Board of Directors Meeting Minutes (April 1, 1987)

Follow this and additional works at: https://openspace.dmacc.edu/boardminutes
DES MOINES AREA COMMUNITY COLLEGE

Public Hearing on the Boone Campus Remodeling
April 1, 1987
Building 1 - Room 30 - Ankeny Campus

AGENDA

1. Call to Order - 12:00 noon.
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. Consideration of Resolution approving plans, specifications, form of contract and estimated cost for the Boone Campus remodeling.
7. Consideration of award of contract for Boone Campus remodeling.
8. Consideration of Resolution for shared services with Southwestern Community College, Creston, Iowa.
10. Adjournment.
A special meeting of the Des Moines Area Community College Board of Directors was held in Building 1, Room 30 of the Ankeny Campus, on April 1, 1987, for the purpose of conducting a public hearing to approve the plans, specifications, form of contract and estimated cost for the Boone Campus remodeling. The meeting was called to order at 12:00 noon by Board President Jasper Risdal.

Members Present: Harold Belken, Susan Clouser, Dick Johnson, Eldon Leonard, Jasper Risdal, Doug Shull

Others Present: Joseph A. Borgen, President, Helen M. Minor, Board Secretary, Don Zuck, College Treasurer, Other interested DMACC staff and area residents

A motion to approve the tentative agenda as presented was made by H. Belken, seconded by D. Shull.

Motion passed unanimously.

Board Secretary H. Minor, 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 newspaper on March 9, 1987, and posted on the official Des Moines Area Community College bulletin board. No written objections regarding the Boone Campus remodeling was received. Attachment #1

There were no requests to address the Board.

It was moved by D. Johnson, seconded by D. Shull, that the Board approve the Resolution approving plans, specifications, form of contract and estimated cost for the Boone Campus remodeling.

Motion passed unanimously on a roll call vote.
It was moved by D. Shull, seconded by E. Leonard, that the Board of Directors award a contract for the Boone Campus remodeling to R. H. Grabau Construction, Inc., for a total contract award of $410,243.00, and that the Board President and Secretary be authorized to sign said contract. Bid Tally sheet is Attachment #2 to these minutes.

Motion passed on a roll call vote.

A motion was made by D. Johnson, seconded by H. Belken, that the Board approve the following Resolution for SHARING OF SERVICES WITH SOUTHWESTERN COMMUNITY COLLEGE, CRESTON:

WHEREAS Southwestern Community College Board of Directors has asked and
WHEREAS in that both colleges wish to discuss sharing of services
THEREFORE BE IT RESOLVED THAT:
The Board of Directors of Des Moines Area Community College will hereby pursue the possibility of sharing services with Southwestern Community College, Creston, Iowa, and to explore opportunities that will mutually benefit each college and the citizens of those districts.
The Board of Directors hereby authorizes the President to enter into discussion with Southwestern Community College to discuss sharing of services.

Motion passed unanimously.

A motion was made by H. Belken, seconded by S. Clouser, that the Board approve the following personnel items:

**Contract Changes**

Loftus, Virginia, Executive Director, Policy Planning and Analysis, Grade 22 to Executive Director, District Administration, Grade 23. Annual salary $44,172. Effective November 24, 1986. Employment Agreement with Professional Staff.

**Resignations**


**Early Retirement**


Lewis, Bonnie, Secretary/Foreign Student Specialist, Student Services & Records. Effective June 30, 1987. To be paid in two equal payments on July 1, 1987 and June 1, 1988 for a total of $9,137.

New Personnel


Motion passed unanimously.

ADJOURNMENT

A motion for adjournment was made by D. Johnson, seconded by H. Belken.

Motion passed unanimously and at 12:25 p.m., Board President Risdal adjourned the meeting.

JAMEE M. RISDAL, President

HELEN M. MINOR, Board Secretary
 Affidavit of Publication

COPY OF ADVERTISEMENT
Exhibit “A”

STATE OF IOWA
POLK COUNTY
SS.

The undersigned, being first duly sworn, on oath states that he/she is the

of Des Moines Register and Tribune Company, a corporation duly organized and
existing under the laws of the State of Iowa, with its principal place of business in
Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)

DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines,
Polk County, Iowa; and that an advertisement, a printed copy of which is attached
as Exhibit “A” and made a part of this affidavit, was printed and published in

in Des Moines Sunday Register on

The affiant states that all of the facts set forth in the foregoing affidavit are
true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 17th day
March 1987

Mary F. Bradley
Notary Public in and for Polk County, Iowa

MARY F. BRADLEY
RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE BOONE CAMPUS REMODELING

WHEREAS, on the 3rd. day of March, 1987, plans, specifications, form of contract, and estimated cost 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 cost 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 cost are hereby approved and adopted as the plans, specifications, form of contract, and estimated cost for the Boone Campus Remodeling.

