

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

May 6, 2024

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

The Executive Council, in a meeting held on today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$61,586.97. On July 27, 2023, the Oran Pape Building experienced multiple equipment failures due to excessive heat. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Acting Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services
Brooke Futrelle, Accountant II, Department of Administrative Services
Matt Bender, Department of Management
Heather Hackbarth, Department of Management

AOS Claim # 3576
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

April 19, 2024

Victoria Newton
Executive Council
L O C A L

Subject: Multiple Equipment Failures due to Excessive Heat at Oran Pope
Building on July 27, 2023
Department of Administrative Services
Claim dated February 7, 2024
AOS Claim ID: 3576

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 Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$61,586.97, 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: Adam Steen, Director, Department of Administrative Services
Brooke Futrelle, Accountant II, Department of Administrative Services
Heather Hackbarth, Department of Management



Date: February 7, 2024

To: Tammy Hollingsworth, Manager
 Office of Auditor of State
 State of Iowa

From: Brooke Futrelle
 Accountant II
 Department of Administrative Services

Subj: **Allocation Request**
 29C.20 Oran Pape Chiller_2024-2070

Tammy,

On behalf of the Department of Administrative Services, I would like to request \$61,586.97 pursuant to Section 29C.20 of the Code of Iowa, for repair work associated with the prolonged heat and equipment damage to the Oran Pape Chiller AFD on July 27, 2023. This Allocation Request is based upon actual and estimated costs.

PO/Project/P-card/Supplies	Bid/Proposal Date	Paid Date	Actual/Est	Invoice Number	Vendor/Employee	Amount
			Estimate	See Spreadsheet		\$61,586.97
Total						<u>\$61,586.97</u>

The costs itemized above are actual and estimated as of February 7, 2024. If additional costs and/or estimates are anticipated I will notify you and documentation will be sent to you as soon as it is available.

Please contact me at 515-725-0664 or brooke.futrelle@iowa.gov if you have questions. Thank you for your attention to this matter.

Sincerely,

Brooke Futrelle
 Accountant II
 Department Administrative Services

cc: Victoria Newton, Executive Council executivecouncil@tos.iowa.gov
 Matt Durand, CFO DAS-GSE matthew.durand@iowa.gov

Document	Actual Estimate	Vendor/Employee	Estimated Amount	Actual Amount	Status	Invoice Number	Warrant/EFT	Date Paid
	Estimate	Graybar/Schneider	\$ 80,000.00					
	Estimate	KCL Engineering	1,140.00					
00524457136	Actual	KCL Engineering		1,140.00	Paid	9084	86082294	12/6/2023
00524457110	Actual	Graybar		20,181.10	Paid	9333600118	86016262	9/22/2023
0052447129	Actual	Graybar		40,265.87	Paid	9334057342	86058192	11/9/2023
Total 005-X674			\$ 81,140.00	\$ 61,586.97				



Futrelle, Brooke <brooke.futrelle@iowa.gov>

Re: 2024-2070 Oran Pape Chiller 29c.20 Claim

1 message

Arntzen, Brent <brent.arntzen@iowa.gov>
To: "Futrelle, Brooke" <brooke.futrelle@iowa.gov>
Cc: Matthew Durand <matthew.durand@iowa.gov>

Wed, Feb 7, 2024 at 11:36 AM

Yes I agree. Thanks for keeping this moving.

On Wed, Feb 7, 2024 at 9:17 AM Futrelle, Brooke <brooke.futrelle@iowa.gov> wrote:

Hi Brent,
Per our conversation, the Oran Pape 29c.20 claim also includes KCL Engineering, for the amount of \$1140.00.
The new revised amount is:

- PO 00524457110 Graybar - \$20181.10
- PO 00524457129 Graybar - \$40265.87
- PO 00524457136 KCL Engineering - \$1140

Total amount of 29c.20 claim: \$61586.97

Please confirm this new total, and confirm this will close out this 29c.20 claim. Thanks! Brooke

On Mon, Dec 4, 2023 at 11:09 AM Arntzen, Brent <brent.arntzen@iowa.gov> wrote:

Please see attached paperwork for Oran Paper 29C20. This will close out the 29C20.

