.00
Electrician (WTE Pays above Beltrami Prev Rate)	\$ 80.00
Roofer	
Heavy equipment operator Crane Etc	\$ 76.02
Other construction installation: Overhead and profit to be added to the total prevailing wage rate for any other required trade classification included in the applicable prevailing wage rates listed in this solicitation.	

Discounts Offered (optional)	

Itemized Cost Estimate

Wolf Track Energy, LLC

Pro Forma Estimate

818 6th Ave.
Two Harbors, MN 55616
Phone: (218) 302-5601

DATE: 11/13/2025

FOR: Solar PV System

60 Day Pricing
Not a Final Cost Estimate
Subject to Material Costs/Availability & Site Visit

55.20 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
Solar Modules - VSUN600N-144BMH	92		
Inverters Shade Mitigating IQ9N-3P-277 Microinverter (480V) 427VA	92		
Warranty to 25 Yrs			
Racking - Driven Post Fixed 35 °Tilt PLP	1		
Monitoring Enphase Mobile Connect 5 Years	1		
Required Electrical Wire/Conduit/Disconnects/Misc	1		
Upgrades Required by the Utility - Not Included	1		
Labor - at Prevailing Wage	1		
Interconnection, Engineering, Permitting & design - Assumes Point of Interconnection at Existing meter	1		
Boring & Post Pounding Included. Bid REQUIRES Fence by City/Owner To Satisfy NEC Guarding, Any Site Prep/Ground-leveling, to WTE Specifications, Tree Cutting, Mowing by Owner	1		
TOTAL Solar Electric System and Installation			

REFER TO RFP
SUPPLIED PRICE
SHEET FOR
ITEMIZED COSTS -
(METHOD REQUIRED
BY GRANT RULES)

Payment Terms	AMOUNT DUE
Milestone 1: Deposit Due at Signing	\$ 15,986.46
Milestone 2: Due at Construction Scheduling	\$ 79,932.31
Milestone 3: Final - Due at Project Completion	\$ 63,945.85

If the solar rebate is from a government agency, the 30% Direct pay/federal tax credit remains unaffected.
If the rebate comes from a utility company or other non-government sources, the 30% tax credit is calculated based on the net system cost after the rebate. CONSULT A FINANCIAL EXPERT

Estimated Rebates and Incentives	Amount
Direct Pay 30% Federal Renewable Energy Tax Credit (No Cap)**	\$ 47,959
	\$ -
Solar on Public Buildings Grant (up to 70% Not to Exceed \$112,000)	\$ 112,000
TOTAL rebates and incentives	\$ 159,959
TOTAL cost after rebates and incentives Zero Total if negative	\$ (95)

Estimated Value of Energy Savings over 30 years **	\$ 181,511
Estimated Warranty/Maintenance Costs**	\$0
Estimated Tax Paid on Rebate Income**	\$0
Estimated 30 Year Total Net Cash Flow Value**	\$ 181,606

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "Incentives"). If you have any questions as to whether and when you qualify for any Incentives and the amount of such Incentives, please consult your personal tax or financial advisor. Wolf Track Energy makes no representation, warranty or guaranty as to the availability or amount of such incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports
Final Equipment may vary - subject to site-visit and material availability
Driven Post-based foundations can hit unknown rocks or obstructions, may require concrete footings and a change in contract price
Unknown Upgrades/Structural Remedial Required by Engineering (Not Included)
Geotechnical Specific Engineering Report for Driven-pile Racking Not Included
Utility related costs : Engineering Studies, Distribution, Infrastructure, Rewire of Offpeak, New transformer Are Not Included
Tree trimming or removal, & or Site Preparation Not Included
Electrical Engineer Cert and Bond Requirement- Not Included
Labor Hours are not for winter conditions
Decommissioning after 40 Yrs. Not Included

10 year standard workmanship warranty is included - as per construction contract
Minnesota Licensed General Contractor #BC804183
Minnesota Licensed Electrical Contractor #EA805508
NABCEP PV-102216-013658

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Environmental Benefits

In 30 years, your 55.2 kW solar array will offset about 1944653 kWh's of energy & 1374 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

296.9
Passenger vehicles
driven for one year

3,411,588
Miles driven by an
average passenger
vehicle



CO₂ emissions from

154,706
Gallons of gasoline
consumed



OR

135,056
Gallons of diesel
consumed



OR

1,514,174
Pounds of coal
burned



OR

18.20
Tanker trucks' worth
of gasoline



O

158.6
Homes' energy use
for one year



OR

175,366,068
Smartphones
charged



232.8
Homes' electricity
use for one year



OR

7.56
Railcars' worth of
coal burned



OR

3,197
Barrels of oil
consumed



OR

56,209
Propane cylinders
used for home
barbeques



OR

0.00035
Coal-fired power
plants in one year



Greenhouse gas emissions avoided by

468
Tons of waste
recycled instead of
landfilled



OR

66.8
Garbage trucks of
waste recycled
instead of landfilled



OR

58,505
Trash bags of waste
recycled instead of
landfilled



OR

0.30
Wind turbines
running for a year



OR

52,276
Incandescent lamps
switched to LEDs



Carbon Sequestered by

22,914
Tree seedlings
grown for 10
years



OR

1,786
Acres of U.S.
forests in one year



OR

9.3
Acres of U.S. forests preserved from
conversion to cropland in one year



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

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Check out our website at wolftrackenergy.com



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Nielson Reise Curling Club
1230 23rd St NW, Bemidji, MN
56601



36.00 kW DC 25.62 kW AC
Ground-mounted
Alta w 480V Enphase Commercial grid-tied PV
With Enphase Microinverters

November 13, 2025

Brian Sandel /City of Bemidji

Dear Brian Sandel /City of Bemidji,

Thank you for your interest in solar and in Wolf Track Energy. We are excited about the possibility of working with you and providing a design that suits your needs. The proposed systems will be cash purchased. The deposit payment would satisfy safe harbor as "commenced construction" to receive the 30% Direct Pay & avoid FEOC rules. The system should produce about 46737 kWh/year. 12% of the annual estimated energy consumption of 363471 kWhs. The "bi-facial" solar panels will produce additional energy during times of high brightness (like snow reflectivity). We used high quality Enphase microinverters which also can mitigate shade from trees.

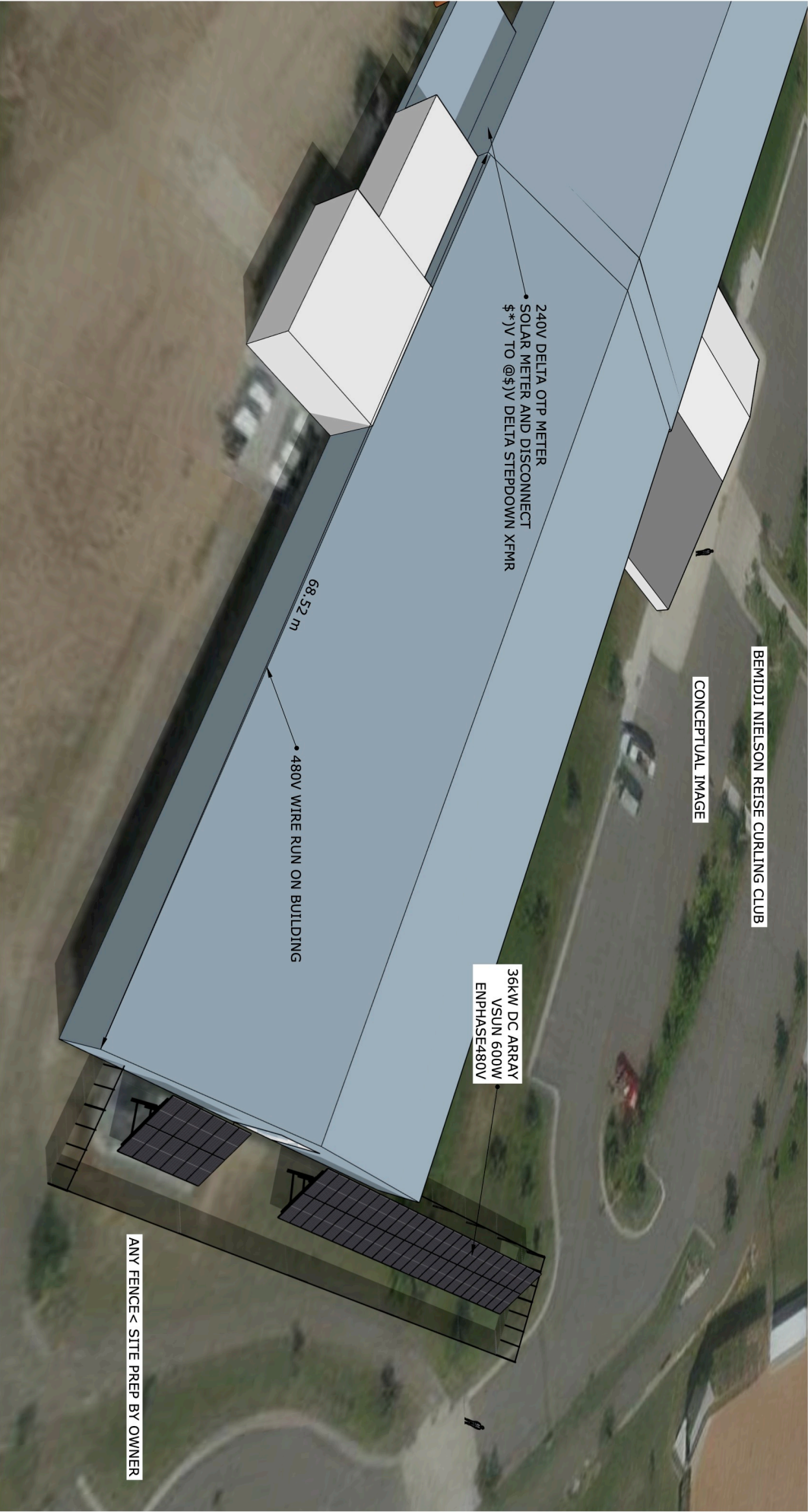
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- System Overview
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- Cash Flow Estimate
- Itemized Cost Estimate
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- Design & Layout
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- References
- Warranties/Guarantees
- Equipment Technical Specifications & Energy Monitoring
- Operations & Maintenance
- Project Schedule
- Financial Statements

Sincerely,
John Ruvelson Solar Technical Sales Direct: (218) 269-2413 jruvelson@wolftrackenergy.com

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601



BEMIDJI NIELSON REISE CURLING CLUB

CONCEPTUAL IMAGE

240V DELTA OTP METER
• SOLAR METER AND DISCONNECT
\$*V TO @\$V DELTA STEPDOWN XFMR

68.52 m

480V WIRE RUN ON BUILDING

36kW DC ARRAY
VSUN 600W
ENPHASE480V

ANY FENCE < SITE PREP BY OWNER

System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 36 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 97 % shade free.

Azimuth and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 196°. This array is near the optimum tilt angle at an angle of 35°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

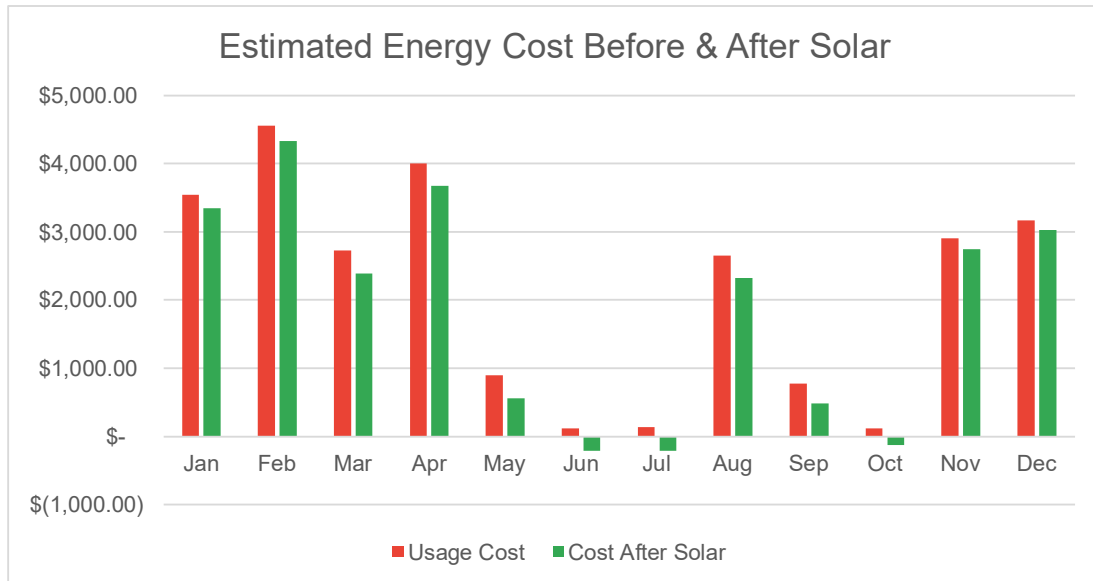
Snow and Array Tilt Angle

Snow's impact on solar energy production is variable due to its moisture content, texture, amount and frequency. Also, steeper arrays will shed snow easier than arrays at lower tilt angles.

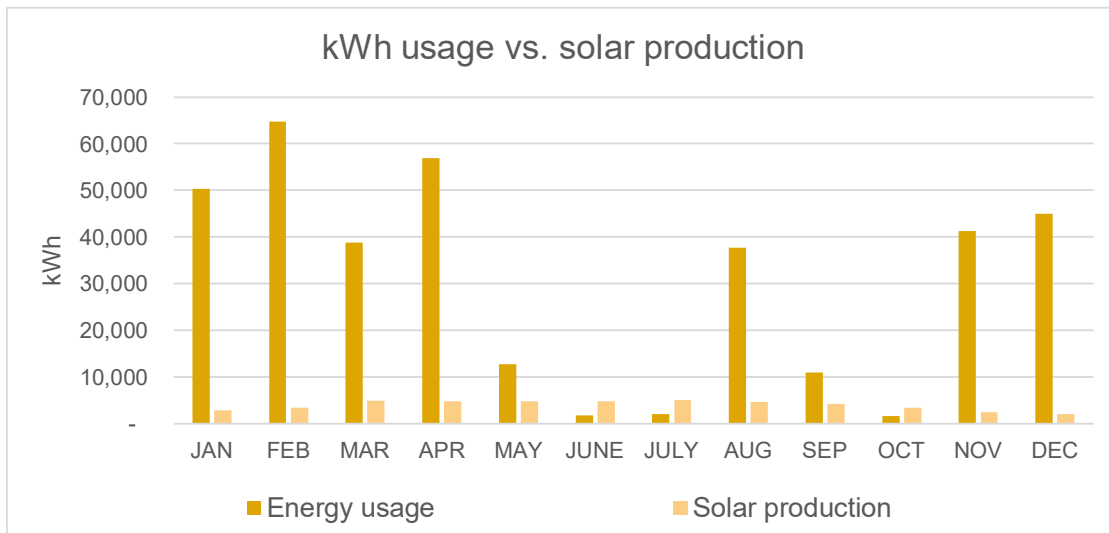
Since the Department of Energy's, National Renewable Energy Laboratory (NREL), estimates snowfall varies by as much as 30% monthly, 10% annually, sometimes reducing annual energy output by up to 20%, they recommend an **average energy production loss of 5% which we have subtracted from our calculations in this report.**

Design Assumptions			
We estimate 1298 average annual kWhs per kW of installed solar panels.			
Solar PV kW DC:	36.0	Module Type:	Tier One
		GPS Coordinates:	47.49, -94.9
Azimuth:	196	Utility:	OTP
		Energy Escalation:	2.50%
Tilt Angle:	35	Off-set rate from bill:	\$0.0704
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast



Estimated Annual Electric Bill \$33,148.56	Estimated Annual Bill Post-Solar \$28,886.10
---	---



Current Annual Usage (kWh) 363,471	Estimated Annual Solar Production (kWh) 46737
---	--

Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

End of Year	1	2	3	4	5
<i>Energy (kWh)</i>	46,737	46,504	46,270	46,036	45,569
<i>Energy Value</i>	\$3,257	\$3,305	\$3,353	\$3,402	\$3,452

Year	6	7	8	9	10
<i>Energy (kWh)</i>	45,335	45,102	44,868	44,634	44,401
<i>Energy Value</i>	\$3,502	\$3,552	\$3,603	\$3,655	\$3,707

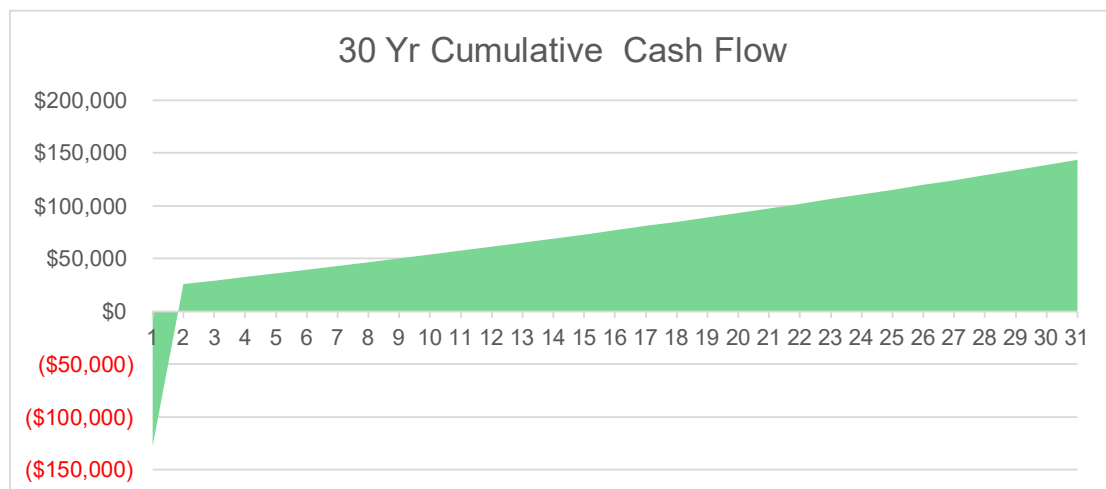
Year	11	12	13	14	15
<i>Energy (kWh)</i>	44,167	43,933	43,700	43,466	43,232
<i>Energy Value</i>	\$3,760	\$3,814	\$3,867	\$3,922	\$3,977

Year	16	17	18	19	20
<i>Energy (kWh)</i>	42,998	42,765	42,531	42,297	42,064
<i>Energy Value</i>	\$4,032	\$4,088	\$4,145	\$4,202	\$4,259

Year	21	22	23	24	25
<i>Energy (kWh)</i>	41,830	41,596	41,363	41,129	40,895
<i>Energy Value</i>	\$4,318	\$4,376	\$4,435	\$4,495	\$4,555

Year	26	27	28	29	30
<i>Energy (kWh)</i>	40,662	40,428	40,194	39,961	39,727
<i>Energy Value</i>	\$4,616	\$4,677	\$4,739	\$4,801	\$4,863

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
<i>Energy Produced (kWh)</i>	46,504	454,522	885,675	1,092,488	1,293,460
<i>Estim. Total Value</i>	\$3,257	\$34,788	\$241,459	\$97,034	\$120,729



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Solar Power System Design and Installation, S-1049(5) Price Sheet - Greater than 50 miles from office - Cash

Cash Version >\$50 miles

Company Name WOLF TRACK ENERGY
Refer to project details for scenarios in the Proposal Content section.

Scenario 1: [Type: Ground-mount,] [36_kWp DC]			
		Your system's 25 Year production, stated in DC kWhs	Your system's 25 Year production, stated in AC kWhs
	Cost (\$/watt DC)	1147113	1,092,488

1.a DESIGN, PERMITTING & INTERCONNECTION (ANY Unknown Utility Upgrades Not Included)	\$	0.08
1.b Materials: modules, inverters, optimizers, electrical material	\$	2.21
1.c Labor at Prev Wage, Per Diem & Lodging	\$	1.07
1.d Operation and maintenance costs for year 1- System to be inspected for commissioning - Little to ZERO mainitnace EVER expected		
1.e Sub-contractors, Cranes, Lift Rentals, Subs	\$	0.18
Total:	\$	3.54
ACTUAL TOTAL	\$	127,481.38

Provide a not-to-be-exceeded price for the following:

Cost-Plus Materials	% markup
Provide a percentage to be added to your cost for materials	54%
Labor	hourly rate
Design/Engineering	\$ 70.00
Electrician (WTE Pays above Beltrami Prev Rate)	\$ 80.00
Roofer	
Heavy equipment operator Crane Etc	\$ 76.02
Other construction installation: Overhead and profit to be added to the total prevailing wage rate for any other required trade classification included in the applicable prevailing wage rates listed in this solicitation.	

Discounts Offered (optional)	

Itemized Cost Estimate

Wolf Track Energy, LLC

Pro Forma Estimate

818 6th Ave.
Two Harbors, MN 55616
Phone: (218) 302-5601

DATE: 11/13/2025

FOR: Solar PV System

*60 Day Pricing
Not a Final Cost Estimate
Subject to Material Costs/Availability & Site Visit*

36.00 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
Solar Modules - VSUN600N-144BMH	60		
Inverters Shade Mitigating IQ9N-3P-277 Microinverter (480V) 427VA Warranty to 25 Yrs	60		
Stepdown Transformer 480V to 240V delta	1		
Racking - Driven Post Fixed 35 °Tilt PLP	1		
Enphase 5 Years Monitoring Mobile Connect Cell Modem w/5yr T-Mobile Data Plan	1		
Required Electrical Wire/Conduit/Disconnects/Misc	1		
Upgrades Required by the Utility - Not Included	1		
Labor - at Prevailing Wage	1		
Interconnection, Engineering, Permitting & design - Assumes Point of Interconnection at Existing meter	1		
Boring & Post Pounding Included. Bid REQUIRES Fence by City/Owner To Satisfy NEC Guarding, Any Site Prep/Ground-leveling, to WTE Specifications, Tree Cutting, Mowing by Owner	1		
	1		
	1		
	-		
	-		
TOTAL Solar Electric System and Installation			

REFER TO RFP
SUPPLIED PRICE
SHEET FOR
ITEMIZED COSTS -
(METHOD REQUIRED
BY GRANT RULES)

Payment Terms	AMOUNT DUE
Milestone 1: Deposit Due at Signing	\$ 12,748.14
Milestone 2: Due at Construction Scheduling	\$ 63,740.69
Milestone 3: Final - Due at Project Completion	\$ 50,992.55

If the solar rebate is from a government agency, the 30% Direct pay/federal tax credit remains unaffected.
If the rebate comes from a utility company or other non-government sources, the 30% tax credit is calculated based on the net system cost after the rebate. CONSULT A FINANCIAL EXPERT

Estimated Rebates and Incentives	Amount
Direct Pay 30% Federal Renewable Energy Tax Credit (No Cap)**	\$ 38,244
	\$ -
Solar on Public Buildings Grant (up to 70% Not to Exceed \$112,000)	\$ 112,000
TOTAL rebates and incentives	\$ 150,244
TOTAL cost after rebates and incentives Zero Total if negative	\$ (22,763)

Estimated Value of Energy Savings over 30 years **	\$ 120,729
Estimated Warranty/Maintenance Costs**	\$0
Estimated Tax Paid on Rebate Income**	\$0
Estimated 30 Year Total Net Cash Flow Value**	\$ 143,492

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "incentives"). If you have any questions as to whether and when you qualify for any incentives and the amount of such incentives, please consult your personal tax or financial advisor. Wolf Track Energy makes no representation, warranty or guaranty as to the availability or amount of such incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports
Final Equipment may vary - subject to site-visit and material availability
Driven Post-based foundations can hit unknown rocks or obstructions, may require concrete footings and a change in contract price
Unknown Upgrades/Structural Remedial Required by Engineering (Not Included)
Geotechnical Specific Engineering Report for Driven-pile Racking Not Included
Utility related costs : Engineering Studies, Distribution, Infrastructure, Rewire of Offpeak, New transformer Are Not Included
Tree trimming or removal, & or Site Preparation Not Included
Electrical Engineer Cert and Bond Requirement- Not Included
Labor Hours are not for winter conditions
Decommissioning after 40 Yrs. Not Included

10 year standard workmanship warranty is included - as per construction contract
Minnesota Licensed General Contractor #BC804183
Minnesota Licensed Electrical Contractor #EA805508
NABCEP PV-102216-013658

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Environmental Benefits

In 30 years, your 36 kW solar array will offset about 1293459 kWh's of energy & 914 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

197.5
Passenger vehicles
driven for one year

2,269,171
Miles driven by an
average passenger
vehicle



CO₂ emissions from

102,900
Gallons of gasoline
consumed



OR

89,831
Gallons of diesel
consumed



OR

1,007,132
Pounds of coal
burned



OR

12.11
Tanker trucks' worth
of gasoline



OR

105.5
Homes' energy use
for one year



OR

116,642,336
Smartphones
charged



154.8
Homes' electricity
use for one year



OR

5.03
Railcars' worth of
coal burned



OR

2,127
Barrels of oil
consumed



OR

37,387
Propane cylinders
used for home
barbeques



OR

0.00023
Coal-fired power
plants in one year



Greenhouse gas emissions avoided by

311
Tons of waste
recycled instead of
landfilled



OR

44.4
Garbage trucks of
waste recycled
instead of landfilled



OR

38,914
Trash bags of waste
recycled instead of
landfilled



OR

0.20
Wind turbines
running for a year



OR

34,771
Incandescent lamps
switched to LEDs



Carbon Sequestered by

15,241
Tree seedlings
grown for 10
years



OR

1,188
Acres of U.S.
forests in one year



OR

6.2
Acres of U.S. forests preserved from
conversion to cropland in one year



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

Why Wolf Track Energy?



We're certified experts

Recognized by the North American Board of Certified Energy Practitioners, we know solar inside & out. We're also licensed electrical and building contractors that will take care of every step of your solar installation.

We're locally owned and operated

Our staff and installation crews are your neighbors! **We have office locations in Two Harbors and Backus, Minnesota.** We are invested in the communities that we serve and are committed to providing reliable service from design to installation.

Solar is what we do

Since 2018, Wolf Track Energy has installed hundreds of solar projects across Minnesota and Wisconsin. We have helped homeowners and businesses cut their power bills using clean, renewable energy. Solar is not a secondary service for us, it's what we do.

Peace of mind

We stand by our work. Our installations come with a 10-year workmanship warranty. If anything goes wrong at your home due to the quality of our installation, it will be covered for up to 10 years. This warranty includes roof penetrations, conduit, and wiring.

Any questions?

We are here to be a resource! Feel free to contact us with any questions.

Check out our website at wolftrackenergy.com



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

City Park Warming House
1224 23rd St NW, Bemidji, MN
56601



55.20 kW DC 39.28 kW AC
Ground-mounted
Commercial grid-tied PV system
With Enphase Microinverters

November 13, 2025

Brian Sandel

Dear Brian Sandel / City of Bemidji,

Thank you for your interest in solar and in Wolf Track Energy. We are excited about the possibility of working with you and providing a design that suits your needs. The proposed systems will be cash purchased. The deposit payment would satisfy safe harbor as "commenced construction" to receive the 30% Direct Pay & avoid FEOC rules. The system should produce about 72378 kWh/year. 59% of the annual estimated energy consumption of 120750 kWhs. The "bi-facial" solar panels will produce additional energy during times of high brightness (like snow reflectivity). We used high quality Enphase microinverters which also can mitigate shade from trees.

Our local, Minnesota crew has the experience and knowledge necessary to see this project to completion, to ensure you're awarded the full grant from the state of Minnesota. We've worked closely with our vendors to provide competitive pricing for this large-scale project in which the community can take pride.

Within this proposal, you will find:

- System Overview
- Energy Production & Finance Forecast
- Cash Flow Estimate
- Itemized Cost Estimate
- Available Rebates, Incentives, and Environmental Benefits
- Why Wolf Track Energy?
- Design & Layout
- Qualifications & Licensure
- References
- Warranties/Guarantees
- Equipment Technical Specifications & Energy Monitoring
- Operations & Maintenance
- Project Schedule
- Financial Statements

Sincerely,
John Ruvelson Solar Technical Sales Direct: (218) 269-2413 jruvelson@wolftrackenergy.com

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601



System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 55.2 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 97 % shade free.

Azimuth and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 180°. This array is near the optimum tilt angle at an angle of 35°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

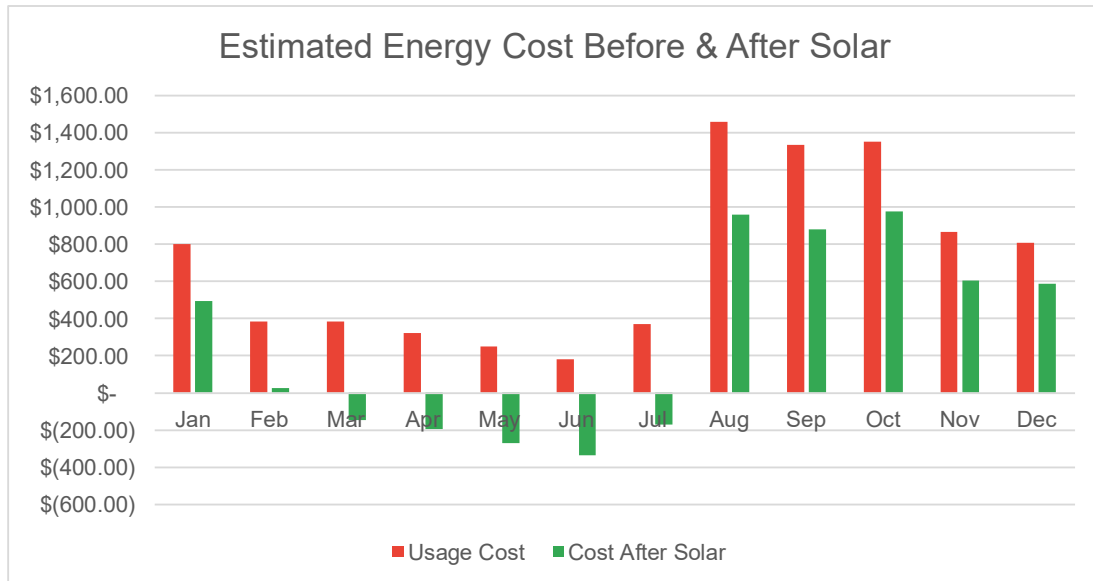
Snow and Array Tilt Angle

Snow's impact on solar energy production is variable due to its moisture content, texture, amount and frequency. Also, steeper arrays will shed snow easier than arrays at lower tilt angles.

