



MEMBERS OF COUNCIL

HON. KIM REYNOLDS  
GOVERNOR

HON. PAUL D. PATE  
SECRETARY OF STATE

HON. ROB SAND  
AUDITOR OF STATE

HON. ROBY SMITH  
TREASURER OF STATE

HON. MIKE NAIG  
SECRETARY OF AGRICULTURE

## Executive Council of Iowa

CAPITOL BUILDING  
DES MOINES, IOWA 50319  
PHONE: 515 281-5368

April 3, 2023

Accounting Department  
Office of the Treasurer  
Lucas Building  
321 E 12<sup>th</sup> Street  
Des Moines, IA, 50319

The Executive Council, in a meeting held on today's date, approved the Department of Corrections - Clarinda Correctional Facility's request for an emergency allocation in the amount of \$375,144.35, subject to the audit of actual invoices. On April 23, 2022, high winds caused roof damages. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
Executive Secretary

cc: Beth Skinner, Director, Department of Corrections  
Meredith Baker, Associate Warden, Clarinda Correctional Facility  
Joel Lunde, Department of Management  
Linda Leto, Department of Management

AOS Claim # 2309  
TOS Job # \_\_\_\_\_



**OFFICE OF AUDITOR OF STATE**  
STATE OF IOWA

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 281-6518

March 6, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Roof Damages due to High Winds on April 23, 2022  
Clarinda Correctional Facility – Department of Corrections  
Claim Dated February 3, 2023  
AOS Claim ID: 2309

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above-mentioned damage incurred by the Clarinda Correctional Facility – Department of Corrections is covered by Chapter 29C.20 of the Code of Iowa. The Department requested an allocation of \$375,000.00 based on the total project budget; however, the supporting documentation provided actually includes estimated costs and/or bids in the amount of \$375,144.35. Therefore, we recommend an Executive Council allocation in the amount of \$375,144.35, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ernest H. Ruben, Jr.".

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Beth Skinner, Director, Department of Corrections  
Meredith Baker, Associate Warden, Clarinda Correctional Facility  
Joel Lunde, Department of Management



# STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
BETH A. SKINNER, PhD, DIRECTOR  
STEPHEN WEIS, WARDEN

Date: April 27, 2022 Revised February 3, 2023

To: Tammy A. Hollingsworth, Office of the Auditor  
Victoria M. Newton, Office of Treasurer of State, Executive Council

From: Meredith Baker, Associate Warden of Administration  
Iowa Department of Corrections, Clarinda Correctional Facility

Re: 29C20; Formal Notification for asking for 29C20 funds for roof damage.

The Clarinda Correctional Facility (CCF) is notifying the Iowa Auditor of State, Treasurer of State and Executive Council of the Institution's intent to submit all the proper paperwork to request funding to repair a damaged roof.

The Clarinda Treatment Complex received roof damage in several places during a storm which occurred on April 23<sup>rd</sup>, 2022. The results of high winds blew shingles off the roof exposing the sheeting in several places. There was also a flat roof that lifted off of its supports and folded onto the other half of the roof area.

Estimated costs for repairs is \$375,144.35.

Once the Clarinda Correctional Facility has all the paid invoices for the project we will submit all the required documents for the request for payment. Thanks.

The mission of the Iowa Department of Corrections is:  
**Creating Opportunities for Safer Communities**

(Office) 515-725-5701 - 510 East 12th Street, Des Moines, Iowa 50319 - (FAX) 515-725-5799

<https://doc.iowa.gov/>



Contractors.  
Innovators.  
Over Achievers.

**IOWA**

2929 Westown Parkway, Suite 200  
Des Moines, IA 50266

P: 515.288.0467  
F: 515.288.0471

**WISCONSIN**

311 Financial Way, Suite 300  
Wausau, WI 54401

P: 715.842.2222  
F: 715.848.8088

CCF CTC Roof Storm Damage 2022			
DAS Project #9292.00			
Date: 02-01-2023			
Budget Update			
Budgeted Funding MM22	\$ 150,000.00		
Added at bid time	\$ 225,000.00	\$ 375,000.00	
<b>Total Funding</b>	\$ 375,000.00		
<b>CM:</b>			
Samuels Group 090 PC	\$ 12,097.06		
PC CO #001	\$ -	\$ 12,097.06	
PC Returned	\$ (753.32)	\$ 11,343.74	
Samuels Group CA	\$ 33,347.03	\$ 44,690.77	
SG CO#001	\$ -		
<b>Design:</b>			
Shive Hattery	\$ 32,300.00		Design
CO #001 CA Services	\$ 10,860.00	\$ 43,160.00	
<b>Construction:</b>			
Base Bid 01	\$ 245,288.00		For Sure Roofing
CO #001	\$ (12,600.00)	\$ 232,688.00	
Masonry	\$ 28,762.00		MTS Masonry
	\$ -		
<b>Total Construction</b>	\$ 261,450.00		
<b>Total Contracted</b>	\$ 349,300.77		
Construction Contingency (6%)	\$ 15,687.00		
<b>Total plus Cont.</b>	\$ 364,987.77		
<b>DAS:</b>			
Owners Rep.	\$ 5,000.00		
Owners Rep. CA	\$ 5,000.00	\$ 10,000.00	
BR (.001)	\$ -		
Misc.	\$ 156.58		Printing
Hazardous Material Testing	\$ -		
Hazardous Material Removal	\$ -		No Abatement
<b>Total Project Budget</b>	\$ 375,144.35		
<b>Balance</b>	\$ (144.35)		