Board of Directors Meeting Minutes (July 19, 1982)

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Des Moines Area Community College
Public Hearing on Re-roofing Projects.

July 19, 1982
Ankeny Campus - Building 1 - Room 30

AGENDA

1. Call to Order - 5:30 p.m.

2. Roll Call.

3. Acknowledgement by Board Secretary of how notice of hearings was made.

4. Requests to address the Board recognized.

5. Approve resolutions adopting plans, specifications, form of contract, and estimated cost for re-roofing buildings 6, 7, and 8 and the Boone academic building.

6. Adjournment.
CONSTRUCTION
HEARING
SPECIAL MEETING

19 July 1982

A special meeting of the Des Moines Area Community College Board of Directors was held on the Ankeny Campus, Building 1, Room 30, on July 19, 1982. The meeting was called to order by Board President Eldon Leonard at 5:35 p.m. for the purpose of conducting a public hearing in relation to the proposed specifications and form of contract for the Reroofing Project of Buildings 6, 7, and 8 and the Reroofing Project of the Boone Academic Building.

ROLL CALL

Members Present:
- Raymond Clark
- Georganne Garst
- Eldon Leonard
- Theodore Nemmers
- Jasper Risdal

Members Absent:
- DeVere Bendixen
- Herbert Ritland
- Donald Rowen
- Walter A. Stover, Jr.

Others Present:
- Joseph A. Borgen, President
- Eugene R. Snyders, Board Secretary
- Various other DMACC staff and interested residents

HEARING NOTICE

Board President Leonard asked how notice of this hearing was given to the public. The Secretary responded 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 the 25th of June, 1982, and posted on the official Des Moines Area Community College bulletin board. A copy of the paid public announcements are Attachments #1 and #2 to these minutes.

WRITTEN COMMENTS

Board President Leonard asked the Secretary if written comments had been received for Board consideration. The Secretary reported that no written comments had been received.
In response to Board President Leonard's question as to whether requests to address the Board had been submitted, Secretary Snyders reported that no requests for oral comments had been received.

A motion to adopt the resolution which adopts plans, specifications, form of contract, and estimated cost for the Reroofing Project of Buildings 6, 7, and 8 was made by R. Clark, seconded by J. Risdal. The resolution is Attachment #3 to these minutes.

Motion passed unanimously on a roll call vote.

R. Clark made a motion; T. Nemmers seconded, that the Board adopt the resolution included as Attachment #4 to these minutes which adopts plans, specifications, form of contract, and estimated cost for the Reroofing Project of the Boone Academic Building.

Motion passed unanimously on a roll call vote.

T. Nemmers made a motion that was seconded by G. Garst to adjourn the meeting.

The motion passed unanimously and at 5:37 p.m. Board President Leonard adjourned the hearing.

ELDON LEONARD, President

Eugene R. Snyders, Secretary
TO WHOM IT MAY CONCERN:

A public hearing will be held on July 19, 1981, at 5:30 p.m. Central Daylight Time, by the Board of Directors of the Des Moines Area Community College, in Building 1, Room 30, 2006 Ankeny Boulevard, Ankeny, Iowa, in relation to proposed specifications and form of contract for the construction of the following improvement:

DE5 MOINES AREA COMMUNITY COLLEGE
RE-ROOF BUILDINGS 6, 7 and 8

at which time any interested persons may appear and file objections to said proposed specifications, form of contract or the cost of such improvement.

Said Board of Directors will then hear said objections and any evidence for or against the same, and forthwith enter of record its decision thereon.

DES MOINES AREA COMMUNITY COLLEGE
/s/ Eldon Leonard
President

STATE OF IOWA

POLK COUNTY

The undersigned, being first duly sworn, on oath states that he is the Auditing Department Manager 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 TRIBUNE (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 hereto annexed as Exhibit "A" and made a part of this affidavit, was printed and published in said The Des Moines Register (daily) the following dates:

June 25, 1982

in said Des Moines Tribune (daily) the following dates:

in said Des Moines Sunday Register on

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

Subscribed and sworn to before me by said affiant this 28th day of June, 1982.

Notary Public in and for Polk County, Iowa
Affidavit of Publication

STATE OF IOWA  
POLK COUNTY  

The undersigned, being first duly sworn, on oath states that he is the Auditing Department Manager 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 TRIBUNE (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 hereto annexed as Exhibit "A" and made a part of this affidavit, was printed and published in said Des Moines Register (daily) the following dates:

June 25, 1982

in said Des Moines Tribune (daily) the following dates:

in said Des Moines Sunday Register on

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

Subscribed and sworn to before me by said affiant the 28th day of June, 1982.

Notary Public in and for Polk County, Iowa
RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND ESTIMATED COST FOR THE REROOFING PROJECT OF BUILDINGS 6, 7, AND 8

WHEREAS, on the 21st day of June, 1982, 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 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 Re-roofing Project of Buildings 6, 7, and 8.