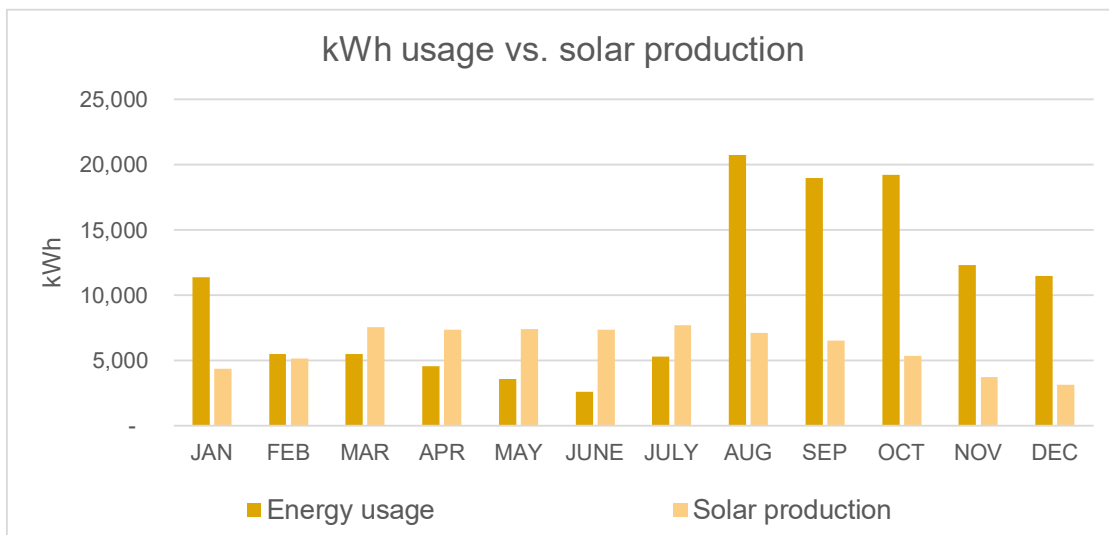
Since the Department of Energy's, National Renewable Energy Laboratory (NREL), estimates snowfall varies by as much as 30% monthly, 10% annually, sometimes reducing annual energy output by up to 20%, they recommend an **average energy production loss of 5% which we have subtracted from our calculations in this report.**

Design Assumptions			
We estimate 1311 average annual kWhs per kW of installed solar panels.			
Solar PV kW DC:	55.2	Module Type:	Tier One
		GPS Coordinates:	47.49, -94.9
Azimuth:	180	Utility:	OTP
		Energy Escalation:	2.50%
Tilt Angle:	35	Off-set rate from bill:	\$0.0704
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast



Estimated Annual Electric Bill \$11,012.40	Estimated Annual Bill Post-Solar \$4,411.48
---	--



Current Annual Usage (kWh) 120,750	Estimated Annual Solar Production (kWh) 72379
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Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

End of Year	1	2	3	4	5
<i>Energy (kWh)</i>	72,379	72,017	71,655	71,293	70,569
<i>Energy Value</i>	\$5,043	\$5,117	\$5,193	\$5,268	\$5,345

Year	6	7	8	9	10
<i>Energy (kWh)</i>	70,207	69,845	69,483	69,121	68,760
<i>Energy Value</i>	\$5,423	\$5,501	\$5,580	\$5,661	\$5,741

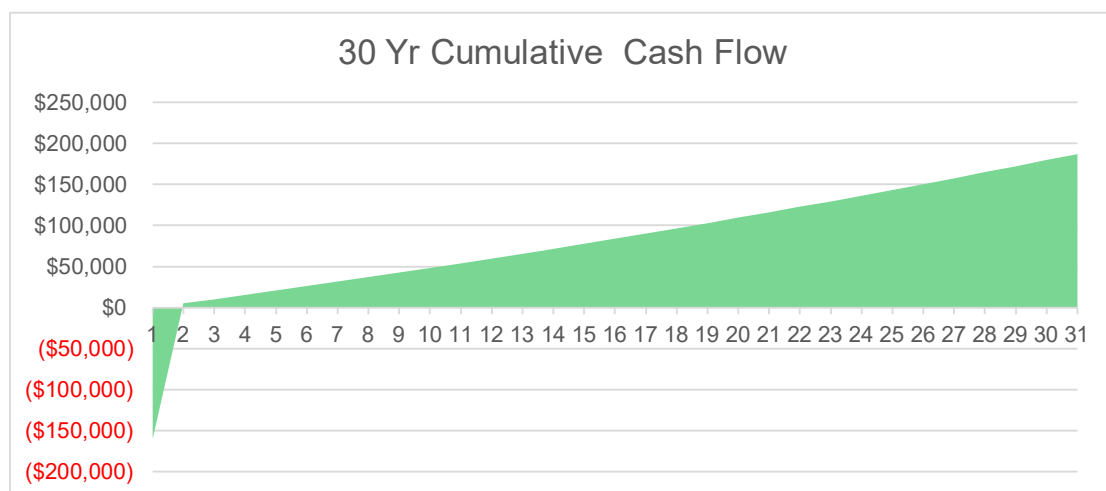
Year	11	12	13	14	15
<i>Energy (kWh)</i>	68,398	68,036	67,674	67,312	66,950
<i>Energy Value</i>	\$5,823	\$5,906	\$5,989	\$6,073	\$6,159

Year	16	17	18	19	20
<i>Energy (kWh)</i>	66,588	66,226	65,864	65,503	65,141
<i>Energy Value</i>	\$6,244	\$6,331	\$6,419	\$6,507	\$6,596

Year	21	22	23	24	25
<i>Energy (kWh)</i>	64,779	64,417	64,055	63,693	63,331
<i>Energy Value</i>	\$6,686	\$6,777	\$6,869	\$6,961	\$7,054

Year	26	27	28	29	30
<i>Energy (kWh)</i>	62,969	62,607	62,246	61,884	61,522
<i>Energy Value</i>	\$7,148	\$7,243	\$7,338	\$7,435	\$7,532

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
<i>Energy Produced (kWh)</i>	72,017	703,881	1,371,573	1,691,848	2,003,075
<i>Estimated Total Value</i>	\$5,043	\$53,873	\$373,928	\$150,268	\$186,964



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Solar Power System Design and Installation, S-1049(5) Price Sheet - Greater than 50 miles from office - Cash

Cash Version >\$50 miles

Company Name WOLF TRACK ENERGY
Refer to project details for scenarios in the Proposal Content section.

Scenario 1: [Type: Ground-mount,] [55.2 kWp DC]		Cost (\$/watt DC)	
			System Size DC kWs55.20System Size AC kWs39.28 Your system's 25 Year production, stated in DC kWhsYour system's 25 Year production, stated in AC kWhs
			1776,4401,691,848

1.a DESIGN, PERMITTING & INTERCONNECTION (ANY Unknown Utility Upgrades Not Included)	\$	0.12
1.b Materials: modules, inverters, optimizers, electrical material	\$	1.84
1.c Labor at Prev Wage, Per Diem & Lodging	\$	0.73
1.d Operation and maintenance costs for year 1- System to be inspected for commissioning - Little to ZERO mainitnace EVER expected		
1.e Sub-contractors, Cranes, Lift Rentals, Subs	\$	0.21
Total:	\$	2.90
ACTUAL TOTAL		\$ 159,995.37

Provide a not-to-be-exceeded price for the following:

Cost-Plus Materials		
Provide a percentage to be added to your cost for materials	% markup	54%
Labor	hourly rate	
Design/Engineering	\$	70.00
Electrician (WTE Pays above Beltrami Prev Rate)	\$	80.00
Roofer		
Heavy equipment operator Crane Etc	\$	76.02
Other construction installation: Overhead and profit to be added to the total prevailing wage rate for any other required trade classification included in the applicable prevailing wage rates listed in this solicitation.		

Discounts Offered (optional)	
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Itemized Cost Estimate

Wolf Track Energy, LLC

Pro Forma Estimate

818 6th Ave.
Two Harbors, MN 55616
Phone: (218) 302-5601

DATE: 11/13/2025

FOR: Solar PV System

60 Day Pricing
Not a Final Cost Estimate
Subject to Material Costs/Availability & Site Visit

55.20 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
Solar Modules - VSUN600N-144BMH	92		
Inverters Shade Mitigating IQ9N-3P-277 Microinverter (480V) 427VA	92		
Warranty to 25 Yrs			
Racking - Driven Post Fixed 35 °Tilt PLP	1		
Monitoring Enphase Mobile Connect 5 Years	1		
Required Electrical Wire/Conduit/Disconnects/Misc	1		
Upgrades Required by the Utility - Not Included	1		
Labor - at Prevailing Wage	1		
Interconnection, Engineering, Permitting & design - Assumes Point of Interconnection at Existing meter	1		
Boring & Post Pounding Included. Bid REQUIRES Fence by City/Owner To Satisfy NEC Guarding, Any Site Prep/Ground-leveling, to WTE Specifications, Tree Cutting, Mowing by Owner	1		
TOTAL Solar Electric System and Installation			

REFER TO RFP
SUPPLIED PRICE
SHEET FOR
ITEMIZED COSTS -
(METHOD REQUIRED
BY GRANT RULES)

Payment Terms	AMOUNT DUE
Milestone 1: Deposit Due at Signing	\$ 15,999.54
Milestone 2: Due at Construction Scheduling	\$ 79,997.69
Milestone 3: Final - Due at Project Completion	\$ 63,998.15

If the solar rebate is from a government agency, the 30% Direct pay/federal tax credit remains unaffected.
If the rebate comes from a utility company or other non-government sources, the 30% tax credit is calculated based on the net system cost after the rebate. CONSULT A FINANCIAL EXPERT

Estimated Rebates and Incentives	Amount
Direct Pay 30% Federal Renewable Energy Tax Credit (No Cap)**	\$ 47,999
	\$ -
Solar on Public Buildings Grant (up to 70% Not to Exceed \$112,000)	\$ 112,000
TOTAL rebates and incentives	\$ 159,999
TOTAL cost after rebates and incentives Zero Total if negative	\$ (3)

Estimated Value of Energy Savings over 30 years **	\$ 186,964
Estimated Warranty/Maintenance Costs**	\$0
Estimated Tax Paid on Rebate Income**	\$0
Estimated 30 Year Total Net Cash Flow Value**	\$ 186,967

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "Incentives"). If you have any questions as to whether and when you qualify for any Incentives and the amount of such Incentives, please consult your personal tax or financial advisor. Wolf Track Energy makes no representation, warranty or guaranty as to the availability or amount of such incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports
Final Equipment may vary - subject to site-visit and material availability
Driven Post-based foundations can hit unknown rocks or obstructions, may require concrete footings and a change in contract price
Unknown Upgrades/Structural Remedial Required by Engineering (Not Included)
Geotechnical Specific Engineering Report for Driven-pile Racking Not Included
Utility related costs : Engineering Studies, Distribution, Infrastructure, Rewire of Offpeak, New transformer Are Not Included
Tree trimming or removal, & or Site Preparation Not Included
Electrical Engineer Cert and Bond Requirement- Not Included
Labor Hours are not for winter conditions
Decommissioning after 40 Yrs. Not Included

10 year standard workmanship warranty is included - as per construction contract
Minnesota Licensed General Contractor #BC804183
Minnesota Licensed Electrical Contractor #EA805508
NABCEP PV-102216-013658

Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601

Environmental Benefits

In 30 years, your 55.2 kW solar array will offset about 2003075 kWh's of energy & 1416 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

305.9
Passenger vehicles
driven for one year

3,514,080
Miles driven by an
average passenger
vehicle



CO₂ emissions from

159,353
Gallons of gasoline
consumed

139,113
Gallons of diesel
consumed

1,559,663
Pounds of coal
burned

18.75
Tanker trucks' worth
of gasoline

163.3
Homes' energy use
for one year

180,634,476
Smartphones
charged



239.8
Homes' electricity
use for one year

7.79
Railcars' worth of
coal burned

3,293
Barrels of oil
consumed

57,898
Propane cylinders
used for home
barbeques

0.00036
Coal-fired power
plants in one year



Greenhouse gas emissions avoided by

482
Tons of waste
recycled instead of
landfilled

68.8
Garbage trucks of
waste recycled
instead of landfilled

60,263
Trash bags of waste
recycled instead of
landfilled

0.31
Wind turbines
running for a year

53,847
Incandescent lamps
switched to LEDs



Carbon Sequestered by

23,603
Tree seedlings
grown for 10
years

1,839
Acres of U.S.
forests in one year

9.6
Acres of U.S. forests preserved from
conversion to cropland in one year



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

Electricity and Energy Offset Rate

The Solar systems will be offsetting energy use thus reducing the amount of energy needed to buy. This will lower monthly power bills and protect from future energy rate inflation.

The calculations in this proposal consider a 1kWh-to-1kWh offsetting method only, **using the base-rate shown above in the proposal. Electric rates were unknown so 7 cents per kWh rate was used for all sites.**

In the proposal's financial projections, we did not include any calculations on demand charges, as energy demands, and energy produced from the solar arrays may not always coincide. We feel this method will provide you with the most conservative projections for you to make decisions.

Interconnection

The arrays will be interconnected to the utility service, usually within 10ft of the service meter. Possible utility and interconnection variations may have us tie in in the mechanical rooms of the building. Until there is an official review and reply from the utility, the system's interconnection point are subject to some adjustment.

Permitting & zoning

Wolf TRACK Energy to follow, required city of Bemidji, DOLI, county zoning and permitting requirements. This project will be inspected by state DOLI building inspections.

Equipment & Technical specifications

We've worked closely with our vendors to provide competitive pricing for this large-scale project.

The system components offered in this bid are supplied by Van Meter and C.E.D., which are some of the largest electrical suppliers in our area. All components comply with the latest utility interactive UL standards.

(See attached data-sheets). All products (Enphase, VSUN, PLP racking) are produced by highly reputable manufacturers with a strong track record in the industry.

This system utilizes the following components:

PLP POWER DRIVE™ Racking - 35° tilt,

- PLP Power Drive utilizes an I-beam, pile-driven design with a single-row, vertical post that reduces ground penetrations and provides increased ground clearance, enabling easy and efficient installation without heavy equipment or field modifications.
- 35° tilt, an improved angle for increased solar insolation. The steeper angle also improves snow shedding.

Enphase Commercial Microinverters

- The heart of the system, Enphase microinverters, are one of the highest quality inverters made.
- The high-powered, smart grid-ready Enphase IQ8P-3P Microinverter is specifically designed for a 208 volts AC, three-phase 'Y', interconnection, for small commercial solutions. 97.8% efficient and is UL1741 SB certified for utility interactivity.
- Considered a leap over traditional string inverters as microinverters maximize each individual solar module's energy production. Enphase provides module level monitoring unlike string inverters. They are shade-mitigating, where if there is shade or snow on a panel, the rest of the unshaded panels will happily continue to produce energy (unlike a string inverter). A 25-year warranty out of the box. With a defect rate of only .05%, if one were to fail, the rest of the system would continue to work (unlike string inverters that are heavy, hard to replace and can mean your whole system would be down while it waits to be replaced). A microinverter is simple to replace and can be shipped quickly in the mail!
- Enphase IQ8 microinverters offers advanced features such as microgrid-forming capability, panel-level optimization, and compatibility with various solar panel types, enhancing solar energy reliability and performance.

VSUN 600W Solar Modules

With long Warranties VSUN is rated as BNEF Tier 1 PV module manufacturer.

Enphase System Monitoring

Enphase will provide a seamless presentation with their on-line monitoring platform. It will allow ncmnjc to monitor energy production on a lobby kiosk (purchase by Owner) and personal computers and make it easy to see any technical issues from afar.

Wolf Track Energy will be able to monitor the system remotely and identify any issues that require troubleshooting.

The system will utilize the Enphase Commercial Cell Modem with a 5-Year cell plan. It is recommended that commercial PV systems be on their own Wi-fi so they can have a long-term, stable connection to the web. Plan updates each few years are easy and low-cost to purchase on the Enphase website. Having the update helps Enphase ensure their modems stay up to date with local cell signals and types.

Warranties

- Enphase Microinverters - The IQ Series Microinverters extend the reliability standards set forth by previous generations and undergo over a million hours of power-on testing, enabling
- Enphase to provide an industry-leading warranty of up to 25 years.
- PLP Rack under normal and proper usage for a period of 1 year from the date of shipment by PLP (SOLAR PRODUCTS term is 10 years
- VSUN 600W Solar Modules - 25-year product and 30-year linear power warranty
- Wolf Track Energy will provide a 10-year workmanship warranty for this project. Wolf Track to assist with any product warranty issues that may arise.

Operations, Maintenance

This system should require little maintenance if any. Wolf Track Energy will provide a general inspection of the system, racking, wiring, and inverters.

An initial inspection shall include verification of production, safety checks for any loose wiring or attachments, and verification that the system hasn't experienced any damage.

Wolf Track Energy along with the building managers will have the ability to monitor the production of this system via the web-based platform, which can be used to flag any issues with the system components involved.

Future O&M activities will be undertaken on an as-needed basis. Wolf Track Energy can monitor the system remotely and address any issues that arise using our in-house electricians. We can be dispatched quickly to the site for troubleshooting. Our employees and crew live in the Duluth area, with 2 offices, one in Two Harbors and Backus MN.

Recycling & Decommissioning

Recycling and decommissioning the system at the end of its life would probably be after 30 or 40 years.

If replacement of a damaged component from an adverse event were to happen, Minnesota has several photovoltaic

recycling options that Wolf Track Energy would use in the event of equipment being decommissioned or replacement. We have included a partially filled out recycling form that will be completed if WETE is awarded the project.

Ideal Project Schedule (If bid is contracted immediately)

1. Immediately after contracting: Develop & submit the full grant application to the State of Minnesota and abide by grant requirements.
2. Immediately after grant award: Begin developing utility interconnection application and relevant permitting
3. November 2025: Final designs complete
4. December Obtain permits and interconnection approval, and order equipment.
5. To reduce the barriers in receiving the tax credit due to recent changes, [the 5+ % payment must be made, which is considered 'commencing construction' as defined by the IRS, by December 31, 2025.](#) This is how the projects will meet and address the requirements that start after January 1, 2026 including the [Foreign Entity of Concern \(FEOC\) rules for procurement of project materials.](#)
6. After spring inclement weather 2026: Begin construction (Construction to Completion is usually very quick)
7. May 1st, 2026: Solar system activated

This Schedule may be accelerated but assumes ideal schedule of grant awards, engineering and permit approval from outside agencies, weather that could also affect construction, the utilities completion of engineering studies and related.

Rebates and Incentives

Federal Solar Energy Tax Credit

The credit is available to tax paying organizations and individuals. It's equal to 30% of expenditures for a solar installation, with no maximum credit. Eligible solar energy property includes equipment that uses solar energy to generate electricity, to heat or cool (or provide hot water for use in) a structure, or to provide solar process heat. See IRS form 5695 and Section 25d for more information on the residential Investment Tax Credit or IRS form 3468 and Section 48 for more information about the commercial Investment Tax Credit (ITC). [In order to reduce the barriers in receiving the tax credit due to upcoming changes, the 5+ % Payment must be made which is considered 'commencing construction' as defined by the IRS, by December 31, 2025. This is how the projects will meet and address the requirements that start after January 1, 2026 including the Foreign Entity of Concern \(FEOC\) rules for procurement of project materials.](#)

The Inflation Reduction Act

The Inflation Reduction Act introduced a monetization method for commercial solar projects for tax exempt organizations: Direct pay: This process allows entities exempt from income tax—such as nonprofits, state/local/Tribal governments, publicly owned utilities, and rural electric cooperatives—to claim the equivalent amount of tax credit in the form of a direct payment from the IRS.⁴ This enables tax-exempt entities to take advantage of clean energy tax credits for the first time.

Minnesota State Sales Tax Exemption

In Minnesota, solar energy systems purchased on or after August 1, 2005, are exempt from the state's sales tax. This exemption applies to solar electric (PV) systems, solar water heating systems and solar space heating systems. All components of these systems are exempt, including panels, wiring, pumps, and racks.

Minnesota Real Estate Property Tax Exemption

Minn. Stat. § 272.02, Subd. 24, exempts solar-photovoltaic (PV) systems installed after January 1, 1992 from Real property taxation.

Net Metering

Systems under 40 kW: Reconciled monthly; [customer may opt to receive payment or credit on next bill at the retail utility energy rate.](#) For systems 40kW AC -1 MW AC, [NEG is credited at the avoided cost rate, or customers may elect to be compensated in the form of a kWh credit.](#) Excess credit will be reimbursed at the end of the calendar year at the avoided cost rate.

Publicly Owned Property Solar

Publicly Owned Property (POP) Solar program to eligible public entities, including public education facilities and city, county, or tribal governments. This program is designed to showcase the benefits of solar photovoltaic (PV) generation and support projects that assist local communities. Combine our rebate with federal and state incentives to reduce or eliminate upfront costs. Qualifying solar PV projects may receive incentives of \$1,500-per-kilowatt (AC) nameplate limited to 50% of project installation costs. System must be 40 kW or less [\(AC nameplate\)](#) in size to be eligible

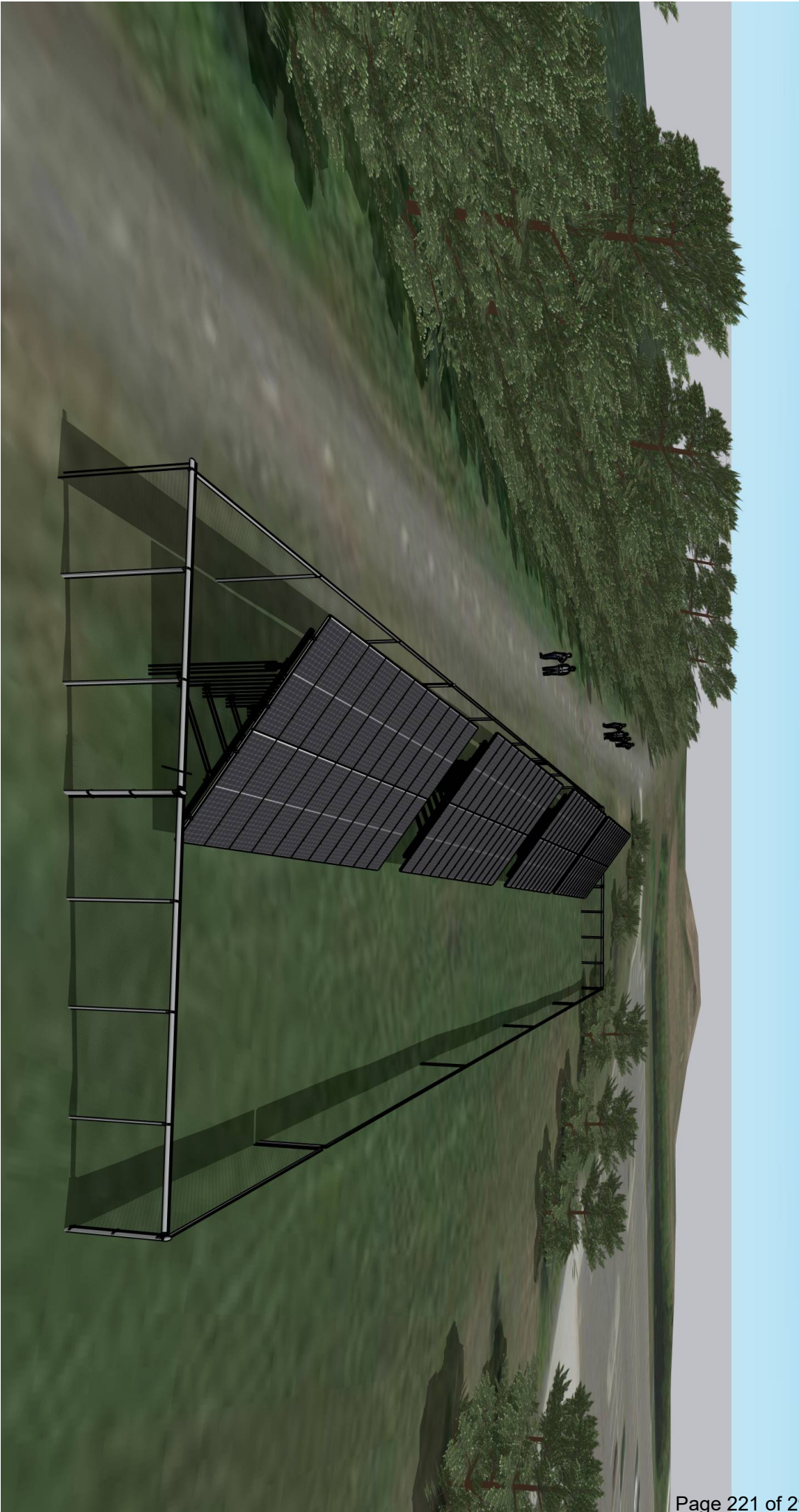
Disclaimer:

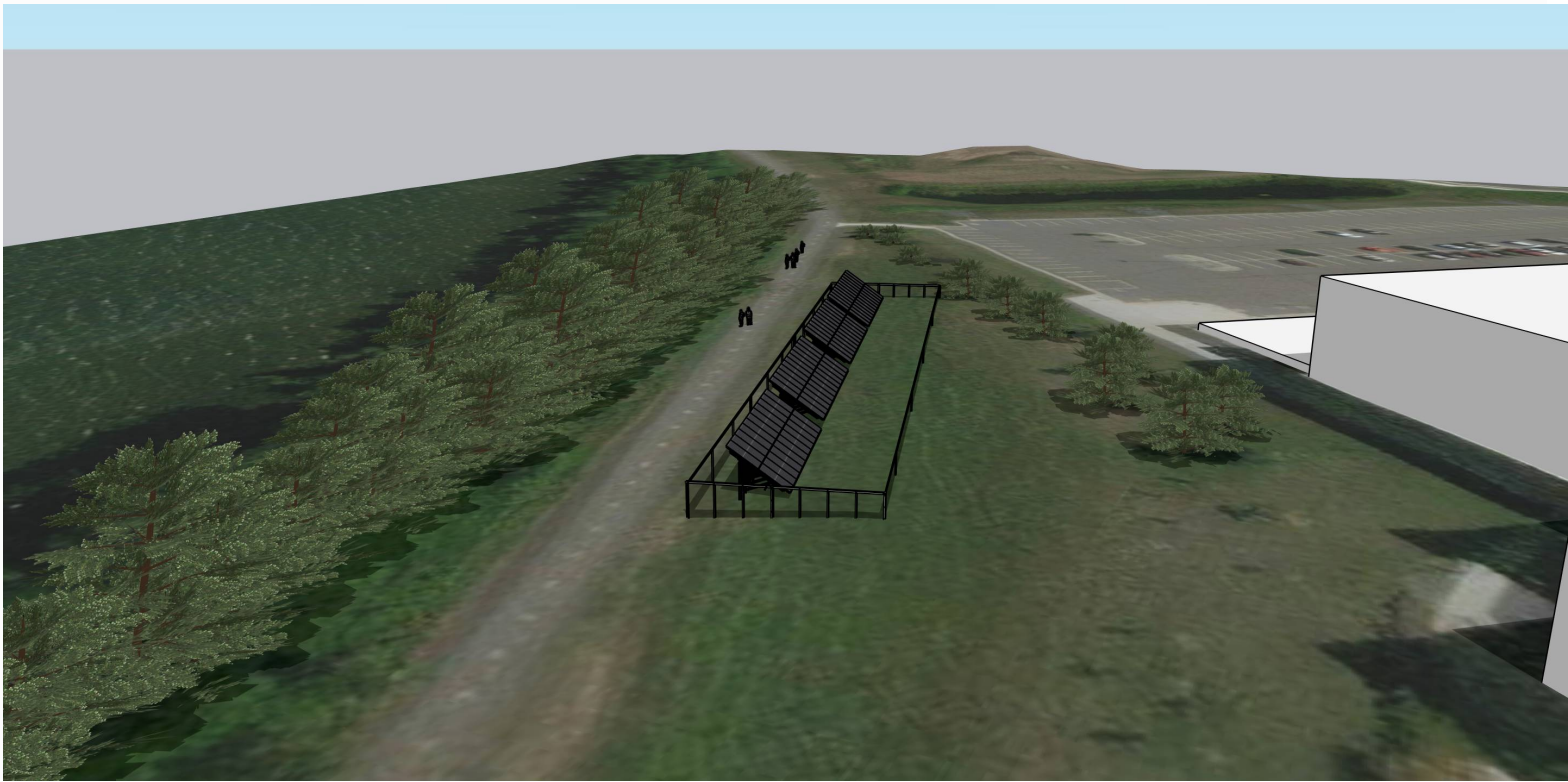
Tax Situations Vary, Please Consult a Competent Tax Professional

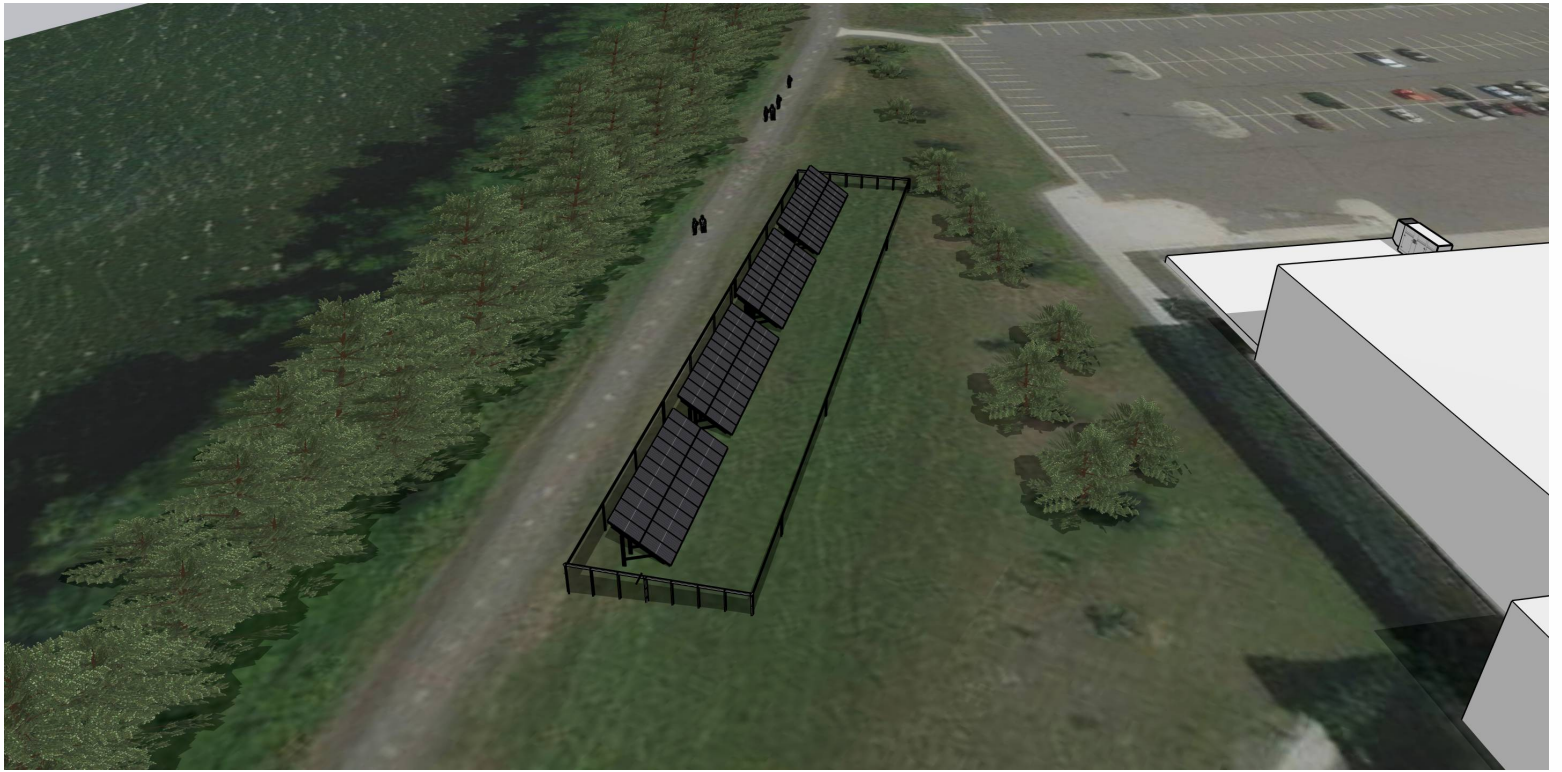
Incentives, Rebates, Taxes, Costs and Energy Savings Are Estimated And Are Not Guaranteed

Wolf Track Energy, LLC, does not make any warranty for accuracy or completeness of energy predictions or this information from U.S. Department of Energy National Renewable Energy Laboratories (NREL). The energy output prediction is a forecast

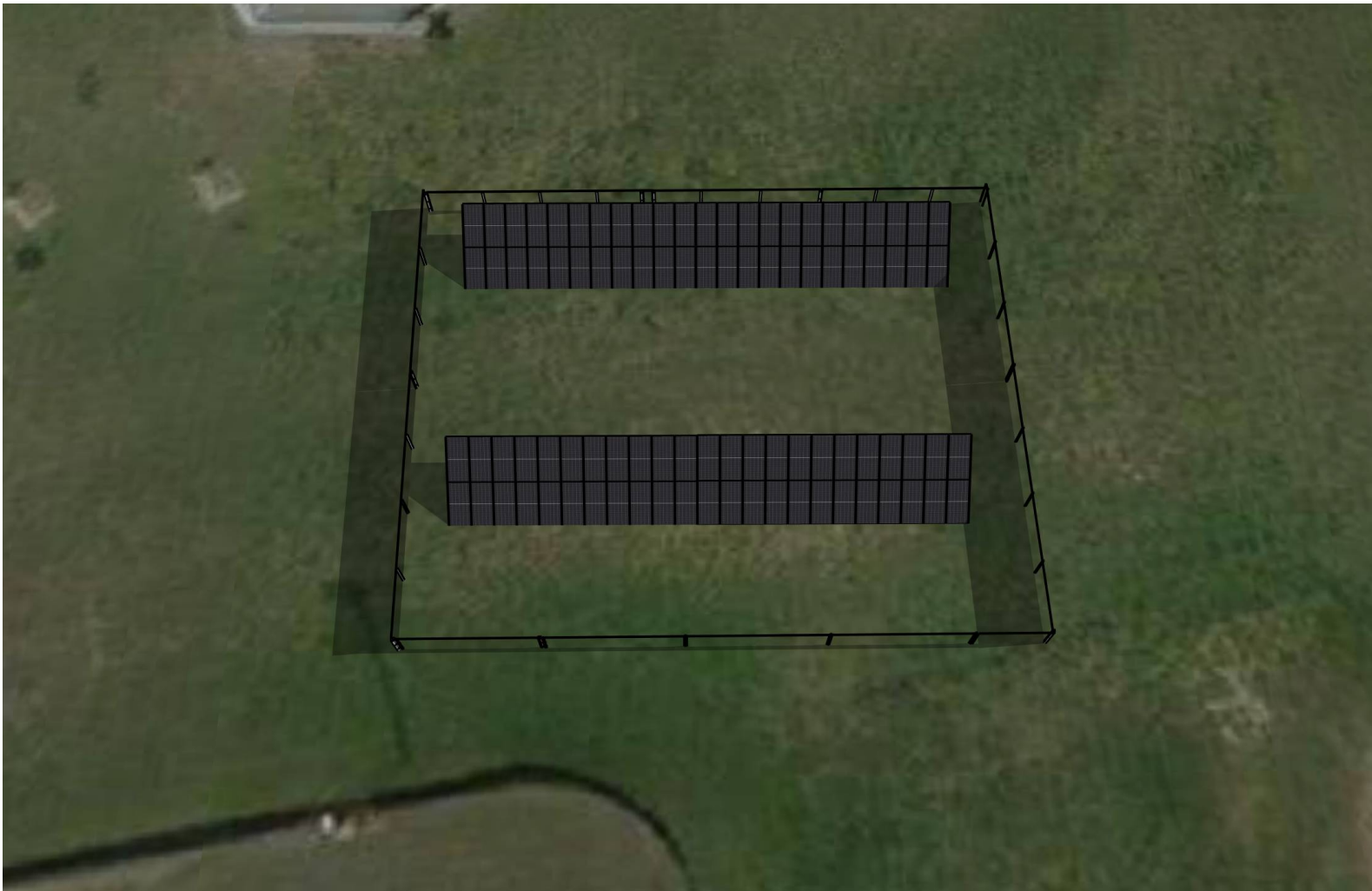
estimate based on assumptions.

