Board of Directors Meeting Minutes (April 11, 1994)

DMACC

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DES MOINES AREA COMMUNITY COLLEGE
Board of Trustees

Public Hearing - April 11, 1994
Conference Center
DMACC Newton Polytechnic Campus, Newton

A G E N D A

1. Call to order - 4 p.m.
2. Roll call.
3. Consideration of tentative agenda.
4. Acknowledgement by Board Secretary of how notice of hearing was made.
5. Requests to address the Board recognized.
6. BOARD REPORT NO. 94-031. Consideration of resolution approving plans, specifications, form of contract and estimated costs for the DMACC Boone Campus addition and remodeling.
7. Adjournment.
A special meeting of the Des Moines Area Community College Board of Directors was held at the DMACC Newton Polytechnic Campus, Newton, on April 11, 1994, for the purpose of conducting a public hearing on the plans, specifications, form of contract and estimated costs for the DMACC Boone Campus addition and remodeling. The meeting was called to order at 4 p.m., by Board President Doug Shull.

Members Present:  
Harold Belken  
Susan Clouser  
Dale Froehlich  
Dick Johnson  
Gerry Pecinovsky  
Doug Shull  
Madelyn Tursi  
Nancy Wolf-Keith  

Members Absent:  
Lloyd Courter  

Others Present:  
Joseph A. Borgen, President/CEO  
Helen Harris, Board Secretary  
Don Zuck, College Treasurer  
Carroll Bennett, Executive Dean, Newton Polytechnic Campus  
Arnie Fisher, RDG Bussard Dikis Architects  
Mike Carroll, President, Civil Constructors, Inc. of Iowa  
Other interested DMACC staff and area residents  

A motion to approve the tentative agenda as presented was made by G. Pecinovsky, seconded by N. Wolf-Keith. 


Board Secretary H. Harris reported that the notice of the time and place of this hearing was, according to law and as directed by the Board, published in The Des Moines Register on March 14, 1994, and posted in Building 1, DMACC Ankeny Campus.  No written objections to this hearing have been received.

None.
It was moved by G. Pecinovsky, seconded by D. Johnson, that the Board approve the resolution approving plans, specifications, form of contract and estimated costs for the DMACC Boone Campus addition and remodeling. The resolution is Attachment #1 to these minutes.


A motion for adjournment of the Public Hearing was made by N. Wolf-Keith, seconded by S. Clouser.

Motion passed unanimously, and at 4:05 p.m., Board President Shull adjourned the Public Hearing.

DOUG SHULL, President

HELEN M. HARRIS, Board Secretary
RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE DMACC BOONE CAMPUS ADDITION AND REMODELING

WHEREAS, on the 7th day of March, 1994, plans, specifications, form of contract and estimated costs were filed with the Secretary of the Board of Directors of the Des Moines Area Community College for the project.

WHEREAS, notice of hearing on plans, specifications, form of contract and estimated costs was published as required by law and action of the Board.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Des Moines Area Community College that said plans, specifications, form of contract, and estimated costs are hereby approved and adopted as the plans, specifications, form of contract, and estimated costs for the DMACC Boone Campus Addition and Remodeling.

PASSED AND APPROVED this 11th day of April 1994.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary, Board of Directors

ATTACHMENT "A"
DES MOINES AREA COMMUNITY COLLEGE
Board of Trustees

Regular Meeting - April 11, 1994
Conference Center - DMACC Newton Polytechnic Campus
Newton, Iowa

A G E N D A

1. Call to order - immediately following public hearing.

2. Roll call.

3. Consideration of tentative agenda.

4. Public comments.

5. Presentation - Carroll Bennett, Executive Dean, DMACC Newton Polytechnic Campus.

6. Consideration of minutes of the March 7, 1994, public hearing and regular board meeting.

7. Consideration of change of date for the May, 1994 regular board meeting.

8. BOARD REPORT NO. 94-031. Consideration of award of contract for the DMACC Boone Campus addition and remodeling.


10. BOARD REPORT NO. 94-027. Consideration of resolution setting public hearing date and adopting proposed plans, specifications, form of contract and estimated costs for DMACC underground heating water main replacement, Ankeny Campus.

11. BOARD REPORT NO. 94-027. Consideration of resolution fixing date for receipt of bids for DMACC underground heating water main replacement, Ankeny Campus.

12. BOARD REPORT NO. 94-034. Consideration of purchase of residential lot for the construction of a student built home.

13. BOARD REPORT NO. 94-035. Ratification of appointments to the DMACC Foundation Board of Directors.

15. BOARD REPORT NO. 94-032. Consideration of revision of Board Policy 6008, Investment of College Funds.

16. BOARD REPORT NO. 94-033. Consideration of submission of revised Iowa Schools Joint Investment Trust (ISJIT) application form.


18. Consideration of payables.

19. BOARD REPORT NO. 94-037. Consideration of filing and publication of the proposed amendment to the FY1994 Plant Fund Budget (Fund 7), and establish the date for the public hearing on said proposed budget amendment.

20. Presentation of financial report.

21. President's report.

22. Board members' reports.

23. Information Items:
   A. May 9 - Board Meeting - 4 p.m. - DMACC Commons, Ankeny

The regular meeting of the Des Moines Area Community College Board of Directors was held at the DMACC Newton Polytechnic Campus, Newton, on April 11, 1994. Board President Doug Shull called the meeting to order at 4:05 p.m.

ROLL CALL

Members Present:
- Harold Belken
- Susan Clouser
- Dale Froehlich
- Dick Johnson
- Gerry Pecinovsky
- Doug Shull
- Madelyn Tursi
- Nancy Wolf-Keith

Members Absent:
- Lloyd Courter

Others Present:
- Joseph A. Borgen, President
- Helen Harris, Board Secretary
- Don Zuck, College Treasurer
- Carroll Bennett, Executive Dean, Newton Polytechnic Campus
- Arnie Fischer, RDG Bussard Dikis Architects
- Representative from KJWW Engineering
- Mike Carroll, President, Civil Constructors, Inc. of Iowa
- Other interested DMACC staff and community residents

APPROVAL OF TENTATIVE AGENDA

A motion to approve the tentative agenda as presented was made by N. Wolf-Keith, seconded by D. Froehlich.


PUBLIC COMMENTS

Board member Gerry Pecinovsky who resides in Newton welcomed the DMACC Board and staff and stated his appreciation to the Board for DMACC's commitment to making the Newton Campus a reality.

John Carl, a member of the Newton Economic Development Committee, welcomed the Board and reminisced about the presentation he made several years ago regarding a DMACC-Newton facility.

Jim Fenton, Director of Community Education at Newton, updated the Board on the Basics and Beyond program.
**PRESENTATION**

Carroll Bennett, Executive Dean of the Newton Polytech Campus, welcomed the Board to Newton, introduced Newton staff who were present and gave an overview of the Campus.

**APPROVAL OF MINUTES**

Having no corrections, additions or deletions to the minutes of the March 7, 1994, public hearing and regular board meeting, President Shull declared the minutes approved as presented.

**MEETING DATE CHANGE**

Due to a scheduling conflict, the regular board meeting for May has been changed to Friday, May 13, 1994, 5:30 p.m. at Veterans Memorial Auditorium, Des Moines.