ATTEST:

Eldon Leonard, President

Eugene R. Snyder, Secretary
RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE REROOFING PROJECT OF THE BOONE ACADEMIC BLDG.

WHEREAS, on the 21st day of June, 1982, 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 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 Re-roofing Project of the Boone Academic Building.

Eldon Leonard, President

Eugene R. Snyders, Secretary

ATTEST:
Des Moines Area Community College

Regular Board Meeting

July 19, 1982

Ankeny Campus - Building 1 - Room 30

AGENDA

1. Call to Order - immediately following public hearing.

2. Roll Call.

3. Approval of tentative agenda.

4. Public Comments.


6. Board consideration of personnel.

7. Approve acceptance of contract completion identified as Reroofing Building 19, D. C. Taylor Company.

8. Approval of award of contract for Reroofing buildings 6, 7, and 8.

9. Approval of award of contract for Reroofing the Boone Campus Academic Building.

10. Consideration of offers to purchase properties at:
    901 S.E. Trilein, Ankeny, Iowa
    1110 S.E. Reo, Ankeny, Iowa
    214 East Todd Terrace, Carroll, Iowa

11. Approval of award of contract for Data Systems audit.

12. Approval to submit an application to the Iowa Commission on Aging for Des Moines Area Community College to be designated as the Area XI Agency on Aging.


14. Consideration of beer and wine policy.

15. Approval of Treasurer's annual report.

17. Presentation and consideration of payables.

18. Information Items:
   A. Petition for Unit Determination by Classified Staff.
   B. Next Board meeting will be August 16, 1982, at the Ankeny Campus.
   C. September 20, 1982, Board meeting will be in Carroll, Iowa.

19. Future Agenda Items:
   A. Renewal of institutional membership in the North Central Association of Colleges and Schools.
   B. Approval of agreement for services connected with collective bargaining.

20. Adjournment.
REGULAR MEETING

19 July 1982

The regular meeting of the Des Moines Area Community College Board of Directors was held on the Ankeny Campus, Building 1, Room 30, on July 19, 1982. The meeting was called to order by Board President Eldon Leonard at 5:38 p.m.

ROLL CALL

Members Present:
Raymond Clark
Georganne Garst
Eldon Leonard
Theodore Nemmers
Jasper Risdal
Donald Rowen (arrived at 6:09 p.m.)

Members Absent:
DeVere Bendixen
Herbert Ritland
Walter A. Stover, Jr.

Others Present:
Joseph A. Borgen, President
Eugene R. Snyders, Board Secretary
Various other DMACC staff and interested residents

APPROVAL OF TENTATIVE AGENDA

It was moved by J. Risdal, seconded by R. Clark, that the tentative agenda and Supplemental Board Agenda from the Human Resources Office be approved.

Motion passed unanimously.

APPROVAL OF MINUTES

T. Nemmers made a motion that was seconded by J. Risdal to approve the minutes of the June 21, 1982, public hearing, and the June 21, 1982, regular meeting.

Motion passed unanimously.

APPROVAL OF PERSONNEL REPORT

A motion to approve the following personnel items was made by G. Garst, seconded by R. Clark:

Authorization for Extra Duty Days

Rosemary Hedland, Instructor, STRIVE, to teach 4 extra days @ $60.00 per day; total = $240.00. Effective June 4-10, 1982.

Russell Priestley, Instructor, STRIVE, to teach 4 extra days @ $60.00 per day; total = $240.00. Effective June 4-10, 1982.

Gertrude Clark, Instructor, STRIVE, to teach 4 extra days @ $60.00 per day; total = $240.00. Effective June 4-10, 1982.
REGULAR MEETING/page 2

July 19, 1982

John Twedt, Instructor, STRIVE, to teach 4 extra days @ $60.00 per day; total = $240.00. Effective June 4-10, 1982.

Bette Samuels, Coordinator, Public & Human Services, 24 extra hours (DPI specially funded project). Total of $296.88. Effective July 1, 1982.

Contract Change

Deborah Corwin, Financial Aid Officer, Student Records and Services, from 7/8 time to full-time. Annual salary $18,838.00. Effective July 1, 1982.

Leave Without Pay


Resignations


Dorothy Simms, Director, Career Development Center, Urban Campus. Effective June 30, 1982.

Carol Stolz, PCS/Orientation Coordinator, Student Development. Effective August 23, 1982.

Terminations

George Nichols, Coordinator, Student Life, Urban Campus. Terminated effective June 30, 1982; lack of funds.

Summer Contracts

C. J. Alexander, Instructor, Educational Services, Boone and Urban Campuses. 40 days, total = $1,918.04. Effective July 16, 1982.