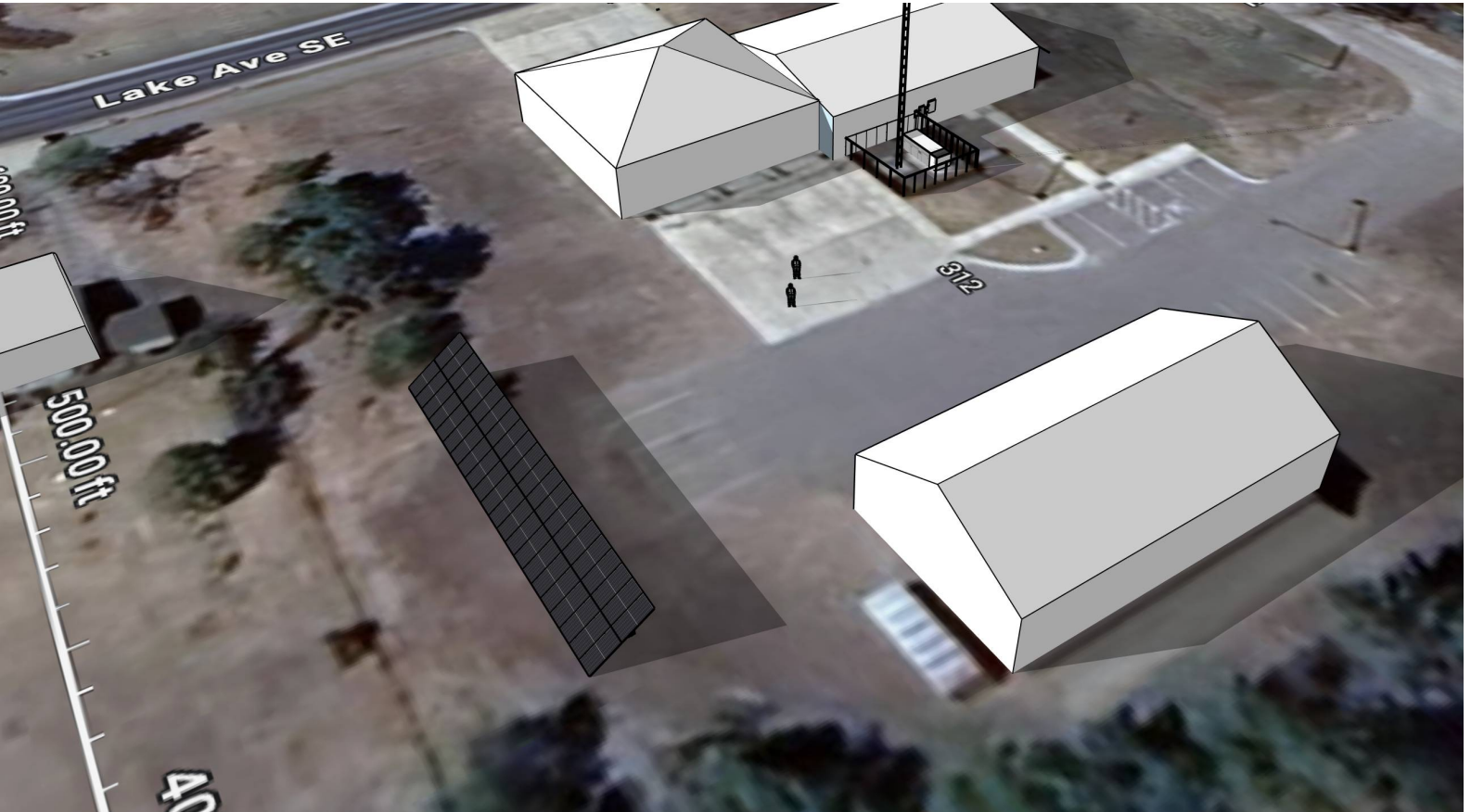
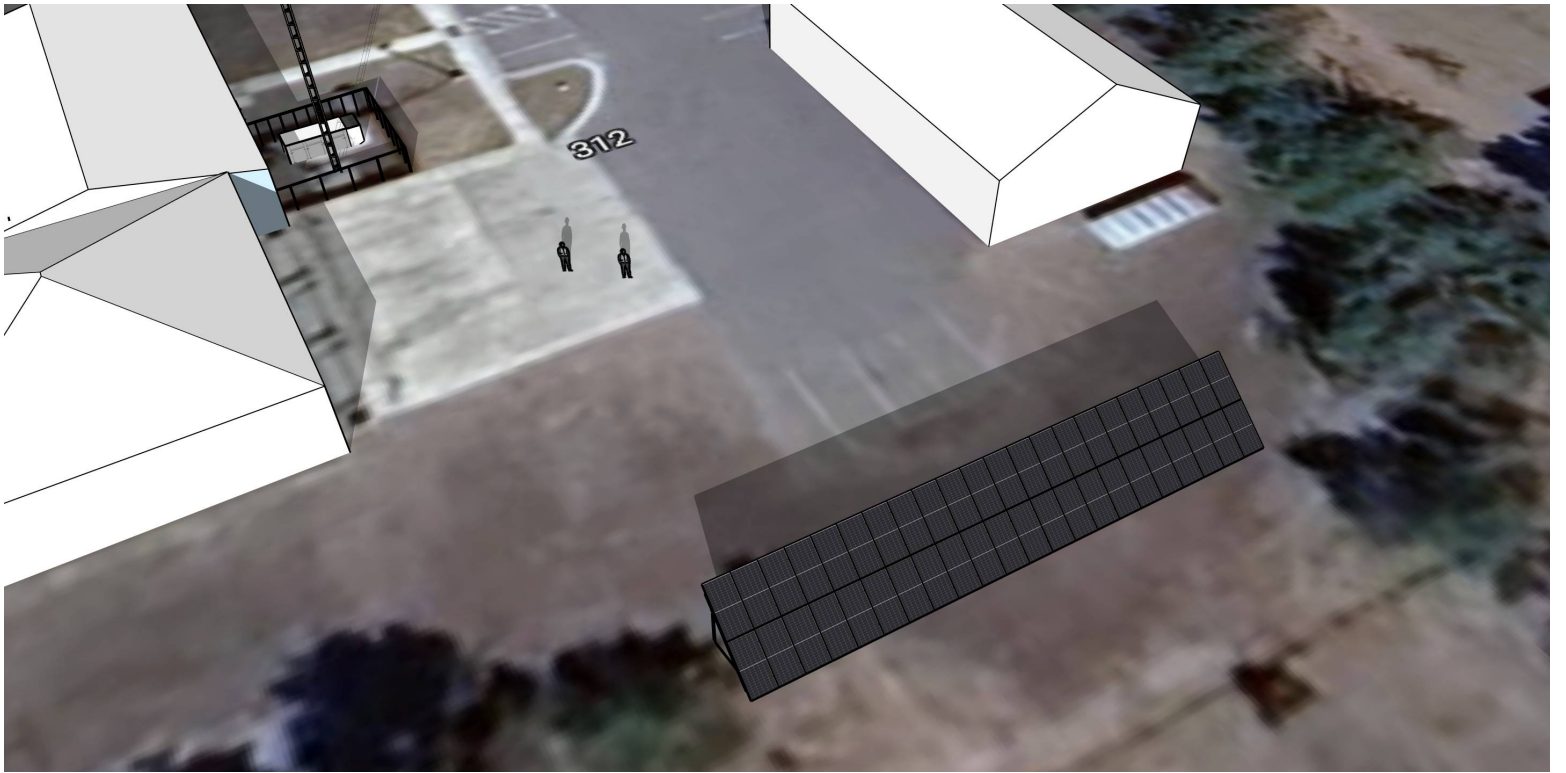












Why Wolf Track Energy?



We're certified experts

Recognized by the North American Board of Certified Energy Practitioners, we know solar inside & out. We're also licensed electrical and building contractors that will take care of every step of your solar installation.

We're locally owned and operated

Our staff and installation crews are your neighbors! **We have office locations in Two Harbors and Backus, Minnesota.** We are invested in the communities that we serve and are committed to providing reliable service from design to installation.

Solar is what we do

Since 2018, Wolf Track Energy has installed hundreds of solar projects across Minnesota and Wisconsin. We have helped homeowners and businesses cut their power bills using clean, renewable energy. Solar is not a secondary service for us, it's what we do.

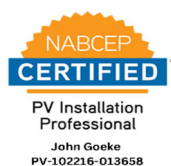
Peace of mind

We stand by our work. Our installations come with a 10-year workmanship warranty. If anything goes wrong at your home due to the quality of our installation, it will be covered for up to 10 years. This warranty includes roof penetrations, conduit, and wiring.

Any questions?

We are here to be a resource! Feel free to contact us with any questions.

Check out our website at wolftrackenergy.com



Wolf Track Energy, LLC · Two Harbors, MN · Backus, MN · (218) 302-5601



References

Brock Wilton

Director of Facilities & Grounds
Cloquet Public Schools
218-721-7912
bwilton@isd94.org

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Travis Hensch

Superintendent
Swanville Public School
320-547-5101
thensch@swanville.k12.mn.us

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Executive Director
North Shore Area Partners
218-226-3635
director@nsapartners.org

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Project Manager
Roers Construction
701-356-5050

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Pastor
Zion Lutheran Church
Ben@ziongr.org

We worked with Pastor Ben Buchanon of Zion Lutheran Church and other congregation members to install a 20.91 kW rooftop solar array. Completed in 2023. Total cost of \$57,135.



Qualifications:

Minnesota Electrical License #EA805508

Minnesota Building Contractor License #BC804183

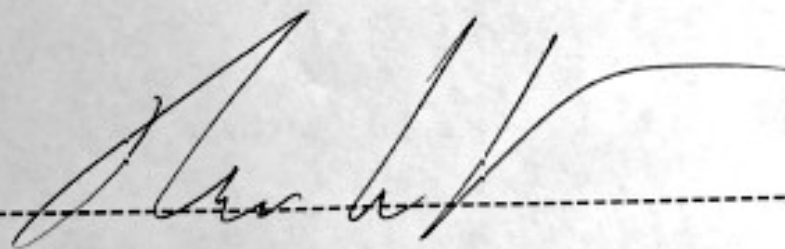
NABCEP PVIP Installation Professional #PV-100521-013602

Wolf Track Energy will collaborate with Northland Engineering for any Professional Engineering (PE) requirements for this project. All licensing is in good standing.

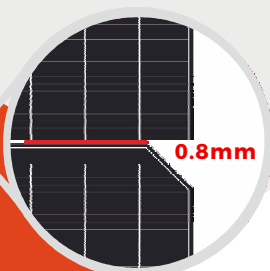
- **John Ruvelson, Sales Consultant:** 12-Years Professional Experience. Completed and passed many NABCEP certified classes and training. He performs the initial site visit at the project location and creates a design for the system based off the information gathered. He then drafts a proposal that includes expected solar production and financial outlooks. Four years of solar experience.
- **John Hageman, Office Manager:** John will conduct permitting and interconnection applications for this project. He helps to oversee the timeline of the project and to ensure that any and all deadlines are being met. He will act as the main point of contact with the school district, MN Power, and all other necessary parties for this project. Available at any time for any questions related to the project. Four years of solar experience.
- **Thomas Lukken, Operations Manager:** Tom will create one-line diagrams for this project, and work with engineers for this project. He manages our electrical team to ensure the project will be conducted in a smooth, safe, and efficient manner, and he creates plansets for our installation team to follow. Available at any time for any questions related to the project. Five years of solar experience.
- **Jake Froelke, Project Manager:** Jake will assist in project preparation and onsite coordination, as well as creating material lists. Available at any time for any questions related to the project. Six years of solar experience.
- **Patrick Doelz, Master Electrician:** Patrick be supervising our electrical crew to ensure National Electrical Code is followed and that the project is installed according to our plansets. About Twenty years of solar experience.
- **Jesse Fette, President and Owner:** Jesse oversees Wolf Track Energy's operations and ensures that standard operation procedures are being followed. He will help manage all parties to ensure timelines and quality are met. Six years of solar experience.

Proposal Submittal Signature

Wolf Track Energy Official with the power to bind the company in its proposal.

A handwritten signature in black ink, appearing to read 'Thomas Lukken', is written over a horizontal dashed line.

Thomas Lukken - Owner of Wolf Track Energy



Micro Gap - Cell gap reduced to 0.8mm

VSUN610N-144BMH

VSUN610N-144BMH

VSUN605N-144BMH

VSUN600N-144BMH

VSUN595N-144BMH

VSUN590N-144BMH

VSUN585N-144BMH

610W

Highest power output

23.61%

Module efficiency

1.0%

First-year degradation warranty

0.40%

Annual degradation over 30 years

KEY FEATURES

TOPcon TOPcon technology



Higher output power



MBB technology with Circular Ribbon



Positive tolerance offer



Bifacial cells, converting more sunlight into electricity



Better shading tolerance



Better temperature coefficient



Excellent PID Resistance



Lower LCOE



UL 61730 & CSA 61730
IEC 61215 & IEC 61730

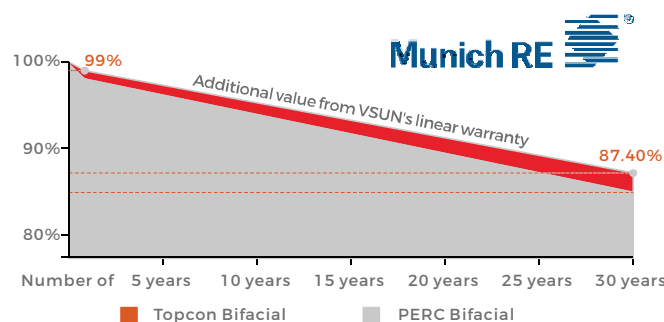
ABOUT VSUN

Invested by Fuji Solar, VSUN SOLAR is a solar solution provider with headquartered in Tokyo, Japan that offers reliability, high efficiency solar products and technology globally. VSUN is rated as BNEF Tier 1 PV module manufacturer, PVEL Lab "Best performer" and EcoVadis "Bronze Award".

PRODUCT CERTIFICATION



WARRANTY



Electrical Characteristics at Standard Test Conditions(STC)

Module Type	VSUN610N-144BMH	VSUN605N-144BMH	VSUN600N-144BMH	VSUN595N-144BMH	VSUN590N-144BMH	VSUN585N-144BMH
Maximum Power - Pmax (W)	610	605	600	595	590	585
Open Circuit Voltage - Voc (V)	53.34	53.12	52.9	52.69	52.48	52.25
Short Circuit Current - Isc (A)	14.13	14.08	14.03	13.98	13.93	13.88
Maximum Power Voltage - Vmpp (V)	45.32	45.12	44.92	44.71	44.5	44.29
Maximum Power Current - Imp (A)	13.46	13.41	13.36	13.31	13.26	13.21
Module Efficiency	23.61%	23.42%	23.23%	23.03%	22.84%	22.65%

Standard Test Conditions (STC): irradiance 1,000 W/m²; AM 1.5; module temperature 25°C. Pmax Sorting : 0~5W. Measuring Tolerance: ±3%.
Remark: Electrical data do not refer to a single module and they are not part of the offer. They only serve for comparison among different module types.

Electrical Characteristics with different rear side power gain(reference to 605 front)

Pmax (W)	Voc (V)	Isc (A)	Vmpp (V)	Imp (A)	Pmax gain
635	53.12	14.78	45.12	14.08	5%
666	53.12	15.49	45.12	14.75	10%
726	53.20	16.90	45.04	16.09	20%
756	53.20	17.60	45.04	16.76	25%

Material Characteristics

Dimensions	2278×1134×35mm (L×W×H) 89.69*44.65*1.38 inches (L×W×H)
Weight	28.8kg / 63.49lbs
Frame	Silver anodized aluminum profile
Front Glass	AR-Coating toughened glass, 3.2 mm
Back sheet	Transparent white-mesh backsheet
Cells	12×12 pcs mono solar cells series strings
Junction Box	IP68, 3 diodes
Cable	Potrait: 1900 mm (cable length can be customized) , 1×4 mm² or 12AWG

System Design

Maximum System Voltage [V]	1500
Series Fuse Rating [A]	30
Bifaciality	80%±10%
Fire Rating	Class C for IEC and TYPE 1 for US
Protection Class	Class II
Temperature Range	-40 °C to + 85 °C +5400/-2400 Pa +113/-50 psf
Maximum Surface Load	
Application class	class A
Withstanding Hail	Maximum diameter of 25 mm with impact speed of 23 m/s

Packaging

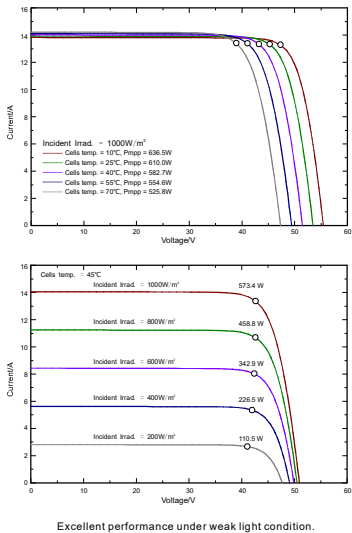
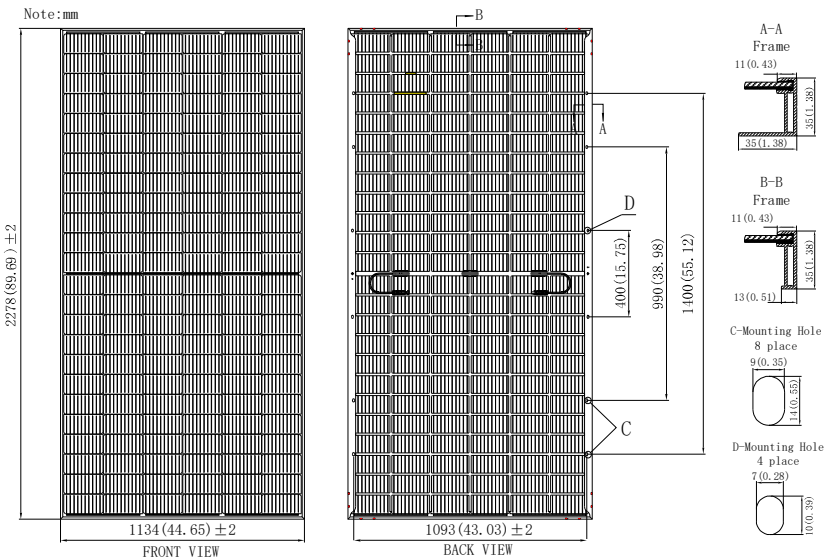
Dimensions(L×W×H)	2310×1125×1253mm / 90.94*44.29*49.33inches
Quantity per pallet	31 pcs
Container 20'	155
Container 40'	310
Container 40'HC	620

Temperature Characteristics

NOCT	45°C(±2°C)
Voltage Temperature Coefficient	-0.26%/°C
Current Temperature Coefficient	+0.046%/°C
Power Temperature Coefficient	-0.30%/°C

Dimensions

IV-Curves





References

Brock Wilton

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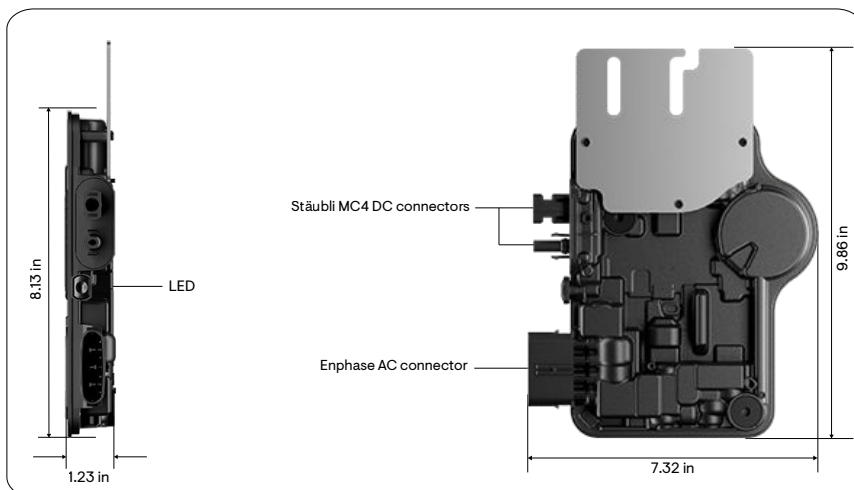
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IQ9 Commercial Microinverters

The high-powered, smart grid-ready IQ9 Commercial Microinverters support 480 VAC and 208/220 VAC three-phase commercial PV systems. They boost energy harvesting and integrate with the IQ Gateway Commercial Pro, Enphase App, and analysis software for easy operation and maintenance.^{1,2}



Key specifications	IQ9N-3P-277-A-US/ IQ9N-3P-277-A-DOM-US	IQ9N-3P-208-A-US/ IQ9N-3P-208-A-DOM-US
Peak output power	427 VA	
Nominal grid voltage	277 V (L-N)	208 V (L-L)/220 V (L-L)
Nominal frequency	60 Hz	
CEC weighted efficiency	97.5%	
Operating voltage	16–60 V	
Peak power tracking voltage	28–45 V	
Max. short-circuit DC input current	25 A	
Ambient air temperature range	–40°C to 65°C (–40°F to 149°F)	



Easy

- Lightweight design with easy plug-and-play connectors
- Power line communication (PLC) for quick and hassle-free setup

Smart

- Complies with the latest advanced grid support standards
- Remote automatic updates for current grid requirements
- Configurable to support a wide range of grid profiles
- Meets CA Rule 21 (UL 1741-SA) and IEEE 1547 (UL 1741-SB) requirements (pending)

Reliable

- Over one million cumulative hours of testing
- Class II double-insulated enclosure
- Optimized for the latest high-powered PV modules
- Tailored solutions for different grid configurations, including 480 VAC WYE and 208 VAC/220 VAC DELTA
- Industry-leading limited warranty of up to 25 years

¹ This is a preliminary product data sheet. The products mentioned are yet to be certified. Specifications are subject to change without notice.

² IQ9N-3P Microinverters are made in the USA. The PCBA, electrical parts, and enclosure are domestically manufactured to meet the eligibility requirements for the ITC domestic content bonus adder.

Input data (DC)	Units	IQ9N-3P-277-A-US/ IQ9N-3P-277-A-DOM-US	IQ9N-3P-208-A-US/ IQ9N-3P-208-A-DOM-US
Commonly used module power for pairing	W	340–600 ³	
Operating voltage	V	16–60	
Min./Max. startup input voltage	V	21/60	
Peak power tracking voltage	V	28–45	
Max. DC continuous current (module I _{mp})	A	16	
Max. DC short-circuit current (module I _{sc})	A	20	
Max. short-circuit DC input current	A	25	
DC port backfeed current	A	0	
Output data (AC)	Units	IQ9N-3P-277-A-US/ IQ9N-3P-277-A-DOM-US	IQ9N-3P-208-A-US/ IQ9N-3P-208-A-DOM-US
Peak output power ⁴	VA	427	
Max. continuous output power ⁴	VA	427	
Nominal grid voltage ⁵	–	277 V (L-N)	208 V (L-L)/220 V (L-L)
Min.–Max. grid voltage	–	243–305 V (L-N)	183–229 V (L-L)/198–242 V (L-L)
Max. continuous output current	A	1.54	2.05/1.94
Nominal frequency	Hz	60	
Max. microinverters per 20 A 480 V WYE (277 L-N) three-phase branch circuit	–	30	–
Max. microinverters per 20 A, 208 V/220 V DELTA three-phase branch circuit	–	–	12
Total harmonic distortion	%	<5	
Power factor setting	–	1	
Power factor range	–	0.85 leading ... 0.85 lagging	
CEC weighted efficiency	%	97.5	
Nighttime power consumption (tare loss)	mW	<150	<80
Mechanical data		IQ9N-3P-277-A-US/ IQ9N-3P-277-A-DOM-US	IQ9N-3P-208-A-US/ IQ9N-3P-208-A-DOM-US
Ambient air temperature range		–40°C to 65°C (–40°F to 149°F)	
Relative humidity range		4% to 100% (condensing)	
Overvoltage class AC port		III	
AC connector type		Enphase QD 4-pin connector	
DC connector type		MC4	
Dimensions (H × W × D)		206.48 mm (8.12") × 186.03 mm (7.32") × 31.25 mm (1.23") (without mounting brackets)	
Weight		1.2 kg (2.65 lb)	
Cooling		Natural convection – no fans	
Enclosure		Class II double-insulated, corrosion-resistant polymeric enclosure	

³ Pairing PV modules with wattage above the limit may result in additional clipping losses. See the compatibility calculator at <https://enphase.com/installers/microinverters/calculator>.

⁴ IQ9 Commercial Microinverters generate a single-phase AC output. A three-phase configuration with phase balancing is achieved through the use of a three-phase QD cable.

⁵ The nominal voltage range can be configured if required by the utility. For interconnection with other system voltages, a transformer is required to connect to the grid.



IQ8P Microinverter

The IQ8P Microinverter is the latest higher-powered addition to the Enphase family of IQ8 Microinverters. The smart grid-ready Enphase IQ8P Microinverter (240 V split-phase/ 220 V single-phase) is designed to match larger format residential and commercial PV modules. The IQ8P has the highest energy production and reliability standards in the industry, and with rapid shutdown functionality, it meets the highest safety standards. The brain of the semiconductor-based microinverter is our proprietary, application-specific integrated circuit (ASIC), which enables the microinverter to operate reliably in a grid-connected mode.



Connect PV modules quickly and easily to IQ8P Microinverters using the included Q-DCC-2-P adapter cable with plug-and-play MC4 connectors.



Install greater capacity with fewer components. IQ8P supports modules up to 670 Wp which means there is less balance of the system per kW.



IQ8 Series Microinverters redefine reliability standards with more than one million cumulative hours of power-on testing, enabling an industry-leading limited warranty of up to 25 years.*



IQ8P Series Microinverters are UL Listed as PV rapid shutdown equipment and conform with various regulations when installed according to the manufacturer's instructions.

*A 25-year warranty is valid, provided an internet-connected IQ Gateway is installed.

Easy to install

- Lightweight and compact with plug-and-play connectors
- Power line communication (PLC) between components
- Faster installation with simple two-wire cabling

High productivity and reliability

- More than one million cumulative hours of testing
- Class II double-insulated enclosure
- Optimized for the latest high-powered PV modules

Smart grid-ready

- Meets CA Rule 21 and IEEE 1547:2018 (UL 1741-SB)
- Remote automatic updates for the latest grid requirements
- Configurable to support a wide range of grid profiles

NOTE:

- Commissioning of IQ8P Microinverter systems requires Enphase Installer App version 3.34.0 or higher.
- IQ8P Microinverters cannot be mixed together with previous generations of Enphase microinverters (IQ7 and IQ6 Series) on the same IQ Gateway.
- IQ Microinverters ship with default settings that meet North America's IEEE 1547 interconnection standard requirements. Region-specific adjustments may be requested by an Authority Having Jurisdiction (AHJ) or utility representative according to the IEEE 1547 interconnection standard. An IQ Gateway is required to make these changes during installation.

IQ8P Microinverter

INPUT DATA (DC)		UNITS	IQ8P-72-2-US	
Commonly used module pairings ¹		W	430–670	
Module compatibility		—	PV modules must be within the maximum input DC voltage and maximum module I _{sc} listed below. Module compatibility can be checked at https://enphase.com/en-lac/installers/microinverters/calculator .	
MPPT voltage range		V	36–55	
Operating range		V	16–65	
Minimum/Maximum start voltage		V	22/65	
Maximum input DC voltage		V	65	
Maximum continuous operating DC current		A	14	
Maximum input DC short-circuit current		A	25	
Maximum module I _{sc}		A	20	
Overvoltage class DC port		—	II	
DC port back feed current		mA	2	
PV array configuration		—	Ungrounded array; no additional DC side protection required; AC side protection requires a maximum of 20 A per branch circuit	
OUTPUT DATA (AC)		UNITS	IQ8P-72-2-US	
Peak output power		VA	480	
Maximum continuous output power		VA	475	
Nominal grid voltage (L-L) ²		V	240, split-phase (L-L), 180°	220, single-phase (L-L), 120°
Minimum and maximum grid voltage ³		V	211–264	193–242
Maximum continuous output current		A	1.98 @ 240 V	2.16 @ 220 V
Nominal frequency		Hz	60	
Extended frequency range		Hz	47–68	
AC short-circuit fault current over three cycles		A _{rms}	2.29	
Maximum units per 20 A (L-L) branch circuit ⁴		—	8 (240 V L+L)	7 (220 V L+L)
Total harmonic distortion		%	<5	
Overvoltage class AC port		—	III	
AC port back feed current		mA	2	
Power factor setting		—	1.0	
Grid-tied power factor (adjustable)		—	0.85 leading ... 0.85 lagging	
Peak efficiency		%	97.57	
CEC weighted efficiency		%	97.00	
Nighttime power consumption		mW	100	
MECHANICAL DATA			IQ8P-72-2-US	
Ambient temperature range			–40°C to 65°C (–40°F to 149°F)	
Relative humidity range			4% to 100% (condensing)	
DC connector type			Supplied with Stäubli MC4 adapter	
Dimensions (H × W × D); Weight (with mounting plate)			265 mm (10.4") × 200 mm (7.9") × 35 mm (1.4") (without mounting brackets); 1.6 kg (3.5 lb)	
Cooling			Natural convection – no fans	
Approved for wet locations; Pollution degree			Yes; PD3	
Enclosure			Class II double-insulated, corrosion-resistant polymeric enclosure	
Environment category; UV exposure rating			NEMA Type 6/outdoor – IPX6/IP67	

¹ No enforced DC/AC ratio.

² IQ8P can work in 230 V, single-phase (L-L), 120° grid voltage. Use the ENV-S-AM1-230-60 gateway for 230 V (L-L) grid voltage.

³ The nominal voltage range can be extended beyond nominal if required by the utility.

⁴ Limits may vary. Refer to local requirements to define the number of microinverters per branch in your area.



POWER PEAK™

POWER DRIVE™ GROUND MOUNT SYSTEM

The **POWER DRIVE Ground Mount System** is the I-beam pile-driven version of PLP's industry-leading line of POWER PEAK™ solar racking solutions designed for residential, commercial, and utility-scale projects. This system features an innovative single-row, vertical post design that minimizes ground penetrations while maximizing ground clearance.

The POWER DRIVE system is engineered for fast and easy assembly, requiring no heavy lifting equipment or time-consuming field modifications, including drilling or welding. With pre-assembled components, including patented module clamps, installation time and labor are significantly reduced. Additionally, the system's advanced module rail design incorporates integrated wire channels, enhancing both efficiency and aesthetics for a clean, professional finish.