**AWARD OF CONTRACT, BOONE CAMPUS ADDITION/REMODELING**

BOARD REPORT #94-031. Bids for the Boone Campus addition and remodeling have been received and tabulated. The low bid was submitted by Civil Constructors, Inc. of Iowa, of Des Moines, with a base bid of $1,619,340. A copy of the bid tabulation is Attachment #1 to these minutes. A motion was made by D. Johnson, seconded by N. Wolf-Keith, that the board award the building contract to Civil Constructors, Inc. of Iowa, subject to approval of the plans and specifications by the Department of Public Instruction.


**APPROVAL OF EASEMENT, DMACC & UNITED WAY**

BOARD REPORT #94-036. It was moved by G. Pecinovsky, seconded by D. Froehlich, that the Board approve the Cross-Access Easement and Storm Water Management Easement between DMACC and United Way of Central Iowa, as shown in Attachment #2 to these minutes.


**APPROVAL OF RESOLUTION RE: UNDERGROUND HEATING WATER MAIN REPLACEMENT PLANS, SPECS, ETC.**

BOARD REPORT #94-027. H. Belken made a motion that the Board approve the resolution setting the Public Hearing date and adopting the proposed plans, specifications, form of contract and estimated costs for the replacement of the underground heating water main, Ankeny Campus. Due to the change of date of the May board meeting, the public hearing will be held May 13. Second by D. Johnson. A copy of the resolution is Attachment #3 to these minutes.

BOARD REPORT # 94-027. It was moved by H. Belken, seconded by D. Froehlich, that the Board approve the resolution fixing the date for receipt of bids for the replacement of the underground heating water main, Ankeny Campus. A copy of said resolution is Attachment #4 to these minutes.


BOARD REPORT #94-034. D. Froehlich moved that the board approve the purchase of a residential lot located at 1456 NW 72nd Ave., Ankeny, for the sum of $23,000 for the Building Trades program spring construction project. Second by N. Wolf-Keith.


BOARD REPORT #94-035. It was moved by S. Clouser, seconded by D. Froehlich, that the Board ratify the appointment of Carroll Bennett and Steven Bragg to the DMACC Foundation Board of Directors.


BOARD REPORT #94-029. A motion was made by D. Johnson, seconded by N. Wolf-Keith, that the Board approve the resolution approving Story County's compromise and assignment of Tax Sale Certificate #11146 to 11192 for Willow Creek Estates second addition Building E & F, and Tax Sale Certificate #89-323 for the L.B. Neasham property. Information on the certificates is Attachment #5 to these minutes.


BOARD REPORT #94-032. G. Pecinovsky moved that the Board table Item #15, revision of Board Policy 6008, Investment of College Funds, to a future meeting. Second by H. Belken.

APPROVAL OF
REVISED IOWA
SCHOOLS JOINT INVESTMENT TRUST
APPLICATION FORM

BOARD REPORT #94-033. A motion was made by D. Froehlich, seconded by N. Wolf, that the Board approve the revision of the Iowa Schools Joint Investment Trust (ISJIT) Application Form, which would formally designate First National Bank, Ames, as the single depository for amounts transferred from ISJIT trust accounts and that the Treasurer submit this application to Norwest Bank Iowa, N.A., as ISJIT Administrator. (Attachment #6.)


APPROVAL OF
HUMAN RESOURCES
REPORT


Easter, William J., change from Lead Cook .660 FTE (Grade 6) to Working Chef 1.00 FTE (Grade 9), Ankeny Campus. Annual salary $19,250, effective March 7, 1994. Employment agreement with professional staff.

Gumbel, Douglas, Program Specialist, Transportation Institute, Ankeny Campus. Effective April 15, 1994.


APPROVAL OF
PAYABLES

Approval of the payables as presented in Attachment #7 to these minutes was made by H. Belken, seconded by G. Pecinovsky.

APPROVAL OF AMENDMENT, FY1994 PLANT FUND BUDGET

BOARD REPORT #94-037. A motion was made by H. Belken, seconded by D. Froehlich, that the Board approve the filing and publication of the proposed amendment to the FY1994 Plant Fund Budget (Fund 7), and establish May 13, 1994, 5:30 p.m., as the date for the public hearing on said proposed budget amendment. A copy of the "Amendment of Current Budget" is Attachment #8 to these minutes.


FINANCIAL REPORT

The March 31, 1994, monthly Financial Report as presented by Darrell Roberts, Vice President of Business Services, was received and filed. (Attachment #9.)

INFORMATION ITEMS

Board member Clouser will be resigning her position on the DMACC Board since she will be moving from Director District III. She currently serves as a member of the board of the Iowa Association of Community College Trustees. President Shull appointed Board member Gerry Pecinovsky to replace Mrs. Clouser on the IACCT Board.

ADJOURNMENT

A motion for adjournment was made by S. Clouser, seconded by D. Johnson.

Motion passed unanimously and at 5:15, Board President Shull adjourned the meeting.
April 11, 1994

Mr. Don Zuck
Vice President, Operations
Des Moines Area Community College
2006 S. Ankeny Boulevard
Ankeny, Iowa 50021

Dear Don:

DMACC, Boone Campus Addition and Remodeling, 1994
Construction Contract Award Recommendation
RDG/Bussard Dikis 92239.00 (0.3)

Bids for the Boone Campus Addition and Remodeling, 1994 were received at 2:00 p.m. on April 7, 1994. Attached is a certified Bid Tabulation showing proposals from nine general contractors. The low bidder is Civil Constructors, Inc. of Iowa (CCI), located in Des Moines, with a Base Bid of $1,619,340.00. Our Statement of Probable Cost dated March 7, 1994 states a probable construction cost of $1,658,791.00. The low Base Bid is 2.4% below the projected construction cost. We feel the bidding was very competitive as evidenced by the number of bids and the narrow range (2.4%) of the 4 lowest bids.

At the bid opening, I noted that CCI had not included the required Nondiscrimination Statement with their bid. Mike Carroll (CCI President) was at the bid opening. At the time I opened the envelope containing CCI’s bid, Mr. Carroll handed me a properly signed copy of the Nondiscrimination Statement. Mr. Carroll advised that he had inadvertently not included the Statement with his bid. I advised those present that CCI’s bid would be read since the Statement did not affect the bid amount. I also advised those present that approval of CCI’s bid was subject to Owner approval. Since the Nondiscrimination Statement does not contain cost information, we consider CCI’s oversight to be an "informality" that the College may waive at their discretion as described under item 2. b) on the Bid Form.

We recommend award of contract to Civil Constructors, Inc. of Iowa subject to waiving the requirement for submittal of the Nondiscrimination Statement with the bid.

Four alternates were included in the bid documents to allow the College the option of deleting work if bids exceeded the construction budget. Since the bids being considered are under the Construction Budget, we recommend not accepting any of the deductive alternate bids.
We have provided drawings and specifications to the State of Iowa Department of Public Instruction for their review. We understand that award of contract is subject to approval by that agency.

At your direction, we will prepare the Owner/Contractor Agreement for signatures.

