

MEMBERS OF COUNCIL

HON. KIM REYNOLDS  
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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

July 1, 2024

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 this date, approved the Board of Regents – University of Iowa request for an emergency allocation in the amount of \$23,626.00, subject to audit of actual invoices. On July 31, 2023, a window at Voxman Music Building was damaged. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Kristi Onstot*

Kristi Onstot  
Executive Secretary

cc: John Nash, Director of Facilities, Board of Regents, State of Iowa  
Camille Walters Gott, Risk Management Administrator, University of Iowa  
Andrea Anania, Board of Regents  
Aimee Claeys, Board of Regents  
Heather Hackbarth, Department of Management  
Matt Bender, Department of Management

AOS Claim # 3583  
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

May 21, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Damaged Window at Voxman Music Building on July 31, 2023  
University of Iowa – Board of Regents  
Claim dated April 30, 2024  
AOS Claim ID: 3583

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 damage incurred by the University of Iowa – Board of Regents is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$23,626.00 subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA  
Deputy Auditor of State

cc: Camille Walters Gott, Risk Management Claims Manager, University of Iowa  
John Nash, Director of Facilities, Board of Regents  
Heather Hackbarth, Department of Management



**Business Services**

**Risk Management, Insurance and Loss Prevention**

University of Iowa  
202 Plaza Centre One  
Iowa City, Iowa 52242-2501  
319-335-0010  
Fax 319-353-1893

April 30, 2024

Executive Council of Iowa  
Office of Treasurer of State  
State Capitol Building  
Des Moines, IA 50319

Re: University of Iowa – Voxman Music Building Broken Window – Preliminary Loss Report (7/31/2023) – AOS Claim #Unknown

Dear Executive Council,

On July 31, 2023, a fourth floor exterior window shattered at the Voxman Music Building, located at 93 East Burlington Street, Iowa City, Iowa.

The purpose of this Preliminary Loss Report is to notify you of our current damage estimate and to request allocation of funds for clean-up and replacement of the exterior window. Our estimated damage is approximately **\$23,626.00**. A Formal Loss Report will be provided with supporting invoice and payment documentation.

Please feel free to contact me with any questions or concerns.

Sincerely,

Camille Walters Gott  
Risk Management Claims Manager

cc: Tammy Hollingsworth  
John Nash  
Debby Zumbach  
Josey Bathke

## Walters Gott, Camille S

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**From:** Walters Gott, Camille S  
**Sent:** Monday, July 31, 2023 2:22 PM  
**To:** executivecouncil@tos.iowa.gov; Tammy Hollingsworth; John Nash (john.nash@iowaregents.edu)  
**Cc:** Bathke, Josey; Zumbach, Debby J  
**Subject:** University of Iowa Voxman Music Building - Property Loss Notice

Hello,

Risk Management was notified on 7/31/2023 of an incident at the Voxman Music Building, located at 93 East Burlington Street, Iowa City, Iowa. On 7/31/2023, a 4<sup>th</sup> floor exterior window shattered. We are investigating the incident at this time and are expecting the damages will exceed \$5,000. Photos of the incident will be provided when available.

We will submit a preliminary loss report once we have a better estimate.

Please feel free to contact me with any questions or concerns.

Thank you

### **Camille Walters Gott**

Manager, Risk Management Insurance and Loss Prevention  
202 Plaza Centre One, 125 S Dubuque St, Iowa City, Iowa 52242  
Office: 319-335-5357

<https://riskmanagement.fo.uiowa.edu/>

The logo for the University of Iowa, featuring the word "IOWA" in a bold, yellow, sans-serif font.