Stanlie Jackson, Instructor, Educational Services, Urban Campus. 40 days, total = $1,584.08. Effective July 16, 1982.

New Personnel


Marilyn McGinty, Lab Assistant, Recreational Leadership, Boone Campus. Annual salary $13,102.00 - 12 month contract with Professional Non-certified staff. Effective July 1, 1982.


Audrey Cooper, Instructor, Nursing, Boone Campus. Annual salary $16,039.99 - 9 months plus 33 extra days. Continuing contract with certified faculty, probationary status. Effective September 8, 1982.

Connie Booth, Instructor, Nursing, Boone Campus. Annual salary $15,419.00 - 9 month contract with certified faculty, probationary status (1 year contract only). Effective September 8, 1982.

The motion passed unanimously.

G. Garst made a motion that the Board of Directors approve acceptance of contract completion identified as Reroofing Building 19, D. C. Taylor Company; final payment of $4,312.60 to be made 30 days following the date of this Board meeting; seconded by T. Nemmers.

The motion passed unanimously.

A motion to award a contract for reroofing Buildings 6, 7, 8 to Des Moines Roofing with a base bid of $124,155.00, and further to authorize the Board President and Secretary to sign said contract was made by R. Clark, seconded by G. Garst. A copy of the paid announcement regarding receipt of bids on the project is included as Attachment #1 to these minutes. (Bid tally sheet is Attachment #2.)

The motion passed unanimously.

A motion to award a contract for reroofing the Boone Academic Building to Tri-Star Company with a base bid of $51,212.00, and further to authorize the Board President and Secretary to sign said contract was made by J. Risdal, seconded by R. Clark. A copy of the paid announcement regarding receipt of bids on the project is included as Attachment #3 to these minutes. (Bid tally sheet is Attachment #2.)

The motion passed; there was one dissenting vote.
AWARD OF CONTRACT FOR THE AUDIT OF DATA SYSTEMS  
G. Garst made a motion, R. Clark seconded, that the Board award a contract for Phase I of the Data Systems audit to the firm of Arthur Anderson with a bid of $40,330.00, and authorize the Board President and Secretary to sign said contract. The complete description of the proposed project is filed with the minutes of the April 19, 1982, Board of Directors' meeting, and Attachment #4 to these minutes details the bid tally.

The motion passed unanimously.

AREA AGENCY ON AGING PROJECT TABLED  
It was moved by G. Garst, seconded by R. Clark, that the issue of Des Moines Area Community College's involvement in the Area Agency on Aging Project be tabled indefinitely.

The motion passed unanimously.

APPROVAL OF DMACC'S MEMBERSHIP IN IACCT  
It was moved by T. Nemmers, seconded by J. Risdal, that the Board approve 1982-83 membership for Des Moines Area Community College in the Iowa Association of Community College Trustees, and authorize the payment of membership dues in the amount of $15,224.00.

The motion passed unanimously.

BEER AND WINE POLICY CONSIDERATION TABLED  
A motion to table consideration of the beer and wine policy until the entire Board of Directors could be present was made by T. Nemmers, seconded by R. Clark.

The motion passed unanimously.

APPROVAL OF ANNUAL TREASURER'S REPORT  
R. Clark made a motion that was seconded by J. Risdal to approve the Treasurer's Report for 1981-82 as presented in Attachment #5 to these minutes.

The motion passed unanimously.

PRESENTATION OF FINANCIAL REPORT  
The month of June financial report will be presented at the August Board meeting after final closing of the accounting records for FY81-82; however, Irv Steinberg made a cash position report which is attached to these minutes as Attachment #6.

APPROVAL OF PAYABLES  
R. Clark made a motion, T. Nemmers seconded, to approve the payables as presented in Attachment #7 to these minutes.

The motion passed unanimously.
INFORMATION ITEMS
Dr. Borgen spoke briefly to the Board of a Petition for Unit Determination and Bargaining Representative Determination filed with the Board pursuant to the Public Employment Relations Act. The proposed unit would include all eligible Secretarial/Clerical, Food Service, and Physical Plant employees.

DIRECTOR ROWEN ARRIVES
Director Don Rowen arrived at 6:09 p.m.

ADJOURNMENT
A motion for adjournment was made by D. Rowen, seconded by R. Clark.

The motion passed unanimously and at 6:12 p.m. Board President E. Leonard adjourned the meeting.

ELDON LEONARD, President

Eugene R. Snyder, Secretary
COPY OF ADVERTISEMENT
Exhibit "A"

(R-373) — NOTICE TO BIDDERS

Proposals for the re-roofing of Buildings 6, 7 and 8 for the Des Moines Area Community College will be received at Building 1, Room 30, 2006 Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m. Central Daylight Time on July 9, 1982. Said bids will be publicly opened and read aloud at 2:00 p.m. All bidding documents may be examined at the office of the Director, Physical Plant, Building 12, Des Moines Area Community College, Ankeny, Iowa. The Certified Checks or Bid Bonds of the three lowest bidders will be retained until a Contract is entered into or all bids are rejected, but in no event longer than 30 days after the date of the opening of bids.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa and preference will be given to Iowa domestic labor.