FEATURES AND BENEFITS

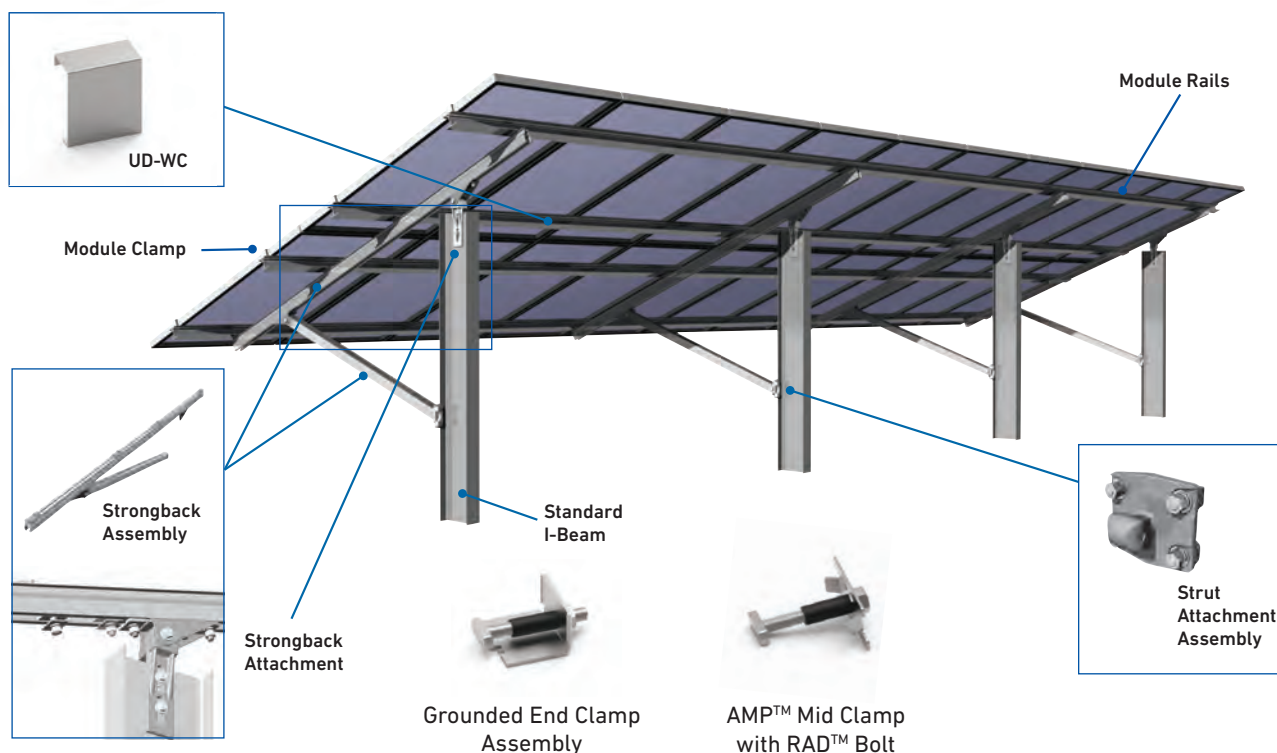
- Featuring high-strength, lightweight aluminum components
- Optimized for site-specific conditions
- Pre-assembled components
- High-strength aluminum or steel attachments
- Integrated wire management channels
- Wind tunnel tested
- Code compliant





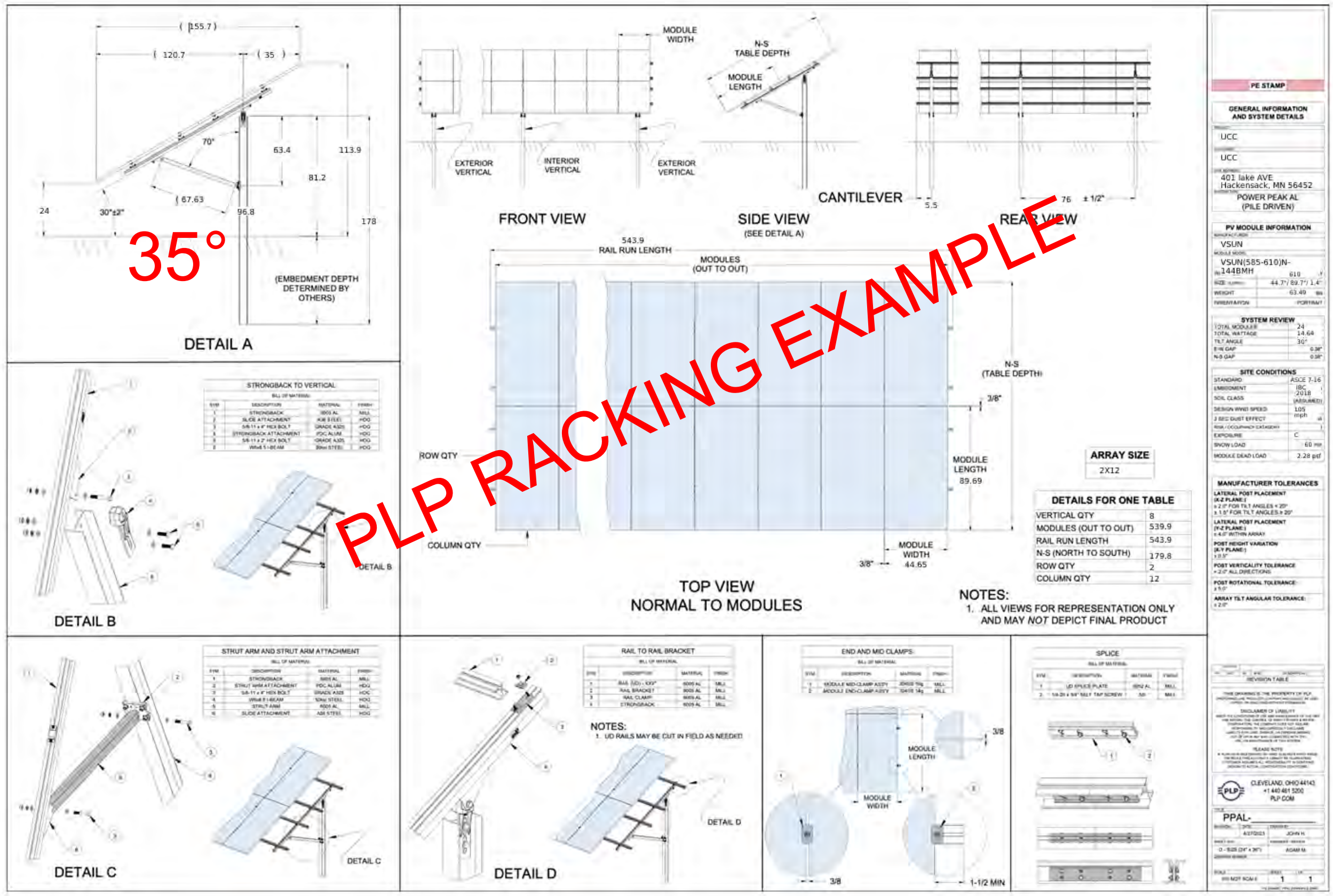
COMPONENTS

POWER PEAK™ POWER DRIVE – Ground Mount System



Component	Features
Standard I-Beam	• Pile driven with standard equipment • Sized per site conditions to reduce overall system costs • Sourced locally to reduce freight costs and delivery times • Pre-punched and galvanized - Ready to install
Strut Attachment Assembly	• Field adjustable • Captive bolts – No loose parts • High-strength aluminum corrosion protection • Lateral adjustments resolve twisted posts
Strongback Attachment	• Vertical field adjustments (2.5 inches) • High-strength aluminum corrosion protection • Built in articulation for twisted posts (+/- 5 degrees)
Strongback Assembly	• Unfold and hang for easy assembly to posts • Factory pre-assembled – strongback/strut/rail brackets • Field adjustable for easy alignment • Lightweight, high-strength aluminum UD POWER RAIL™
Module Rails	• Lightweight, high-strength aluminum • Built-in wire channels • Long lengths minimize splices
Module Clamps	• Heavy-duty stainless steel • Factory pre-assembled – Lock-in-Place RAD™ Clamp, patented • Built-in electrical bonding • Secure module clamping

OPTIONAL: Wire Management Clip (UD-WC)



CONTRACTOR NAME

Wolf Track Energy
818 6th Ave
Two Harbors MN 55616

ELECTRICAL CONTRACTOR

Wolf Track Energy
818 6th Ave
Two Harbors MN 55616

REVISIONS	
Description	Date

PROJECT NAME

TechTeam.UCCHackMN@gmail.com

3206854808

SHEET NAME

RACKING DETAIL

SHEET SIZE

11" X 17"

SHEET NUMBER

PV-4



Standard Terms and Conditions of Sale

Effective December 1, 2024

1. **APPLICABILITY OF TERMS AND CONDITIONS.** These Terms and Conditions will govern all sales by PLP of Goods ("Goods"), unless otherwise agreed to in writing, signed by PLP by an authorized agent in Cleveland, Ohio. Terms and conditions contained in Buyer's purchase order or any other documents that are different than or in addition to these Terms and Conditions are objected to and will not be binding on PLP. Buyer will be deemed to have agreed to these Terms and Conditions by Buyer's issuing a purchase order number, PLP's receipt of a written acknowledgement of Buyer's placement of an order, or PLP's commencement of performance. Buyer's acceptance of these Terms and Conditions will be deemed to have occurred on the date such performance commences. PLP reserves the right to change these Terms and Conditions, or issue new terms, at any time, and all subsequent orders shall be bound thereof. If for any reason PLP's Quotation is deemed an acceptance of an offer made by Buyer, such acceptance is expressly conditioned on Buyer's assent to these Terms and Conditions, which assent will be evidenced by the earlier of Buyer's acceptance of Goods delivered by PLP or any other performance by Buyer. PLP will sell Goods only if Buyer assents to these Terms and Conditions.

2. **QUOTATIONS, ORDERS AND PRICES.** All prices and specifications contained on the face of PLP's Quotation are subject to change without notice, unless indicated otherwise on the face of the Quotation. All quotations on PLP's standard catalog items are made subject to prior sale of such Goods. The minimum billing charge on any order is \$500.00 plus freight, handling, and delivery charges. Any additions to orders already placed by Buyer will be considered as new orders. A 3% transaction fee will be added to all credit card transactions.

3. **BROKEN PACKAGE CHARGE.** *Contact PLP for broken package charges.*

4. **TAXES.** PLP's prices do not include any Federal, state, or local taxes or fees or any custom, export, import, wharfage or associated dues or duties, including tariffs, and any such taxes or fees now in effect or hereafter levied will be in addition to such prices and will be paid by the Buyer. Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all such taxes and fees, including, without limitation, any cost, expense, attorneys' fees, interest, or penalties assessed against or incurred by PLP as a result of Buyer's failure to pay any such taxes or fees.

5. **SHIPMENTS, FREIGHT AND DELIVERY. FORMED WIRE PRODUCTS AND OTHER NON-CLOSURE ITEMS AND ACCESSORIES:** *Contact PLP*

6. **SHIPPING ESTIMATES.** Shipping estimates made to Buyer will date from PLP's receipt of Buyer's complete written instructions. Shipping date of Goods requiring Buyer's inspection before shipment will be extended by the time consumed by any such inspection.

7. **TERMS.** Net thirty (30) days from date of PLP's invoice. A service charge of one and one-half percent (1.5%) per month will be added to all past due invoices, not to exceed the maximum permitted by law.

8. **FINANCIAL RESPONSIBILITY.** Notwithstanding anything herein to the contrary, Buyer's financial responsibility is at all times subject to approval of PLP's Credit Department, and PLP at any time may require payment in advance or satisfactory security or guarantee that invoices will be paid promptly when due. If Buyer fails to comply with any terms of payment, PLP may withhold any further deliveries or terminate this Agreement and may declare any unpaid amount to be due and owing immediately.

9. **ACCEPTANCE.** Buyer shall notify PLP, in writing, of any defect, error or shortage in any Goods it received, within thirty (30) days of delivery, and such written notice must state the applicable PLP Order Number and must include any documents that substantiate the alleged defect, error or shortage. If Buyer fails to provide PLP with such written notice, documents and the applicable PLP Order Number, within the required time, Buyer will be deemed to have waived the defect, error, or shortage and to have accepted the Goods delivered.

10. **BUYER'S AGREEMENT TO DEFEND.** If PLP manufactures or sells any Goods to meet Buyer's instructions, specifications or any other requirements, and such Goods are not included among PLP's standard catalog items offered by it to the trade generally in the usual course of its business, Buyer agrees to defend, indemnify and hold PLP harmless from and against any and all loss, cost, damage, liability or expense (including, without limitation, any penalties or punitive damages, attorneys' fees and expenses and costs of suit) arising out of the manufacture, sale or use of such Goods, including, without limitation, claims for actual or alleged infringements of any United States or foreign patent or copyright, or any actual or alleged unfair competition resulting from similarity in design, trademark or appearance.

PLP shall supply Buyer with catalogs, specifications, instructions, and recommended installation procedures pertaining to the Goods; however, Buyer alone shall be responsible for the proper training, instruction and supervision of its contractors, employees, agents, or purchasers with respect to the safe and correct use and application of such Goods. If Buyer uses any Goods from PLP not in accordance with PLP's catalogs, specifications, instructions or recommended installation procedures, Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all loss, cost, damage, liability, or expense (including, without limitation, costs of suit and attorneys' fees and expenses) arising out of or relating to or resulting in any way from such use by Buyer.

11. **NOTICE OF ACCIDENT OR MALFUNCTION.** Buyer will notify PLP in writing, no later than thirty (30) days from any accident or malfunction involving the Goods that result in personal injury or damage to property and will cooperate fully with PLP in investigating and determining the cause of such accident or malfunction. If Buyer fails to give such written notice or fails to so cooperate, Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all loss, cost, damage, liability, or expense (including, without limitation, costs of suit and attorneys' fees and expenses) arising out of or relating to or resulting in any way from such accident or malfunction.

12. **TOLERANCES AND VARIATIONS.** Except as specified by Buyer and agreed to in writing by PLP, the Goods will be produced in accordance with PLP's standard practices. All Goods, however, including those produced to meet an exact specification, will be subject to tolerances and variations consistent with good manufacturing practices in regard to dimension, weight, section, composition, mechanical and electrical properties; to normal variations in surface and internal conditions and in quality; and to deviations from tolerances and variations consistent with practical testing and inspection methods. The Goods are deemed compliant with all relevant specifications or descriptions unless Buyer has given written notice to PLP within seven (7) days after collection or delivery by or to Buyer (as applicable) that the Goods do not comply with the relevant specifications or descriptions. PLP has no obligation to evaluate adjacent building or equipment geometry that may affect the wind dynamics and pressures exerted on the solar array.

13. **WARRANTY AND DISCLAIMERS OF WARRANTY.** PLP warrants to Buyer that the Goods supplied hereunder will conform to the written specifications to which PLP agreed under normal and proper usage for a period of 1 year from the date of shipment by PLP (*SOLAR PRODUCTS term is 10 years*). The foregoing warranty will not cover and PLP makes no warranties with respect to (i) any Goods subjected to abuse, misuse, misapplication, neglect, alteration, or accident; to improper and incorrect installation or maintenance; or to abnormal conditions of use, temperature, moisture, dirt, or corrosive matter; and (ii) any materials, parts, goods, or other components that are manufactured by an entity other than PLP.

THE FOREGOING WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR OTHERWISE ARISING BY OPERATION OF LAW, TRADE, USAGE OR COURSE OF DEALING, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. UNDER NO CIRCUMSTANCES WILL PLP BE LIABLE FOR COSTS AND DAMAGES ASSOCIATED WITH FIRES OR WILDFIRES, INCLUDING CLEAN UP EFFORTS. Buyer agrees to provide PLP with written notice of any breach of the above warranty within thirty (30) days after Buyer discovers, or should have discovered, the alleged breach. Time is of the essence herein, and Buyer's failure to provide written notice to PLP within the required time of any alleged breach of the foregoing warranty will release and discharge PLP from any obligation or liability for that breach of warranty. The foregoing warranty extends only to Buyer and to no other person or entity. Buyer agrees to give PLP full access to all Buyer's relevant records and data. PLP's obligation to perform may be delayed, at PLP's sole option, until PLP has been paid

in full for all goods purchased by the Buyer. Buyer shall reimburse PLP for all expenses incurred to investigate unsubstantiated claims of PLP's breach hereof.

14. **REMEDIES AND LIMITATIONS ON REMEDIES.** In the event of any material breach of the above warranty, PLP will, at its sole option, credit Buyer's account or repair any defective Goods or furnish a replacement part or Goods, all subject to Buyer providing written notice of the alleged breach within the time required.

THE REMEDIES SET FORTH HEREIN SHALL BE THE SOLE AND EXCLUSIVE REMEDIES AVAILABLE TO BUYER SO THAT PLP'S CREDIT OF BUYER'S ACCOUNT OR REPAIR OR REPLACEMENT IS A FULFILLMENT OF ALL PLP'S OBLIGATIONS. PLP SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY KIND, NOR UNDER ANY CIRCUMSTANCE SHALL PLP BE LIABLE FOR DAMAGES BEYOND THE PRICE OF THE GOODS PURCHASED BY BUYER, WHETHER IN CONTRACT, IN TORT OR UNDER ANY WARRANTY OR OTHER USE, AND WHETHER OR NOT SAID LOSS, COST, PENALTY OR DAMAGE WAS REASONABLY FORESEEABLE.

If PLP requests, the Goods alleged to be defective will be returned to PLP, at its direction and expense, for examination. No Goods are to be returned to PLP without its prior written authorization. If PLP discovers that any Goods so returned are not covered by the foregoing warranty, PLP reserves the right to charge Buyer for all transportation costs and expenses incurred by PLP in examining, processing, or handling such Goods. Any controversy or claim arising out of or relating to this contract or the breach hereof, must be commenced within two (2) years after the cause of action has accrued.

15. **DEFAULT OR DELAY.** PLP will not be liable for any default or delay in the production or delivery of any Goods when such default or delay results either directly or indirectly from: (a) accidents to, or breakdowns or mechanical failure of, PLP's plant machinery or equipment; strikes or other labor troubles or labor shortages; fire; flood; wars; acts of the public enemy; acts of God; delays by any supplier; delays in transportation or lack of transportation facilities; embargoes; shortages of, or reductions in, energy sources; priorities, allocations, limitations, restrictions or other acts required or requested by Federal, state or local governments, or any subdivision, bureau or agency thereof; or (b) any other cause beyond PLP's control.

16. **CANCELLATION.** Buyer cannot cancel orders for delays in delivery or other cause until PLP has received written notification of such intention. In any event, Buyer shall be obligated to accept and pay for any Goods previously shipped and to pay cancellation charges based on expenses incurred or commitments made by PLP for any Goods upon PLP's receipt of the order. PLP reserves the right to apply a minimum cancellation charge of the greater of \$500.00 or 25% of the purchase price of the unshipped portion of the order.

17. **RETURNS.** No Goods may be returned without first having secured prior written authorization from PLP's Cleveland, Ohio office. Only non-obsolete standard stock items in original cartons may be returned, freight prepaid. Return requests must be initiated within one year from date of original shipment. Such requests follow the same channels as order placement. Returns will be subject to factory inspection for resalability and for quantity before credit, which will be applicable to replacement or future purchases by Buyer, is issued. PLP reserves the right to apply a minimum restocking charge. *Contact PLP for details.*

18. **NOTICES.** Any notice to PLP required or permitted hereunder will be deemed to have been effectively delivered if in writing and served by personal delivery to PLP or sent by registered or certified mail with return receipt requested (or such form of mail as may be substituted therefor by postal authorities), postage prepaid, to PLP at the address specified on the front page hereof and marked ATTN: Marketing Administration.

19. **CONFIDENTIALITY.** Buyer agrees that all information furnished by or obtained from PLP in connection with the sale of Goods hereunder will be confidential, and Buyer agrees not to (i) disclose any such information to any other person, or (ii) use such information for any purpose, other than performing this contract.

20. **SECURITY INTEREST.** PLP retains a security interest in all Goods and all proceeds and products thereof until all amounts due or to become due hereunder have been paid. Any repossession and removal of Products shall be without prejudice to any of PLP's other remedies at law or in equity. Buyer agrees, without further consideration, at any time to do or cause to be done, executed, and delivered, all such further acts and instruments as PLP may reasonably request in order to perfect PLP's security interest.

21. **FORCE MAJEURE.** PLP shall not be liable to the other party, nor be deemed in breach or default of this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when such failure or delay is caused by or results from acts beyond its reasonable control, including without limitation the following: (a) acts of God; (b) acts of government, including tariffs, government order or law; (c) flood, fire, earthquake or explosions; (d) war, invasion, hostilities, terrorist threats or acts, riot or other civil unrest; (e) actions, embargoes or blockades; (f) national or regional emergency; (g) strikes, labor stoppages or slowdown or other industrial disturbances; and (g) epidemic, pandemic or similar influenza or bacterial infection.

22. **INTELLECTUAL PROPERTY.** PLP shall own all intellectual property embodied in the Goods, and Buyer shall assist PLP, at no cost, with filing any documentation necessary to demonstrate PLP's ownership. PLP shall defend Buyer against any claim of infringement and shall pay any resulting damages finally awarded, provided that (a) Buyer promptly notifies PLP in writing of any claim, and (b) PLP has sole control of the defense and all related settlement negotiations. This obligation does not apply to claims from combinations of Goods with goods provided by others, or to claims resulting from compliance of the goods with Buyer's design or specifications, or which Buyer assumes and shall hold PLP harmless for any claims thereof.

23. **MISCELLANEOUS.** The failure of either party to insist upon performance of any term or condition herein or to exercise any right or privilege shall not thereafter waive the future performance of such term, condition, right or privilege or of any other terms, conditions, rights, or privileges, whether of the same or similar type. The rights herein and the construction of these Terms and Conditions shall be governed by the laws of the State of Ohio, without giving effect to principles of conflict of laws. These Terms and Conditions shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Each provision hereof shall be severable, and in the event any provision hereof is held to be contrary to law, invalid or unenforceable, the remaining provisions shall not be affected thereby but shall remain in full force and effect. The paragraph headings herein are solely for the convenience of and reference by the parties and do not constitute any part of these Terms and Conditions. Buyer may not assign its rights or delegate its obligations hereunder without PLP's prior written consent.

24. **The Buyer and any of its subcontractors shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a).** These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex or national origin. Moreover, these regulations require that covered entities take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

25. **ETHICAL BEHAVIOR.** Buyer, its employees, officers, agents, representatives and Subcontractors ("Agents") shall at all times maintain the highest ethical standards and avoid conflicts of interest in its performance hereunder. In conjunction with its performance hereunder, Buyer and its Agents shall comply with all applicable laws, statutes, regulations and other requirements, including, but not limited to, those prohibiting bribery, corruption, kick-backs or similar unethical practices such as, without limitation, the United States Foreign Corrupt Practices Act and PLP's Code of Conduct available on its website. Buyer shall indemnify and hold PLP harmless from all fines, penalties, expenses or other losses sustained by PLP as a result of Buyer's breach hereof.

ALL SOLAR ORDERS ARE SUBJECT TO PLP'S SOLAR ADDENDUM, AVAILABLE AT www.plp.com.

Communications Kit with SKUs: COMMS-KIT-01 COMMS-CELLMODEM-M1-06	COMMS-KIT-02	5 years from the Activation Date
Range Extender with SKU: COMMS-24-EXT-01		5 years from the Activation Date
Mobile Connect with SKUs: CELLMODEM-M1 CELLMODEM-M1-06-SP-05	CELLMODEM-M1-06-AT-05 CELLMODEM-03 CELLMODEM-C1-01-TM-05	5 years from the Activation Date
Line Filter with SKU: IQ-LCFE-200-1P		2 years from the Activation Date

For purposes of this Limited Warranty, “**Activation Date**” means the earlier of (i) the date the Covered Product is registered with Enphase, or (ii) the date the Covered Product is activated at the Original Location via the Enphase’s Installer Portal. A Covered Product is considered “activated” when the solar system has received “permission to operate” by authorities having jurisdiction.

2. **Registration.** Subject to Section 3, this Limited Warranty is also conditioned on the Covered Owner registering the Covered Product within forty-five (45) days from the date of first installation (the “**Registration**”) by either (a) completing and returning the registration card (found at the end of this Limited Warranty) to the address set forth in this Section 2; (b) registering on-line at www.enphase.com/register-my-product; or (c) registering through the Enphase Installer Platform or the Enphase® application when an IQ Gateway product is purchased and installed as part of the PV solar system.

Return Registration Card to:

Enphase Energy, Inc.
Attn: Product Registration NA Customer Service
1819 S. Cobalt Point Way
Meridian, ID 83642
United States of America

3. **REGISTRATION EXCEPTION.** IF THE COVERED OWNER IS A RESIDENT OF CALIFORNIA, CONNECTICUT, OR ANY OTHER STATE OR PROVINCE THAT FORBIDS THE RETURN OF A REGISTRATION CARD AS A CONDITION PRECEDENT TO ANY WARRANTY COVERAGE OFFERED UNDER THIS LIMITED WARRANTY, THEN THE REGISTRATION REQUIREMENTS DESCRIBED IN SECTION 2 ABOVE SHALL NOT APPLY.
4. **Covered Owner.** For the purposes of this Limited Warranty, the “**Covered Owner**” shall mean the person or entity that purchases a Covered Product from Enphase or an Enphase-authorized reseller and installs (or has installed) such Covered Product at the Original Location. In addition, Covered Owner shall include subsequent transferees (each, a “**Transferee**”) as long as (a) the Covered Product remains at the Original Location, (b) the Transferee submits to Enphase a completed “Change of Ownership Form,” which Enphase may modify from time to time in its sole discretion (c) the Transferee pays the applicable transfer fee (“**Transfer Fee**”) set forth in the Change of Ownership Form within 30 days from the date of transfer from the Covered Owner to the Transferee, and (d) subject to Section 3, the Transferee complies with the Registration requirement in Section 2. The submission of a Change of Ownership Form is required in order for the Transferee to receive continued Limited Warranty coverage on the transferred Covered Product. The Transfer Fee is subject to reasonable adjustment from time to time (as determined at Enphase’s discretion). The Change of Ownership Form and payment instructions for the Transfer Fee are available at <https://enphase.com/en-us/support/how-to-transfer-ownership>.
5. **Continuous Connectivity.** The Covered Products should be continuously connected to the internet during the warranty period, except where interrupted by causes outside of the Covered Owner’s reasonable control. This will help ensure that potential defects in the Product can be diagnosed remotely and that the Product can receive over-the-air firmware updates.
6. **How to Obtain Warranty Service.**
 - a. To obtain warranty service for a Covered Product, the Covered Owner must comply with the Return Merchandise Authorization (RMA) Procedure available at <https://enphase.com/download/rma-procedure-us-and-canada-0>. Unless Enphase specifically instructs the Covered Owner otherwise, the Covered Owner must return the allegedly defective Covered Product to Enphase in the original packaging or equivalent. If the allegedly defective Covered Product is not received by Enphase within

60 days of Enphase providing an RMA number to Covered Owner, pursuant to the RMA Procedure, Enphase will invoice the Covered Owner, and the Covered Owner will pay, the then-current list price for such new product or product part. We recommend that Covered Owners use a tracking service for their protection. The RMA Procedure allows Covered Owners to generate a prepaid mailing label for the return.

- b. If a Covered Owner returns a Covered Product to Enphase (i) without an RMA from Enphase or (ii) without all parts included in the original package, Enphase retains the right to either (1) refuse delivery of such return; or (2) charge a restocking fee equal to the higher of fifteen (15) per cent of the original Covered Owner's purchase price of the Covered Product or the retail value of the missing parts.
- c. By returning a Covered Product, Covered Owner hereby acknowledges that ownership of the Covered Product is transferred to Enphase upon Enphase's receipt of the Covered Product. If the claim is justified based on this Limited Warranty, Enphase will bear the cost of shipping the repaired or replacement Covered Product to
- d. Covered Owner (or to the installer authorized by Covered Owner to replace the Covered Product) at the Original Location. Any Covered Product returned to Enphase that Enphase determines is not covered under this Limited Warranty, or that is returned to Enphase without a valid RMA, may be rejected, and returned at the Covered Owner's cost (subject to prepayment), or kept for 30 days for pick-up by the Covered Owner, and then disposed of in Enphase's sole discretion without further liability or obligation to Covered Owner.
- e. Once a returned Covered Product is received and inspected, Enphase will notify Covered Owner (or the installer authorized by Covered Owner to replace the Covered Product) that Enphase has received the returned Covered Product.

7. Remedies.

- a. During the applicable Warranty Period, if Enphase confirms the existence of a defect that is covered by the Limited Warranty, Enphase will, at Enphase's option, either (i) repair or replace the Covered Product free of charge, or (ii) refund the Covered Owner the actual purchase price for the Covered Product less reasonable depreciation based on use at the time the Covered Owner notifies Enphase of the defect. Enphase will not elect to issue a refund unless (1) Enphase is unable to provide a replacement and repair is not commercially practicable or cannot be timely made, or (2) Covered Owner is willing to accept such a refund. In the event of a defect, to the extent permitted by law, these are the Covered Owner's sole and exclusive remedies.
- b. If Enphase repairs or replaces the Covered Product pursuant to this Limited Warranty, (i) Enphase will, at its option, use new and/or reconditioned parts or products of the Covered Product's original or improved design, and (ii) the Limited Warranty will continue to apply to the repaired or replacement product for the remainder of the original Limited Warranty Period or ninety (90) days from the date Covered Owner receives the repaired or replacement product, whichever is later.
- c. If Enphase issues a refund (rather providing a repaired or replacement Covered Product), such refund will be processed and paid within 2 weeks of Enphase's receipt of the Covered Product.

8. Limited Warranty Limitations and Exclusions.

- a. This Limited Warranty does not include any cost of labor related to (i) un-installing Covered Product; (ii) re-installing a repaired or replacement product, or (iii) the removal, installation or troubleshooting of the Covered Owner's electrical systems.
- b. The Limited Warranty does not cover, and Enphase will not be responsible for any delays, lost or damage or any other damage to any Covered Product caused by a freight carrier.
- c. This Limited Warranty does not apply to, and Enphase will not be responsible for, any defect in or damage to any Covered Products: (i) that have been misused, neglected, tampered with, altered, or otherwise damaged, either internally or externally; (ii) that have been improperly installed, operated, handled or used, including use under conditions for which the product was not designed, use in an unsuitable environment, or use in a manner contrary to the Enphase User Manual or applicable laws or regulations; (iii) that have been subjected to fire, water, generalized corrosion, biological infestations,

acts of nature, or input voltage that creates operating conditions beyond the applicable maximum or minimum limits listed in the applicable Covered Product Data Sheet (as published online at www.enphase.com), including high input voltage from generators or lightning strikes; (iv) that have been subjected to damage caused by third party components not provided by Enphase and used with the Covered Products or any damage to the Covered Products caused by service performed by anyone who is not a representative of Enphase; (v) if the original identification markings (including trademark or serial number) of such products have been defaced, altered, or removed (other than by fading through regular wear and tear); (vi) if the Grid Profile (utility approved operating parameters) of the Covered Product has been altered, and such alteration causes the product to malfunction, fail, or fail to optimally perform; or (vii) if the Covered Product is not using the most up-to-date software or firmware version made available by Enphase and the defect or damage could have been avoided by using such firmware or software version.

- d. The Limited Warranty does not cover cosmetic, technical or design defects, or shortcomings which do not materially influence or affect energy production or degrade form, fit, or function of the Covered Products, or any defects or parts requiring replacement due to ordinary wear and tear, corrosion, rust or stains, scratches, dents on the casing or paintwork of the Covered Product. The Limited Warranty does not cover costs related to the removal, installation or troubleshooting of the Covered Owner's electrical systems.
 - e. The Limited Warranty does not apply to, and the term "Covered Product" shall not include, any third-party products that may be installed with the Covered Products at the Original Location.
 - f. For the avoidance of doubt, software programs installed in the Covered Products and the recovery and reinstallation of such software programs and data are not covered under this Limited Warranty. Enphase does not warrant that the operations of the Covered Product will be uninterrupted or error-free. No Enphase employee or authorized reseller is authorized to make any modification, extension, or addition to this Limited Warranty. If any term of this Limited Warranty is held to be illegal or unenforceable, the legality or enforceability of the remaining terms shall not be affected or impaired.
9. **Assignment.** Enphase expressly reserves the right to novate or assign its rights and obligations under this Limited Warranty to a third party with the demonstrated expertise and requisite resources needed to effectively discharge the obligations hereunder.
10. **Disclaimer of Warranties.** THIS LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY GIVEN BY ENPHASE AND, EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS OR IMPLIED, STATUTORY, OR OTHERWISE, ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE USAGE OF TRADE, OR OTHERWISE (INCLUDING WARRANTIES AND CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR WARRANTIES AS TO THE ACCURACY, SUFFICIENCY OR SUITABILITY OF ANY TECHNICAL OR OTHER INFORMATION PROVIDED IN MANUALS OR OTHER DOCUMENTATION) SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS LIMITED WARRANTY.

THE GRANT OF THIS LIMITED WARRANTY BY ENPHASE IS CONDITIONED UPON AGREEMENT BY THE COVERED OWNER TO THE TERMS, CONDITIONS AND REQUIREMENTS HEREIN. THE LAWS OF CERTAIN JURISDICTIONS DO NOT ALLOW FOR THE EXCLUSIONS ON THE DURATION OF AN IMPLIED WARRANTY OR FOR EXCLUSIONS OR LIMITATIONS ON LEGAL WARRANTIES. WHERE SUCH LAWS APPLY TO THE COVERED OWNER, SOME OR ALL OF THE EXCLUSIONS OR LIMITATION MAY NOT APPLY TO COVERED OWNER, AND SUCH COVERED OWNER MAY HAVE ADDITIONAL RIGHTS. THIS LIMITED WARRANTY GIVES COVERED OWNER SPECIFIC LEGAL RIGHTS, AND COVERED OWNER MAY ALSO HAVE OTHER RIGHTS THAT VARY FROM JURISDICTION TO JURISDICTION.

11. **Limitation of Liability.** EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, IN NO EVENT WILL ENPHASE BE LIABLE FOR ANY SPECIAL, DIRECT, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, LOSSES, COSTS OR EXPENSES HOWEVER ARISING, WHETHER IN CONTRACT OR TORT, INCLUDING WITHOUT LIMITATION ANY ECONOMIC LOSSES OF ANY KIND, ANY LOSS OR DAMAGE TO PROPERTY, OR ANY PERSONAL INJURY.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO COVERED OWNER AND COVERED OWNER MAY HAVE ADDITIONAL RIGHTS.

