

Des Moines Area Community College

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Board of Directors Meeting Minutes

4-1-1987

Board of Directors Meeting Minutes (April 1, 1987)

DMACC

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Apr. 1, 1987

DES MOINES AREA COMMUNITY COLLEGE

Public Hearing on the Boone Campus Remodeling

April 1, 1987

Building 1 - Room 30 - Ankeny Campus

A G E N D A

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.
9. Consideration of Human Resources Report.
10. Adjournment.

DES MOINES AREA COMMUNITY COLLEGE
2006 South Ankeny Boulevard
Ankeny, Iowa

SPECIAL MEETING
1 APRIL 1987

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.

ROLL CALL

Members Present:

Harold Belken
Susan Clouser
Dick Johnson
Eldon Leonard
Jasper Risdal
Doug Shull

Members Absent:

DeVere Bendixen
Lloyd Courter
Nancy Wolf

Others Present:

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

APPROVAL OF
TENTATIVE AGENDA

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

Motion passed unanimously.

ACKNOWLEDGEMENT OF
HEARING NOTICE

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.

ADOPTION OF
RESOLUTION APPROVING
PLANS, SPECS, FORM
OF CONTRACT-BOONE
CAMPUS REMODELING

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.

APPROVAL OF AWARD
OF CONTRACT-BOONE
CAMPUS REMODELING

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.

APPROVAL OF RESOLU-
TION-SHARED SERVICES
W/SWCC, CRESTON

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.

APPROVAL OF HUMAN
RESOURCES REPORT

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

Huddleston, Guy, Instructor-Telephony, Industrial & Technical. Effective May 8, 1987.

Early Retirement

Gartin, Richard, Instructor-Printing, Industrial & Technical. Effective June 30, 1987. To be paid in two equal payments on July 1, 1987 and June 1, 1988 for a total of \$37,359.

Hamlett, Zack, Dean-Urban Campus, Educational Services. Effective June 30, 1987. To be paid a total of \$46,952 on January 1, 1988.

Ihle, Nilus, Locksmith, Business Services. Effective June 30, 1987. To be paid in two equal payments on July 1, 1987 and June 1, 1988 for a total of \$11,650.

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

Collingwood, Jerry, Executive Director, Contracted Training, Economic Development Group. Annual salary \$37,607. Twelve-month contract. Effective May 1, 1987. Employment agreement with Professional Staff.

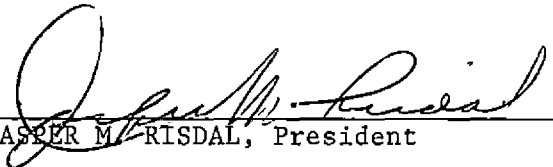
Sawyer, Thomas, Producer/Director, Business Services. Annual salary \$22,360. Twelve-month contract. Effective April 1, 1987. Employment agreement with Professional Staff.

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.



JASPER M. RISDAL, President



HELEN M. MINOR, Board Secretary

Affidavit of Publication

COPY OF ADVERTISEMENT
Exhibit "A"

STATE OF IOWA
SS.
POLK COUNTY

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

The Des Moines Register (daily) the following dates 3-9-87

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.

Linda Gibson

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

March, 19 87

Mary F. Bradley

Notary Public in and for Polk County, Iowa



ATTACHMENT #1
Public Hearing
4-1-87

(R-914)—NOTICE OF HEARING

TO WHOM IT MAY CONCERN:
A public hearing will be held on April 1, 1987 at 12:00 p.m. (Noon) by the Board of Directors of the Des Moines Area Community College, 2006 S. Ankeny Blvd, Ankeny, Iowa, in relation to proposed and specifications and form of contract for the construction of the following improvement:

DES MOINES AREA COMMUNITY COLLEGE
BOONE CAMPUS REMODELING

at which time any interested persons may appear and file objections to the said proposed specifications, form of contract of 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/ Jasper Risdal, President

ATTEST: /s/ Helen Minor, Secretary

ATTACHMENT NO. _____

RESOLUTION NO. _____

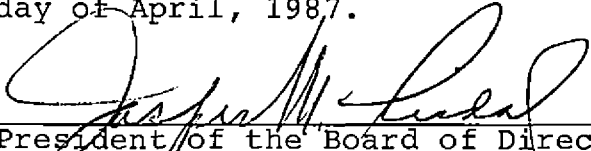
RESOLUTION APPROVING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATED COST FOR THE
BOONE CAMPUS REMODELING

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.