Sincerely,

Arnold E. Fischer, AIA

encl: Bid Tabulation
<table>
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<th>Bidder</th>
<th>Bid Security</th>
<th>Non-discrimination S.</th>
<th>Addendum #1</th>
<th>Addendum #2</th>
<th>Base Bid</th>
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<th>Alternate #2</th>
<th>Delete lockers, blinds, and projection screens.</th>
<th>Alternate #3</th>
<th>Delete landscaping and sodding.</th>
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✓ RECEIVED AFTER 2:00 p.m. 4/7/94
THIS ITEM ONLY
DMACC BOONE CAMPUS ADDITION AND REMODELING
RDG-BD #93262.00

PROJECT COST PROJECTION
MARCH 7, 1994
CONTRACT DOCUMENT PHASE 100%

PROBABLE CONSTRUCTION COST

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<th>Description</th>
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<th>Total Cost</th>
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PROBABLE PROJECT COST

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<td>FURNITURE, FURNISHINGS, AND EQUIPMENT*</td>
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* Excluding computer equipment and computer network wiring.

Screens, blinds and lockers ($10,000) transferred from FF&E to construction budget.
BID FORM

PROJECT IDENTIFICATION: Boone Campus Addition and Remodeling, 1994
Des Moines Area Community College

BID TO: The Board of Directors (hereinafter called "Owner")
Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, Iowa 50021

BID FROM: Civil Constructors, Inc. of Iowa (Firm Name)
P. O. Box 775 (Address)
Des Moines, IA 50303

BID PLACE: Des Moines Area Community College
Building 1, Room 30B
2006 South Ankeny Boulevard
Ankeny, Iowa 50021

BID DATE: April 7, 1994 at 2:00 p.m.

1. The undersigned BIDDER agrees, if the Bid is accepted, to enter into an agreement with OWNER, in the form included in the Bidding Documents, to perform and furnish the Work as specified or indicated in the Bidding Documents for the Base Bid and accepted Alternate Bids and within the Bid Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

2. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
   a) This Bid will remain subject to acceptance for 30 days after the day of Bid opening;
   b) The Owner has the right to reject this Bid and to waive any informalities in the bidding;
   c) BIDDER accepts the provisions of the Instructions and Supplementary Instructions to Bidders regarding disposition of Bid Security;
   d) BIDDER will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within 10 days after the date of OWNER'S Notice of Award;
   e) BIDDER has examined copies of all the Bidding Documents;
   f) BIDDER has visited the site and become familiar with the general, local and site conditions;
   g) BIDDER is familiar with federal, state, and local laws and regulations;
   h) BIDDER has correlated the information known to BIDDER, information and observations obtained from visits to the site, reports and drawings identified in the Bidding Documents and additional examinations, investigations, explorations, tests, studies and data with the Bidding Documents;
   i) This Bid is genuine and not made in the interest of or on behalf of an undisclosed person, firm or corporation and is not submitted in conformity with an agreement or rules of a group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited another Bidder to submit a false or sham Bid; BIDDER has not solicited or induced a person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself an advantage over another BIDDER or over OWNER.
   j) BIDDER has received the following Addenda receipt of which is hereby acknowledged;

Addendum No. 1 Dated 3/29/94
Addendum No. 2 Dated 4/1/94
Addendum No. Dated ____________
3. BIDDER will complete the Work for the DMACC Boone Campus Addition & Remodeling in accordance with the Contract Documents for the following lump-sum Base Bid:

One Million, Six Hundred Ninety Thousand, Three Hundred Forty and 00/100 ($1,690,400.00)

ALTernATe BIDs:

Alternate #1 - Delete chiller and related work. Deduct: $<127,125.00>

Alternate #2 - Delete lockers, blinds, and projection screens. Deduct: $<11,000.00>

Alternate #3 - Delete landscaping and sodwork. Deduct: $<9,596.00>

Alternate #4 - Delete variable frequency drives. Deduct: $<8,607.00>

4. BIDDER agrees that each phase of the Work will be substantially complete in accordance with the schedule in Section 01010 and ready for final payment in accordance with the General Conditions on or before August 19, 1995.

5. The following documents are attached to and made a condition of this Bid:
   a) Bid Security of 5% of the bid amount in the form of a certified check or bid bond is enclosed. The bidder acknowledges the bid security becomes the property of the Owner in the event the contract and bonds are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.
   b) Required Bidders Non-discrimination Statement

6. Bidder intends to award the following subcontracts:

   [Subcontract:] [Subcontractor]:
   a) Masonry Boucher
   b) Gypsum Board Allied
   c) Painting Carroll
   d) Plumbing and Piping Wm. Kruck
   e) HVAC Kruck
   f) Electrical Devereaux

Bidder shall identify all subcontractors if more than one subcontractor will be used for any of the above subcontracts.

Any substitution of subcontractor(s) for those listed by the Bidder must be approved by the Owner.
SUBMITTED on April 7, 1994.

By Civil Constructors, Inc. of Iowa (SEAL)

Mike Carroll, President
Business Address: P. O. Box 775, Des Moines, IA 50303
Physical Address: 1987 N.E. 54th Avenue, Des Moines, IA 50313

Telephone: (515) 263-9833  Fax (515) 263-9836
NONDISCRIMINATION STATEMENT

EACH BIDDER MUST SUBMIT THE FOLLOWING SIGNED STATEMENT WITH HIS BID:

NONDISCRIMINATION

1. The contractor will not discriminate against any employee or applicant for employment because of age, race, religion, creed, color, sex, national origin, ancestry, or disability. The contractor will take affirmative action to ensure that minority and female applicants are employed, and that employees are treated equally during employment, without regard to their age, race, religion, creed, color, sex, national origin, ancestry, or disability. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

2. The contractor will, in all solicitations or advertisements for employees, state that all qualified applicants will receive consideration for employment without regard to age, race, religion, creed, color, sex, national origin, ancestry, or disability.

3. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, advising the labor union or worker's representative of the contractor's commitments under this section.

4. The contractor will include, or incorporate by reference, the provisions of this nondiscrimination clause in every subcontract or purchase order and will provide in every subcontract or purchase order that said provision will be binding upon each subcontractor or seller.

[Signature]
SIGNATURE OF CHIEF EXECUTIVE OFFICER

4/17/94
DATE

MIKE PARROUL, PRESIDENT
PLEASE PRINT NAME AND TITLE

The word contractor is used to denote contractor, subcontractor, supplier, vendor, and professional service provider.

DMACC
BOONE ADD.
93262.00

NONDISCRIMINATION STATEMENT

NDS-1
AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we CIVIL CONSTRUCTORS, INC.
OF IOWA, P. O. BOX 775, DES MOINES, IOWA 50303
as Principal, hereinafter called the Principal, and
UNITED STATES FIDELITY AND GUARANTY
COMPANY
a corporation duly organized under the laws of the State of MARYLAND
as Surety, hereinafter called the Surety, are held and firmly bound unto DES MOINES AREA
COMMUNITY COLLEGE
as Obligee, hereinafter called the Obligee, in the sum of FIVE PERCENT OF BID
Dollars ($ 5% OF BID ),
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.
WHEREAS, the Principal has submitted a bid for BOONE CAMPUS ADDITION AND REMODELING 1994

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7TH day of APRIL 1994

CIVIL CONSTRUCTORS, INC. OF IOWA

Mike Carroll, President

UNITED STATES FIDELITY AND GUARANTY COMPANY

STEVEN R. JOHNSON, ATTORNEY IN FACT

ATTORNEY-IN-FACT AFFIDAVIT

STATE OR COMMONWEALTH OF ILLINOIS

COUNTY OR CITY OF WINNEBAGO

Before me, a Notary Public, personally came STEVEN R. JOHNSON known to me, and known to be the Attorney-in-Fact of United States Fidelity and Guaranty Company, a Maryland Corporation, which executed the attached bond as surety, who deposed and said that his signature and the corporate seal of said United States Fidelity and Guaranty Company were affixed by order and authority of said Company's Board of Directors, and that the execution of the attached bond is the free act and deed of United States Fidelity and Guaranty Company.