The Board of Directors reserves the right to reject any and all bids received.

DES MOINES AREA COMMUNITY COLLEGE

/s/ Eldon Leonard
President

ATTEST: /s/ Eugene Snyders
Secretary

AFFIDAVIT OF PUBLICATION

STATE OF IOWA
POLK COUNTY

The undersigned, being first duly sworn, on oath states that he is the Auditing Department Manager 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 TRIBUNE (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 hereto annexed as Exhibit "A" and made a part of this affidavit, was printed and published in said The Des Moines Register (daily) the following dates:

June 25, July 2, 1982

in said Des Moines Tribune (daily) the following dates:

in said Des Moines Sunday Register on:

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

Subscribed and sworn to before me by said affiant this 8th day of July, 1982.

Thelma B. Lett
Notary Public in and for Polk County, Iowa
THIS AGREEMENT, made and entered into this 19th day of July, 1982, by and between the

Des Moines Area Community College

party of the first part, hereinafter referred to as the "Owner", and

Des Moines Roofing and Insulation, Inc.

party of the second part, hereinafter referred to as the "Contractor".

WITNESSETH: THAT WHEREAS, the Owner has heretofore caused to be prepared certain plans, specifications and proposal blanks, dated the 21st day of June 1982, for Re-Roofing Buildings No. 6, 7, 8, under the terms and conditions therein fully stated and set forth, and,

WHEREAS, said plans, specifications and proposal blanks accurately and fully describe the terms and conditions upon which the Contractor is willing to perform the work specified; For the total sum of One Hundred Twenty-Four Thousand, One Hundred Fifty-Five Dollars ($124,155.00)

NOW, THEREFORE, IT IS AGREED:

1. That the Owner hereby accepts the proposal of the Contractor for the work, as follows:

2. That this contract consists of the following component parts which are made a part of this agreement and contract as fully and absolutely as if they were set out in detail in this contract.
Contract

2.1 Contract Documents, including:

NH-1 Notice of Hearing
NB-1 Notice to Bidders
IB-1 Information to Bidders
BP-1 Proposal
GC-1 General Conditions
B-1 Performance
BB-1 Bid Bond
SCG-1 1 Supplementary Conditions
IXO-1 1 Project Closeout
IAO-1 Summary of Work
7J5-1 Detailed Specifications

2.2 This Instrument.

2.3 The above components are complementary and what is called for by one shall be as binding as if called for by all.

3. That payments are to be made to the Contractor in accordance with and subject to the provisions embodied in the documents made a part of this contract.

4. That this contract is executed in quintuplicate.

IN WITNESS WHEREOF, the parties hereto have herunto set their hands and seals the date first written above.

CONTRACTOR: 

Des Moines Roofing & Insulation, Inc

By  
Title

DES MOINES AREA COMMUNITY COLLEGE

By  
Title

ATTEST:

Title

ATTEST:

Title
BOND

KNOW ALL MEN: That we, _____________________________________

DES MOINES ROOFING & INSULATION, INC.________________________
hereinafter called the Principal, and _______________________

STATE SURETY COMPANY _____________________________________________________________
hereinafter called the Surety, are held and firmly bound unto

DES MOINES AREA COMMUNITY COLLEGE, ANKENY, IOWA________________________

__________________________________________________________________________
hereinafter called the Owner, in the sum of _____________________________

ONE HUNDRED TWENTY FOUR THOUSAND, ONE HUNDRED FIFTY FIVE DOLLARS —
__________________________________________________________________________
($ 124,155.00 ),

for the payment whereof the Principal and the Surety bind themselves,
their heirs, executors, administrators, successors and assigns, jointly
and severally, firmly, by these presents.

WHEREAS, the Principal has, by means of a written Agreement dated

July 19, 1982 ________________, entered into a Contract with

the Owner for Reroofing of buildings #6, #7, & #8, Des Moines Area

Community College, 2006 Ankeny Blvd., Ankeny, Iowa _____________________,

which Agreement includes a guarantee of all work against defective
workmanship and materials for a period of two (2) years from the date
of final acceptance of the work by the Owner, a copy of which
Agreement is by reference made a part hereof;
Now Therefore, the condition of this Obligation is such that, if the Principal shall faithfully perform the Contract on his part and shall fully indemnify and save harmless the Owner from all cost and damage which he may suffer by reason of failure so to do and shall fully reimburse and repay the Owner all outlay and expense which the Owner may incur in making good any such default,

And Further, that if the Principal shall pay all persons who have contracts directly with the Principal for labor or materials, failing which such persons shall have a direct right of action against the Principal and Surety under this Obligation, subject to the Owner's priority,

Then this Obligation shall be null and void, otherwise it shall remain in full force and effect.