12. **Governing law.** This Limited Warranty shall be governed by the laws of the State of California, USA, without giving effect to any conflict of laws principles that may require the application of the law of another jurisdiction.

13. **Arbitration.**

a. ***Please read the following arbitration agreement in this Section ("Arbitration Agreement") carefully. It requires Covered Owner ("you") to arbitrate disputes with ENPHASE and limits the manner in which you can seek relief from Enphase ("us"). THE LAWS OF CERTAIN JURISDICTIONS DO NOT PERMIT THE USE OF MANDATORY ARBITRATION CLAUSES. WHERE SUCH LAWS APPLY TO THE COVERED OWNER, THIS ARBITRATION CLAUSE MAY NOT APPLY.***

b. **Applicability of Arbitration Agreement.** You agree that any dispute or claim relating in any way to your access or use of the Covered Products, or to any aspect of your relationship with Enphase, will be resolved by binding arbitration, rather than in court, except that (i) you may assert claims in small claims court if your claims qualify; and (ii) you or Enphase may seek equitable relief in court for infringement or other misuse of intellectual property rights (such as trademarks, trade dress, domain names, trade secrets, copyrights, and patents).

c. **Arbitration Rules and Forum.** For any dispute with Enphase in connection with this Limited Warranty, Covered Owner agrees to first contact Enphase at the email address identified below and attempt to resolve the dispute with us informally. If the dispute has not been resolved after 60 days, both parties agree to resolve such dispute through binding arbitration under the Optional Expedited Arbitration Procedures then in effect for the Judicial Arbitration and Mediation Services ("JAMS"). JAMS may be contacted at www.jamsadr.com. The existence, content and result of the arbitration shall be held in confidence by all participants. The arbitration will be conducted by a single arbitrator selected by agreement of the parties or, failing such agreement, appointed in accordance with the JAMS rules. The arbitration shall be conducted in English and in Santa Clara County, California. If JAMS is not available to arbitrate, the parties will select an alternative arbitral forum. If the arbitrator finds that Covered Owner cannot afford to pay JAMS's filing, administrative, hearing and/or other fees and cannot obtain a waiver from JAMS, Enphase will pay them for Covered Owner. In addition, Enphase will reimburse all such JAMS's filing, administrative, hearing and/or other fees for claims totaling less than \$10,000 unless the arbitrator determines the claims are frivolous. Any judgment on the award rendered by the arbitrator may be entered in any court of competent jurisdiction. The arbitrator shall have exclusive authority to determine the scope and enforceability of this Arbitration Agreement, and (b) resolve any dispute related to the interpretation, applicability, enforceability or formation of this Arbitration Agreement including, but not limited to any claim that all or any part of this Arbitration Agreement is void or voidable. The arbitration will decide the rights and liabilities, if any, of the parties. The arbitration proceeding will not be consolidated with any other matters or joined with any other cases or parties. The arbitrator shall have the authority to grant motions dispositive of all or part of any claim. The arbitrator shall have the authority to award monetary damages and to grant any non-monetary remedy or relief available to an individual under applicable law, the arbitral forum's rules, and the Limited Warranty. The arbitrator shall issue a written award and statement of decision describing the essential findings and conclusions on which the award is based, including the calculation of any damages awarded. The arbitrator has the same authority to award relief on an individual basis that a judge in a court of law would have. The award of the arbitrator is final and binding upon the parties.

d. **Waiver of Jury Trial.** YOU AND ENPHASE HEREBY WAIVE ANY CONSTITUTIONAL AND STATUTORY RIGHTS TO SUE IN COURT AND HAVE A TRIAL IN FRONT OF A JUDGE OR A JURY. You and ENPHASE are instead electing that all claims and disputes shall be resolved by arbitration under this Arbitration Agreement, except as specified in sections above. An arbitrator can award on an individual basis the same damages and relief as a court and must follow this Agreement as a court would. However, there is no judge or jury in arbitration, and court review of an arbitration award is subject to very limited review.

e. **Waiver of Class or Other Non-Individualized Relief.** ALL CLAIMS AND DISPUTES WITHIN THE

SCOPE OF THIS ARBITRATION AGREEMENT MUST BE ARBITRATED ON AN INDIVIDUAL BASIS AND NOT ON A CLASS OR COLLECTIVE BASIS, ONLY INDIVIDUAL RELIEF IS AVAILABLE, AND CLAIMS OF MORE THAN ONE COVERED OWNER CANNOT BE ARBITRATED OR CONSOLIDATED WITH THOSE OF ANY OTHER COVERED OWNER. If a decision is issued stating that applicable law precludes enforcement of any of this subsection's limitations as to a given claim for relief, then such claim must be severed from the arbitration and brought into the State or Federal Courts located in San Francisco, California. All other claims shall be arbitrated.

- f. **30-Day Right to Opt Out.** You have the right to opt out of the provisions of this Arbitration Agreement by sending written notice of your decision to opt out to Enphase Energy, Inc., 47281 Bayside Parkway, Fremont, California, 94538, attention: General Counsel, within 30 days after first becoming subject to this Arbitration Agreement. You may also opt-out of the provisions of this Arbitration Agreement by sending written notice of your decision to the following email address: legal@enphaseenergy.com. Your notice must include your name and address, and an unequivocal statement that you want to opt out of this Arbitration Agreement. If you opt out of this Arbitration Agreement, all other parts of this Agreement will continue to apply to you. Opting out of this Arbitration Agreement has no effect on any other arbitration agreements that you may currently have, or may enter in the future, with us.
- g. **Severability.** Except as provided above, if any part or parts of this Arbitration Agreement are found under the law to be invalid or unenforceable, then such specific part or parts shall be of no force and effect and shall be severed and the remainder of the Arbitration Agreement shall continue in full force and effect.
- h. **Survival of Agreement.** This Arbitration Agreement will survive the termination of your relationship with Enphase.

Customer Support:

United States, US Territories and Canada	https://support.enphase.com/s/contact-us	(877) 797-4743
Puerto Rico	https://www.enphase.com/es-lac/contact-support-es-lac	+1 (800) 821-1487

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Enphase IQ8-3P Commercial Microinverters

The next generation of power and flexibility has arrived



The true three-phase solution.

Enphase offers safety and peace of mind from design to commissioning and beyond for the commercial market.



Supports 208Y VAC three phase applications

*Other 3-phase voltage
(eg. 480Y/D VAC)
applications possible
with 208Y transformer.



Compatible with wide range of PV modules

54, 60, 66, 72 modules in full
or split cell configurations
IQ8-3P commercial
microinverters pair with
modules up to 640W



Dedicated three-phase QD cable system

Fully Integrated, plug-and-
play, QD cable provides
fast, easy, and safe installation
and commissioning.



Simplified troubleshooting

Monitoring per module
takes the guesswork out
of troubleshooting.



Corrosion resistant polymeric enclosure

Design life of 25+ years.
Install the microinverter once
for the entire project lifecycle,
backed by the best-in-class
commercial inverter warranty.



Phase balance and three-phase sensing built-in

V/F ride-through and loss of
phase detection. Additional
hardware not needed.



Safety with no high voltage complicated DC cabling on the roof

Low Voltage AC architecture
with built-in rapid shutdown
compliance. Enphase
commercial systems are a
safe solution for commercial
rooftops.



Visit enphase.com
to learn more.



“Enphase commercial microinverters are a game changer — simplifying installation, improving energy harvest, and satisfying client requirements. Our first project was successful and we found that commissioning a new Enphase commercial system is as simple as commissioning a residential installation.”

Jason Szumlanski
Owner of Florida Solar
Design Group



Industry-Leading Reliability

The IQ Commercial Microinverters extend the reliability standards set forth by previous generations and have gone through over a million hours of power-on testing, enabling Enphase to provide an industry-leading warranty of up to 25 years.* Save on repairs and maintenance with incredibly low failure rates.



Safe and Responsible

IQ Microinverters are the right design choice when business owners care about safety, quality, warranty and long-term O&M. IQ Microinverters include built-in rapid shutdown to keep utility workers and first responders safe. In an emergency, solar power can be turned off instantly and easily. IQ8 Commercial Microinverters are NEMA 6 certified and recommended by FEMA.

Enphase Means Business

Simplify your commercial business opportunities with Enphase Energy. From proposals to permitting and financing, Enphase has you covered.

Contact us today to learn more:
commercialsales@enphaseenergy.com



IQ Gateway Commercial 2

The IQ Gateway Commercial 2 delivers solar production and energy consumption data to Enphase App, the monitoring and analysis software for comprehensive, remote maintenance and management of IQ8 Commercial Microinverter based PV systems.

With integrated revenue-grade production metering and optional consumption monitoring, the IQ Gateway Commercial 2 is the platform for total energy management and integrates with the IQ8 Commercial Microinverters.



IQ8 Commercial Series Microinverters

Extra high-powered, smart grid-ready microinverters designed to match larger format commercial PV modules.

Smart

- Enables web-based monitoring and control
- Supports bidirectional communications for remote upgrades
- Supports power export limiting and zero-export applications

Simple

- Easy system configuration using Enphase Installer App
- Flexible networking with Wi-Fi and Ethernet

Reliable

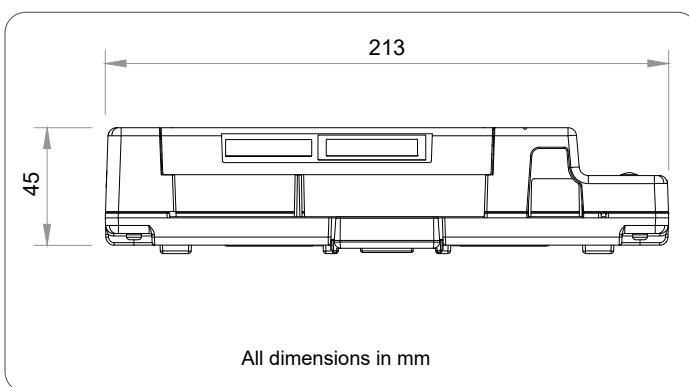
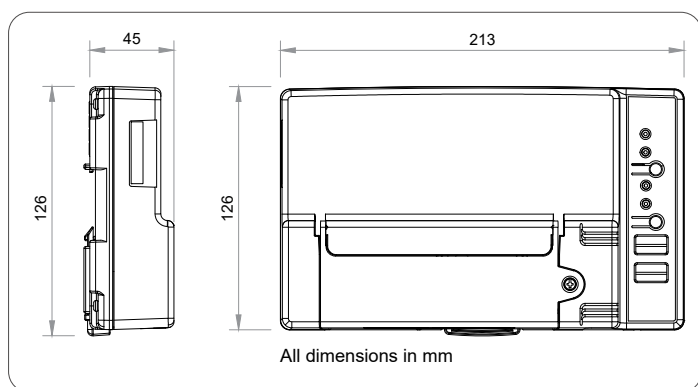
- Designed for installation indoors or outdoors in an enclosure
- 5-year warranty



IQ Gateway Commercial 2

MODEL NUMBERS	UNITS	ENV2-IQC2-AM3-3P
IQ Gateway Commercial 2 ENV2-IQC2-AM3-3P	—	Three-phase communications gateway with integrated, revenue-grade PV production metering ($\pm 0.5\%$) and optional consumption monitoring ($\pm 2.5\%$). Includes three 400 A continuous rated Production CTs. This IQ Gateway Commercial 2 works only with the IQ8 Commercial Microinverters.
ACCESSORIES (ORDER SEPARATELY)		
Enphase Mobile Connect CELLMODEM-M1-06-SP-05 CELLMODEM-M1-06-AT-05	—	Plug-and-play industrial-grade cellular modem with a five-year data plan (expandable to 12 years). Available in the United States, Canada, Mexico, Puerto Rico, and the U.S. Virgin Islands, where there is adequate cellular service in the installation area.
Consumption monitoring CT-600-SPLIT (order three or six, as needed)	—	Split-core current transformers enable consumption metering
CAPACITY		
Number of microinverters polled	—	Up to 276
MECHANICAL AND ELECTRICAL DATA		
Power requirements	—	208 Y/120 VAC three-phase Max 20 A overcurrent protection is required
Typical power consumption	W	5
Rated frequency	Hz	60
Dimensions (W × H × D)	cm	21.3 × 12.6 × 4.5 (8.4" × 5" × 1.8")
Weight	oz	17.6 (498 g)
Ambient temperature range	°C	-40°C to 65°C (-40°F to 149°F) -40°C to 46°C (-40°F to 115°F) if installed in an enclosure
Environmental rating	—	IP30. For installation indoors or in an NRTL-certified, NEMA-type 3R enclosure.
Altitude	m	Up to 2,000 (6,560 ft)
Production CTs	—	- Capable of measuring 400 A of continuous current with 0.5% accuracy - Accuracy of $\pm 0.5\%$ for revenue grade production metering (ANSI C12.20 certified) - The internal aperture measures 43 mm and can support cables up to a maximum size of 1,000 KCMIL conductors - UL2808 certified
Consumption CTs	—	- For electrical services up to 600 A, with parallel runs up to 1200 A - Aperture of 50 mm × 50 mm and can support cables up to a maximum size of 300 KCMIL conductors - Service entrance rated with UL2808 certification - Rated for pollution degree 3 - Accuracy of $\pm 2.5\%$ for consumption monitoring - CT wire insulation rating of 600 V
COMMUNICATION INTERFACES		
Integrated Wi-Fi	—	802.11b/g/n (2.4 GHz, 5 GHz), for connecting the Enphase Cloud via the internet
Wi-Fi range (recommended)	ft	32.8
Ethernet	—	Optional, 802.3, Cat5E (or Cat 6) UTP Ethernet cable (not included) for connecting to the Enphase Cloud via the internet
Mobile Connect	—	CELLMODEM-M1-06-SP-05, CELLMODEM-M1-06-AT-05 (to be purchased separately)
Digital I/O	—	Digital input/output for grid operator control
USB 2.0	—	For Mobile Connect
Access point (AP) mode	—	For a connection between the IQ Gateway and a mobile device running the Enphase Installer App
Metering ports	—	Up to two Consumption CTs and one Production CT
Power line communication (PLC)	kHz	90–110 (Class B) to microinverters
Web API	—	Refer to https://developer-v4.enphase.com
Local API	—	Refer to guide for local API
LED indicators	—	From top to bottom: Cloud connectivity, Wi-Fi access point mode, PV production state, PLC communications state
Configured via	—	Enphase Installer App and Enphase Installer Platform

POWER PRODUCTION/EXPORT LIMITING VIA THE IQ GATEWAY'S DIGITAL IO	UNITS		ENV2-IQC2-AM3-3P
Maximum relays read	—	4	
Capabilities supported	—	Power production limiting (Production CTs required), power export limiting (Production CTs required and Consumption CTs – “Load with Solar” configuration)	
Minimum IQ Gateway version	—	v7.3.120	
Cable configurations	—	18 AWG, UL-Std.62, 600 V, 105°C, and min 0.03 inches average thickness	
Signal voltage range	V	2.5–5 (digital high), 0–1.9 (digital low)	
Terminal blocks	in ²	Five terminals, up to 0.002 in ²	
Configuration via	—	Enphase Installer App, Enphase Installer Platform (site settings)	
SCOPE OF DELIVERY			
Package dimensions (H × W × D)	in	6.3" ×10.8" × 3.9"	
Package weight	lb	2.2	
Aluminium DIN rail	cm	12.4 (4.9 in)	
Current Transformers (CTs)	—	Three CT-400-SOLID included	
COMPLIANCE			
Compliance	—	UL 916 CAN/CSA C22.2 No. 61010-1 47 CFR Part 15 Class B ICES 003 IEC/EN 61010-1:2010, EN50065-1, EN61000-4-5, EN61000-6-1, EN61000-6-2 ANSI C12.20 IEEE 1547:2018 - UL 1741-SB, 3 rd Ed.	
COMPATABILITY			
Microinverter	—	IQ8H-3P and IQ8P-3P Series Microinverters	



Enphase Commercial Solar

The future of solar is smart yet simple,
safe and reliable, built for scale, and
available now.



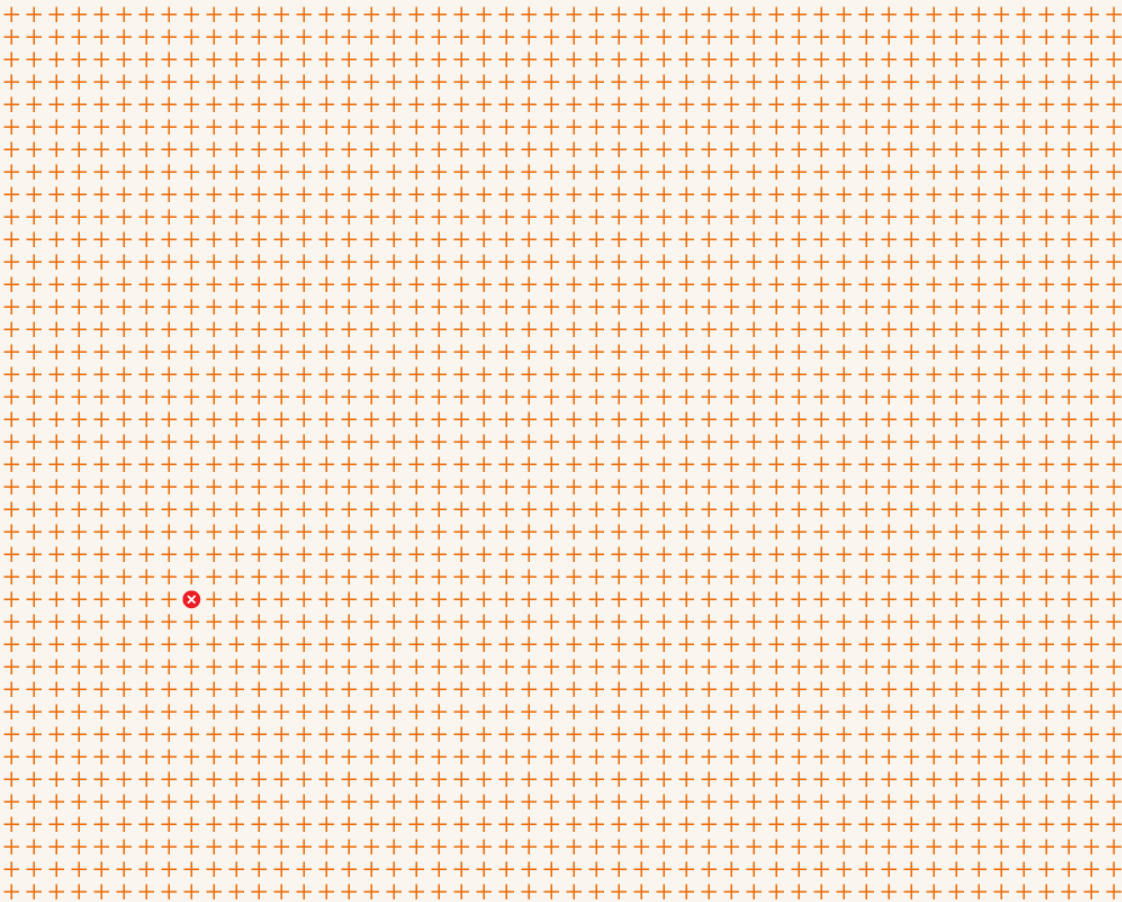
1,999 reasons to trust Enphase

Our microinverter defect rate is just 0.05%.*

That means only one microinverter will need to be replaced, out of a batch of 2,000, in any given year.

How?

No fans. No moving parts. No high-voltage DC. Remove the most likely components to fail, and you get a more reliable solution and fewer truck rolls.



*For microinverters as of Q4 2023
**20-year warranty in Mexico

Ensure building safety, no matter what

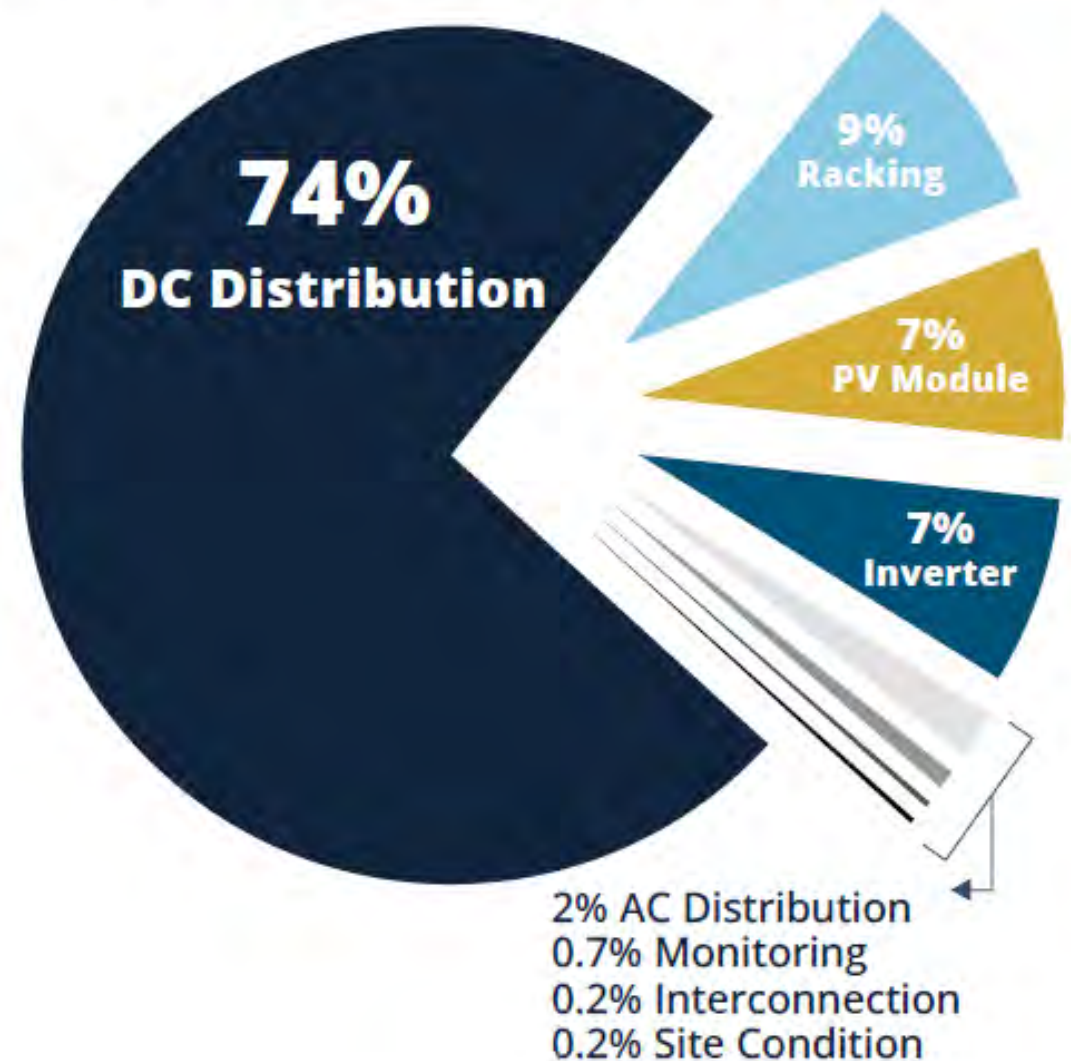
- Safety comes first with our AC system
- No risk of DC arc fault fires
- Shut down safely and automatically with built-in rapid shutdown
- Designed and tested to withstand extreme weather and temperatures



Safety and Reliability with Low-Voltage AC Based Architecture

- [The SolarGrade PV Health Report, Heliovolta](#)
- Not only is DC Distribution nearly 75% of site issues on PV site, but “*DC Distribution issues are more likely to present **safety** risks than issues in any other section of the system.*”
- **Improve Reliability** and **Enhance Safety** by removing DC Distribution

SHARE OF ISSUES BY PV SYSTEM SECTION



The next generation of power and flexibility has arrived.

	IQ8P-3P
Peak power output, VA	480
Commonly used modules for pairing, W	380-640
Modules per inverter	1
System phase	3
System voltage	208V
Loss of phase	Built in
Rapid shutdown compliant	Yes
Auto phase balancing	Yes
No. of micros per 20A branch circuit	12
Cabling system	Dedicated three-phase QD Cable
IEEE 1547 2018 Compliant	Yes



Enphase commercial system components

Microinverters

DC ADAPTER CABLES



EN4 to MC4 (150mm)



EN4 to MC4 (1000mm)



EN4 to Non-Terminated

AC CABLES



QD Cable (3P 4W)



QD Centre-tap adapter cable

FIELD WIREABLES & ACCESSORIES



Field Wireable QD connectors (male/female)



QD Sealing Cap (female)



QD Cable Terminator



QD Disconnect Tool



Frame mount bracket (if needed)



IQ Gateway Commercial 2



ACCESSORIES



Mobile Connect Cell (option)



Consumption CTs (option)



Production CTs*
Three included with Envoy, verify size / amp rating



AC Subpanel (non-Enphase)

Collect and send the output to the subpanel with the QD Cable

Four wire (L1, L2, L3, N)

12 AWG conductors

- 20 A OCPD | micros per circuit (12 IQ8P-3P)
- $3P = *SQR3* \text{ calc } | (20A \times 0.8 \times 1.732 / \text{AC Output Current})$
- 12 solar panels | 5.76 kW AC

Simple three-phase cabling system

- Phase rotation / distribution built in

Connector spacing

- Portrait 5.6 ft (1.7m) box 120
- Landscape 7.9 ft (2.4m) box 120
- Landscape 9.5 ft (2.9m) box 108
- Center-fed connector at 6 microinverters



Note: Center-tap provision after every 6 QD connectors

IQ Gateway Commercial 2

The IQ Gateway Commercial 2 is engineered exclusively for three-phase commercial systems with IQ8P-3P Microinverters and includes upgrades in production metering and a 400 A CT.

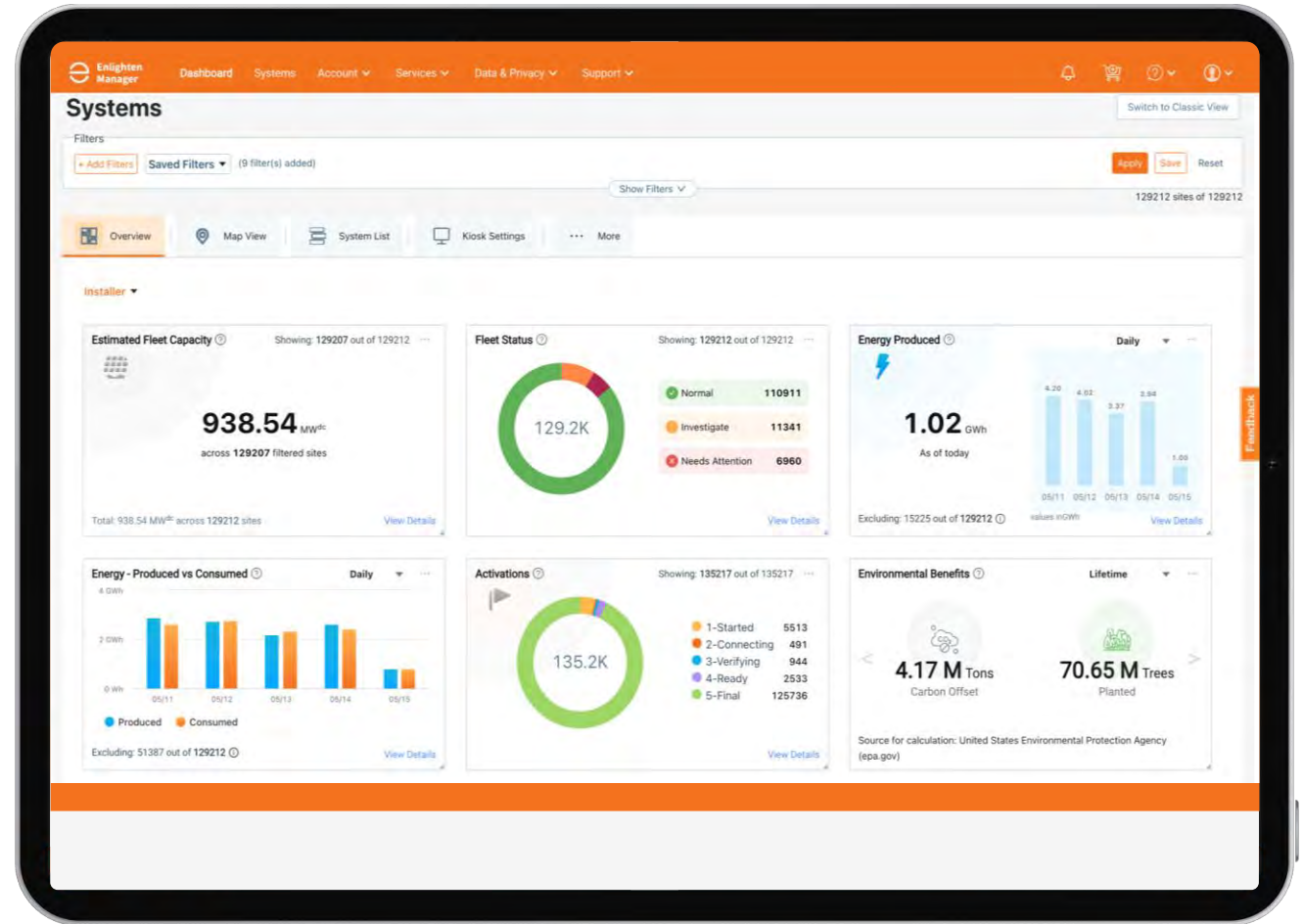
- Integrated production metering for three-phase systems (Up to 200 A for IQ Gateway Commercial; up to 400 A for IQ Gateway Commercial 2)
- Integrated consumption metering for three-phase services (Up to 200 A for IQ Gateway Commercial; up to 600 A for IQ Gateway Commercial 2)
- Enables web-based monitoring and control
- Bidirectional communications for remote upgrades
- Supports 120/208Y three-phase applications
- Supports power export limiting and zero-export applications
- Easy system configuration using the Enphase Installer App
- Flexible networking with Wi-Fi, Ethernet, or cellular (additional charges may apply)



Maximize the fleet management dashboard

Simplified project site management and troubleshooting

- Quick-glance of key metrics aggregated across all project sites
- Map View to review fleet data on a map
- Customize data that needs to be displayed on the Fleet Dashboard
- All included at no added cost

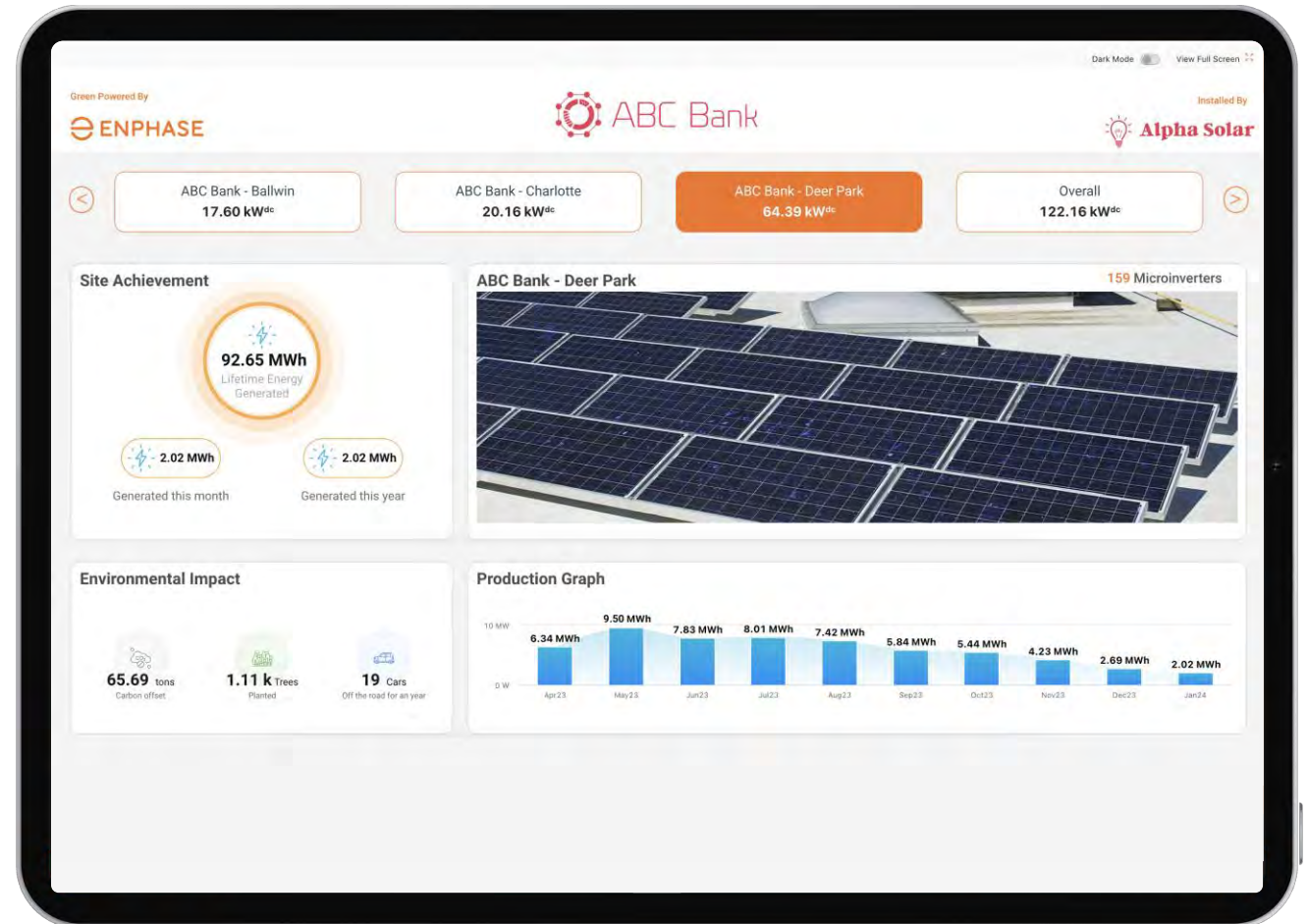


Capitalize on your recent commercial installations with the new Kiosk view, at no additional cost

Building owners will be proud to display the benefits of their investment into solar.