Given under my hand and seal this 7TH day of APRIL, 1994.

"OFFICIAL SEAL"

LINDA L. JOHNSON Notary Public.

My Commission expires 6-22-96 Notary Public, State of Illinois

My Commission Expires 6/22/96
AGENDA ITEM

ADDENDUM TO BOARD REPORT 94-036 Concerning DMACC
Urban Campus Child Care Facility CROSS-ACCESS EASEMENT AND STORM WATER MANAGEMENT EASEMENT

BACKGROUND

After finalization of this Board Report and distribution to the Board on Monday March 4, 1994, counsel for the United Way unexpectedly requested certain changes in the proposed EASEMENT document consisting of (1) deleting language granting mutual parking rights, and (2) further specifying the parties' respective obligations to maintain their respective properties. Regarding parking, evidently United Way was concerned that their parking facilities might be dominated by DMACC users. However, inasmuch as DMACC is building more parking stalls on its property than United Way is building on its property, the changes actually give DMACC more power to regulate parking on its own property and if necessary reserve the use of these facilities for DMACC students, faculty and staff to the exclusion of others including United Way. Regarding further specification of the parties' respective obligations to maintain their respective properties, the more specific obligations are entirely reciprocal and thus are as much to DMACC's advantage as to United Way's advantage.

RECOMMENDATION

It is recommended that the Board authorize and direct the Board President to execute the MODIFIED proposed CROSS-ACCESS EASEMENT AND STORM WATER MANAGEMENT EASEMENT attached hereto as Attachment "A", and that the Board authorize and direct the Administration to do any and all things necessary to record this EASEMENT and fulfill DMACC obligations as specified therein.

Dr. Joseph Borgen, President

Attachment:

A. Proposed (MODIFIED) CROSS-ACCESS EASEMENT AND STORM WATER MANAGEMENT EASEMENT.
THIS AGREEMENT is made and entered into between DES MOINES COMMUNITY COLLEGE, a Community College organized under Chapter 260C of the Code of Iowa, hereinafter referred to as “DMACC”, and UNITED WAY OF CENTRAL IOWA, an Iowa Nonprofit Corporation, hereinafter referred to as “United Way”.

WITNESSETH

WHEREAS, DMACC is the owner of the property legally described on Exhibit “A” attached hereto and incorporated herein by this reference, hereinafter referred to as “DMACC Parcel”; and

WHEREAS, United Way is the owner of the property legally described on Exhibit “B” attached hereto and incorporated herein by this reference, hereinafter referred to as “United Way Parcel”; and

WHEREAS, pursuant to Paragraph 13(b) of that one certain Agreement to Purchase Land for a Private Redevelopment between the City of Des Moines, Iowa and DMACC, which Contract was filed September 28, 1993, and recorded in Book 6863 at Page 234 of the Polk County Recorder’s Office, hereinafter referred to as the “Agreement”, the parties hereto wish to set forth in writing their agreement as to Cross-Access Easements for parking and pedestrians, and Easement for storm water management purposes;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

1. DMACC does hereby establish, give, grant and convey to United Way, its successors in title and assigns, and the tenants, customers, employees and invitees of such party, a nonexclusive easement appurtenant to the United Way Parcel for passage and use for the purposes of ingress and egress to and from the United Way Parcel and DMACC Parcel from public highways, and for the purposes of walking upon and driving upon and across all of those sidewalks, entrances, drives and lanes on the DMACC Parcel which are now or may hereafter from time to time be used for pedestrian and vehicular traffic, and for the purposes of using any water and storm sewer retention basins located on the DMACC Parcel, as required by the City of Des Moines, Iowa.
2. United Way does hereby establish, give, grant and convey to DMACC, its successors in title and assigns, and the tenants, customers, employees and invitees of such parties, a nonexclusive easement appurtenant to the DMACC Parcel for passage and use for the purposes of ingress and egress to and from the United Way Parcel and the DMACC Parcel from public highways and for the purposes of walking upon or driving upon and across all those sidewalks, entrances, drives and lanes on the United Way Parcel which are now or may hereafter from time to time be used for pedestrian and vehicular traffic, and for the purposes of using any water and storm sewer retention basins located on the United Way Parcel, as required by the City of Des Moines, Iowa.

3. Each party grants to the other party easements as reasonably required to maintain, repair and replace storm water retention systems jointly serving the respective parcels, including all rights of access reasonably incidental thereto. The parties shall share equally in the costs of maintenance, repair and replacement of those storm water retention systems jointly used by the parties. Maintenance, repair and replacement of storm water retention systems serving only one of the parties shall be at the expense of that party, who shall also repair any damage to the property of the other party necessitated by repair to the storm water retention systems.

4. The easements granted are for the use of each respective grantee and its employees, invitees, visitors, customers and other persons authorized or permitted by grantee to enter upon its parcel (collectively “Grantee Users”).

5. Each grantor reserves the right to use, maintain, alter or improve the Easement Area on its respective parcel in any manner which does not unreasonably interfere with each grantee’s use and enjoyment of its respective Easement.

6. No easement rights granted herein shall inure to the benefit of the public generally or other unintended third parties and the parties may take whatever steps are reasonably necessary to prevent the use or acquisition of rights to use by the public generally or other unintended third parties.

7. Grantee Users shall not obstruct, hinder or interfere with other persons entitled to use the Easement Area.

8. Each owner shall maintain, repair and, if necessary, replace, the Easement Area upon its respective parcel, for the non-exclusive use and benefit of its respective grantees, so long as the easements granted in this Agreement remain in effect. If either owner neglects, fails or refuses to so maintain, repair and replace the Easement Area upon its respective parcel, the owner of the dominant estate, after providing ten (10) days written notice of such default, may cause such maintenance, repair or replacement to be
performed at the expense of the owner of the servient estate, unless the owner of the servient estate within ten (10) days of such notice commences and thereafter diligently pursues cure of the stated default. Notwithstanding the preceding sentence of this paragraph, either owner may undertake any lawful and reasonable action necessary at its own expense and without notice to respond to any safety hazard or similar emergency situation or to prevent obstruction or interference with its access over, across and upon the Easement Areas.

9. The parking lot, sidewalk, driveway and lighting located on the United Way Parcel and the DMACC Parcel shall be maintained in good order and repair by the respective owner of such parcel at all times during the term of this Agreement, including striping, snow, ice and trash removal and including maintenance of the storm water retention areas.