Provided, however, that no suit, action or proceeding by reason of any default whatever shall be brought on this Bond after five (5) years from the date of final acceptance of the work.

And Provided, that any alterations which may be made in the terms of the Contract, or in the work to be done under it, or the giving by the Owner of any extension of time for the performance of the Contract, or any other forbearance on the part of either the Owner or the Principal to the other shall not in any way release the Principal and the Surety, or either of them, their heirs, executors, administrators, successors or assigns from their liability hereunder, notice to the Surety of any such alteration, extension or forbearance being hereby waived.

And Further Provided, the Principal and Surety on this Bond hereby agree to pay all persons, firms, or corporations having contracts directly with the Principal or with subcontractors all just claims due them for labor performed or material furnished, in the performance of the Contract on account of which this Bond is given, when the same are not satisfied out of the portion of the contract price which the Owner shall retain until completion of the improvements, but the Principal and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law.

The Surety on this Bond shall be deemed and held, any contract to the contrary notwithstanding, to consent without notice:

a. To the extension of time to the Principal in which to perform the Contract.

b. To changes in the plans, specifications, or Contract, when such changes do not involve an increase of more than twenty percent (20%) of the total contract price, and shall then be released only as to such excess increase.
That no provision of this Bond or of any other contract shall be valid which limits to less than three (3) years from the date of final acceptance of the work the right to sue on this Bond for defects in workmanship or materials not discovered or known to the Owner at the time such work was accepted.

The Bond is executed in quintuplicate.

Signed and Sealed this 10th day of August, 1982.

DES MOINES ROOFING & INSULATION, INC.  
Principal

By D. S. Noring  
Title

STATE SURETY COMPANY  
Surety

By D. S. Noring  
Attorney-in-Fact

(as per attached Power of Attorney)

Countersigned by:

Resident Commission Agent as Prescribed by Chapter 515.53, Iowa Code (required only if Attorney-in-Fact is not also an Iowa Resident Commission Agent.)
This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated.

POWER OF ATTORNEY

STATE SURETY COMPANY

Des Moines, Iowa

KNOW ALL MEN BY THESE PRESENTS:

That State Surety Company, a Corporation organized and existing under the laws of the State of Iowa, by Roscoe Riemenschneider, Jr., Executive Vice President, in pursuance of authority granted by Section 1, Article II of its By-Laws to wit: "The Chairman of the Board, the President, any Vice-President or any Assistant Vice-President, the Secretary or any Assistant Secretary or the Treasurer shall have authority to issue bonds, policies or undertakings in the name of the Company. The Chairman of the Board, the President or any Vice-President, or any Assistant Vice-President, in conjunction with the Secretary or any Assistant Secretary may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the Company to execute and deliver and to affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any power of attorney granted to such person." does hereby nominate, constitute and appoint P. J. Heskett or J. E. Leedy or B. K. Lester or C. Millican or D. S. Noring of Des Moines, IA. its true and lawful agent to make, execute, seal and deliver, for, and on its behalf as Surety, and as its act and deed:

Any and all bonds or undertakings, each in an amount not to exceed Three Hundred Thousand Dollars ($300,000.00).

And the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Company, as fully and amply, to all intents and purposes, as if such bond had been duly executed and acknowledged by one of the regularly elected officers of the Company in their own proper person.

This Power of Attorney or any certificate thereof may be signed and sealed by facsimile under and by the authority granted by Section 1, Article II, Paragraph 3 of its By-Laws to wit:

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed."

It is certified by the officers signing that the foregoing is a true copy of Section I, Article II of the By-Laws of said Company, duly adopted and recorded, and is now in force.

IN WITNESS WHEREOF, we have hereunto subscribed our names and affixed the corporate seal of the State Surety Company this 26th day of June 1981.

STATE SURETY COMPANY

Assistant Secretary

On June 26, 1981 before me, a notary public in and for said County, personally appeared Roscoe Riemenschneider, Jr., personally known who being by me duly sworn, did say that he is Executive Vice-President of State Surety Company of Des Moines, Iowa, created, organized and existing under and by virtue of the laws of the State of Iowa; that the attached instrument was signed and sealed on behalf of State Surety Company by authority of its Board of Directors and the said Roscoe Riemenschneider, Jr., acknowledged the execution of said instrument to be the voluntary act and deed of State Surety Company by it voluntarily executed.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal of the said State Surety Company this 26th day of June 1981.