**Department of Risk Management  
Insurance & Loss Prevention**

202 Plaza Centre One (PCO)  
Iowa City, IA 52242-2500  
Phone 319-335-0010

**General Fund Property 29C:20 Cost Estimate - Voxman Music Building Broken Window**

<b>Building:</b>	Voxman Music Building			<b>Date of Loss:</b>	7/31/2023
<b>Department:</b>	Facilities Management			<b>Completed by:</b>	Camille Walters Gott
				<b>UI Claim #:</b>	PR-22102-SUI
				<b>AOS 29C:20 Claim #:</b>	Unknown
<b>Category</b>	<b>Reference #</b>	<b>Vendor</b>	<b>PO</b>	<b>Voucher</b>	<b>Cost Estimate</b>
Building	1B Prelim	MGSI	1002953255	Pending	\$ 1,681.00
Building	2B Prelim	Architectural Wall Systems	1002953278	Pending	\$ 17,975.00
Building	3B Prelim	Resource Sales LLC	1002953256	Pending	\$ 1,750.00
Building	4B Prelim	RoCon Construction	1002953254	Pending	\$ 2,220.00
				<b>Building Estimate</b>	<b>\$ 23,626.00</b>
Equipment	N/A	None			\$ -
Equipment	N/A	None			\$ -
				<b>Equipment Estimate</b>	<b>\$ -</b>
				<b>ESTIMATE TOTAL</b>	<b>\$ 23,626.00</b>



Taylor Glass, Inc.

122 Lafayette St  
 Iowa City, IA 52240  
 Phone: (319) 351-2261  
 Fax: ( ) -

# Invoice

<b>Invoice Number</b>
6589
<b>Invoice Date</b>
1/5/2024
<b>Payment Method</b>

**Bill To:** UI Facilities Management  
 202 PLAZA CENTRE ONE  
 FACILITIES MANAGEMENT  
 IOWA CITY, IA 52242

**Re:** Voxman Music - Emergency CSERV  
 93 East Burlington St  
 Coxman Music Bldg VOX-0125  
 Iowa City, IA 52242

Job No	Customer Job No	Customer PO	Payment Terms	Due Date
65933	PO 1002953255	PO 1002953255	Net 30 Days	2/4/2024
Quantity	Description	U/M	Rate/Unit	Price
1.00	85' Lift - Pick up and Delivery - 7/31		1,281.00	1,281.00
4.00	Emergency Labor		100.00	400.00

Subtotal	\$	1,681.00
Sales Tax (if applicable)	\$	0.00
<b>Total Due</b>	<b>\$</b>	<b>1,681.00</b>

Thank you for your business!



The Building Envelope. Built Better.

December 11, 2023

University of Iowa Facilities Management  
200 University Services Building  
Iowa City, Iowa 52242-1922  
Attn: Ian Bjurstrom

Reference: U of I: Voxman

Dear Mr. Bjurstrom;

Architectural Wall Systems, LLC proposes to replace broken glass lite per the below scope of work, terms, and conditions for the lump sum of **\$17,975.00**

ALTERNATE: **NA**

SCOPE OF WORK, TERMS, CONDITIONS:

1. Remove and replace glass lite at the Voxman Building on North elevation of the building.
2. Glass replacement to be done from the interior of the building.
3. All offices in hallway will need to be closed during the replacement work.
4. We will set up cones accordingly on the sidewalk beneath the entrance and the entrance will need to be closed when the replacement takes place.
5. We have NOT included any water testing.
6. All work during our workman's normal working hours (7:00 AM to 3:30 PM, Monday thru Friday).
7. No street closings are included. Area of work will be coned off/closed as needed in order to complete this work.
  - a. Work truck and trailer will need to be parked in the loading dock area.
  - b. We will need access to the freight elevator to get material to the fourth floor.
8. We do not provide:
  - a. Protection of our materials stored or incorporated into the project (if our materials are damaged and builders risk insurance is utilized we do not include the cost of the deductible).
  - b. Overtime for any reason.
  - c. Liquidated damages for any reason.
9. Our proposal is based on receiving a standard AIA 201 Contract or U of I Purchase Order.
10. Extra work will be performed upon written notice to proceed from lump sum proposals. No work outside this scope will be performed without a clear written agreement between both parties.
11. We assume normal jobsite services to be provided at no charge such as water, electricity, restroom facilities, etc.
12. Pricing based on work being completed by April 30, 2025, otherwise labor rate increase may apply.



The Building Envelope. Built Better.

Terms:

1. Net 30 days, no retention
2. Progress payments will be made for engineering, project management, and mobilization.
3. We will not accept payment terms containing precedent clauses.