PASSED AND APPROVED this 1st. day of April, 1987.

[Signature]
President of the Board of Directors of the aforesaid Community College

ATTEST:

[Signature]
Secretary of the Board of Directors of the aforesaid Community College
MEMORANDUM

TO:        Board of Directors
           Des Moines Area Community College

FROM:     Arnold E. Fischer, AIA

DATE:    April 1, 1987

SUBJECT: Bid Letting Report
           DMACC Boone Campus Remodeling

Four sealed bids were received by the Owner prior to the specified bid time of 2:00 p.m. on March 26, 1987.

Present:   Ken Brown              Des Moines Area Community College
           Mark Baethke              Des Moines Area Community College
           Ken Taylor               Frank Pulley Associates
           Arnie Fischer            Bussard/Dikis Associates, Ltd.

Bidders Represented: R. H. Grabau Construction, Boone, Iowa
                    Betts & Beer Construction, Adair, Iowa
                    LeMatt Construction, Des Moines, Iowa
                    Boone Construction, Boone, Iowa

Bids were opened publicly and read aloud. Each of the four bidders provided the specified bid security and acknowledged receipt of Addendum #1.

All four bids were on the appropriate form and were tabulated by Bussard/Dikis Associates, Ltd. on the attached Bid Tabulation Form.

The low bid was submitted by R. H. Grabau Construction of Boone, Iowa, in the amount of $410,243.00. It is our opinion that this proposal fairly reflects the scope of the work and we recommend approval of award of contract to R. H. Grabau Construction.

In response to the College's request, R. H. Grabau Construction has submitted a proposal to delete all work in the auditorium and auditorium vestibule. A copy of this proposal is attached. If the College determines that the auditorium work is to be deleted, an award of contract for the base bid amount of $410,243.00 would be made and a change order written immediately to delete the auditorium work in accordance with the contract documents and R. H. Grabau Construction's proposal.

AEF/jm

Enclosure
# Bid Tabulation

**Project:** DMACC Boone Campus Remodeling  
**Time:** 2:00 P.M.  
**Date:** March 26, 1987

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Security Included</th>
<th>Addendum #1 Received</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) R. H. Grabau Construction</td>
<td>✓</td>
<td>✓</td>
<td>$410,243.00</td>
</tr>
<tr>
<td>2) Friedrich Realty &amp; Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3) Ankeny Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4) Betts &amp; Beer Constr. Co.</td>
<td>✓</td>
<td>✓</td>
<td>$426,200.00</td>
</tr>
<tr>
<td>5) LeMatt Construction</td>
<td>✓</td>
<td>✓</td>
<td>$472,403.00</td>
</tr>
<tr>
<td>6) Harold Pike Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7) Boone Construction, Inc.</td>
<td>✓</td>
<td>✓</td>
<td>$422,578.00</td>
</tr>
<tr>
<td>8) Atco Enterprises</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9) Rumelhart Bldg. Co.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10) Shriver Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11) Rather Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This bid tabulation lists all general contractors who requested bidding documents. No entry under the base bid column indicates that no bid was submitted by that contractor.

---

[Signature]

Iowa

Registered Architect
FORM OF PROPOSAL

BOONE CAMPUS REMODELING
DES MOINES AREA COMMUNITY COLLEGE

Place: Des Moines Area Community College
2006 South Ankeny Boulevard, Ankeny, Iowa

Bid: 2:00 p.m., March 26, 1987

PROPOSAL of R. H. Grabau Construction, Inc. (hereinafter called "Bidder")
(a corporation/ partnership/ individual doing business as )

(State) (strike out inapplicable terms)

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

Gentlemen:

The Bidder, in compliance with your invitation for bids for the construction of Boone Campus Remodeling, Des Moines Area Community College having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with the availability of materials and labor, hereby proposes to furnish all labor, material, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this Proposal is a part.