Charles L. Hollingsworth
Assistant Secretary

My commission expires Sept. 30, 1983

Assistant Secretary

CERTIFICATE

The undersigned, Assistant Secretary of State Surety Company, does hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said State Surety Company, which is still in force and effect.

In Testimony Whereof, I have hereunto subscribed my name and affixed the corporate seal of the said Company, this 10th day of August 1982.
<table>
<thead>
<tr>
<th>Bidder</th>
<th>Base Bid Buildings No. 6, 7, 8</th>
<th>Bid Bond</th>
<th>Addendums 1 &amp; 2</th>
<th>Base Bid Boone Academic Bldg.</th>
<th>Bid Bond</th>
<th>Addendums 1 &amp; 2</th>
<th>Alternates Boone Academic Bldg.</th>
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<tr>
<td>Central States Roofing</td>
<td>126,650.00</td>
<td>Yes</td>
<td>Yes</td>
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<td>D. C. Taylor Co.</td>
<td>129,995.00</td>
<td>Yes</td>
<td>Yes</td>
<td>77,689.00</td>
<td>Yes</td>
<td>Yes</td>
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<td>Des Moines Roofing</td>
<td>124,155.00</td>
<td>Yes</td>
<td>Yes</td>
<td>54,541.00</td>
<td>Yes</td>
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<td>--</td>
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<td>Keehn Bros. of Minn.</td>
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<td>Yes</td>
<td>Yes</td>
<td>72,008.00</td>
<td>Yes</td>
<td>No</td>
<td>--</td>
</tr>
<tr>
<td>R. L. Craft Co.</td>
<td>163,068.00</td>
<td>Yes</td>
<td>Yes</td>
<td>--</td>
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</tr>
<tr>
<td>Tri-Star Company</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>51,212.00</td>
<td>Yes</td>
<td>Yes</td>
<td>--</td>
</tr>
</tbody>
</table>
ATTACHMENT #3
Regular Meeting
July 19, 1982

Affidavit of Publication

STATE OF IOWA
POLK COUNTY

The undersigned, being first duly sworn, on oath states that he is the Auditing
Department Manager 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 TRIBUNE (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 hereto
annexed as Exhibit “A” and made a part of this affidavit, was printed and published

in said The Des Moines Register (daily) the following dates

June 25, July 2, 1982

in said Des Moines Tribune (daily) the following dates

in said Des Moines Sunday Register on

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

Subscribed and sworn to before me by said affiant this 8th day of

July 19, 1982

Notary Public in and for Polk County, Iowa
<table>
<thead>
<tr>
<th>FIRM NAME</th>
<th>OVERALL GRASP OF PROJECT 0-100</th>
<th>TUITION COLLECTION REVIEW 0-50</th>
<th>TUITION CALCULATION 0-50</th>
<th>EVALUATION OF EDP CONTROLS 0-30</th>
<th>STATE FUNDING 0-30</th>
<th>EXPENSE TRAVEL ETC. 0-25</th>
<th>TOTAL EXPERTISE OF BID OF RANK ED. STAFF 0-25</th>
<th>RANK SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTHUR ANDERSON</td>
<td>90</td>
<td>40</td>
<td>45</td>
<td>25</td>
<td>28</td>
<td>20</td>
<td>20 of Total 17% of $48,330</td>
<td>9</td>
</tr>
<tr>
<td>COOPERS &amp; LYBRAND</td>
<td>95</td>
<td>45</td>
<td>45</td>
<td>25</td>
<td>25</td>
<td>20</td>
<td>20 of Total 18% of $106,400</td>
<td>5</td>
</tr>
<tr>
<td>DELOITTE, HASKINS AND SELLS</td>
<td>85</td>
<td>40</td>
<td>35</td>
<td>20</td>
<td>20</td>
<td>5</td>
<td>5 of Total 25% of $54,700</td>
<td>3</td>
</tr>
</tbody>
</table>
DATE: July 7, 1982

TO: Gene Snyders, Executive Vice President, Management Services

FROM: Leonard Bengston, Roger Raymond

RE: RFP 1218 "CONSULTING SERVICES RELATING TO EVALUATION OF EXISTING FINANCIAL CONTROL SYSTEM, DATA PROCESSING AND TUITION CALCULATIONS AND FUNDING"

Our review of the seven proposals received to our above request resulted in our being able to quickly rank the vendors in order from best to least understanding of our questions. Taking the three top proposals, we have prepared a ranking of several significant aspects of the proposals described as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Grasp of Project</td>
<td>0-100</td>
</tr>
<tr>
<td>Tuition Collection</td>
<td>0-50</td>
</tr>
<tr>
<td>Tuition Calculation</td>
<td>0-50</td>
</tr>
<tr>
<td>Evaluation of EDP Controls</td>
<td>0-30</td>
</tr>
<tr>
<td>State Funding</td>
<td>0-30</td>
</tr>
<tr>
<td>Expense/Travel Cost</td>
<td>0-25</td>
</tr>
<tr>
<td>Total Bid Rank</td>
<td>0-25</td>
</tr>
<tr>
<td>Expertise of Ed Staff</td>
<td>0-10</td>
</tr>
</tbody>
</table>