Easily:

- Create new marketing opportunities
- Customize images and company logos
- Show production data to monitor & track
- Display includes environmental benefits
- Automatic scroll of site-level data
- Set up multiple Kiosk profiles based on different requirements
- View at fleet and individual system levels



Enphase IQ8P-3P for C&I applications



Supports 208Y VAC three-phase applications

*Other three-phase voltage (e.g. 480Y/D VAC) applications possible with 208Y transformer.



Compatible with wide range of PV modules

54, 60, 66, 72 modules in full or split cell configurations
IQ8-3P commercial microinverters pair with modules up to 640W



Dedicated three-phase QD cable system

Fully integrated plug-and-play QD Cable provides fast, easy, and safe installation and commissioning.



Simplified troubleshooting

Monitoring per module takes the guesswork out of troubleshooting.



Corrosion-resistant polymeric enclosure

Design life of 25+ years.
Install the microinverter once for the entire project lifecycle, backed by the best-in-class commercial inverter warranty.



Phase balance and three-phase sensing built-in

V/F ride-through and loss of phase detection. Additional hardware not needed.



Safety with no high voltage complicated DC cabling on the roof

Low-voltage AC architecture with built-in rapid shutdown compliance. Enphase commercial systems are a safe solution for commercial rooftops.



Industry-leading warranty

IQ Commercial Microinverters have gone through over a million hours of power-on testing, enabling Enphase to provide an industry-leading warranty of up to 25 years.*



Contact an Enphase C&I Sales Representative

Email: commercialsales@enphaseenergy.com

Phone: 1 (833) 963-3820

Or reach out to your Enphase Distribution Partner

Resources

Helpful resource links below...

[C&I Installer Landing Page](#)

[C&I Business Owner Page](#)

[C&I System Builder \(BOM Tool\)](#)

[IQ8-3P DataSheet](#)

[UL1741SB NoA Certification](#)

[Module Compatibility Calculator](#)

[IQ8 Commercial Documentation](#)

[IQ8 Commercial FAQs](#)

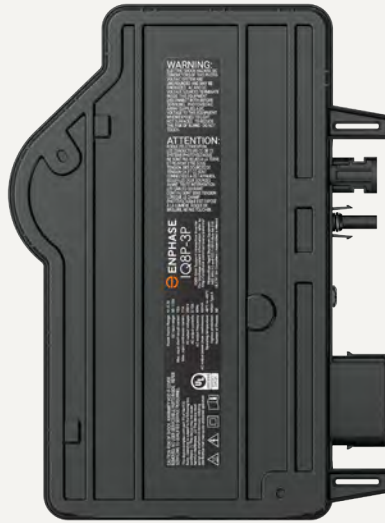
Contact an Enphase C&I Sales Representative

Email: commercialsales@enphaseenergy.com

Phone: 1 (833) 963-3820

Or reach out to your Enphase
Account Representative





IQ8 Commercial Microinverter

The high-powered, smart grid-ready Enphase IQ8P-3P Microinverter is specifically designed for 208Y VAC* three-phase interconnection for small commercial solutions.

Each microinverter integrates with the IQ Gateway Commercial 2 and the Enphase App monitoring and analysis software.

With simplified design, improved energy harvesting, and advanced monitoring, microinverters offer true peace of mind during operation and maintenance.



The IQ Series Microinverters extend the reliability standards set forth by previous generations and undergo over a million hours of power-on testing, enabling Enphase to provide an industry-leading warranty of up to 25 years.**

* For more information refer to “[Connecting IQ8 Commercial Microinverters to other voltages.](#)”

** 25-years warranty is valid, provided an internet-connected IQ Gateway is installed.

Easy to install

- Lightweight and compact with plug-and-play connectors
- Power line communication (PLC) between components
- Faster installation

High productivity and reliability

- More than one million cumulative hours of testing
- Class II double-insulated enclosure
- Optimized for the latest high-powered PV modules

Smart grid-ready

- Complies with the latest advanced grid support
- Remote automatic updates for the latest grid requirements
- Configurable to support a wide range of grid profiles
- Meets CA Rule 21 (UL 1741-SA) and IEEE 1547 (UL 1741-SB) requirements

IQ8 Commercial Microinverter

INPUT DATA (DC)		UNITS	IQ8P-3P-72-E-US	
Commonly used modules for pairing ¹	W	380–640		
Module compatibility ¹	—	54-cell/108-half-cell, 60-cell/120-half-cell, 66-cell/132-half-cell and 72-cell/144-half-cell		
Maximum input DC voltage	V	63		
Peak power tracking voltage	V	35.5–53		
Operating range	V	16–63		
Min./Max. start voltage	V	21/63		
Max. DC continuous current (module I _{mp})	A	14		
Max. input DC short-circuit current	A	25		
Max. DC short-circuit current (module I _{sc})	A	20		
Overvoltage class DC ports	—	II		
DC port backfeed current	A	0		
PV array configuration	—	1 × 1 ungrounded array; no additional DC side protection required; AC side protection requires max. 20 A per branch circuit		
OUTPUT DATA (AC)				
Peak output power	VA	480		
Maximum continuous output power	VA	475		
Nominal (L-L) voltage/range ²	V	208/183–229	220/198–242	
Maximum continuous output current	A	2.28	2.16	
Nominal frequency	Hz	60		
Extended frequency range	Hz	47–68		
AC short circuit fault current over three cycles	Arms	2.29		
Maximum microinverters per 20 A three-phase branch circuit ³	—	12		
Overvoltage class AC port	—	III		
Power factor setting	—	1.0		
Power factor (adjustable)	—	0.85 leading ... 0.85 lagging		
EFFICIENCY				
Peak efficiency	%	97.8		
CEC weighted efficiency	%	97.5		
MECHANICAL DATA				
Ambient temperature range	–40°C to 65°C (–40°F to 149°F)			
Relative humidity range	4% to 100% (condensing)			
DC connector type ⁴	Enphase EN4 bulkhead; ECA-EN4-S22-12 : EN4 (TE PV4-S SOLARLOK) 150 mm/5.9" to Stäubli MC4 adapter cable pair (default supply) ⁵			
Dimensions (H × W × D)	265 mm × 200 mm × 35 mm (10.4" × 7.9" × 1.4") without bracket			
Weight	1.6 kg (3.5 lb)			
Cooling	Natural convection			
Approved for wet locations	Yes			
Enclosure	Class II double-insulated, corrosion-resistant polymeric enclosure			
Environmental category/UV exposure rating	Outdoor—NEMA Type 6/IP67			

FEATURES	
Communication	Power line communication (PLC)
Monitoring	Enphase App monitoring and analysis software. Both options require the installation of an IQ Gateway Commercial 2.
Compliance	CA Rule 21 (UL 1741-SB), UL 62109-1, UL1741/IEEE1547, FCC Part 15 Class B, ICES-0003 Class B, CAN/CSA-C22.2 NO. 107.1-01. This product is UL Listed as PV rapid shutdown equipment and conforms with NEC 2014, NEC 2017, and NEC 2020 section 690.12 and C22.1-2018 Rule 64-218 rapid shutdown of PV systems for AC and DC conductors, when installed according to manufacturer's instructions.

¹Pairing PV modules with wattage above the limit may result in additional clipping losses. See the compatibility calculator at <https://link.enphase.com/module-compatibility>.

²Nominal voltage range can be configured if required by the utility. For interconnection to system voltages other than 208V VAC three-phase, a transformer is required to connect to the grid.

³Limits may vary. Refer to local requirements to define the number of microinverters per branch in your area.

⁴Enphase IQ8P-3P Microinverter bulkhead and adapter cable male, female DC connectors must only be mated with the identical type and manufacturer brand of male/female connector.

⁵Qualified per UL subject 9703.



Enphase Energy, Inc. Limited Warranty – United States, United States Territories and Canada

This Limited Warranty is effective for Covered Products (defined below) that are activated on or after October 1, 2024, *unless* a newer limited warranty has been posted which applies to your Covered Product's date of activation. Always check <https://enphase.com/warranty/us> for the correct limited warranty governing your Covered Product.

- Limited Warranty.** Subject to the terms of this Limited Warranty, Enphase Energy, Inc. ("Enphase") warrants to the Covered Owner (defined below) that the product(s) listed below and installed for use at the original end user location (the "**Original Location**") (each a "**Covered Product**") will be free from defects in workmanship and materials for the applicable limited warranty period set forth below (each, a "**Limited Warranty Period**"), provided that the Original Location is located within the following territories:

United States, United States territories (including Puerto Rico, Northern Mariana Islands, U.S. Virgin Islands, American Samoa, and Guam), and Canada

This Limited Warranty is valid only (a) when the Covered Products are sold to the Covered Owner by Enphase itself or by an Enphase authorized reseller and (b) to the extent permitted by the applicable laws of the territories mentioned above. All Limited Warranty claims must be submitted to Enphase during the Limited Warranty Period and within thirty (30) days from the discovery of the defect.

Covered Product	Limited Warranty Period
IQ8 Microinverters with SKUs: IQ8MC-72-M-US IQ8AC-72-M-US IQ8HC-72-M-US IQ8-60-2-US IQ8-60-M-US IQ8P-3P-72-E-US IQ8P-72-2-US IQ8PLUS-72-2-US IQ8PLUS-72-M-US IQ8M-72-2-US IQ8M-72-M-US IQ8A-72-2-US IQ8H-3P-72-E-US IQ8A-72-M-US IQ8H-240-72-2-US IQ8H-240-72-M-US IQ8H-208-72-2-US IQ8H-208-72-M-US IQ8X-80-M-US IQ8HC-72-M-DOM-US IQ8X-80-M-DOM-US IQ8P-3P-72-E-DOM-US	25 years from the Activation Date
IQ7 Microinverters with SKUs: IQ7-60-2-US IQ7-60-M-US IQ7-60-E-US IQ7PLUS-72-2-US IQ7PLUS-72-M-US IQ7PLUS-72-E-US IQ7A-72-2-US IQ7A-72-M-US IQ7HS-66-M-US IQ7X-96-2-US IQ7X-96-ACM-US IQ7X-96-ACM-US-NM IQ7PLUS-72-ACM-US IQ7PLUS-72-ACM-US-NM	25 years from the Activation Date
IQ Relay with SKUs: IQ-RELAY-E2-US IQ-RELAY -1P-US	5 years from the Activation Date
IQ System Controller 3/3G with SKUs: SC200D111C240US01 SC200G111C240US01 IQ System Controller 2 with SKUs: EP200G101-M240US01 EP200G-SC2-RSD-KIT	10 years from the Activation Date
IQ Load Controller with SKU: EP-NA-LK02-040	5 years from the Activation Date
IQ Gateway with SKUs: ENV-IQ-AM1-240 ENV2-IQ-AM1-240 ENV-IQ-AM3-3P ENV2-IQC2-AM3-3P IQ Combiner 3/3C with SKUs: X-IQ-AM1-240-3C X-IQ-AM1-240-3 IQ Combiner 3-ES/3C-ES with SKUs: X-IQ-AM1-240-3C-ES X-IQ-AM1-240-3-ES IQ Combiner 4/4C with SKUs: X2-IQ-AM1-240-4C X2-IQ-AM1-240-4 X-IQ-AM1-240-4C X-IQ-AM1-240-4 IQ Combiner 5/5C with SKUs: X-IQ-AM1-240-5C X-IQ-AM1-240-5 X-IQ-AM1-240-5C-HDK X-IQ-AM1-240-5-HDK	5 years from the Activation Date
Current Transformers with SKUs: CT-200-SPLIT CT-200-CLAMP CT-200-SOLID CT-600-SPLIT CT-400-SOLID	5 years from the Activation Date

Communications Kit with SKUs: COMMS-KIT-01 COMMS-CELLMODEM-M1-06	COMMS-KIT-02	5 years from the Activation Date
Range Extender with SKU: COMMS-24-EXT-01		5 years from the Activation Date
Mobile Connect with SKUs: CELLMODEM-M1 CELLMODEM-M1-06-SP-05	CELLMODEM-M1-06-AT-05 CELLMODEM-03 CELLMODEM-C1-01-TM-05	5 years from the Activation Date
Line Filter with SKU: IQ-LCFE-200-1P		2 years from the Activation Date

For purposes of this Limited Warranty, “**Activation Date**” means the earlier of (i) the date the Covered Product is registered with Enphase, or (ii) the date the Covered Product is activated at the Original Location via the Enphase’s Installer Portal. A Covered Product is considered “activated” when the solar system has received “permission to operate” by authorities having jurisdiction.

2. **Registration.** Subject to Section 3, this Limited Warranty is also conditioned on the Covered Owner registering the Covered Product within forty-five (45) days from the date of first installation (the “**Registration**”) by either (a) completing and returning the registration card (found at the end of this Limited Warranty) to the address set forth in this Section 2; (b) registering on-line at www.enphase.com/register-my-product; or (c) registering through the Enphase Installer Platform or the Enphase® application when an IQ Gateway product is purchased and installed as part of the PV solar system.

Return Registration Card to:

Enphase Energy, Inc.
Attn: Product Registration NA Customer Service
1819 S. Cobalt Point Way
Meridian, ID 83642
United States of America

3. **REGISTRATION EXCEPTION.** IF THE COVERED OWNER IS A RESIDENT OF CALIFORNIA, CONNECTICUT, OR ANY OTHER STATE OR PROVINCE THAT FORBIDS THE RETURN OF A REGISTRATION CARD AS A CONDITION PRECEDENT TO ANY WARRANTY COVERAGE OFFERED UNDER THIS LIMITED WARRANTY, THEN THE REGISTRATION REQUIREMENTS DESCRIBED IN SECTION 2 ABOVE SHALL NOT APPLY.
4. **Covered Owner.** For the purposes of this Limited Warranty, the “**Covered Owner**” shall mean the person or entity that purchases a Covered Product from Enphase or an Enphase-authorized reseller and installs (or has installed) such Covered Product at the Original Location. In addition, Covered Owner shall include subsequent transferees (each, a “**Transferee**”) as long as (a) the Covered Product remains at the Original Location, (b) the Transferee submits to Enphase a completed “Change of Ownership Form,” which Enphase may modify from time to time in its sole discretion (c) the Transferee pays the applicable transfer fee (“**Transfer Fee**”) set forth in the Change of Ownership Form within 30 days from the date of transfer from the Covered Owner to the Transferee, and (d) subject to Section 3, the Transferee complies with the Registration requirement in Section 2. The submission of a Change of Ownership Form is required in order for the Transferee to receive continued Limited Warranty coverage on the transferred Covered Product. The Transfer Fee is subject to reasonable adjustment from time to time (as determined at Enphase’s discretion). The Change of Ownership Form and payment instructions for the Transfer Fee are available at <https://enphase.com/en-us/support/how-to-transfer-ownership>.
5. **Continuous Connectivity.** The Covered Products should be continuously connected to the internet during the warranty period, except where interrupted by causes outside of the Covered Owner’s reasonable control. This will help ensure that potential defects in the Product can be diagnosed remotely and that the Product can receive over-the-air firmware updates.
6. **How to Obtain Warranty Service.**
 - a. To obtain warranty service for a Covered Product, the Covered Owner must comply with the Return Merchandise Authorization (RMA) Procedure available at <https://enphase.com/download/rma-procedure-us-and-canada-0>. Unless Enphase specifically instructs the Covered Owner otherwise, the Covered Owner must return the allegedly defective Covered Product to Enphase in the original packaging or equivalent. If the allegedly defective Covered Product is not received by Enphase within

60 days of Enphase providing an RMA number to Covered Owner, pursuant to the RMA Procedure, Enphase will invoice the Covered Owner, and the Covered Owner will pay, the then-current list price for such new product or product part. We recommend that Covered Owners use a tracking service for their protection. The RMA Procedure allows Covered Owners to generate a prepaid mailing label for the return.

- b. If a Covered Owner returns a Covered Product to Enphase (i) without an RMA from Enphase or (ii) without all parts included in the original package, Enphase retains the right to either (1) refuse delivery of such return; or (2) charge a restocking fee equal to the higher of fifteen (15) per cent of the original Covered Owner's purchase price of the Covered Product or the retail value of the missing parts.
- c. By returning a Covered Product, Covered Owner hereby acknowledges that ownership of the Covered Product is transferred to Enphase upon Enphase's receipt of the Covered Product. If the claim is justified based on this Limited Warranty, Enphase will bear the cost of shipping the repaired or replacement Covered Product to
- d. Covered Owner (or to the installer authorized by Covered Owner to replace the Covered Product) at the Original Location. Any Covered Product returned to Enphase that Enphase determines is not covered under this Limited Warranty, or that is returned to Enphase without a valid RMA, may be rejected, and returned at the Covered Owner's cost (subject to prepayment), or kept for 30 days for pick-up by the Covered Owner, and then disposed of in Enphase's sole discretion without further liability or obligation to Covered Owner.
- e. Once a returned Covered Product is received and inspected, Enphase will notify Covered Owner (or the installer authorized by Covered Owner to replace the Covered Product) that Enphase has received the returned Covered Product.

7. Remedies.

- a. During the applicable Warranty Period, if Enphase confirms the existence of a defect that is covered by the Limited Warranty, Enphase will, at Enphase's option, either (i) repair or replace the Covered Product free of charge, or (ii) refund the Covered Owner the actual purchase price for the Covered Product less reasonable depreciation based on use at the time the Covered Owner notifies Enphase of the defect. Enphase will not elect to issue a refund unless (1) Enphase is unable to provide a replacement and repair is not commercially practicable or cannot be timely made, or (2) Covered Owner is willing to accept such a refund. In the event of a defect, to the extent permitted by law, these are the Covered Owner's sole and exclusive remedies.
- b. If Enphase repairs or replaces the Covered Product pursuant to this Limited Warranty, (i) Enphase will, at its option, use new and/or reconditioned parts or products of the Covered Product's original or improved design, and (ii) the Limited Warranty will continue to apply to the repaired or replacement product for the remainder of the original Limited Warranty Period or ninety (90) days from the date Covered Owner receives the repaired or replacement product, whichever is later.
- c. If Enphase issues a refund (rather providing a repaired or replacement Covered Product), such refund will be processed and paid within 2 weeks of Enphase's receipt of the Covered Product.

8. Limited Warranty Limitations and Exclusions.

- a. This Limited Warranty does not include any cost of labor related to (i) un-installing Covered Product; (ii) re-installing a repaired or replacement product, or (iii) the removal, installation or troubleshooting of the Covered Owner's electrical systems.
- b. The Limited Warranty does not cover, and Enphase will not be responsible for any delays, lost or damage or any other damage to any Covered Product caused by a freight carrier.
- c. This Limited Warranty does not apply to, and Enphase will not be responsible for, any defect in or damage to any Covered Products: (i) that have been misused, neglected, tampered with, altered, or otherwise damaged, either internally or externally; (ii) that have been improperly installed, operated, handled or used, including use under conditions for which the product was not designed, use in an unsuitable environment, or use in a manner contrary to the Enphase User Manual or applicable laws or regulations; (iii) that have been subjected to fire, water, generalized corrosion, biological infestations,

acts of nature, or input voltage that creates operating conditions beyond the applicable maximum or minimum limits listed in the applicable Covered Product Data Sheet (as published online at www.enphase.com), including high input voltage from generators or lightning strikes; (iv) that have been subjected to damage caused by third party components not provided by Enphase and used with the Covered Products or any damage to the Covered Products caused by service performed by anyone who is not a representative of Enphase; (v) if the original identification markings (including trademark or serial number) of such products have been defaced, altered, or removed (other than by fading through regular wear and tear); (vi) if the Grid Profile (utility approved operating parameters) of the Covered Product has been altered, and such alteration causes the product to malfunction, fail, or fail to optimally perform; or (vii) if the Covered Product is not using the most up-to-date software or firmware version made available by Enphase and the defect or damage could have been avoided by using such firmware or software version.

- d. The Limited Warranty does not cover cosmetic, technical or design defects, or shortcomings which do not materially influence or affect energy production or degrade form, fit, or function of the Covered Products, or any defects or parts requiring replacement due to ordinary wear and tear, corrosion, rust or stains, scratches, dents on the casing or paintwork of the Covered Product. The Limited Warranty does not cover costs related to the removal, installation or troubleshooting of the Covered Owner's electrical systems.
 - e. The Limited Warranty does not apply to, and the term "Covered Product" shall not include, any third-party products that may be installed with the Covered Products at the Original Location.
 - f. For the avoidance of doubt, software programs installed in the Covered Products and the recovery and reinstallation of such software programs and data are not covered under this Limited Warranty. Enphase does not warrant that the operations of the Covered Product will be uninterrupted or error-free. No Enphase employee or authorized reseller is authorized to make any modification, extension, or addition to this Limited Warranty. If any term of this Limited Warranty is held to be illegal or unenforceable, the legality or enforceability of the remaining terms shall not be affected or impaired.
9. **Assignment.** Enphase expressly reserves the right to novate or assign its rights and obligations under this Limited Warranty to a third party with the demonstrated expertise and requisite resources needed to effectively discharge the obligations hereunder.
10. **Disclaimer of Warranties.** THIS LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY GIVEN BY ENPHASE AND, EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS OR IMPLIED, STATUTORY, OR OTHERWISE, ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE USAGE OF TRADE, OR OTHERWISE (INCLUDING WARRANTIES AND CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR WARRANTIES AS TO THE ACCURACY, SUFFICIENCY OR SUITABILITY OF ANY TECHNICAL OR OTHER INFORMATION PROVIDED IN MANUALS OR OTHER DOCUMENTATION) SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS LIMITED WARRANTY.

THE GRANT OF THIS LIMITED WARRANTY BY ENPHASE IS CONDITIONED UPON AGREEMENT BY THE COVERED OWNER TO THE TERMS, CONDITIONS AND REQUIREMENTS HEREIN. THE LAWS OF CERTAIN JURISDICTIONS DO NOT ALLOW FOR THE EXCLUSIONS ON THE DURATION OF AN IMPLIED WARRANTY OR FOR EXCLUSIONS OR LIMITATIONS ON LEGAL WARRANTIES. WHERE SUCH LAWS APPLY TO THE COVERED OWNER, SOME OR ALL OF THE EXCLUSIONS OR LIMITATION MAY NOT APPLY TO COVERED OWNER, AND SUCH COVERED OWNER MAY HAVE ADDITIONAL RIGHTS. THIS LIMITED WARRANTY GIVES COVERED OWNER SPECIFIC LEGAL RIGHTS, AND COVERED OWNER MAY ALSO HAVE OTHER RIGHTS THAT VARY FROM JURISDICTION TO JURISDICTION.

11. **Limitation of Liability.** EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, IN NO EVENT WILL ENPHASE BE LIABLE FOR ANY SPECIAL, DIRECT, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, LOSSES, COSTS OR EXPENSES HOWEVER ARISING, WHETHER IN CONTRACT OR TORT, INCLUDING WITHOUT LIMITATION ANY ECONOMIC LOSSES OF ANY KIND, ANY LOSS OR DAMAGE TO PROPERTY, OR ANY PERSONAL INJURY.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO COVERED OWNER AND COVERED OWNER MAY HAVE ADDITIONAL RIGHTS.

12. **Governing law.** This Limited Warranty shall be governed by the laws of the State of California, USA, without giving effect to any conflict of laws principles that may require the application of the law of another jurisdiction.

13. **Arbitration.**

a. ***Please read the following arbitration agreement in this Section ("Arbitration Agreement") carefully. It requires Covered Owner ("you") to arbitrate disputes with ENPHASE and limits the manner in which you can seek relief from Enphase ("us"). THE LAWS OF CERTAIN JURISDICTIONS DO NOT PERMIT THE USE OF MANDATORY ARBITRATION CLAUSES. WHERE SUCH LAWS APPLY TO THE COVERED OWNER, THIS ARBITRATION CLAUSE MAY NOT APPLY.***

b. **Applicability of Arbitration Agreement.** You agree that any dispute or claim relating in any way to your access or use of the Covered Products, or to any aspect of your relationship with Enphase, will be resolved by binding arbitration, rather than in court, except that (i) you may assert claims in small claims court if your claims qualify; and (ii) you or Enphase may seek equitable relief in court for infringement or other misuse of intellectual property rights (such as trademarks, trade dress, domain names, trade secrets, copyrights, and patents).

c. **Arbitration Rules and Forum.** For any dispute with Enphase in connection with this Limited Warranty, Covered Owner agrees to first contact Enphase at the email address identified below and attempt to resolve the dispute with us informally. If the dispute has not been resolved after 60 days, both parties agree to resolve such dispute through binding arbitration under the Optional Expedited Arbitration Procedures then in effect for the Judicial Arbitration and Mediation Services ("JAMS"). JAMS may be contacted at www.jamsadr.com. The existence, content and result of the arbitration shall be held in confidence by all participants. The arbitration will be conducted by a single arbitrator selected by agreement of the parties or, failing such agreement, appointed in accordance with the JAMS rules. The arbitration shall be conducted in English and in Santa Clara County, California. If JAMS is not available to arbitrate, the parties will select an alternative arbitral forum. If the arbitrator finds that Covered Owner cannot afford to pay JAMS's filing, administrative, hearing and/or other fees and cannot obtain a waiver from JAMS, Enphase will pay them for Covered Owner. In addition, Enphase will reimburse all such JAMS's filing, administrative, hearing and/or other fees for claims totaling less than \$10,000 unless the arbitrator determines the claims are frivolous. Any judgment on the award rendered by the arbitrator may be entered in any court of competent jurisdiction. The arbitrator shall have exclusive authority to determine the scope and enforceability of this Arbitration Agreement, and (b) resolve any dispute related to the interpretation, applicability, enforceability or formation of this Arbitration Agreement including, but not limited to any claim that all or any part of this Arbitration Agreement is void or voidable. The arbitration will decide the rights and liabilities, if any, of the parties. The arbitration proceeding will not be consolidated with any other matters or joined with any other cases or parties. The arbitrator shall have the authority to grant motions dispositive of all or part of any claim. The arbitrator shall have the authority to award monetary damages and to grant any non-monetary remedy or relief available to an individual under applicable law, the arbitral forum's rules, and the Limited Warranty. The arbitrator shall issue a written award and statement of decision describing the essential findings and conclusions on which the award is based, including the calculation of any damages awarded. The arbitrator has the same authority to award relief on an individual basis that a judge in a court of law would have. The award of the arbitrator is final and binding upon the parties.

d. **Waiver of Jury Trial.** YOU AND ENPHASE HEREBY WAIVE ANY CONSTITUTIONAL AND STATUTORY RIGHTS TO SUE IN COURT AND HAVE A TRIAL IN FRONT OF A JUDGE OR A JURY. You and ENPHASE are instead electing that all claims and disputes shall be resolved by arbitration under this Arbitration Agreement, except as specified in sections above. An arbitrator can award on an individual basis the same damages and relief as a court and must follow this Agreement as a court would. However, there is no judge or jury in arbitration, and court review of an arbitration award is subject to very limited review.

e. **Waiver of Class or Other Non-Individualized Relief.** ALL CLAIMS AND DISPUTES WITHIN THE

SCOPE OF THIS ARBITRATION AGREEMENT MUST BE ARBITRATED ON AN INDIVIDUAL BASIS AND NOT ON A CLASS OR COLLECTIVE BASIS, ONLY INDIVIDUAL RELIEF IS AVAILABLE, AND CLAIMS OF MORE THAN ONE COVERED OWNER CANNOT BE ARBITRATED OR CONSOLIDATED WITH THOSE OF ANY OTHER COVERED OWNER. If a decision is issued stating that applicable law precludes enforcement of any of this subsection's limitations as to a given claim for relief, then such claim must be severed from the arbitration and brought into the State or Federal Courts located in San Francisco, California. All other claims shall be arbitrated.

- f. **30-Day Right to Opt Out.** You have the right to opt out of the provisions of this Arbitration Agreement by sending written notice of your decision to opt out to Enphase Energy, Inc., 47281 Bayside Parkway, Fremont, California, 94538, attention: General Counsel, within 30 days after first becoming subject to this Arbitration Agreement. You may also opt-out of the provisions of this Arbitration Agreement by sending written notice of your decision to the following email address: legal@enphaseenergy.com. Your notice must include your name and address, and an unequivocal statement that you want to opt out of this Arbitration Agreement. If you opt out of this Arbitration Agreement, all other parts of this Agreement will continue to apply to you. Opting out of this Arbitration Agreement has no effect on any other arbitration agreements that you may currently have, or may enter in the future, with us.
- g. **Severability.** Except as provided above, if any part or parts of this Arbitration Agreement are found under the law to be invalid or unenforceable, then such specific part or parts shall be of no force and effect and shall be severed and the remainder of the Arbitration Agreement shall continue in full force and effect.
- h. **Survival of Agreement.** This Arbitration Agreement will survive the termination of your relationship with Enphase.

Customer Support:

United States, US Territories and Canada	https://support.enphase.com/s/contact-us	(877) 797-4743
Puerto Rico	https://www.enphase.com/es-lac/contact-support-es-lac	+1 (800) 821-1487

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Failure to complete and return this Product Registration Form does not diminish your warranty rights.

Please return this form to:

Enphase Energy, Inc.
Attn: Product Registration
NA Customer Service
1819 S. Cobalt Point Way
Meridian, ID 83642
United States of America

(or, you may register on-line at <https://enphase.com/en-us/product-registration-en-us>)

First Name _____ Last Name _____
E-mail _____
Phone Number (Area Code) _____

Contact Address

Street Address: _____
Street Address (line 2) _____
City _____
State/Province _____ Zip Code _____

Address of installation: same as Contact Address? Yes / No
(If, "Yes", Enphase will use Contact Address as Address of Installation)

Address of Installation

Street Address: _____
Street Address (line 2) _____
City _____
State/Province _____ Zip Code _____

Installer Information

Installer Name _____
Installer Contact Info _____
E-mail _____
Phone Number (Area Code) _____

Product Information

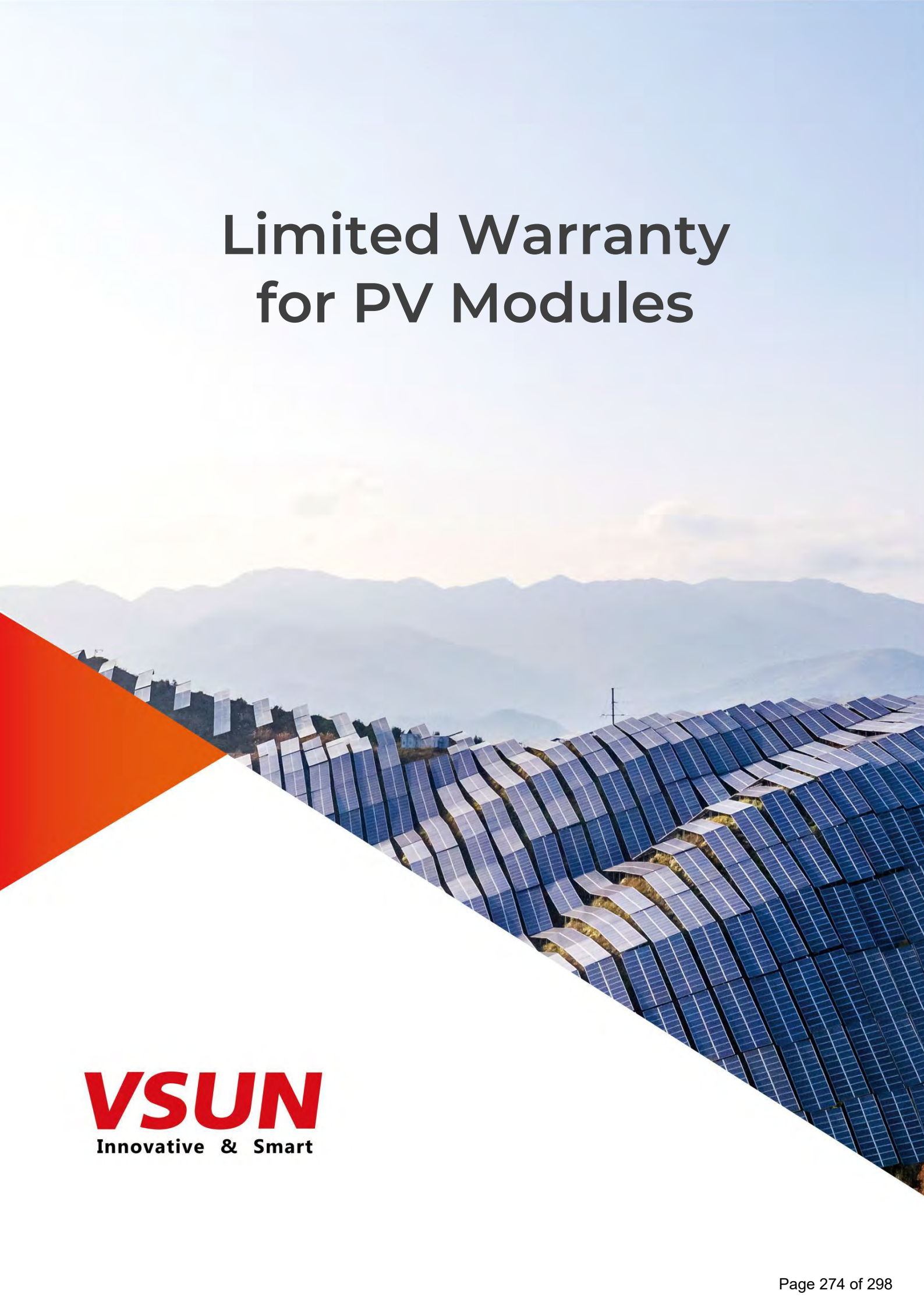
Microinverter SKU (e.g.: IQ7-60-2-US) _____
Number of Units Installed _____
Serial Numbers of Units installed _____

Purchased from _____
Purchase Date (MM/DD/YY) _____
Installation Date (MM/DD/YY) _____
Permitted to Operate Date (MM/DD/YY) _____

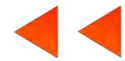
☐ I agree to receive critical product information about the registered products at the email and/or contact provided above.