Bidder hereby agrees to commence work under this Contract upon receipt of a written "Notice to Proceed" from the Owner and to fully complete the project as described on Page 2 of Specification Section 01010. Bidder understands that liquidated damages will be assessed at the rate of five hundred dollars ($500.00) per calendar day that duration of the work exceeds the contract time. Liquidated damages will continue until substantial completion of the work.
BASE BID PROPOSAL:

Bidder agrees to perform all of the construction contract work described in the project manual and shown on the plans within one hundred nineteen (119) calendar days and for the sum of Four hundred forty-three thousand two hundred forty-three dollars ($440,243). Amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

BASE BID BREAKDOWN:

BUILDING CONSTRUCTION

General ................ $221,943
Mechanical ............. $114,900
Electrical ............... $73,500

BASE BID TOTAL $410,343

IN GENERAL:

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within 10 days and deliver a Surety Bond or Bonds as required by the General Conditions.

The Bidder understands that the award of contract will be made to that responsible Bidder who submits the low bid within the funds available.

SUBCONTRACTORS:

The Mechanical Subcontractor is: [Firm Name] (Mech)

The Electrical Subcontractor is: [Firm Name] (Elec)

BOONE CAMPUS REMODELING FP-2
BID SECURITY:

Bid Security of Thirty Thousand Dollars ($30,000.00) 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.

ADDENDUM RECEIPTS:

The receipt of the following Addenda to the drawings and specifications is hereby acknowledged.

Addendum No.  1  Dated  March 20, 1987

Addendum No.    Dated

Addendum No.    Dated

Respectfully submitted,

(SEAL - If Bid Is by Corporation)

FIRM NAME  R. H. Grabau Construction, Inc.

BY

TITLE  Roger Temple, VP

DATE  March 26, 1987

OFFICIAL ADDRESS:

P. O. Box 99

Boone, Iowa  50036

City and State   515-432-6935

Telephone

BOONE CAMPUS REMODELING

FP-3
KNOW ALL MEN BY THESE PRESENTS, that we R. H. GRABAU CONSTRUCTION, INC.
(Here insert full name and address or legal title of Contractor)
Boone, Iowa

as Principal, hereinafter called the Principal, and

UNITED FIRE & CASUALTY CO.
(Here insert full name and address or legal title of Surety)
Cedar Rapids, Iowa

a corporation duly organized under the laws of the State of IOWA
as Surety, hereinafter called the Surety, are held and firmly bound unto

DES MOINES AREA COMMUNITY COLLEGE
(Here insert full name and address or legal title of Owner)
Ankeny, Iowa

as Obligee, hereinafter called the Obligee, in the sum of THIRTY THOUSAND DOLLARS AND NO CENTS

Dollars ($30,000.00 ),

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

DES MOINES AREA COMMUNITY COLLEGE REMODELING
(Here insert full name, address and description of project)
BOONE CAMPUS
Boone, Iowa

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 26th day of March 1987

Mary P. Martin
(Witness)

R. H. GRABAU CONSTRUCTION, INC.
(Principal)

Rogers Temple, Jr.
(Title)

UNITED FIRE & CASUALTY CO.
(Surety)

Debra L. Anderson
(Witness)

(Associate in Fact)
UNITED FIRE & CASUALTY COMPANY
HOME OFFICE – CEDAR RAPIDS, IOWA
CERTIFIED COPY OF POWER OF ATTORNEY
(Original on file at Home Office of Company – See Certification)

KNOW ALL MEN BY THESE PRESENTS, That the UNITED FIRE & CASUALTY COMPANY, a corporation duly organized and existing under the laws of the State of Iowa, and having its principal office in Cedar Rapids, State of Iowa, does make, constitute and appoint Marvin Lauritsen, or Ralph M. Lauritsen, or Iola M. Whitver, All Individually of Boone, Iowa its true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature as follows:

— Any and all bonds —

and to bind UNITED FIRE & CASUALTY COMPANY thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of UNITED FIRE & CASUALTY COMPANY and all the acts of said Attorney, pursuant to the authority hereby given are hereby ratified and confirmed.

The Authority hereby granted shall expire June 23, 1988 unless sooner revoked.

This power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the Board of Directors of the Company on April 18, 1973.

"Article V – Surety Bonds and Undertakings.

Section 2. Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Company, may, from time to time, appoint by written certificate attorney-in-fact to act in behalf of the Company in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Company by their signature and execution of any such instruments and to attach the seal of the Company thereto. The President or any Vice President, the Board of Directors or any other officer of the Company may at any time revoke all power and authority previously given to any attorney-in-fact."

IN WITNESS WHEREOF, the UNITED FIRE & CASUALTY COMPANY has caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 23rd day of June, A.D. 1986.