Attached is our work sheet showing the rank score of the top three proposals. It is our recommendation that the firm of Arthur Anderson & Co. be engaged to provide the services as outlined in our RFP 1218 and their proposal response.
TREASURER’S ANNUAL REPORT

TO THE
BOARD OF EDUCATION,
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
AND
COUNTY TREASURER

For The Fiscal Year July 1, 1982 through June 30, 1982

NAME OF DISTRICT: Des Moines Area Community College, Polk

File one copy of this report with the school board at its regular July meeting. File one copy immediately with the state superintendent of public instruction. File one copy immediately with the county treasurer. (Section 291.15, Code of Iowa, 1975)

GENERAL FUND

1. Treasurer’s Cash Balance July 1, 1982 ...................................................... $ 175,572.39
2. Securities Owned July 1, 1982 ................................................................. $ 5,450,235.31
3. Total Assets July 1, 1982 ( # 1 + # 2 ) ...................................................... $ 175,572.39
4. General Fund Receipts During Year ....................................................... $ 46,711,694.49
5. TOTAL ASSETS TO ACCOUNT FOR ( # 3 + # 4 ) .................................. $ 46,347,266.88
6. General Fund Expenditures for Year ...................................................... $ 42,501,277.39
7. TREASURER’S TOTAL ASSETS JUNE 30, 1982 ( # 5 - # 6 ) ............ $ 846,029.49
8. Securities Owned June 30, 1982 .............................................................. $ 0
9. TREASURER’S CASH BALANCE JUNE 30, 1982 ( # 7 - # 8 ) .............. $ 846,029.49

SCHOOLHOUSE FUND

10. Treasurer’s Cash Balance July 1, 1982 ................................................ $ 38,083.60
11. Securities Owned July 1, 1982 ............................................................... $ 846,029.49
12. Total Assets July 1, 1983 ( # 10 + # 11 ) .............................................. $ 3,486,319.00
13. Schoolhouse Fund Receipts During Year ............................................. $ 23,003,391.64
14. TOTAL ASSETS TO ACCOUNT FOR ( # 12 + # 13 ) ......................... $ 26,489,720.64
15. Schoolhouse Fund Expenditures During Year ..................................... $ 25,646,477.82
16. TREASURER’S TOTAL ASSETS JUNE 30, 1982 ( # 14 - # 15 ) .... $ 843,232.82
17. Securities Owned June 30, 1982 ............................................................. $ 1,800,000.00
18. TREASURER’S CASH BALANCE JUNE 30, 1982 ( # 16 - # 17 ) .... $ 43,232.82

AMOUNT OF INTEREST-BEARING WARRANTS OUTSTANDING ON JUNE 30, 1982

19. General Fund ................................................................................................. $ 0
20. Schoolhouse Fund .......................................................................................... $ 0
21. Total Outstanding Interest-Bearing Warrants June 30, 1982 .................. $ 0

STATEMENT OF BANK DEPOSITS

22. Affidavits from depositor banks should be submitted to the board with this report.

<table>
<thead>
<tr>
<th>Name of Bank</th>
<th>Active Funds</th>
<th>Restricted Funds</th>
<th>Securities</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ankeny National</td>
<td>$846,029.49</td>
<td>$200,007.93</td>
<td>$0</td>
<td>$846,029.49</td>
</tr>
<tr>
<td>Bankers Trust</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$846,029.49</td>
<td>$43,032.79</td>
<td>$1,800,000.00</td>
<td>$1,843,232.82</td>
</tr>
</tbody>
</table>

RECONCILIATION WITH SECRETARY

23. Treasurer’s Balance June 30, 1982 .................................................... $ 846,029.49
24. Add Receipts Reported by Secretary but Not Treasurer’s Error          $ 1,962,889.36
25. Subtract Outstanding Warrants ......................................................... $ 1,305,650.18
26. Subtract Error Deposits in Transit Bank errors corrections ............ $ 2,270.48
27. Secretary’s Balance June 30, 1982 .................................................. $ 600,963.19

I hereby certify the above report to be correct to the best of my knowledge and belief.

DISTRICT TREASURER’S SIGNATURE

The board of directors has examined the treasurer’s records and the report above and herewith certify that both have been approved for the fiscal year July 1, 1982 through June 30, 1982.