President of the Board of Directors
of the aforesaid Community College

ATTEST:



Secretary of the Board of Directors
of the aforesaid Community College

BDA
BUSSARD/DIKIS ASSOCIATES, LTD.

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 R. H. Grabau Construction, Boone, Iowa
Represented: 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

MARCH 26, 1987

PROJECT: DMACC BOONE CAMPUS REMODELING

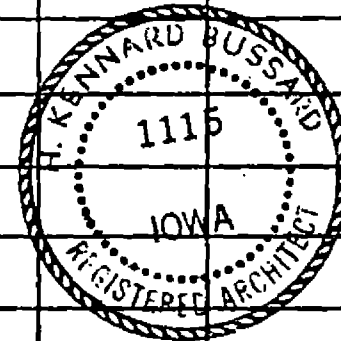
2:00 P.M.

BIDDERS	BID SECURITY INCLUDED	ADDENDUM #1 RECEIVED	BASE BID						
1) R. H. Grabau Construction	✓	✓	\$410,243. ⁰⁰						
2) Friedrich Realty & Construction									
3) Ankeny Construction.									
4) Betts & Beer Constr. Co.	✓	✓	\$426,200. ⁰⁰						
5) LeMatt Construction	✓	✓	\$472,403. ⁰⁰						
6) Harold Pike Construction									
7) Boone Construction, Inc.	✓	✓	\$422,578. ⁰⁰						
8) Atco Enterprises									
9) Rumelhart Bldg. Co.									
10) Shriver Construction									
11) Rather Construction									

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.

TYPICAL



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 Iowa 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 Ten Thousand Two hundred forty-three dollars (\$410,243.00). 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	\$ <u>221,843.</u>
Mechanical	\$ <u>114,900.</u>
Electrical	\$ <u>73,500.</u>

BASE BID TOTAL \$410,243.00

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: Lint Mech.
(Firm Name)

The Electrical Subcontractor is: Cashon Elec.
(Firm Name)

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 515-432-6935
City and State Telephone

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

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 19 87

Mary P. Maitz (Witness)
R. H. GRABAU CONSTRUCTION, INC. (Principal) (Seal)
Rogez Temple, VP (Title)
UNITED FIRE & CASUALTY CO. (Surety) (Seal)
Debra L. Anderson (Witness)
Debra L. Anderson (Title) (Attorney-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, 19 88 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 certificates attorneys-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. 19 86.



UNITED FIRE & CASUALTY COMPANY

By *Harold A. Hagen*
Vice President

State of Iowa, County of Linn, ss:

On this 23rd day of June 19 86, 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.

Lois M. Schuchmann

Notary Public

My commission expires August 10, 1986



CERTIFICATION

I, 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 19 87

Maynard Hansen
Secretary





R. H. GRABAU CONSTRUCTION, INC.
GENERAL CONTRACTOR

432-6935

BOONE, IOWA 50036

P.O. BOX 99



Since 1946

March 30, 1987

RECEIVED
MAR 31 1987
BUSSARD/DIKIS ASSOC.

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:

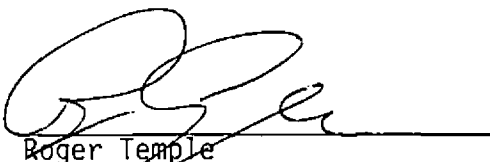
1. Completion date for the auditorium is not realistic because there was an original start date of April 6, 1987 and it would be moved to approximately June 16, 1987, which is 2½ months in change from original documents.
2. The completion of the second floor will be completed in time for the school to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

Page 2
March 30, 1987
Arnie Fisher

If you have any questions, please advise.

Very truly yours,

R. H. GRABAU CONSTRUCTION, INC.



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	<u>4,000</u>
	\$114,992



R. H. GRABAU CONSTRUCTION, INC.
GENERAL CONTRACTOR

432-6935

BOONE, IOWA 50036

P.O. BOX 99



Since 1946

March 30, 1987

RECEIVED
MAR 31 1987
BUSSARD/DIKIS ASSOC.

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

Page 2
March 30, 1987
Arnie Fisher

Re: Des Moines Area Community College
Boone, Iowa

1. Demolition	\$ 4,124
2. Cement Work Int.	4,063
3. Masonry	250
4. Struct, misc. handrails	10,420
5. Carpentry	880
6. Doors & Millwork	2,388
7. Hollow Metal & Hardware	2,693
8. Glazing	90
9. Drywall	19,846
10. Carpet	7,500
11. Acoustical	1,845
12. Painting	949
13. Operable wall	6,787
14. Mechanical	24,888
15. Electrical	18,269
	<u>\$104,992</u>