10. This Easement shall be perpetual and shall be nonexclusive.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

DES MOINES AREA COMMUNITY COLLEGE

By ____________________________
Douglas Shull, President

By ____________________________
Helen M. Harris, Secretary

UNITED WAY OF CENTRAL IOWA

By ____________________________
James E. Luhrs, Chair of the Board

By ____________________________
James D. Aippersbach, President & Secretary

RETURN TO:
DAVIS LAW FIRM
FINANCIAL CTR
666 WALNUT, STE. 2500
DES MOINES, IA 50309
STATE OF IOWA  
COUNTY OF POLK  

On this 1st day of April, 1994, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Douglas Shull and Helen M. Harris, to me personally known, who being by me duly sworn did say that they are the President and Secretary, respectively, of the corporation executing the within and foregoing instrument; that (no seal has been procured by the) (the seal affixed thereto is) the seal of the corporation; that the instrument was signed (and sealed) on behalf of the corporation by authority of its Board of Directors; and that Douglas Shull and Helen M. Harris as officers acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

STATE OF IOWA  
COUNTY OF POLK  

On this 8th day of April, 1994, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared James Luhrs and James Aipperspach, to me personally known, who being by me duly sworn did say that they are the Chair of the Board and President/Secretary, respectively, of the corporation executing the within and foregoing instrument; that (no seal has been procured by the) (the seal affixed thereto is) the seal of the corporation; that the instrument was signed (and sealed) on behalf of the corporation by authority of its Board of Directors; and that James Luhrs and James Aipperspach as officers acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa
EXHIBIT "A"

DMACC PARCEL

Except the West 5.0 feet for street of the South 12.0 feet of Lot 19 and Lots 13, 14, 15, 16, 17 and 18; the South 12.0 feet of Lot 6 and all of Lots 7, 8, 9, 10, 11 and 12 in Russell and Harlan's Addition, an Official Plat, and that part of Lots 22 and 23 North of the North right-of-way line of Day Street, of the Official Plat of the Northeast 1/4 of the Northwest 1/4, Section 4, Township 78 North, Range 24 of the 5th P.M. and the vacated alley, vacated by Ordinance 10.458, April 2, 1984, all now included in and forming a part of the City of Des Moines, Polk County, Iowa, except the North 75 feet thereof.
EXHIBIT "B"

UNITED WAY PARCEL

EXCEPT the West 5.0 feet for street of Lots 18 and 19, the South 12.0 feet of Lots 6 and 19, and the North 43.0 feet of Lots 7 and 18, all in Russell and Harlan’s Addition, an Official Plat, and the vacated East/West and North/South alleys adjoining described lots, all now included in and forming a part of the City of Des Moines, Polk County, Iowa.
RESOLUTION SETTING PUBLIC HEARING DATE AND ADOPTING PROPOSED PLANS AND SPECIFICATIONS AND FORM OF CONTRACT AND ESTIMATED COSTS FOR DMACC UNDERGROUND HEATING WATER MAIN REPLACEMENT, ANKENY CAMPUS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, that proposed plans and specifications, form of contract, and estimated costs for the DMACC Underground Heating Water Main Replacement, Ankeny Campus, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED, that the Board shall hold a Public hearing at 5:30 p.m., on May 13, 1994, DMACC Ankeny Campus, Commons, 2006 S. Ankeny Blvd., Ankeny, IA, on the matter of the adoption of plans and specifications, form of contract and estimated costs now on file in the office of the Secretary of the Board of Directors; after such Public Hearing and receipt of public comments, if any, the Board shall review the bids received and decide whether or not, and when, to award the contract; the Board reserves the right to reject any and all bids, to waive technicalities in the bidding process, and to award the contract on the same date as the Public Hearing or at some later date to be announced after the Public Hearing.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors give notice of said Public Hearing as required by law.

PASSED AND APPROVED this 11th day of April, 1994.

[Signature]
President, Board of Directors

ATTEST:
[Signature]
Secretary, Board of Directors

ATTACHMENT "A"

NOTE: ...THAT THE Board shall hold a Public Hearing at 5:30 p.m., on May 13, 1994, at Veteran's Memorial Auditorium, 833 Fifth Ave., Des Moines, Iowa, on the matter of the adoption of plans and specifications, form of contract......
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR THE DMACC UNDERGROUND HEATING WATER MAIN REPLACEMENT, ANKENY CAMPUS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, that sealed proposals for the DMACC Underground Heating Water Main Replacement, Ankeny Campus will be received at Building 1, Room 30B, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m. Central Time, May 5, 1994 at which time and place said bids will be publicly opened and read aloud.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors shall give notice of said deadline for receiving bids as required by law.

PASSED AND APPROVED this 11th day of April, 1994.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary, Board of Directors

ATTACHMENT "B"
March 11, 1994

Mr. Gordon Greta, General Counsel
Des Moines Area Community College
2006 S. Ankeny Blvd.
Ankeny, IA  50021

Dear Mr. Greta:

Enclosed are two letters to be placed on the agenda for the next D.M.A.C.C Board meeting. Story County has received a cash offer for the assignment of the tax sale certificates listed in each letter. With regard to the Willowcreek Properties, the outstanding taxes have reached about $15,000, but the county could face strong opposition in attempting to collect that amount as the units taxed were never built. For this reason, the amount offered seems to be reasonable.

The second letter deals with a very old and dilapidated building on 6th Street in Nevada. The county would not want to obtain tax deed to this property as it is merely a liability. Nevada is willing to expend the costs of tearing it down.

I am now asking that you place on the next Board’s agenda two items which would read like this: “Consider approving Story County’s compromise and assignment of tax sale certificate #11146 to #11192 for Willow Creek Estates 2nd Addition buildings E & F” and “Consider approving Story County’s compromise and assignment of the tax sale certificate #89-323 for the L.B. Neasham property.” When the approvals have been obtained, please send to my attention a copy of the approvals or a letter somehow referencing the action of the Board. Phone if any questions.

Sincerely,

Mary L. Wallace
Assistant Story County Attorney
March 14, 1994

City of Ames, %Ames City Clerk, 515 Clark Ave., Ames
Story County Hospital, %Todd Willert, Administrator, 630 6th St., Nevada
Ames Community School District, %Mr. Ronald Rice, Supt. of Schools, Ames
Des Moines Area Comm. College, %Mr. Gordon Greta 2006 S. Ankeny Blvd., Ankeny

RE: Compromise and Assignment of Certificates of Purchase #11146 to #11192 on delinquent general taxes levied upon real estate described as:

Willow Creek Estates 2nd Addition Building E, Units 101-108
Willow Creek Estates 2nd Addition Building E, Units 201-208
Willow Creek Estates 2nd Addition Building E, Units 301-308
Willow Creek Estates 2nd Addition Building F, Units 101-108
Willow Creek Estates 2nd Addition Building F, Units 201-208
Willow Creek Estates 2nd Addition Building F, Units 301-308

The Story County Board of Supervisors, pursuant to Section 446.31, Code of Iowa 1985, desires to assign the 48 tax sale certificates #11146 to #11192 on the above described properties now held by Story County. The Code of Iowa requires that
before doing so, the County obtain the written consent of all taxing bodies affected. The Code also provides that any money received from the assignment be divided proportionately among the taxing bodies.

Please take official action on this request as soon as possible and send written confirmation of that action to the Story County Board of Supervisors. If you have any questions on the above, please direct them to Mary Wallace at the Story County Attorney’s Office at (515)382-6634.

Thank you very much for your cooperation.