Conditions: Void in 30 days.

Respectfully Submitted,

Lee Ebel, Vice President - Construction  
Architectural Wall Systems, LLC



**From:** [Jeff Neumeier](#)  
**To:** [Bjurstrom, Ian](#)  
**Subject:** Re: [External] Re: Voxman Music Building Repair Broken Window  
**Date:** Friday, December 8, 2023 1:50:24 PM

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Price is still good.

**Jeff Neumeier**  
General Manager  
[417-489-4996](tel:417-489-4996)

**RESOURCE**  
*Building Envelope Specialists*  
[www.Resource-LLC.com](http://www.Resource-LLC.com)

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On Dec 8, 2023, at 1:28 PM, Bjurstrom, Ian <[ian-bjurstrom@uiowa.edu](mailto:ian-bjurstrom@uiowa.edu)> wrote:

Hi Jeff,

I have gotten the approval to move forward with the installation, through AWS. This would be with your water test; I do have a contractor lined up to provide a lift & road closure.

Can you send this in an estimate form. Or just verify that this price is still correct. I can get a PO issued, then update you on AWS's schedule.

Thanks,  
Ian

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**From:** Jeff Neumeier <[Jeff@resource-llc.com](mailto:Jeff@resource-llc.com)>  
**Sent:** Friday, September 15, 2023 1:54 PM  
**To:** Bjurstrom, Ian <[ian-bjurstrom@uiowa.edu](mailto:ian-bjurstrom@uiowa.edu)>  
**Subject:** [External] Re: Voxman Music Building Repair Broken Window

Interesting, I would expect them to want to do their own QC!!

I do that for the University for \$1750.00

**Jeff Neumeier**  
General Manager  
[417-489-4996](tel:417-489-4996)

**RESOURCE**

*Building Envelope Specialists*

[www.Resource-LLC.com](http://www.Resource-LLC.com)

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On Sep 15, 2023, at 1:49 PM, Bjurstrom, Ian <[ian-bjurstrom@uiowa.edu](mailto:ian-bjurstrom@uiowa.edu)> wrote:

Hello Jeff,

I had passed on the information on the 501.2 water test once they had it installed. Neither has provided an estimate including the water test. Could you please provide an estimate to provide the water test requested by Mike Kearns Associate Director of Design & Construction. I really thought that the contractor would be able to perform the water test after we last spoke. But it seems like they want to avoid it if possible.

Thanks,

**Ian Bjurstrom**

Construction Project Specialist  
Design and Construction - Facilities Management  
The University of Iowa

Mobile: **563.424.0684** | Office: **319.467.3271**

[ian-bjurstrom@uiowa.edu](mailto:ian-bjurstrom@uiowa.edu)

<image001.png>



171 Greenfield Dr., Unit A  
Tiffin, IA 52340  
ph: 319-545-2080 f: 319-545-2085  
[www.roconconstruction.net](http://www.roconconstruction.net)

# Project Proposal

<b>Date</b>	12/14/2023
<b>Project Name</b>	VSMB Window Water Test
<b>Project Number</b>	
<b>Submitted By</b>	Matthew O'Neal
<b>Attention</b>	Ian Bjurstrom
<b>Proposal Number</b>	143-23

RoCon Construction is pleased to provide a proposal to perform the following scope of work:

**Inclusions:**

Provide lift for one day for UI representative to conduct water test  
 Provide lane and sidewalk closure for one eastbound lane  
 Coordinate with Iowa City to provide traffic control plan and permitting  
 Remove lift and barriers at the end of day

**Exclusions:**

after hours work, move user items, bond, hvac, testing & balancing, electrical, plumbing, sprinklers, asbestos or lead abatement, data wiring, fire alarm, permits, sealing existing penetrations above ceiling, signage, any work not listed above

**Total Cost:**

**\$2,220.00**

two thousand two hundred twenty dollars

**Please call me if you have questions regarding my quote. Quote valid for 30 days. Thank you!**

**Accepted By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*There are 3 things to look for when hiring - integrity, intelligence, energy; if you don't have the first one, the other two will kill you - Warren Buffet*