Do you want us to send you product announcements and special offers? Yes / No

Limited Warranty for PV Modules



VSUN
Innovative & Smart



Limited Warranty for PV Modules

Subject to the conditions, exclusions and limitations set forth below, Vietnam Sunergy Joint Stock Company ("VSUN") hereby grants the following Limited Warranty for PV Modules (collectively, the "Limited Warranty") to the initial customer (the "Customer" as agreed in the sales Contract for the Solar Modules). This Limited Warranty takes effect on August 28, 2024.

1. 25-Year Limited Product Warranty

VSUN warrants the Product(s) to be free from defects (defined in IEC61215/UL61215) in materials or workmanship which affects the normal installation or utilization of the Products for a period of twenty-five (25) years from the Warranty Start Date (as defined below). Defects do not include changes in appearance or normal wear and tear of the Products after the Modules is installed. Claims under this warranty will be honored only if the Customer can provide the proof that said defects result exclusively from defects in materials and workmanship during the twenty-five year period of this warranty under normal application, use, installation and service conditions specified in VSUN's installation manual.

This Limited Warranty does not warrant a specific power output, which shall be exclusively covered under clause 2 hereinafter ("Limited Power Output Warranty").

The remedies set forth in Clause 6 are the sole and exclusive remedies provided under the Limited Warranty. Customers shall notify VSUN or its authorized distributors in writing within 30 business days after the date when the malfunction or defects covered under this warranty have been found.

Note: The 25-Year Limited Product Warranty for materials and workmanship only covers types of materials supplied by VSUN, and does not include types of material provided by customers.

2. Limited Power Output Warranty

- A. Under normal application, use, installation and service condition as specified in VSUN's installation manual, VSUN warrants that within a period of twenty-five years (25) or thirty years (30) after the Warranty Start Date, the actual power output of the Product(s) shall decline no more than:
- 1) For mono-facial monocrystalline modules with 166mm, 182mm and 210mm PERC solar cells:
 - i. 2.0% in the first year
 - ii. 0.45% each year thereafter until the date which is twenty-five years (25), and ending with 87.2% in the 25th year.
 - 2) For bifacial double-glass monocrystalline modules with 166mm, 182mm and 210mm PERC solar cells:
 - i. 2.0% in the first year
 - ii. 0.45% each year thereafter until the date which is thirty years (30), and ending with 84.95% in the 30th year.
 - 3) For transparent backsheet bifacial monocrystalline modules with 166mm, 182mm and 210mm PERC solar cells:
 - i. 2.0% in the first year
 - ii. 0.45% each year thereafter until the date which is thirty years (30), and ending with 84.95% in the 30th year.



- 4) For monocrystalline modules with 182mm,210mm and rectangular cell N-Topcon solar cells:
 - i. 1.0% in the first year
 - ii. 0.4% each year thereafter until the date which is thirty years (30), and ending with 87.40% in the 30th year.
- B. The actual power output of a Product shall be tested at Standard Test Conditions (STC) by an accredited third party recognized by both VSUN and the Customer. The measurement uncertainty should be taken into consideration as $\pm 3\%$.
- C. The remedies set forth in Clause 6 are the sole and exclusive remedies provided under the Limited Warranty. Customers shall notify VSUN or its authorized distributors in writing within 30 business days after the date when the malfunction or defects covered under this warranty have been found.

3. Warranty Start Date

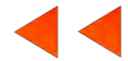
The Warranty Start Date shall be defined as the date of that one hundred and eighty (180) days after the modules are shipped out of the production plant or the date of delivery by VSUN to the Customer, whichever date is earlier.

4. Not Independent Warranties

The Customer has the right to pursue claims under each of the warranties set forth above; provided, however, that if claims arise under multiple limited warranties from a single incident, then if VSUN remedies such incidents as set forth above, VSUN shall be deemed to have resolved all applicable warranty claims arising from such incident.

5. Exclusions and Limitations

- A. Warranty claims shall be filed in writing to VSUN or its authorized distributors within the applicable warranting period, without exception.
- B. The Limited Warranty does not apply to Product(s) which have been subjected to:
 - 1) Full and final payment has not been received by VSUN; or
 - 2) Alteration, repair or modification without the prior express written consent of VSUN Solar.
 - 3) Removal of Product(s) and reinstallation at a new site.
 - 4) Non-observance of VSUN's Installation and User Manual. Particularly during the installation and maintenance, the Products are subject to violent collision and trample by the operator, and the Products are collided, scratched or squeezed.
 - 5) Misuse, abuse, neglect, or accident during transportation, storage, handling, installation, or application.
 - 6) Power failure, electrical surges, lightning, extreme temperature, flood, fire, vandalism, theft, tampering, accidental breakage, mold discoloration, or other unforeseen events beyond VSUN's control, including, without limitation, any technological, regulatory, physical event or other condition that is not reasonably known or understood at the time of purchase of the affected Products.
 - 7) Installation on mobile platforms or in a marine environment; direct contact with corrosive agents or salt water; pest damage; or malfunctioning PV system components and other operating conditions, which are expressly not allowed in the Installation and User Manual.
 - 8) Alteration, removal or obliteration of the original Product label.



- C. Warranty claim will not be honored if the type or serial number laminated behind the glass of the module(s) has been altered, removed or made illegible.

6. Repair, Replacement or Refund Remedy

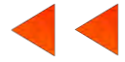
- A. If a Product, under normal application, use and service conditions, fails to conform to the 25 Year Limited Product Warranty during this 25-year period, as Customer's sole and exclusive remedy under this Limited Warranty, VSUN will, in its sole discretion, either, with regard to the applicable Products:
- 1) Refund a fair market value of the Product(s) assessed based on the warranted power output wattage at the time of the claim,
 - 2) Repair the defective Product(s) at no charge; or replace the defective Product(s) or part thereof by a new or remanufactured equivalent at no charge.
- B. If a Product fails to conform to the Limited Power Output Warranty during the warranty period and if such decrease in power is due to defects in materials or workmanship under normal application, use and service conditions, as Customer's sole and exclusive remedy under this Limited Warranty, VSUN will, at its sole discretion, either, with regard to the applicable Products:
- 1) Repair the defective Product(s) at no charge; or replace the defective Product(s) or part thereof by a new or remanufactured equivalent at no charge;
 - 2) Provide Customer with additional Products to make up for such decrease in output wattage, provided that, it is possible for the Customer to mount such additional Products; or
 - 3) Refund the decrease in the module output wattage at a negotiated price based on the contract.

In the event that VSUN opts for option A 2) or B 1) or B 2), VSUN will cover reasonable transportation, insurance and customer clearance costs (except for air freight, demurrages, duties or cost occurred due to Customer's failure to cooperate) for shipping the Products under a claim back from the Buyer to a designated location of VSUN, and for shipping the additional remanufactured or replacement Products to the original installation location. If VSUN opts for repair as the remedy, VSUN shall cover reasonable material and labor costs related to the repair. In any event, the costs and expenses for the removal, installation, and/or reinstallation of the Products, including fees, levies, taxes or other financial duties due in relation to any applicable electronic waste disposal regulation, shall remain with the Customer, unless otherwise agreed to by VSUN in a signed writing. VSUN will not pay any cost of any fees, levies, taxes or other financial duties imposed on the remedies or the Products subject to such remedies, that are due to regulatory, government or judicial decisions not existing at the time of purchase of the affected Products.

Special Note:

1. Any additional Product(s) supplied, and any Product(s) repaired or replaced by VSUN under a warranty claim shall be covered by the same Limited Warranties and terms as the original Product(s) that were the subject of the claim; no warranty periods or terms shall be extended because of a warranty claim or remedy unless otherwise stated in the contract. VSUN shall make commercially reasonable efforts to replace defective Products with new or refurbished

2. Products of the same or similar size and aesthetics but reserves the right to deliver another Product type in the event that VSUN has discontinued production of the Product type that is the



subject of the warranty claim, provided that such other Product type is compatible with the Customer's PV System. Replaced Products and parts shall become the property of VSUN.

3. Unless instructed by Supplier or required by law, the Customer shall dispose of out-of-use module (s) in accordance with applicable regulations on electronic waste treatment and disposal at its own cost. If VSUN decides or is required by law to retrieve these defective modules, the ownership of the relevant module(s) belong to VSUN.

7. Limitation of Warranty Scope

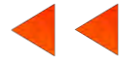
This Limited Warranties as set forth herein are expressly in lieu of and exclude all other express or implied warranties, including but not limited to warranties of merchantability and of fitness for particular purpose, use, or application, and all other obligations or liabilities on the part of VSUN, unless such other obligations or liabilities are expressly agreed to in writing signed and approved by VSUN. VSUN shall have no responsibility or liability whatsoever for damage or injury to persons or property or for other loss or injury resulting from any cause whatsoever arising out of or related to the Product(s), including, without limitation from use or installation. Under no circumstances shall VSUN be liable for incidental, consequential or special damages, howsoever caused. Loss of use, loss of profits, loss of production, and loss of revenues are therefore specifically but without limitation excluded. VSUN' s aggregate liability, if any, in damages or otherwise, shall not exceed the paid purchase price of the Product(s) which is the subject of claim or dispute. FOR SALES TO U.S. ONLY: SOME STATES IN THE U.S. DO NOT ALLOW LIMITATIONS ON IMPLIED WARRANTIES OR THE EXCLUSION OF DAMAGES BY STATE LAW. SO THE ABOVE LIMITATIONS OR EXCLUSIONS MAY NOT APPLY TO YOU.

8. Transferability

This warranty is extended to the original end-user purchaser, and is transferable to any subsequent owner of the location or subsequent holder of the product so long as Product(s) remain at their original installation location upon satisfactory proof of succession or assignment.

9. Obtaining Warranty Performance

- A. In order to obtain a warranty service under the Limited Warranty, the Customer should promptly notify VSUN regional customer service center. Together with the notification, the Customer should enclose the evidence of the claim, such as the description of the defect, the complete serial number, the picture of the bar code, a copy of commercial invoice and the delivery date of the Product(s), other supplementary information required by VSUN. In the event the Customer fails to notify VSUN and provide the relevant information of 2-C as described above within the time required by VSUN, VSUN is entitled to refuse to process the relevant claim demand without any liability until the Customer has provided the relevant information as required by VSUN.
- B. Should the Product(s) be returned for inspection, repair or replacement by VSUN, VSUN will issue a Return Merchandise Authorization (RMA) to the Customer. VSUN will not accept any return of the Product(s) without a RMA. In the event the Customer



- C. returns the Solar Modules without written agreement of VSUN, the risks (including but not limited to damage and loss of the Solar Modules) and expenses related to the Solar Modules shall be borne by the Customer.
- D. VSUN is entitled to decide whether to send a representative to investigate the alleged claims on site and related cost and expenses shall be borne by VSUN. In the event that VSUN decides to send a representative to the product installation site for verification, the customer shall actively cooperate for such investigation. If the customer refuses VSUN to enter the site for investigation without a proper and appropriate reason, VSUN has the right to extend the claim process until necessary evidence is provided.
- E. If VSUN or an accredited third-party body determines that the Product is not defective or that a performance deficit is not covered under this warranty, VSUN will return the Product to the Customer at Customer's expense and will have no further obligation for the repair, replacement, or refund. In such case, the Customer shall bear all fees and expenses related to the test unless otherwise stated. If the test results determines that the existence of module failure and the cause of such failure lies with VSUN, then the reasonable and direct and documented costs incurred due to such test can be passed on to VSUN, including shipping freight, transportation insurance, and laboratory testing costs, etc.

Definitions:

Actual power output	1. Actual power output refers to the power measured at STC
Standard Test Conditions (STC)	1. Solar spectrum of AM1.5, @ irradiance of 1,000 W/m ² and temperature of 25°C±2°C 2. The measurement procedure follows standard IEC61215



Empowering the Future

Vietnam Sunergy Joint Stock Company

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PC: 230000

Tel: (+84)204 3566 688

E-mail: vsun@vietnamsunergy.com (Customer Service)

Web: vsun-solar.com



Standard Terms and Conditions of Sale

Effective December 1, 2024

1. **APPLICABILITY OF TERMS AND CONDITIONS.** These Terms and Conditions will govern all sales by PLP of Goods ("Goods"), unless otherwise agreed to in writing, signed by PLP by an authorized agent in Cleveland, Ohio. Terms and conditions contained in Buyer's purchase order or any other documents that are different than or in addition to these Terms and Conditions are objected to and will not be binding on PLP. Buyer will be deemed to have agreed to these Terms and Conditions by Buyer's issuing a purchase order number, PLP's receipt of a written acknowledgement of Buyer's placement of an order, or PLP's commencement of performance. Buyer's acceptance of these Terms and Conditions will be deemed to have occurred on the date such performance commences. PLP reserves the right to change these Terms and Conditions, or issue new terms, at any time, and all subsequent orders shall be bound thereof. If for any reason PLP's Quotation is deemed an acceptance of an offer made by Buyer, such acceptance is expressly conditioned on Buyer's assent to these Terms and Conditions, which assent will be evidenced by the earlier of Buyer's acceptance of Goods delivered by PLP or any other performance by Buyer. PLP will sell Goods only if Buyer assents to these Terms and Conditions.

2. **QUOTATIONS, ORDERS AND PRICES.** All prices and specifications contained on the face of PLP's Quotation are subject to change without notice, unless indicated otherwise on the face of the Quotation. All quotations on PLP's standard catalog items are made subject to prior sale of such Goods. The minimum billing charge on any order is \$500.00 plus freight, handling, and delivery charges. Any additions to orders already placed by Buyer will be considered as new orders. A 3% transaction fee will be added to all credit card transactions.

3. **BROKEN PACKAGE CHARGE.** *Contact PLP for broken package charges.*

4. **TAXES.** PLP's prices do not include any Federal, state, or local taxes or fees or any custom, export, import, wharfage or associated dues or duties, including tariffs, and any such taxes or fees now in effect or hereafter levied will be in addition to such prices and will be paid by the Buyer. Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all such taxes and fees, including, without limitation, any cost, expense, attorneys' fees, interest, or penalties assessed against or incurred by PLP as a result of Buyer's failure to pay any such taxes or fees.

5. **SHIPMENTS, FREIGHT AND DELIVERY. FORMED WIRE PRODUCTS AND OTHER NON-CLOSURE ITEMS AND ACCESSORIES:** *Contact PLP*

6. **SHIPPING ESTIMATES.** Shipping estimates made to Buyer will date from PLP's receipt of Buyer's complete written instructions. Shipping date of Goods requiring Buyer's inspection before shipment will be extended by the time consumed by any such inspection.

7. **TERMS.** Net thirty (30) days from date of PLP's invoice. A service charge of one and one-half percent (1.5%) per month will be added to all past due invoices, not to exceed the maximum permitted by law.

8. **FINANCIAL RESPONSIBILITY.** Notwithstanding anything herein to the contrary, Buyer's financial responsibility is at all times subject to approval of PLP's Credit Department, and PLP at any time may require payment in advance or satisfactory security or guarantee that invoices will be paid promptly when due. If Buyer fails to comply with any terms of payment, PLP may withhold any further deliveries or terminate this Agreement and may declare any unpaid amount to be due and owing immediately.

9. **ACCEPTANCE.** Buyer shall notify PLP, in writing, of any defect, error or shortage in any Goods it received, within thirty (30) days of delivery, and such written notice must state the applicable PLP Order Number and must include any documents that substantiate the alleged defect, error or shortage. If Buyer fails to provide PLP with such written notice, documents and the applicable PLP Order Number, within the required time, Buyer will be deemed to have waived the defect, error, or shortage and to have accepted the Goods delivered.

10. **BUYER'S AGREEMENT TO DEFEND.** If PLP manufactures or sells any Goods to meet Buyer's instructions, specifications or any other requirements, and such Goods are not included among PLP's standard catalog items offered by it to the trade generally in the usual course of its business, Buyer agrees to defend, indemnify and hold PLP harmless from and against any and all loss, cost, damage, liability or expense (including, without limitation, any penalties or punitive damages, attorneys' fees and expenses and costs of suit) arising out of the manufacture, sale or use of such Goods, including, without limitation, claims for actual or alleged infringements of any United States or foreign patent or copyright, or any actual or alleged unfair competition resulting from similarity in design, trademark or appearance.

PLP shall supply Buyer with catalogs, specifications, instructions, and recommended installation procedures pertaining to the Goods; however, Buyer alone shall be responsible for the proper training, instruction and supervision of its contractors, employees, agents, or purchasers with respect to the safe and correct use and application of such Goods. If Buyer uses any Goods from PLP not in accordance with PLP's catalogs, specifications, instructions or recommended installation procedures, Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all loss, cost, damage, liability, or expense (including, without limitation, costs of suit and attorneys' fees and expenses) arising out of or relating to or resulting in any way from such use by Buyer.

11. **NOTICE OF ACCIDENT OR MALFUNCTION.** Buyer will notify PLP in writing, no later than thirty (30) days from any accident or malfunction involving the Goods that result in personal injury or damage to property and will cooperate fully with PLP in investigating and determining the cause of such accident or malfunction. If Buyer fails to give such written notice or fails to so cooperate, Buyer agrees to defend, indemnify, and hold PLP harmless from and against any and all loss, cost, damage, liability, or expense (including, without limitation, costs of suit and attorneys' fees and expenses) arising out of or relating to or resulting in any way from such accident or malfunction.

12. **TOLERANCES AND VARIATIONS.** Except as specified by Buyer and agreed to in writing by PLP, the Goods will be produced in accordance with PLP's standard practices. All Goods, however, including those produced to meet an exact specification, will be subject to tolerances and variations consistent with good manufacturing practices in regard to dimension, weight, section, composition, mechanical and electrical properties; to normal variations in surface and internal conditions and in quality; and to deviations from tolerances and variations consistent with practical testing and inspection methods. The Goods are deemed compliant with all relevant specifications or descriptions unless Buyer has given written notice to PLP within seven (7) days after collection or delivery by or to Buyer (as applicable) that the Goods do not comply with the relevant specifications or descriptions. PLP has no obligation to evaluate adjacent building or equipment geometry that may affect the wind dynamics and pressures exerted on the solar array.

13. **WARRANTY AND DISCLAIMERS OF WARRANTY.** PLP warrants to Buyer that the Goods supplied hereunder will conform to the written specifications to which PLP agreed under normal and proper usage for a period of 1 year from the date of shipment by PLP (*SOLAR PRODUCTS term is 10 years*). The foregoing warranty will not cover and PLP makes no warranties with respect to (i) any Goods subjected to abuse, misuse, misapplication, neglect, alteration, or accident; to improper and incorrect installation or maintenance; or to abnormal conditions of use, temperature, moisture, dirt, or corrosive matter; and (ii) any materials, parts, goods, or other components that are manufactured by an entity other than PLP.

THE FOREGOING WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR OTHERWISE ARISING BY OPERATION OF LAW, TRADE, USAGE OR COURSE OF DEALING, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. UNDER NO CIRCUMSTANCES WILL PLP BE LIABLE FOR COSTS AND DAMAGES ASSOCIATED WITH FIRES OR WILDFIRES, INCLUDING CLEAN UP EFFORTS. Buyer agrees to provide PLP with written notice of any breach of the above warranty within thirty (30) days after Buyer discovers, or should have discovered, the alleged breach. Time is of the essence herein, and Buyer's failure to provide written notice to PLP within the required time of any alleged breach of the foregoing warranty will release and discharge PLP from any obligation or liability for that breach of warranty. The foregoing warranty extends only to Buyer and to no other person or entity. Buyer agrees to give PLP full access to all Buyer's relevant records and data. PLP's obligation to perform may be delayed, at PLP's sole option, until PLP has been paid

in full for all goods purchased by the Buyer. Buyer shall reimburse PLP for all expenses incurred to investigate unsubstantiated claims of PLP's breach hereof.

14. **REMEDIES AND LIMITATIONS ON REMEDIES.** In the event of any material breach of the above warranty, PLP will, at its sole option, credit Buyer's account or repair any defective Goods or furnish a replacement part or Goods, all subject to Buyer providing written notice of the alleged breach within the time required.

THE REMEDIES SET FORTH HEREIN SHALL BE THE SOLE AND EXCLUSIVE REMEDIES AVAILABLE TO BUYER SO THAT PLP'S CREDIT OF BUYER'S ACCOUNT OR REPAIR OR REPLACEMENT IS A FULFILLMENT OF ALL PLP'S OBLIGATIONS. PLP SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY KIND, NOR UNDER ANY CIRCUMSTANCE SHALL PLP BE LIABLE FOR DAMAGES BEYOND THE PRICE OF THE GOODS PURCHASED BY BUYER, WHETHER IN CONTRACT, IN TORT OR UNDER ANY WARRANTY OR OTHER USE, AND WHETHER OR NOT SAID LOSS, COST, PENALTY OR DAMAGE WAS REASONABLY FORESEEABLE.

If PLP requests, the Goods alleged to be defective will be returned to PLP, at its direction and expense, for examination. No Goods are to be returned to PLP without its prior written authorization. If PLP discovers that any Goods so returned are not covered by the foregoing warranty, PLP reserves the right to charge Buyer for all transportation costs and expenses incurred by PLP in examining, processing, or handling such Goods. Any controversy or claim arising out of or relating to this contract or the breach hereof, must be commenced within two (2) years after the cause of action has accrued.

15. **DEFAULT OR DELAY.** PLP will not be liable for any default or delay in the production or delivery of any Goods when such default or delay results either directly or indirectly from: (a) accidents to, or breakdowns or mechanical failure of, PLP's plant machinery or equipment; strikes or other labor troubles or labor shortages; fire; flood; wars; acts of the public enemy; acts of God; delays by any supplier; delays in transportation or lack of transportation facilities; embargoes; shortages of, or reductions in, energy sources; priorities, allocations, limitations, restrictions or other acts required or requested by Federal, state or local governments, or any subdivision, bureau or agency thereof; or (b) any other cause beyond PLP's control.

16. **CANCELLATION.** Buyer cannot cancel orders for delays in delivery or other cause until PLP has received written notification of such intention. In any event, Buyer shall be obligated to accept and pay for any Goods previously shipped and to pay cancellation charges based on expenses incurred or commitments made by PLP for any Goods upon PLP's receipt of the order. PLP reserves the right to apply a minimum cancellation charge of the greater of \$500.00 or 25% of the purchase price of the unshipped portion of the order.

17. **RETURNS.** No Goods may be returned without first having secured prior written authorization from PLP's Cleveland, Ohio office. Only non-obsolete standard stock items in original cartons may be returned, freight prepaid. Return requests must be initiated within one year from date of original shipment. Such requests follow the same channels as order placement. Returns will be subject to factory inspection for resalability and for quantity before credit, which will be applicable to replacement or future purchases by Buyer, is issued. PLP reserves the right to apply a minimum restocking charge. *Contact PLP for details.*

18. **NOTICES.** Any notice to PLP required or permitted hereunder will be deemed to have been effectively delivered if in writing and served by personal delivery to PLP or sent by registered or certified mail with return receipt requested (or such form of mail as may be substituted therefor by postal authorities), postage prepaid, to PLP at the address specified on the front page hereof and marked ATTN: Marketing Administration.

19. **CONFIDENTIALITY.** Buyer agrees that all information furnished by or obtained from PLP in connection with the sale of Goods hereunder will be confidential, and Buyer agrees not to (i) disclose any such information to any other person, or (ii) use such information for any purpose, other than performing this contract.

20. **SECURITY INTEREST.** PLP retains a security interest in all Goods and all proceeds and products thereof until all amounts due or to become due hereunder have been paid. Any repossession and removal of Products shall be without prejudice to any of PLP's other remedies at law or in equity. Buyer agrees, without further consideration, at any time to do or cause to be done, executed, and delivered, all such further acts and instruments as PLP may reasonably request in order to perfect PLP's security interest.

21. **FORCE MAJEURE.** PLP shall not be liable to the other party, nor be deemed in breach or default of this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when such failure or delay is caused by or results from acts beyond its reasonable control, including without limitation the following: (a) acts of God; (b) acts of government, including tariffs, government order or law; (c) flood, fire, earthquake or explosions; (d) war, invasion, hostilities, terrorist threats or acts, riot or other civil unrest; (e) actions, embargoes or blockades; (f) national or regional emergency; (g) strikes, labor stoppages or slowdown or other industrial disturbances; and (g) epidemic, pandemic or similar influenza or bacterial infection.

22. **INTELLECTUAL PROPERTY.** PLP shall own all intellectual property embodied in the Goods, and Buyer shall assist PLP, at no cost, with filing any documentation necessary to demonstrate PLP's ownership. PLP shall defend Buyer against any claim of infringement and shall pay any resulting damages finally awarded, provided that (a) Buyer promptly notifies PLP in writing of any claim, and (b) PLP has sole control of the defense and all related settlement negotiations. This obligation does not apply to claims from combinations of Goods with goods provided by others, or to claims resulting from compliance of the goods with Buyer's design or specifications, or which Buyer assumes and shall hold PLP harmless for any claims thereof.

23. **MISCELLANEOUS.** The failure of either party to insist upon performance of any term or condition herein or to exercise any right or privilege shall not thereafter waive the future performance of such term, condition, right or privilege or of any other terms, conditions, rights, or privileges, whether of the same or similar type. The rights herein and the construction of these Terms and Conditions shall be governed by the laws of the State of Ohio, without giving effect to principles of conflict of laws. These Terms and Conditions shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Each provision hereof shall be severable, and in the event any provision hereof is held to be contrary to law, invalid or unenforceable, the remaining provisions shall not be affected thereby but shall remain in full force and effect. The paragraph headings herein are solely for the convenience of and reference by the parties and do not constitute any part of these Terms and Conditions. Buyer may not assign its rights or delegate its obligations hereunder without PLP's prior written consent.

24. **The Buyer and any of its subcontractors shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a).** These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex or national origin. Moreover, these regulations require that covered entities take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

25. **ETHICAL BEHAVIOR.** Buyer, its employees, officers, agents, representatives and Subcontractors ("Agents") shall at all times maintain the highest ethical standards and avoid conflicts of interest in its performance hereunder. In conjunction with its performance hereunder, Buyer and its Agents shall comply with all applicable laws, statutes, regulations and other requirements, including, but not limited to, those prohibiting bribery, corruption, kick-backs or similar unethical practices such as, without limitation, the United States Foreign Corrupt Practices Act and PLP's Code of Conduct available on its website. Buyer shall indemnify and hold PLP harmless from all fines, penalties, expenses or other losses sustained by PLP as a result of Buyer's breach hereof.

ALL SOLAR ORDERS ARE SUBJECT TO PLP'S SOLAR ADDENDUM, AVAILABLE AT www.plp.com.



CHINT POWER SYSTEMS AMERICA CO. WARRANTY

DISCLAIMER. BUYER/YOU (“YOU” AND “YOUR” REFER TO A BUYER OR USER OF CPS PRODUCTS) ACCEPTS THIS WARRANTY IN LIEU OF ALL OTHER CONDITIONS, GUARANTEES, REPRESENTATIONS, OBLIGATIONS AND LIABILITIES, AND ANY OTHER WARRANTIES, WHETHER WRITTEN, ORAL, EXPRESSED OR IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, THE WARRANTY OF MERCHANTABILITY, WORKMANSHIP, AND FITNESS FOR A PARTICULAR PURPOSE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. THIS WARRANTY SHALL BE BUYER’S SOLE AND EXCLUSIVE REMEDY AND CHINT POWER SYSTEMS AMERICA CO.’S LIMIT OF LIABILITY FOR ANY AND ALL LOSS OR DAMAGE RESULTING FROM DEFECTIVE OR NONCONFORMING PRODUCT(S) HOWEVER ARISING, WHETHER BASED IN CONTRACT, WARRANTY, NEGLIGENCE OR OTHER TORT (INCLUDING ALL LOSSES OR DAMAGE TO PROPERTY OR FOR ANY ECONOMIC LOSS OR DAMAGE CAUSED BY THE CONNECTION OF A PRODUCT TO ANY OTHER DEVICE OR SYSTEM), STRICT LIABILITY, THE UNIFORM COMMERCIAL CODE, INDEMNITY OR ANY OTHER LEGAL OR EQUITABLE THEORY.

BY BUYING OR USING THE PRODUCT(S) (A) YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTOOD, AND ACCEPT THIS WARRANTY AND ANY ADDITIONAL DOCUMENTS OR POLICIES REFERRED TO IN OR INCORPORATED INTO THIS WARRANTY, AND (B) IF THIS WARRANTY CHANGES, YOU ACKNOWLEDGE AND AGREE THAT YOUR CONTINUED USE OF THE PRODUCT(S) CONSTITUTES YOUR ACCEPTANCE OF THE CHANGED WARRANTY TERMS (SEE www.chintpowersystems.com).

Warranty. Chint Power Systems America Co. (“CPS”) and its parent company, Shanghai Chint Power Systems Co., Ltd, warrant that all new inverter Products manufactured by it that are sold or installed in the contiguous United States (the lower 48 states in North America, including the District of Columbia) conform to applicable United States of America codes and standards in effect at the time of Product manufacture and are free of any defects in material and workmanship. The original Buyer’s warranty rights herein, which shall include all limitations and obligations thereto, are transferrable in whole (not in part) from the original Buyer to subsequent owners.

If your Product requires troubleshooting or warranty service, contact your installer or dealer. If you are unable to contact your installer or dealer, or the installer or dealer is unable to provide service, contact CPS directly at **1-855-584-7168**.

Warranty Period. The warranty period is ten (10) years for 600Vdc and 1000Vdc models and five (5) years for 1500Vdc models and begins one (1) month from the date CPS ships the Product or the date of installation, whichever comes first. If the original Buyer purchases an extended warranty, the warranty terms and conditions provided herein will continue for the duration of the extended warranty.

Conditions Precedent to Warranty Rights. Your warranty rights are conditioned on the following (in addition to all exclusions and other conditions set forth in this warranty). If these requirements are not fully met, CPS is not obliged to perform under this warranty.

- Providing prompt written notice of any warranty claims within the warranty period.
- Submission to CPS of a copy of the commissioning report with your warranty claim, which must include the serial number of the defective Product and a brief description of the basis for the warranty claim, including Product parameters, e.g., serial number, alarm ID, cause ID, photos, and any other data from the inverter.
- Submission to CPS of other documents as and when requested by CPS, which may include, but are not limited to, the purchasing invoice, which must include the serial number of the Product.
- The type label on the Product must be completely undamaged and legible.
- Shipment of the defective Product or non-conforming part to CPS or, if requested by CPS, providing CPS access to the Product to assess the warranty claim.
- Your payment of all costs related to a defective covered Product without refund if: (1) a replacement product was shipped to you, but the defective covered Product is not returned to CPS in a timely manner; (2) upon inspection, a returned Product does not match that described in the warranty claim; or (3) upon review by CPS, it is determined that a Product is not covered by this warranty or the warranty has been voided as described herein.
- You not being in default of any payment obligation.
- CPS only accepts documents in English.