Sincerely,

Mary L. Wallace
Assistant Story County Attorney
March 14, 1994

City of Nevada % Nevada City Clerk, 1209 6th, Nevada
Story County Hospital, % Todd Willert, Administrator, 630 6th St., Nevada
Nevada Community School District, % Supt. of Schools, 1035 15th, Nevada
Des Moines Area Comm. College, % Mr. Gordon Greta 2006 S. Ankeny Blvd., Ankeny

RE: Compromise and Assignment of Certificate of Purchase #89-323

The South Twenty (20) Feet of Lot Three (3) and the North
Thirty-six (36) Feet of Lot Six (6) in Block G of Stewart's
Addition to Nevada, Story County, Iowa.

The Story County Board of Supervisors, pursuant to Section 446.31, Code of Iowa
1985, desires to compromise and assign tax sale certificate #89-323 to the City of
Nevada. The Code of Iowa requires that before doing so, the County obtain the
written consent of all taxing bodies affected. The property described above is in a
dilapidated condition and the City of Nevada would undertake the demolition of the
building if it is assigned the certificate so it can begin the process to obtain title.

Please take official action on this request as soon as possible and send written
confirmation of that action to the Story County Board of Supervisors. If you have any
questions on the above, please direct them to myself at (515)382-6634.

Sincerely,

Mary L. Wallace
Assistant Story County Attorney

ATTACHMENT "C"

WHEREAS, Story County has requested authorization from the Board of Directors of Des Moines Area Community College to approve Story County’s compromise and assignment of Tax Sale Certificate #11146 to #11192 for Willow Creek Estates 2nd Addition Buildings E & F; and

WHEREAS, Story County has requested authorization from the Board of Directors of Des Moines Area Community College to approve Story County’s compromise and assignment of the Tax Sale Certificate #89-323 for the L.B. Neasham Property; and

WHEREAS, it is not feasible or cost-effective to recover a greater portion of the taxes owed DMACC than could be recovered by authorizing such compromises and assignments;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, that Story County is hereby authorized to compromise and assign Tax Sale Certificate #11146 to #11192 for Willow Creek Estates 2nd Addition Buildings E & F.

BE IT FURTHER RESOLVED, that Story County is hereby authorized to compromise and assign the Tax Sale Certificate #89-323 for the L.B. Neasham Property.

PASSED AND APPROVED this 11th day of April, 1994.

President, Board of Directors

ATTEST:

Secretary, Board of Directors.

ATTACHMENT “D”
I. Basic Information

Name of School Corporation: Des Moines Area Community College
Mailing Address: 2006 South Ankeny Boulevard
Contact Person and Title: John E. Tomich
Telephone Number: (515) 964-6319

II. ISJIT Account Information

Authority is given to Norwest Bank Iowa, National Association, as ISJIT Administrator, to open the following Account(s).

Name to appear on this Account (e.g. General Fund, School House Fund, etc.):

Name of local depository for funds transfer: First National Bank
City: Ames, Iowa 50010
Phone: (515) 232-5561
Depository Account Number to be accessed: 02-410-4
Checking: [ ] Savings: [X]

Local depository ABA Routing Number: 073902274

(For your protection, each ISJIT Account may access only one depository account.)

III. Deposit/Withdrawal Information and Authorization

Authorization is given to Norwest Bank Iowa, National Association, as ISJIT Administrator, to honor any request believed by it to be authentic for investment to and/or withdrawal from the ISJIT Accounts. Moneys will be transferred only upon telephone, written or personal notice from an authorized official of the School Corporation. Upon such notification, Norwest Bank Iowa, National Association will initiate debit and credit entries to the local depository account(s) indicated and the local depository(ies) named are authorized to further debit and credit the same to the account(s). Transfer shall be made by Automated Clearinghouse Transfer (ACH), if available, unless otherwise directed by the School Corporation. There is no direct charge for ACH transfers.

IV. Information Statement and Declaration of Trust

It is certified that the School Corporation has received a copy of the Information Statement of ISJIT and a copy of the Joint Powers Agreement and Declaration of Trust and agrees to be bound by the terms of such documents.

V. Effectiveness of Application Form

The information, certifications and authorizations set forth on this application form remain in full force and effect until the ISJIT Administrator receives written notification of a change.

VI. Application Signature

Application made and executed this 12 day Apr month 1994

Name: Don Zuck
Title: Treasurer
Signature: Don Zuck

This application form must be signed by a school who is official authorized by board resolution to transact business with ISJIT. (See resolution Form A for Authorized Officials). Mail this form along with Form A to the ISJIT Administrator.
PAGES

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BALANCE SHEET & ATTACHMENTS:

1  Balance Sheet – All Funds
2  Statement of Revenue, Expenditures & Changes in Fund Balance
3  Schedule B – Investments
4  Schedule F – Detail of Liabilities

BUDGET VS ACTUAL SUMMARY REPORTS

5  Budget Balance Report All Funds
6  Budget Status Graph – Funds 1 and 2
7  Budget Status Graph – Funds 3 through 7
8  Graph Showing Actual Revenue and Expenses Compared to Prior Year for Funds 1, 2, and 7
# Balance Sheet

**DES MOINES AREA COMMUNITY COLLEGE**

**BALANCE SHEET**

**MARCH 31, 1994**

## Assets

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<tr>
<th>Current Assets</th>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Agency</th>
<th>Scholarship</th>
<th>Loan</th>
<th>Plant</th>
<th>Total</th>
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<td>Cash on Hand or in Banks (Sch A)</td>
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<td>20,834,930</td>
<td>(233,497)</td>
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<td>69,500</td>
<td>5,202,362</td>
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<td>1,051,329</td>
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<td>Student Loans (Sch D)</td>
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<td>Deposits &amp; Prepaid Expenses (Sch D)</td>
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<td>941,883</td>
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<td>Total current assets</td>
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<td>41,125,698</td>
<td>566,202</td>
<td>162,117</td>
<td>11,24,623</td>
<td>5,847,518</td>
<td>61,264,702</td>
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<table>
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<tr>
<th>Fixed Assets</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Land, Buildings &amp; Improvements</td>
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<tr>
<td>Equipment, Leased Prop, Books &amp; Film</td>
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<tr>
<td>Total fixed assets</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>163,546</td>
<td>0</td>
<td>0</td>
<td>59,152,297</td>
<td>59,315,843</td>
</tr>
</tbody>
</table>

**Total Assets**

11,713,312 41,125,698 566,202 868,778 162,117 1,124,623 64,999,815 120,580,545

## Liabilities and Fund Balances

| Current Liabilities       | 8,724,880    | 10,965,680 | 76,230   | 66,661 |             |      | 6,004 | 19,859,455 |
| Long Term Liabilities     | 29,711,000   | 83,898,022 | 38,549,902 | 805,164 |             |      |       |         |
| Deposits Held in Custody for Others | 3,047    | 802,117    |           |        |             |      |       | 8,444,906 |
| Total liabilities (Sch F) | 8,727,927    | 40,676,680 | 76,230   | 868,778 | 0           | 0    | 59,214,521 |

| Fund Balance              |              |            |           |        |             |      |       |       |
| Unrestricted              | 2,794,574    |            |           |        |             |      |       | 2,794,574 |
| Restricted - spec purposes| 190,811      | 449,018    | 489,972  | 162,117| 1,124,623   | 56,950,836| 56,950,836 |
| Net Investment in Plant   |              |            |           |        |             |      |       |         |
| Total fund balance (Sch G thru Sch K) | 2,985,385| 449,018    | 489,972  | 0      | 162,117     | 1,124,623| 61,366,024 |

