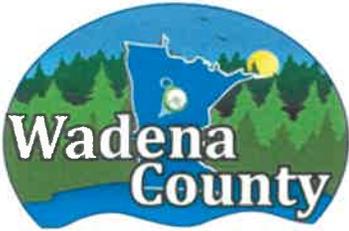


# Wadena County, MN Board Action Form

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<b>Action Requested</b>	
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Consent Agenda Item	

<b>Friendly Rider Approval of Contracts/MOU</b>	
Date of Meeting: 1/6/26	Total time requested: 5 min
Department Requesting Action: Transit	
Presenting Board Action/Discussion at Meeting: Transit Director	
<b>Background</b> <input checked="" type="checkbox"/> Supporting Documentation enclosed	
<p>-Needs are identified during budget process. Value determines type of Procurement. Small Purchases Procurement are not broken apart, but categorized and determined as budget category.</p> <p>-Every year Friendly Rider (unless multi-year) uses vendors to see:</p> <ol style="list-style-type: none"> <li>1. If vendor has adequate time/space/equipment/skill to work with Friendly Rider needs.</li> <li>2. Have a vendor in line for when change in staff/repairs/emergencies/or routine maintenance is needed.</li> <li>3. Cost affiliated with vendor to provide service to Friendly Rider.</li> <li>4. Revenue Contracts are not included since they are on the Fee Schedule which is approved yearly.</li> </ol>	
<b>Options</b> <input type="checkbox"/> Supporting Documentation enclosed	
<b>Recommendation</b> <input type="checkbox"/> The Wadena County Board of Commissioners approves the following by Motion:	
Approve consent agenda with vendors provided. These vendors have been vetted through the State or County Procurement Process. These vendors have been in use by Friendly Rider for previous years.	
<b>Financial Implications:</b>	<b>Comments</b>
Funding Source: Transit	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Noon	<input type="checkbox"/> Noon
Second:	<input type="checkbox"/> Winkels	<input type="checkbox"/> Winkels
<input type="checkbox"/> Passed	<input type="checkbox"/> Stearns	<input type="checkbox"/> Stearns
<input type="checkbox"/> Failed	<input type="checkbox"/> Kreklau	<input type="checkbox"/> Kreklau
<input type="checkbox"/> Tabled	<input type="checkbox"/> Kangas	<input type="checkbox"/> Kangas

<p><b>Signatures</b></p> <p>STATE OF MINNESOTA}          COUNTY OF Wadena}</p> <p>I, Heather Olson, County Auditor/Treasurer, Wadena County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Wadena County in Wadena, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:</p>
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### Expense Contracts/Agreements Form

Legal Name: Wadena County  
System Name: Friendly Rider

Name of Contractor: DeLaHunt Media Contact Person: Tammy DeLaHunt  
Phone: 218-732-3306

Address: PO Box 838  
City: Park Rapids State: MN Zip: 56470

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support	1130	1/1/2026	12/31/2026	Year One	3600		Small	Radio Advertising Non-Contract	12/26/2024
If Other:							If Other:		* Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: Hubbard Broadcasting LLC Contact Person: Jared Reinitz  
Phone: 218-639-8006 or Office 218-631-1803

Address: 201 Jefferson St S  
City: Wadena State: MN Zip: 56482

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support	1130	1/1/2026	12/31/2026	Year One	3600		Small	Radio Advertising Non-Contract	12/26/2024
If Other:							If Other:		* Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: Forum Communications Contact Person: Britanie Rentz  
Phone: Phone #: 218-631-2681

Address: 320 Jefferson St S  
City: Wadena State: MN Zip: 56482

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support	1130	1/1/2026	12/31/2026	Year One	3600		Small	Paper Advertising Non-Contract	12/26/2024
If Other:							If Other:		* Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: Benning Printing Contact Person: Kathy Marquardt  
Phone: 218-756-2131

Address: 310 W Main  
City: Clarissa State: MN Zip: 56440

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support	1130	1/1/2026	12/31/2026	Year One	3600		Small	Paper Advertising Non-Contract	12/26/2024
If Other:							If Other:		* Identify as: i.e. 2022 Cook County Lease Agreement