Remedies. If the Buyer notifies CPS of any breach of warranty within the warranty period, Buyer’s sole and exclusive remedies are limited to the following: CPS will, at its sole discretion, repair, replace with a Product of the same type, or refund all or part of the purchase price. If the Product is replaced in the field, the Buyer agrees to utilize the CPS Return Material Authorization (“RMA”) process in place at the time of replacement. All returned Products and all parts removed from such Products are the property of CPS. The warranty for any repaired or replaced Product shall be limited to the remainder of original Product warranty period.

Warranty Exclusions:

- Damage/loss from shipping or transportation.
- Damage/loss caused by improper storage, installation, operation, and/or maintenance not performed according to CPS



policies, rules, manuals, and/or instructions, or contrary to any local, state, regional, federal, or international laws, codes, requirements, and/or industry standards.

- Damage/loss caused by alteration, misuse, abuse, negligence, and/or any unlawful act, error, or omission.
- Accessories, replaceable service items, including fuses and filters, and other items expected to be consumed or expended during the normal and routine operation and maintenance of the Product.
- Damage/loss for troubleshooting, installation, removal, the value of lost energy production, and/or arising from or related to third-party agreements.
- Damage/loss not arising out of defects in original material or workmanship.
- Damage/loss resulting from equipment of another manufacturer.
- Damage/loss caused by acts of God, force majeure, accident, neglect, theft, vandalism, or other events beyond the control of CPS, including but not limited to flood or excessive rainfall, fire, earthquakes, biological events, excessive wind, windstorms, lightning, or any abnormal condition.
- Damage/loss caused by extreme environmental conditions or by conditions not approved by CPS.
- Damage/loss caused by input voltage that creates operating conditions beyond the Product specifications.
- Damage/loss resulting from a fitting, accessory, or other material or components not provided by or installed by CPS.
- Material or workmanship not provided by CPS or its approved service providers.
- Damage/loss caused by rust or corrosion, reasonable wear and tear, superficial defects, dents, or marks that do not impact the performance of the Products.
- Damage/loss caused by pre-existing site conditions.
- Product if its original identification (trade-mark, serial number) markings have been defaced, altered, or removed.
- Uninterrupted or error-free operation of the Product.

NOTWITHSTANDING ANY TERM OR CONDITION TO THE CONTRARY, CPS DOES NOT WARRANT ANY PRODUCTS NOT PAID FOR IN FULL BY THE ORIGINAL PURCHASER TO CPS IN STRICT ACCORDANCE WITH THE AGREED PAYMENT TERMS.

The following are prohibited uses and will invalidate this warranty immediately and without notice by CPS: modification, disassembly, reverse engineering, or similar action with respect to any Product(s), and/or removal or modification of any copyright, trademark, or other proprietary rights notice that appears on any portion of the Products.

Firmware Disclaimer. CPS periodically provides firmware updates to its Products at its sole discretion. Such firmware updates are made available "as is" and normally at no additional cost. CPS does not assume any obligation for the reimbursement of expenses and providing any maintenance, support, further updates, or configuration changes resulting out of or in connection with any CPS firmware update. Unless there is evidence of willful or gross negligence by CPS, CPS does not assume any liability for direct, indirect, incidental, or consequential damages, including loss of production, loss of profits or any additional expenses, which resulted from or in connection with the CPS firmware update, regardless of whether it is carried out remotely or manually, even if the user has been informed of the possibility of such damage.

Applicable Laws, Jurisdiction, and Venue. You agree that the United Nations Convention on Contracts for the International Sale of Goods shall not apply to this warranty. This warranty is performable in Dallas, Dallas County, Texas. The language of this warranty shall be English and this warranty shall be governed by and construed under the laws of Texas, USA. You agree to submit to personal jurisdiction, and exclusive venue for any disputes involving this warranty, You, CPS, or any Product shall be in Dallas County, Texas, regardless of who initiates dispute resolution proceedings. **YOU IRREVOCABLY WAIVE ANY OBJECTION TO THIS CHOICE OF LAW, VENUE, AND JURISDICTION FOR ANY REASON, INCLUDING THAT IMPOSED BY LAW OR BASED ON THE GROUNDS OF FORUM NON CONVENIENS, WHICH YOU MAY NOW OR HEREAFTER HAVE TO THE BRINGING OF ANY SUCH ACTION OR PROCEEDING IN SUCH JURISDICTION AND VENUE. WITHOUT LIMITING THE FOREGOING, YOU CONSENT TO SERVICE OF PROCESS IN ANY DISPUTE THAT IS IN ACCORDANCE WITH THE HAGUE CONVENTION ON THE SERVICE ABROAD OF JUDICIAL AND EXTRAJUDICIAL DOCUMENTS IN CIVIL OR COMMERCIAL MATTERS.**

Arbitration. If a dispute arises out of or relates to this warranty, or the breach thereof, or any Product, and if the dispute cannot be settled through negotiation, You agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to the dispute resolution procedure set forth herein. Subject to the foregoing, any claim, dispute or other matter in question arising out of or related to this warranty or any Product shall be subject to arbitration, which, unless the Parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and any judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. A demand for arbitration shall be made in writing, delivered to the other party, and filed with the person or entity administering the arbitration. The foregoing, however, shall not prevent a party from seeking injunctive relief in a Dallas, Texas court.

LIMIT OF LIABILITY. THE MAXIMUM LIABILITY OF CPS FOR LOSSES CAUSED BY A PRODUCT DEFECT, FAILURE, OR ANY DAMAGE IS LIMITED SOLELY TO THE ACTUAL PURCHASE PRICE OF THE PARTICULAR PRODUCT(S) RECEIVED BY CPS FOR THE PRODUCT THAT RESULTED IN THE LOSS OR DAMAGE, PLUS ANY CPS PRE-APPROVED TRANSPORTATION CHARGES ACTUALLY PAID FOR SUCH PRODUCT(S).



WAIVER. IN NO EVENT SHALL CPS BE LIABLE, WHETHER BASED IN CONTRACT, WARRANTY, NEGLIGENCE OR OTHER TORT (INCLUDING ALL LOSSES OR DAMAGE TO PROPERTY OR FOR ANY ECONOMIC LOSS OR DAMAGE CAUSED BY THE CONNECTION OF A PRODUCT TO ANY OTHER DEVICE OR SYSTEM), STRICT LIABILITY, THE UNIFORM COMMERCIAL CODE, INDEMNITY OR ANY OTHER LEGAL OR EQUITABLE THEORY, FOR ANY INCIDENTAL, INDIRECT, SPECIAL, LIQUIDATED, PUNITIVE, EXEMPLARY, COLLATERAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER OR FOR ANY OTHER LOSS OR COST OF A SIMILAR TYPE, INCLUDING BUT NOT LIMITED TO, THE COST OF LABOR, RE-QUALIFICATIONS, REWORK CHARGES, ANY DELAY DAMAGES, LOST PROFITS, TAX ABATEMENTS, LOST REVENUE, OR LOSS OF GOODWILL OR OPPORTUNITY, COSTS OF CAPITAL, INVESTMENT LOSSES, COSTS OF REPLACEMENT OR SUBSTITUTE USE OR PERFORMANCE, LOSS OF INFORMATION AND DATA, LOSS OF POWER, VOLTAGE IRREGULARITIES OR FREQUENCY FLUCTUATION, AND CLAIMS ARISING FROM THIRD PARTY CONTRACTS, OR ANY SIMILAR LOSSES OR DAMAGES, EVEN IF CPS HAS BEEN ADVISED OF OR HAD REASON TO KNOW OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

INDEMNIFICATION – READ THIS CAREFULLY

YOU SHALL INDEMNIFY AND HOLD HARMLESS CPS, SHANGHAI CHINT POWER SYSTEM CO., LTD., AND ITS AFFILIATES AND LICENSORS AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, CONTRACTORS, AGENTS, LICENSORS, DISTRIBUTORS, AND SUPPLIERS FROM AND AGAINST ANY CLAIMS, INCLUDING NEGLIGENCE CLAIMS, LIABILITIES, DAMAGES, JUDGMENTS, AWARDS, LOSSES, COSTS, EXPENSES OR FEES (INCLUDING REASONABLE ATTORNEYS' FEES) RESULTING FROM YOU OR YOUR ASSIGNEES' INSTALLATION, OPERATION, USE, AND/OR MAINTENANCE OF ANY PRODUCT NOT IN STRICT ACCORDANCE WITH CPS POLICIES, RULES, MANUALS, AND/OR INSTRUCTIONS, OR CONTRARY TO ANY LOCAL, STATE, REGIONAL, FEDERAL, OR INTERNATIONAL LAWS, CODES, AND/OR REQUIREMENTS, MISUSE, ABUSE, NEGLIGENCE, OR ANY UNLAWFUL ACT, ERROR, OR OMISSION.

CLASS ACTION/JURY TRIAL WAIVER. WITH RESPECT TO ALL PERSONS AND ENTITIES, REGARDLESS OF WHETHER THEY HAVE OBTAINED OR USED A PRODUCT FOR PERSONAL, COMMERCIAL OR OTHER PURPOSES, ALL CLAIMS MUST BE BROUGHT IN A PARTY'S INDIVIDUAL CAPACITY, AND NOT AS A PLAINTIFF OR CLASS MEMBER IN ANY PURPORTED CLASS ACTION, COLLECTIVE ACTION, PRIVATE ATTORNEY GENERAL ACTION OR OTHER REPRESENTATIVE PROCEEDING. THIS WAIVER APPLIES TO CLASS ARBITRATION. YOU AGREE THAT, BY BUYING OR USING A CPS PRODUCT, YOU ARE WAIVING THE RIGHT TO A TRIAL BY JURY OR TO PARTICIPATE IN A CLASS ACTION, COLLECTIVE ACTION, PRIVATE ATTORNEY GENERAL ACTION, OR OTHER REPRESENTATIVE PROCEEDING OF ANY KIND.

CONFLICTS. IN THE EVENT OF ANY DISCREPANCY BETWEEN OTHER APPLICABLE QUALITY GUARANTEE OR AFTER-SALES PROVISIONS AND THIS WARRANTY, THIS WARRANTY SHALL PREVAIL. IN THE EVENT THAT PROVISIONS OF THIS WARRANTY ARE IN CONTRADICTION WITH APPLICABLE STATE OR FEDERAL LAWS OR REGULATIONS, THE LATTER SHALL HAVE TOP PRIORITY AND THIS WARRANTY SHALL BE REFORMED. THE RIGHT OF MODIFICATION AND INTERPRETATION OF THIS WARRANTY IS RESERVED BY SHANGHAI CHINT POWER SYSTEM CO., LTD. IN ITS SOLE DISCRETION AND WITHOUT NOTICE.



520 Lafayette Road North
St. Paul, MN 55155-4194

Module or inverter recycling reporting form

Minnesota Solar on Public Buildings Program ([Minn. Stat. § 216C.377](#))

State of Minnesota Grant Contract

Counts of module type and inverter model

January 1 – December 31

Doc Type: Reporting

Background: As part of the Minnesota Department of Commerce's (Department) Solar on Public buildings program ([mn.gov/commerce/energy/consumer/energy-programs/solar-public-buildings.jsp](#)), under the terms of the State of Minnesota Grant Contract, Clause 2 *Grantee's Duties*, Exhibit A denotes Grantee and/or Developer responsibility for tracking and recycling all System equipment that ceases to function as intended (for any reason), including counts of module and inverter type. This must be reported on an annual basis, by March 31 for the previous calendar year, to the Minnesota Pollution Control Agency (MPCA). Per the terms of Exhibit A, *Grantee Duties*, Task 6, reporting is required for projects at system level work order execution, throughout an operations and maintenance contract, while system components are under warranty, throughout a third-party ownership contract, and (6.5) at the system's end of life decommissioning. This applies to all Grantees under the Department's Solar on Public Buildings Program.

Instructions: Please provide the previous calendar year data below for modules and/or inverters that were recycled or shipped for reuse. Contractors do not need to report data on solar modules that arrive damaged and go back to the manufacturer or manufacturer representative; or inverters as defined on page 3 below that are under warranty and returned to the manufacturer. This form is due annually on March 31; close of business at 4:30 p.m. Email completed form as an attachment to amanda.cotton@state.mn.us. For questions, call 651-757-2211.

For full definitions, see page 3.

Date (mm/dd/yyyy): 9-23-25

Contact information		SPB Project information	
Primary contact:	Tom Lukken	SPB Project ID:	
Title:	Owner	Local Unit of Government:	
Email:	tlukken@wolftrackenergy.com	Installation building:	
Phone:	218-721-6575		

☒ **Nothing to report**

Module

1. Brand: _____ **Model number:** _____ **Count:** _____

Operating condition: Select from dropdown list: _____ **Physical condition:** ☐ Intact ☐ Damaged

Name of shipped to facility: _____

Name of destination facility for recycling (if not the shipped to facility): _____

Reuse: ☐ Yes ☐ No ☐ Unknown

2. Brand: _____ **Model number:** _____ **Count:** _____

Operating condition: Select from dropdown list: _____ **Physical condition:** ☐ Intact ☐ Damaged

Name of shipped to facility: _____

Name of destination facility for recycling (if not the shipped to facility): _____

Reuse: ☐ Yes ☐ No ☐ Unknown

3. Brand: _____ **Model number:** _____ **Count:** _____

Operating condition: Select from dropdown list: _____ **Physical condition:** ☐ Intact ☐ Damaged

Name of shipped to facility: _____

Name of destination facility for recycling (if not the shipped to facility): _____

Reuse: ☐ Yes ☐ No ☐ Unknown

Inverter, as defined on page 3 (next page)

1. Brand: _____	Model number: _____	Count: _____
Operating condition: Select from dropdown list: Physical condition: ☐ Intact ☐ Damaged		
Name of shipped to facility: _____		
Name of destination facility for recycling (if not the shipped to facility): _____		
Reuse: ☐ Yes ☐ No ☐ Unknown		

2. Brand: _____	Model number: _____	Count: _____
Operating condition: Select from dropdown list: Physical condition: ☐ Intact ☐ Damaged		
Name of shipped to facility: _____		
Name of destination facility for recycling (if not the shipped to facility): _____		
Reuse: ☐ Yes ☐ No ☐ Unknown		

3. Brand: _____	Model number: _____	Count: _____
Operating condition: Select from dropdown list: Physical condition: ☐ Intact ☐ Damaged		
Name of shipped to facility: _____		
Name of destination facility for recycling (if not the shipped to facility): _____		
Reuse: ☐ Yes ☐ No ☐ Unknown		

Definitions:

Destination Facility: It is the intention of the MPCA that photovoltaic (PV) modules and inverters, as defined below, be managed according to the e-waste guidelines in Minnesota, which means that they are managed similarly to universal waste. Modules may be delivered to a ship to facility, also known as a collection or consolidation facility, in Minnesota for the purpose of accumulation and must ultimately be delivered to a Destination Facility. Destination facility means a facility that treats, disposes of, or recycles PV module and/or inverter waste, or more generally e-waste or universal waste. Destination Facility is defined in federal rules, at 40 CFR 273.9. Destination Facilities may be regulated the same as hazardous waste treatment, storage, and disposal facilities, or they may be regulated by other state and federal programs and standards.

Photovoltaic (PV) Inverter: The PV inverter function is to convert and condition electrical power of a PV module to AC (alternating current). The PV inverter is the only device necessary to implement the PV inverter function. If separate devices are required to perform this function, the PV inverter is defined as their sum. This includes, but is not limited to: PV-string inverters with included maximum power point trackers; central inverters; micro inverters; bi-directional inverters; and a combination of a DC (direct current) optimizer plus the inverter in systems where both are necessary. (As defined in NSF/ANSI 457, Sustainability Leadership Standard for Photovoltaic Modules and Photovoltaic Inverters.)

Material Recycling: Reprocessing, by means of a manufacturing process (or processes), of a used material into a product, a component incorporated into a product, or a secondary (recycled) raw material; excluding energy recovery and the use of the product as a fuel. (Adapted from the International Standards Organization.) Manufacturing can include thermal, mechanical, chemical processes.

Ship to facility: A 'ship to facility', also known as a collection or consolidation facility, is similar to the second type of handler described in the Universal Waste Rule, that is, a person who receives waste from generators or other handlers, consolidates the waste, and then sends it on to other handlers, recyclers, or treatment/disposal facilities. Universal waste handlers accumulate universal waste, but do not treat, recycle, or dispose of the waste. Handlers must manage the waste in a manner that prevents releases to the environment, and respond immediately to any releases. They are allowed to engage in simple low risk activities to sort or physically or mechanically separate components of the waste materials to reduce volume and facilitate management and handling of the materials as they are shipped to one or more destination facilities. A ship to facility may engage in testing and evaluation of incoming materials to determine the potential for refurbishment and reuse. Ship to facilities may not treat, dilute, or dispose of wastes.

Statement of Cash Flows

Wolf Track Energy

January 1-September 30, 2025

FULL NAME	TOTAL
OPERATING ACTIVITIES	
Net Income	391,873.79
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable (A/P)	-6,032.65
Accounts Receivable (A/R)	-166,177.91
Direct Deposit Payable	
Minnesota Department of Revenue Payable	-447.79
Payroll Liabilities	0.04
Payroll Liabilities:Dental Insurance	-222.00
Payroll Liabilities:Federal Taxes (941/943/944)	
Payroll Liabilities:Federal Unemployment (940)	
Payroll Liabilities:Health Insurance-Employee	13,291.26
Payroll Liabilities:HSA	
Payroll Liabilities:Life Insurance	-46.28
Payroll Liabilities:MN Income Tax	
Payroll Liabilities:MN Unemployment Taxes	-0.75
Payroll Liabilities:Pre paid Health Insurance	7,480.65
Payroll Liabilities:Short Term Disability	-146.69
Payroll Liabilities:Simple IRA contribution	
Payroll Liabilities:Vision Insurance	-18.17
US Bank Credit Card:Anthony(4036)	234.92
US Bank Credit Card:DJ (3512)	-786.97
US Bank Credit Card:Doug(2015)	-1,406.99
US Bank Credit Card:Evans 5498	-797.16
US Bank Credit Card:Fred (2466)	-134.35
US Bank Credit Card:Jake (8029)	-400.61
US Bank Credit Card:JB(6076)	-63.13
US Bank Credit Card:Jesse (4131)	-1,070.49
US Bank Credit Card:Jodi (0154)	-1,846.70
US Bank Credit Card:John H 6488	-560.03
US Bank Credit Card:Max (5919)	-151.07
US Bank Credit Card:Nick (2416)	-7.01
US Bank Credit Card:Pat's (2095)	
US Bank Credit Card:Tom (0143)	-1,194.36
Wells Fargo Credit Card	32.63
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$160,471.61
Net cash provided by operating activities	\$231,402.18
INVESTING ACTIVITIES	
Tools, machinery, and equipment	-458.11
Vehicles:Vehicle #114 6997 - 2021 EZ Hauler EZEC 7X14	-32.32
Vehicles:Vehicle #25 F150(2019)	-23,697.33
Net cash provided by investing activities	-\$24,187.76

Statement of Cash Flows

Wolf Track Energy

January 1-September 30, 2025

FULL NAME	TOTAL
FINANCING ACTIVITIES	
Acquisition Loan(100,000)	-13,168.87
Acquisition Loan (125,000)	-16,220.00
Vehicle & Equipment Loans:Vehicle #104 5347 - Loan for Ford F150	-5,223.96
Vehicle & Equipment Loans:Vehicle #105 1644 - Loan for Ford Econoline	-2,881.42
Vehicle & Equipment Loans:Vehicle #107 4925 - Loan for Ford F150-2 (2018)	-6,824.06
Vehicle & Equipment Loans:Vehicle #108 9917 - Loan for Ford F150-Lariat (2018)	-6,823.94
Vehicle & Equipment Loans:Vehicle #121 1832 - Loan for Lightning	-14,372.91
Vehicle & Equipment Loans:Vehicle #25 2019 (1527)F150-Loan	19,962.08
Net cash provided by financing activities	-\$45,553.08
NET CASH INCREASE FOR PERIOD	\$161,661.34
Cash at beginning of period	\$234,575.67
CASH AT END OF PERIOD	\$396,237.01

Balance Sheet

Wolf Track Energy

As of September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
QuickBooks Checking Account	
US BANK	
Wells Fargo Checking 2647	300,791.91
Wells Fargo Savings	65,001.10
Total for Bank Accounts	\$365,793.01
Accounts Receivable	
Accounts Receivable (A/R)	
Total for Accounts Receivable	0
Other Current Assets	
Inventory Asset	
Payroll - Prepaid for next period	
Undeposited Funds	30,444.00
Total for Other Current Assets	\$30,444.00
Total for Current Assets	\$396,237.01
Fixed Assets	
Furniture & fixtures	0
Fixed Asset Furniture	\$7,237.00
Accumulated Depreciation - Furniture	-7,237.00
Total for Fixed Asset Furniture	0
Total for Furniture & fixtures	0
Tools, machinery, and equipment	\$458.11
Machinery & Equipment	0
Machinery & Equipment	\$82,500.00
Accumulated Depreciation - Equipment	-39,250.00
Total for Machinery & Equipment	\$43,250.00
Total for Machinery & Equipment	\$43,250.00
Total for Tools, machinery, and equipment	\$43,708.11
Vehicles	0
2008 Chev 350HD	6,000.00
2012 Chev Silverado	6,000.00
Accumulated depreciation - Vehicles	-140,296.00
Ford 150 (2015)	35,679.16
Vehicle #101 5488 - Ford Transit 250 (2018)	35,000.00
Vehicle #102 9921 - Ford F150 (2011)	7,500.00
Vehicle #103 5114 - Ford F250 (2013)	23,700.00

Balance Sheet

Wolf Track Energy

As of September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Vehicle #104 5347 - Ford F150-1 (2018)	19,366.68
Vehicle #105 1644 - Ford Econoline	24,769.25
Vehicle #107 4925 - Ford F150-2 (2018)	20,537.91
Vehicle #108 9917 - Ford F150-Lariat (2018)	20,537.91
Vehicle #109 0879 - E250 2013	14,000.00
Vehicle #110 4320 - Ford F150 (2012)	10,941.16
Vehicle #114 6997 - 2021 EZ Hauler EZEC 7X14	8,532.32
Vehicle #121 1832 - Lightning	79,583.43
Vehicle #124 6336 - F150 (2015)	10,000.00
Vehicle #25 F150(2019)	23,697.33
Total for Vehicles	\$205,549.15
Total for Fixed Assets	\$249,257.26
Other Assets	
Goodwill	\$55,263.00
Accumulated amortization	-7,368.00
Total for Goodwill	\$47,895.00
Total for Other Assets	\$47,895.00
Total for Assets	\$693,389.27
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	
Total for Accounts Payable	0
Credit Cards	
US Bank Credit Card	\$195.00
Anthony(4036)	234.92
DJ (3512)	-218.77
Doug(2015)	
Evans 5498	-728.79
Fred (2466)	-65.79
Jake (8029)	-400.61
JB(6076)	
Jesse (4131)	-814.43
Jodi (0154)	
John H 6488	
Max (5919)	-151.07
Nick (2416)	
Pat's (2095)	
Tom (0143)	-862.36

Balance Sheet

Wolf Track Energy

As of September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for US Bank Credit Card	-\$2,811.90
Wells Fargo Credit Card	\$32.63
Jesse F Credit Card (1235) fm9942	-32.63
Total for Wells Fargo Credit Card	0
Total for Credit Cards	-\$2,811.90
Other Current Liabilities	
Child Support	
Direct Deposit Payable	
Minnesota Department of Revenue Payable	70.82
Out Of Scope Agency Payable	
Payroll Liabilities	\$0.04
Dental Insurance	-222.00
Federal Taxes (941/943/944)	
Federal Unemployment (940)	
Health Insurance-Employee	13,291.26
HSA	
Life Insurance	-46.28
MN Income Tax	
MN Unemployment Taxes	-0.75
Pre paid Health Insurance	7,480.65
Short Term Disability	-146.69
Simple IRA contribution	
Vision Insurance	-18.17
Total for Payroll Liabilities	\$20,338.06
Payroll wages and tax to pay	0
Retirement benefits to pay	
Total for Payroll wages and tax to pay	0
PTE Payable	-11,386.00
State Minimum Fee Payable	730.00
Total for Other Current Liabilities	\$9,752.88
Total for Current Liabilities	\$6,940.98

Balance Sheet

Wolf Track Energy

As of September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
Acquisition Loan(100,000)	50,809.21
Acquisition Loan (125,000)	66,790.04
Vehicle & Equipment Loans	0
Vehicle #104 5347 - Loan for Ford F150	2,604.06
Vehicle #105 1644 - Loan for Ford Econoline	
Vehicle #105 1644 - Loan from Douglas Fette (Econoline)	13,911.17
Vehicle #107 4925 - Loan for Ford F150-2 (2018)	
Vehicle #108 9917 - Loan for Ford F150-Lariat (2018)	
Vehicle #121 1832 - Loan for Lightning	40,222.21
Vehicle #25 2019 (1527)F150-Loan	19,962.08
Total for Vehicle & Equipment Loans	\$76,699.52
Total for Long-term Liabilities	\$194,298.77
Total for Liabilities	\$201,239.75
Equity	
Capital Stock	1,000.00
Opening balance equity	
Shareholders' equity	0
Distributions	-25,007.34
Total for Shareholders' equity	-\$25,007.34
Retained Earnings	296,506.61
Net Income	219,650.25
Total for Equity	\$492,149.52
Total for Liabilities and Equity	\$693,389.27

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Backup Systems-Batteries or Generators	96,306.00
Discounts given	-999.37
Electrical Work-non PV	3,094.59
EV Charger Installation	10,965.43
Ground Mount PV Systems	482,883.51
Ground Mount PV System w/back up	171,228.00
Labor	11,290.00
Off-Grid Ground Mount PV System	82,942.00
Roof Mount PV Systems	1,641,902.07
Roof Mount PV System w/back up	336,489.06
Services	162,328.26
Specialty Installs	18,521.00
Unapplied Cash Payment Income	
Total for Income	\$3,016,950.55
Cost of Goods Sold	
Cost of goods sold	0
1 Supplies & materials - COGS	\$512.14
1.11 Generators	14,632.85
1.1 Modules - COGS	338,789.34
1.2 Racking - COGS	189,883.93
1.3 Inverters - COGS	306,162.93
1.5 Electrical Parts (Wire and Conduit) -COGS	134,340.02
1.6 Electrical Parts BOS - COGS	110,481.59
1.7 Data Monitoring - COGS	6,120.63
1.8 Batteries - COGS	125,699.24
1.9 EV chargers and Materials	1,099.00
Total for 1 Supplies & materials - COGS	\$1,227,721.67
2 Cost of labor - COGS	0
3.71 Zenergy COGS	28,212.80
Total for 2 Cost of labor - COGS	\$28,212.80

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
3 Other Job Expenses	0
3.11 Sales Mileage - COGS	5,754.37
3.1 Mobilization - COGS	50,524.26
3.2 Equipment Rental - COGS	16,357.69
3.3 Permitting, Inspection, Interconnection-COGS	34,618.04
3.4 Shipping/Delivery - COGS	9,139.91
3.5 NEC Required Electrical Guarding - COGS	7,675.34
3.6 Structural Reviews - COGS	4,500.34
3.7 Sub-Contractors - COGS	29,496.05
3.8 Miscellaneous Unique Expenses - COGS	3,912.88
3.99 Payment Processing Fees	1,416.40
3.9 Sales Commissions	1,200.00
Total for 3 Other Job Expenses	\$164,595.28
Total for Cost of goods sold	\$1,420,529.75
Total for Cost of Goods Sold	\$1,420,529.75
Gross Profit	\$1,596,420.80
Expenses	
#15 Delc C518 Trailer maintenance	17.16
Advertising & marketing	0
Signs, decals and cards	791.39
Vender booth cost	1,383.75
Website ads	23,079.74
Total for Advertising & marketing	\$25,254.88
Bank Charges	160.50
Credit card fee	791.97
Employee benefits	0
Workers' compensation insurance	8,641.92
Total for Employee benefits	\$8,641.92
Fraud charges	499.00
General business expenses	0
Bank fees & service charges	100.00
Clothing for employees	1,602.26
Consulting fee	40.00
Continuing education	933.90
DOT Physcials	200.00
Equipment Fuel	353.19
Finance Charges Paid	3,410.43
Memberships & subscriptions	597.10

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Mileage Reimbursement	495.18
Miscellaneous/Unique Expense	2,427.21
Online job ads	120.00
Parking & tolls	50.00
Referral fee	6,624.15
Safety Equipment	646.45
Team Incentives	20.83
Web Site Hosting	814.20
Total for General business expenses	\$18,434.90
Insurance	0
Business insurance	10,887.56
Business Umbrella Insurance	2,278.32
Property insurance	2,825.01
Surety Bond	225.00
Vehicle insurance	11,752.58
Total for Insurance	\$27,968.47
Interest paid	\$2,438.99
Business loan interest	9,563.66
Interest Paid-Credit Card	440.77
Total for Interest paid	\$12,443.42
Legal & accounting services	0
Accounting fees	1,698.75
Total for Legal & accounting services	\$1,698.75
License cost and renewals	38.00
Meals	0
Meals with clients	90.29
Travel meals	2.26
Total for Meals	\$92.55
Office expenses	\$7.99
Office cleaning	365.62
Office supplies	1,028.94
Shipping & postage	67.72
Small tools & equipment	1,817.06
Software & apps	\$9,652.21
Aurora Software	6,993.00
Total for Software & apps	\$16,645.21
Tech support	703.75
Total for Office expenses	\$20,636.29

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Payroll expenses	0
Company Contributions	0
Health Insurance	56,823.09
Retirement	25,872.93
Total for Company Contributions	\$82,696.02
Payroll Processing fees	1,808.43
Taxes	74,224.34
Wages	941,491.70
Total for Payroll expenses	\$1,100,220.49
Reimbursements	2,144.82
Rent	0
Building & land rent	62,870.00
Total for Rent	\$62,870.00
Repairs & maintenance	575.00
Supplies	0
Supplies & materials	8,074.95
Van Stock	0
#01 Trans Van Stock(5488) DJ	544.08
#04 F150 2018 Stock(5347) Evan	97.53
#05 E350 2014 Stock(1614)	75.85
#07 F150 2018 Stock(4925) Fred	339.73
#08 F150 2018 Stock(9917) Max	1,753.00
Veh #11 3500HD Chev 2008 Stock(9007)(Chuck)	3.94
Veh #24 F150 2015 Stock(6336) Jake	24.47
Total for Van Stock	\$2,838.60
Total for Supplies	\$10,913.55
Taxes paid	\$78.69
Estimated S Corp Tax	14,700.00
Property taxes	2,740.31
Sales Tax	-0.37
Tax Penalty and Interest	0.37
Total for Taxes paid	\$17,519.00
Travel	0
Hotels	1,310.07
Mileage	238.49
Per Diem	50.00
Total for Travel	\$1,598.56
Unapplied Cash Bill Payment Expense	

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Utilities	0
Disposal & waste fees	1,804.34
Electricity	24.61
Heating & cooling	1,038.44
Internet & TV services	2,375.11
Phone service	1,881.35
Utilities(water/Sewer,Electric,Gas)-Two Harbor	5,674.31
Total for Utilities	\$12,798.16
Vehicle Expense	\$24.92
Vehicle gas & fuel	42,470.06
Vehicle Registration and DOT expense	4,506.25
Vehicle Repairs and Maintenance	0
#113 Stealth Trailer(maint)	721.24
#118 Maclander Trailer(maint)	954.04
Veh #01 TransVan Maint (5488)DJ	229.63
Veh #02 F150 2011 Maint(9921)	65.36
Veh #03 F250 2013 Maint(5114)	388.61
Veh #04 F150 2018 Maint(5347) Evan	1,093.79
Veh #07 F150 2018 Maint(4925) Fred	3,227.67
Veh #08 F150 2018 Maint(9917) Max	813.07
Veh #09 F150 Van 2018 Maint(0879) Pat	195.06
Veh #10 F150 2012 Maint(4320) DJ	983.94
Veh #11 Chev 3500HD 2008 Maint(9007)(Chuck)	1,625.42
Veh #12 Chev 1 Ton 2012 Maint(1887) Ant	759.94
Veh #21 F150 EV 2022 Maint(1832) Jesse	1,665.92
Veh #22 F150 2015 Maint(1868) Tom	330.15
Veh #24 F150 2015 Maint(6336) Jake	1,212.98
Veh #25 F150 2019 Maint (1527) Doug	65.36
Total for Vehicle Repairs and Maintenance	\$14,332.18
Total for Vehicle Expense	\$61,333.41
Total for Expenses	\$1,386,650.80
Net Operating Income	\$209,770.00
Other Income	
Credit card rewards	7,667.37
Interest earned	2.93
Miscellaneous Income	2,239.25
Total for Other Income	\$9,909.55
Other Expenses	
Pass thru payroll	

Profit and Loss

Wolf Track Energy

January 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Vehicle expenses	29.30
Total for Other Expenses	\$29.30
Net Other Income	\$9,880.25
Net Income	\$219,650.25