**Total Liabilities & Fund Balance**

11,713,312 41,125,698 566,202 868,778 162,117 1,124,623 64,999,815 120,580,545
## Statement of Revenue, Expenditures & Changes in Fund Balances

**March 31, 1994**

### Revenues & Other Additions:

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Agency</th>
<th>Scholarship</th>
<th>Loan</th>
<th>Plant</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General Fund 1</td>
<td>General Fund 2</td>
<td>Fund 3</td>
<td>Fund 4</td>
<td>Fund 5</td>
<td>Fund 6</td>
<td>Fund 7</td>
<td></td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>9,475,487</td>
<td>426,332</td>
<td>27,772</td>
<td>194,295</td>
<td></td>
<td></td>
<td></td>
<td>10,132,826</td>
</tr>
<tr>
<td>Local Support</td>
<td>2,773,823</td>
<td>349,069</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,538,892</td>
</tr>
<tr>
<td>State Support</td>
<td>12,386,123</td>
<td>855,845</td>
<td></td>
<td>60,000</td>
<td></td>
<td></td>
<td></td>
<td>13,281,966</td>
</tr>
<tr>
<td>Federal Support</td>
<td>526,910</td>
<td>728,016</td>
<td></td>
<td></td>
<td>4,102,445</td>
<td>32,119</td>
<td></td>
<td>5,458,587</td>
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<tr>
<td>Sales &amp; Services</td>
<td>94,426</td>
<td></td>
<td>4,795,110</td>
<td></td>
<td>49,526</td>
<td></td>
<td></td>
<td>4,999,062</td>
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<tr>
<td>Training Revenue</td>
<td>294,479</td>
<td>3,699,398</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,993,876</td>
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<tr>
<td>Other Income</td>
<td>254,479</td>
<td>434,538</td>
<td>161,308</td>
<td>357,627</td>
<td>199</td>
<td>14,272</td>
<td>56,569</td>
<td>1,138,992</td>
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<tr>
<td><strong>Total Revenue &amp; Other Additions</strong></td>
<td>25,551,248</td>
<td>6,473,196</td>
<td>4,984,260</td>
<td>670,415</td>
<td>4,162,644</td>
<td>46,391</td>
<td>2,472,479</td>
<td>44,360,633</td>
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</table>

### Expenditures & Other Deductions:

<table>
<thead>
<tr>
<th></th>
<th>Educational &amp; General</th>
<th>Instruction</th>
<th>Academic Support</th>
<th>Student Services</th>
<th>Institutional Support</th>
<th>Operation &amp; Maintenance of Plant</th>
<th>Auxiliary Enterprise Expenditure</th>
<th>Scholarship Expense</th>
<th>Loan Fund Expense</th>
<th>Plant Fund Expense</th>
<th>Agency Fund Expense</th>
<th><strong>Total Expenditures &amp; Other Deductions</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>13,405,086</td>
<td>3,768,700</td>
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<td></td>
<td></td>
<td>5,663,945</td>
<td>4,254,736</td>
<td>13,532</td>
<td>4,824,628</td>
<td>514,243</td>
<td>25,513,817</td>
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#### Transfer Amounts: Additions & Deductions

<table>
<thead>
<tr>
<th>Item</th>
<th>General Fund 1</th>
<th>General Fund 2</th>
<th>Auxiliary Fund 3</th>
<th>Agency Fund 4</th>
<th>Scholarship Fund 5</th>
<th>Loan Fund 6</th>
<th>Plant Fund 7</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mandatory</td>
<td>(72,310)</td>
<td>(529,355)</td>
<td>120,500</td>
<td>(9,457)</td>
<td></td>
<td>112,000</td>
<td>26,358</td>
<td>85,048</td>
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<tr>
<td>Non-Mandatory</td>
<td>194,906</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NET INCREASE (DECREASE) FOR THE PERIOD</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE AT BEGINNING OF YEAR</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE AT END OF PERIOD</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fund Balance</strong></td>
<td>2,985,385</td>
<td>449,018</td>
<td>489,972</td>
<td>802,117</td>
<td>162,117</td>
<td>1,424,623</td>
<td>56,154,909</td>
<td>62,168,141</td>
</tr>
</tbody>
</table>
## INVESTMENTS
### MARCH 31, 1994

**UNRESTRICTED GENERAL FUND (FUND 1)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Bk &amp; Trust</td>
<td>130</td>
<td>CD #36969</td>
<td>3.6%</td>
<td></td>
<td>2,000,000</td>
</tr>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>1,571,744</td>
</tr>
<tr>
<td>Community State Bank</td>
<td>133</td>
<td>Savings Acct</td>
<td>2.53%</td>
<td></td>
<td>5,004</td>
</tr>
<tr>
<td>Hawkeye Bk &amp; Trust</td>
<td>134</td>
<td>Savings Acct</td>
<td>3.22%</td>
<td></td>
<td>2,027,487</td>
</tr>
<tr>
<td>State Bk &amp; Trust</td>
<td>135</td>
<td>Savings Acct</td>
<td>2.94%</td>
<td></td>
<td>63,335</td>
</tr>
<tr>
<td>Carroll Cty St Bk</td>
<td>136</td>
<td>Savings Acct</td>
<td>2.53%</td>
<td></td>
<td>89,129</td>
</tr>
</tbody>
</table>

**RESTRICTED GENERAL FUND (FUND 2)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>(798,730)</td>
</tr>
<tr>
<td>First Natl Bk, Ames</td>
<td>112</td>
<td>No Interest Acct</td>
<td>0.00%</td>
<td></td>
<td>38,769</td>
</tr>
<tr>
<td>Firstar Bank</td>
<td>112</td>
<td>Savings Acct</td>
<td>2.57%</td>
<td></td>
<td>2,211,177</td>
</tr>
<tr>
<td>Norwest Bank</td>
<td>112</td>
<td>Trust Account</td>
<td>VAR</td>
<td></td>
<td>12,338,077</td>
</tr>
<tr>
<td>ISJIT</td>
<td>112</td>
<td>Trust Account</td>
<td>VAR</td>
<td></td>
<td>7,045,637</td>
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</table>

**AUXILIARY FUND (FUND 3)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>(233,497)</td>
</tr>
</tbody>
</table>

**AGENCY FUND (FUND 4)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Natl Bk, Ames</td>
<td>130</td>
<td>CD #21354</td>
<td>3.75%</td>
<td></td>
<td>45,000</td>
</tr>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>619,780</td>
</tr>
</tbody>
</table>

**SCHOLARSHIP FUND (FUND 5)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>162,117</td>
</tr>
</tbody>
</table>

**LOAN FUND (FUND 6)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>69,500</td>
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</table>