Expense Contracts/Agreements Form

Name of Contractor: Marjon Printers Contact Person: Bernice Eckenrode  
Phone: 218-837-5558

Address: PO Box 309  
City: Sebeka State: MN Zip: 56477

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support If Other:	1130	1/1/2026	12/31/2026	Year One	3600		Small If Other:	Paper Advertising Non-Contract	12/26/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

RMM Publications Contact Person: Janice Winter  
Phone: 218-894-1112

Address: 224 th St PO Box 100  
City: Staples State: MN Zip: 56479

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support If Other:	1130	1/1/2026	12/31/2026	Year One	3600		Small If Other:	Paper Advertising Non-Contract and Brochures	12/26/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: Johns Car Care Contact Person: Caleb Haman  
Phone: 218-631-1842

Address: 120 Ash Ave NW  
City: Wadena State: MN Zip: 56482

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Service (Repairs & Maintenance) If Other:	1220	1/1/2026	12/31/2026	Year One	22805		Small If Other:	Vehicle Maintenance Non-Contract	12/26/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

Wadena Truck and Trailer Contact Person: Mark Wiese  
Phone: 218-631-4332

Address: 217 Harry Rich Dr  
City: Wadena State: MN Zip: 56482

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Service (Repairs & Maintenance) If Other:	1220	1/1/2026	12/31/2026	Year One	22350		Small If Other:	Vehicle Maintenance Non-Contract	12/26/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

Expense Contracts/Agreements Form

Name of Contractor: Heartland Tire Contact Person: Terry Wendt  
 Phone: 218-631-2710

Address: 217 Ash Ave  
 City: Wadena State: MN Zip: 56482

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Service (Repairs & Maintenance) If Other:	1240	1/1/2026	12/31/2026	Year One	9477		Small If Other:	Vehicle Maintenance Non-Contract	12/26/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: American Door Works Contact Person: Paul Guntorius  
 Phone: 218-828-8365

Address: 10727 Brent Dr.  
 City: Brainerd State: MN Zip: 56401

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support If Other:	1360						Other If Other: Under Hwy Dept.	Yearly Maintenance and On Demand Repairs	12/18/2024 * Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor:  
 Phone:

Address:

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
If Other:							Other If Other:		2/3/2025 * Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: Name of Contractor: Civics Plus LLC Contact Person: Chris May  
 Phone: Email Point of Contact: Christopher May christopher.may@civicsplus.

Address: Address: PO Box 737311  
 City: Dallas State: TX Zip: 75373-7311

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support If Other:	1190	10/1/2024	9/30/	Option Year	1013.27		Other If Other: Under	DNS and Domain Hosting Fee: \$169.93 Premium Department Header Fee: \$843.34 Auto Renew	3/28/2025 * Identify as: i.e. 2022 Cook County Lease Agreement

Expense Contracts/Agreements Form

Name of Contractor: Marco Contact Person: Brady Knettel  
Phone #: 218-330-1708

Address: 407 W Washington City: Brainerd State: MN Zip: 56401  
City: Boston State: MA Zip: 02284-4789

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Operational Support If Other:	1160	11/1/2021	10/31/2026	Year Five	1581.96	7909.8	Other If Other:	Under County IT	5/13/2025 * Identify as: i.e. 2022 Cook County Lease Agreement

Name of Contractor: IHSN Contact Person: Emily Battis  
Phone: 715-386-1990

Address: PO BOX 490 City: Hudson State: WI Zip: 54016  
City: Sebeka State: MN Zip: 56477

Type of Project (Drop Down)	Budget Line Item (Drop Down)	Contract Start Date	Contract End Date	Contract Year (Drop Down)	Annual Contract Amount	Total Contract Amount (if > 1 year)	Procurement Method (Drop Down)	Description of Services	Date Contract Packet was uploaded to BlackCat/Organization /Certifications
Other If Other: Drug and Alcohol Program	1120	3/7/2003		Option Year			Other If Other:	Ongoing Contract-Amt Depends on Test and Amount	* Identify as: i.e. 2022 Cook County Lease Agreement