Dated this 19th day of July, 1982

DISTRICT TREASURER’S SIGNATURE

*Detail of Error Corrections

Interest deposited twice in May - $(1,174.79)
Interest deposited twice in May - $(1,189.04)
Check cleared but cancelled - $93.35
Check not returned. Tot. $(2,270.48)

This report should be based upon the treasurer’s books. Disbursements, Items 6 and 15, should include amounts actually paid out by the treasurer and should not include warrants issued by the secretary and not paid by the treasurer.

2. Statement of bank deposits, Item 22, should agree with affidavits from depositor banks. The total amount of bank deposits should reconcile with total balances on hand June 30, as reported in Items 9 and 18.

3. Balances on hand July 1, as reported in Items 1 and 10, should be the same as on those reported on hand June 30, in last year’s report.
July 16, 1982

Des Moines Area Community College
Attn: Irv Steinberg
2006 Ankeny Blvd.
Ankney, Iowa 50021

Dear Mr. Steinberg:

This letter is to confirm the following account balances at Bankers Trust Company as of the close of business on June 30, 1982.

- Savings (#985-077-7) $200.03
- Checking (#00-517-7) 43,032.79
- Repurchase Agreement 75,000.00
- Eight (8) Certificates of Deposit $1,725,000.00

If you need anything further, please do not hesitate to contact me.

Sincerely,

Robert M. Young, Jr.
Senior Vice President

RMY:rls
July 12, 1982

Des Moines Area Community College
2006 S Ankeny Blvd
Ankeny Iowa 50021

To whom it may concern:

This is to verify that the balance of account #00-354-9 for the Des Moines Area Community College was $846,029.49 on June 30, 1982.

Thank You

David Ganfield
Bookkeeping Supervisor
July 20, 1982

Polk County Treasurer
Second & Court Avenue
Des Moines, Iowa 50319

Dear Sir:

Enclosed is our Treasurer's Annual Report for fiscal year 1981-1982.

Yours truly,

Irv Steinberg
Controller

cc: Eugene Snyders, Board Secretary
July 20, 1982

Mr. Robert Yeager, Chief
Fiscal Control Section
Area Schools Division
Department of Public Instruction
Grimes State Office Building
Des Moines, IA. 50319

Dear Mr. Yeager:

Enclosed is our Treasurer's Annual Report for Fiscal Year 1981-1982.

Yours truly,

Irv Steinberg
Irv Steinberg
Controller

cc: Eugene Snyders, Board Secretary

"An Equal Opportunity Employer"
A final closing of the accounting records for Fiscal Year 1981-82 is in the process of being completed, so that summary month/year end summary reports are not available at this time, but will be presented at the August Board Meeting.

Attached is a Cash Position report which reflects cash and investments on hand at June 30, 1982. The 4th quarter State General Aid check was released to the college on June 30th, so that we were able to liquidate our Anticipatory Warrant of $2,119,000 being held by Bankers Trust on due date, so that an extension of time was not required to pay off this indebtedness.

The Anticipatory Warrant of $3,660,000, which was negotiated with Bankers Trust for Fiscal Year 1982-83 was effected on July 1st, 1982, and the principal amount received and invested with prespecified variable maturity dates. In addition, the monies shown on cash position report in bank on June 30th were also invested on July 1st after being transferred to Ankeny State Bank (new primary depositary bank as of July 1, 1982 for all funds other than Plant Fund and Anticipatory Warrant proceeds).
DES MOINES AREA COMMUNITY COLLEGE

CASH POSITION REPORT
June 30, 1982

<table>
<thead>
<tr>
<th></th>
<th>ANKENY NATIONAL</th>
<th>BANKERS</th>
<th>SINKING VOTED TAX FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH IN BANK:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance Forward June 1, 1982</td>
<td>$ 98,095</td>
<td>$ 22,586</td>
<td></td>
</tr>
<tr>
<td>Plus June Receipts</td>
<td>4,209,414</td>
<td>3,681,282</td>
<td></td>
</tr>
<tr>
<td>Less June Disbursements</td>
<td>3,706,469</td>
<td>3,689,321</td>
<td></td>
</tr>
<tr>
<td>Cash in Bank June 30, 1982</td>
<td>601,040</td>
<td>14,547</td>
<td></td>
</tr>
</tbody>
</table>

**INVESTMENTS**

- 13 5/8% due July 12, 1982  $ 290,000
- 13 5/8% due August 16, 1982  $ 250,000
- 13 % due September 15, 1982  $ 410,000
- 13 % due October 15, 1982  $ 120,000
- 13 % due November 15, 1982  $ 110,000
- 8 % due December 15, 1982  $ 205,000
- 12 ½% due January 14, 1983  $ 140,000
- 13.75% due February 15, 1983  $ 200,000
- Open End Repro  $ 75,000

Savings Account  
Total Investments  $ 1,800,000  $149

**TOTAL CASH AND INVESTMENTS**  $ 601,040  $1,814,547  $149