**PLANT FUND (FUND 7)**

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>OBJECT CODE</th>
<th>INVESTMENT TYPE</th>
<th>RATE</th>
<th>DUE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Bk &amp; Trust</td>
<td>130</td>
<td>CD #36967</td>
<td>3.6%</td>
<td></td>
<td>2,000,000</td>
</tr>
<tr>
<td>First Natl Bk, Ames</td>
<td>131</td>
<td>Savings Acct</td>
<td>2.89%</td>
<td></td>
<td>1,202,362</td>
</tr>
<tr>
<td>Hawkeye Bk &amp; Trust</td>
<td>134</td>
<td>Savings Acct</td>
<td>3.22%</td>
<td></td>
<td>2,000,000</td>
</tr>
</tbody>
</table>

**TOTAL PRINCIPAL**

|                              |             |                 |       |       | 5,776,699 |

**TOTAL DUE**

|                              |             |                 |       |       | 20,834,930 |

**TOTAL**

|                              |             |                 |       |       | 664,780 |

|                              |             |                 |       |       | 162,117 |

|                              |             |                 |       |       | 69,500 |

|                              |             |                 |       |       | 5,202,362 |
### DES MOINES AREA COMMUNITY COLLEGE
### DETAIL OF LIABILITIES
### MARCH 31, 1994

#### LIABILITIES

<table>
<thead>
<tr>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Agency</th>
<th>Scholarship</th>
<th>Loan</th>
<th>Plant</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund 1</td>
<td>General Fund 2</td>
<td>Auxiliary Fund 3</td>
<td>Agency Fund 4</td>
<td>Scholarship Fund 5</td>
<td>Loan Fund 6</td>
<td>Plant Fund 7</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

**PAYABLES:**
- Trade Payables: (113) 6,780 5,450 200
- Anticipatory Warrant: 5,000,000
- Long Term Payables (Bonds): 29,711,000 8,290,000
- Leaseholds Payable: 608,170

**ACCRAVED LIABILITIES:**
- Payroll: 1,976,304 43,575 23,340 1,010 1,197
- Accrued Vacation: 414,059 39,452 47,440 684 4,607
- Interest on Debt: 94,319
- UNAMORITIZED DISC ON CERTF: 550 (249,093) (59,268)
- FUNDS HELD IN TRUST: 3,047 21,000
- DEFERRED INCOME: 1,239,761 11,103,966 84,967

**TOTAL LIABILITIES:** 8,727,927 40,676,680 76,230 86,661 0 0 8,844,906
## Des Moines Area Community College
### Budget Report
#### Summary by Fund (All Funds)

**March 31, 1994**

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Board Approved Budget</th>
<th>Working Budget</th>
<th>Amount Expended/Encumbered</th>
<th>Amount Received</th>
<th>Amount Encumbered</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gen Fund Current</td>
<td>1</td>
<td></td>
<td>$34,609,060</td>
<td>$34,638,072</td>
<td>$25,949,657</td>
<td>8,688,415</td>
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<td></td>
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<tr>
<td>Restricted Current</td>
<td>2</td>
<td></td>
<td>19,372,091</td>
<td>19,644,257</td>
<td>6,556,650</td>
<td>13,087,607</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auxiliary</td>
<td>3</td>
<td></td>
<td>6,777,451</td>
<td>6,908,100</td>
<td>5,246,761</td>
<td>1,661,339</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AGENCY</td>
<td>4</td>
<td></td>
<td>808,903</td>
<td>808,695</td>
<td>836,002</td>
<td>(27,307)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarship</td>
<td>5</td>
<td></td>
<td>4,729,647</td>
<td>4,918,667</td>
<td>4,341,286</td>
<td>577,381</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loan</td>
<td>6</td>
<td></td>
<td>76,872</td>
<td>76,872</td>
<td>79,416</td>
<td>(2,544)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant</td>
<td>7</td>
<td></td>
<td>6,531,213</td>
<td>7,724,328</td>
<td>2,562,527</td>
<td>5,161,801</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue:</strong></td>
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<td></td>
<td>$72,905,237</td>
<td>$74,718,991</td>
<td>$45,572,299</td>
<td>$0</td>
<td>$29,146,692</td>
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<tr>
<td><strong>Expenditures:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gen Fund Current</td>
<td>1</td>
<td></td>
<td>$34,377,582</td>
<td>$34,482,326</td>
<td>$25,789,631</td>
<td>$6,105,371</td>
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<td>$2,587,324</td>
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<tr>
<td>Restricted Current</td>
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<td>19,148,355</td>
<td>19,774,686</td>
<td>6,556,646</td>
<td>624,166</td>
<td></td>
<td>12,593,874</td>
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<tr>
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<td>3</td>
<td></td>
<td>6,942,599</td>
<td>7,151,252</td>
<td>5,805,945</td>
<td>534,299</td>
<td></td>
<td>811,008</td>
</tr>
<tr>
<td>AGENCY</td>
<td>4</td>
<td></td>
<td>786,049</td>
<td>804,785</td>
<td>689,287</td>
<td>63,913</td>
<td></td>
<td>51,585</td>
</tr>
<tr>
<td>Scholarship</td>
<td>5</td>
<td></td>
<td>4,729,647</td>
<td>4,918,667</td>
<td>4,254,736</td>
<td>0</td>
<td></td>
<td>663,931</td>
</tr>
<tr>
<td>Loan</td>
<td>6</td>
<td></td>
<td>37,000</td>
<td>37,000</td>
<td>14,533</td>
<td>0</td>
<td></td>
<td>22,467</td>
</tr>
<tr>
<td>Plant</td>
<td>7</td>
<td></td>
<td>7,569,849</td>
<td>8,995,891</td>
<td>4,829,628</td>
<td>461,930</td>
<td></td>
<td>3,704,333</td>
</tr>
<tr>
<td><strong>Total Expenditures:</strong></td>
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<td></td>
<td>$73,591,021</td>
<td>$76,164,607</td>
<td>$47,940,406</td>
<td>$7,789,679</td>
<td></td>
<td>$20,434,522</td>
</tr>
</tbody>
</table>

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5
DMACC BUDGET STATUS MARCH 31, 1994  (FUNDS 3, 4, 5, 6, & 7)

<table>
<thead>
<tr>
<th>FUND 3 (AUXILIARY)</th>
<th>FUND 4 (AGENCY)</th>
<th>FUND 5 (SCHOLARSHIP)</th>
<th>FUND 6 (LOAN)</th>
<th>FUND 7 (PLANT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5,245,761</td>
<td>1,245,678</td>
<td>4,045,876</td>
<td>4,545,678</td>
<td>3,245,678</td>
</tr>
<tr>
<td>888,895</td>
<td>888,902</td>
<td>888,785</td>
<td>888,287</td>
<td>888,123</td>
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<tr>
<td>5,898,945</td>
<td>7,151,258</td>
<td>9,851,945</td>
<td>7,851,945</td>
<td>9,851,945</td>
</tr>
</tbody>
</table>

*BUDGET is Current Working Budget for Funds 3, 4, 5 & 6, and Published Budget for Fund 7.
DMACC REVENUES AND EXPENDITURES
YEAR-TO-DATE THROUGH MARCH 31, 1994

DOLLARS

REV EXP
FUND 1
CURRENT YEAR
PRIOR YEAR
FUND 2
CURRENT YEAR
PRIOR YEAR
FUND 7
CURRENT YEAR
PRIOR YEAR

REV EXP
(CURRENT GENERAL)
(RESTRICTED CUR. GEN.)
(PLANT)