UNITED FIRE & CASUALTY COMPANY
By Harald A. Hagen
Vice President

State of Iowa, County of Linn, ss:

On this 23rd day of June 1986, before me personally came Harold A. Hagen to me known, who being by me duly sworn, did depose and say: that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of the UNITED FIRE & CASUALTY COMPANY, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

CERTIFICATION
1, the undersigned officer of the UNITED FIRE & CASUALTY COMPANY, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the By-Laws of said Company as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID COMPANY, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Company this 26th day of March 1987.

Maynard Hansen
Secretary
March 30, 1987

Bussard/Dikis Associates, Ltd.
300 Homestead Building
303 Locust Street
Des Moines, Iowa 50309

Attn: Arnie Fisher

Re: Des Moines Area Community College
Boone, Iowa

Dear Arnie:

The quotation to add back the work that was omitted on the previous letter will be the sum of $114,992. Attached please find a breakdown of the cost to add this work back on the middle of June, 1987. Some of the other conditions that need to be addressed are as follows:

1. Completion date for the auditorium is not realistic because there was an original start date of April 6, 1987 and it would be moved to approximately June 16, 1987, which is 2½ months in change from original documents.

2. The completion of the second floor will be completed in time for the school to start.

3. We feel the liquidated damages clause should be omitted because of the various changes that have taken place.

4. The additional cost for adding back the work on June 16, 1987, as far as the overhead goes is calculated by looking at two additional months of overhead, basically the months of September and October.

5. I feel a realistic date for the auditorium completion would be November 15, 1987.

6. The electrical additional cost was due to the fact, if the electrical subcontractor breaks his order into small quantities, there is an up charge on the fixtures because of a small quantity order and freight.
If you have any questions, please advise.

Very truly yours,

R. H. GRABAU CONSTRUCTION, INC.

[Signature]

Roger Temple

RLT/Jz

enclosure
Re: Des Moines Area Community College
Boone, Iowa

1. Price to add back work originally omitted $104,992
2. Overhead 7,000
3. Electrical- additional 4,000
 $114,992
March 30, 1987

Bussard/Dikis Associates, Ltd.
300 Homestead Building
303 Locust Street
Des Moines, Iowa  50309

Attn:  Arnie Fisher

Re:  Des Moines Area Community College
     Boone Campus Remodeling
     Boone, Iowa

Dear Arnie:

I would like to confirm in writing our conversation today. The price to omit all the work that would take place in Rooms #112 Auditorium; #113 Projection Room; #114 Lobby; #115 Classroom; #116 Classroom; #117 Classroom; and #118 Classroom, comes to a deduct total of $104,992.00.

The breakdown for this deduct is attached.

I would like to request that you also drop the liquidated damages section, as we feel the changes in the work would warrant it.

If you have any questions, please give me a call.

Very truly yours,

R. H. GRABAU CONSTRUCTION, INC.

Roger Temple

RLT/jz

enclosure
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Demolition</td>
<td>$4,124</td>
</tr>
<tr>
<td>2</td>
<td>Cement Work Int.</td>
<td>4,063</td>
</tr>
<tr>
<td>3</td>
<td>Masonry</td>
<td>250</td>
</tr>
<tr>
<td>4</td>
<td>Struct, misc. handrails</td>
<td>10,420</td>
</tr>
<tr>
<td>5</td>
<td>Carpentry</td>
<td>880</td>
</tr>
<tr>
<td>6</td>
<td>Doors &amp; Millwork</td>
<td>2,388</td>
</tr>
<tr>
<td>7</td>
<td>Hollow Metal &amp; Hardware</td>
<td>2,693</td>
</tr>
<tr>
<td>8</td>
<td>Glazing</td>
<td>90</td>
</tr>
<tr>
<td>9</td>
<td>Drywall</td>
<td>19,846</td>
</tr>
<tr>
<td>10</td>
<td>Carpet</td>
<td>7,500</td>
</tr>
<tr>
<td>11</td>
<td>Acoustical</td>
<td>1,845</td>
</tr>
<tr>
<td>12</td>
<td>Painting</td>
<td>949</td>
</tr>
<tr>
<td>13</td>
<td>Operable wall</td>
<td>6,787</td>
</tr>
<tr>
<td>14</td>
<td>Mechanical</td>
<td>24,888</td>
</tr>
<tr>
<td>15</td>
<td>Electrical</td>
<td>18,269</td>
</tr>
</tbody>
</table>

**Total Cost:** $104,992