- PO 00524457110 Graybar - \$20181.10
- PO 00524457129 Graybar - \$40265.89

Total 29c20 claim - \$60446.99

Thanks
Brent

----- Forwarded message -----

From: <gseprn15@iowa.gov>
Date: Mon, Dec 4, 2023 at 11:05 AM
Subject: Message from "GSEPRN15"
To: Brent Arntzen <brent.arntzen@iowa.gov>, Ryan Betts <ryan.betts@iowa.gov>

This E-mail was sent from "GSEPRN15" (MP C4504ex).

Scan Date: 12.04.2023 11:03:58 (-0600)
Queries to: gseprn15@iowa.gov

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Brent Arntzen, Facilities Administrator
Iowa Department of Administrative Services
General Services Enterprise
Office: 515-281-3137 | Mobile: 515-208-4399
brent.arntzen@iowa.gov

<https://das.iowa.gov>

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Brooke Futrelle

Accountant II

Division of Financial Management

Iowa Department of Administrative Services

Hoover Building | [1305 E Walnut Street](#) | Des Moines, IA 50319

515-725-0664 office

515-281-6140 fax

brooke.futrelle@iowa.gov

<https://das.iowa.gov>



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Brent Arntzen

Facilities Administrator

General Services Enterprise

Iowa Department of Administrative Services

[109 SE 13th Street](#) Des Moines, Iowa 50319

515-281-3137 main line

515-208-4399 mobile

515-242-5120 ext 3 (24/7) Customer Service brent.arntzen@iowa.gov

<https://das.iowa.gov>



ossible 29C20

message

Arntzen, Brent <brent.arntzen@iowa.gov>

Thu, Jul 27, 2023 at 9:02 /

: "Tammy A. Hollingsworth" <Tammy.Hollingsworth@aos.iowa.gov>

: Charlee Cross <charlee.cross@iowa.gov>, Jennie Elliott <jennie.elliott@iowa.gov>, Matthew Durand <matthew.durand@iowa.gov>, Mirela Jusic <mirela.jusic@iowa.gov>, Scott Johnson <scott.johnson@iowa.gov>, "Walker, Terri" <terri.walker@iowa.gov>

All

On behalf of the Department of Administrative Services, I am submitting a possible 29C20 claim for equipment failure due to the excessive heat occurring. Due to the prolonged heat, the Orar Pape building experienced multiple power failures causing electrical switchgear issues and critical chiller failures. At this time the exact extent of the damages or potential damages are unknown and DAS-GSE has had staff and contractors on-site keeping this building operational. We will continue to update and provide additional information as requested.



Brent Arntzen, Facilities Administrator
Iowa Department of Administrative Services
General Services Enterprise
Office: 515-281-3137 | Mobile: 515-208-4399
brent.arntzen@iowa.gov
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<https://das.iowa.gov>



600 EAST 4TH ST
 DES MOINES IA 50309-1848
 Phone: 515447
 Fax: 515-244-0147

To: IOWA DEPT OF ADMINISTRATIVE SERVICES
 HOOVER STATE OFFICE BUILDING
 1305 E WALNUT ST
 DES MOINES IA 50319-0106
 Attn: Jeff Foster
 Phone: 555-555-5555
 Fax:
 Email: zach.stec@graybar.com

Date: 08/07/2023
Proj Name: SQUARE D SERVICES
GB Quote #: 0244042914
 Release Nbr:
 Purchase Order Nbr: SQUARE D SERVICES
 Additional Ref#
 Valid From: 08/07/2023
 Valid To: 09/06/2023
 Contact: Logan May
 Email: logan.may@graybar.com

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100		1 EA	SQUARE D CO.	WO 11040419		\$20,181.10	1	\$20,181.10
<p>***Item Note:*** Site Address: 1305 E Walnut St, Des Moines, IA 50319, USA</p> <p>FSR took Qty (2) replacement trip units with him, PN# S144a, 6.0A, micrologic Both trip units were used on this site visit.</p>								

To: IOWA DEPT OF ADMINISTRATIVE SERVICES
HOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
Attn: Jeff Foster

Date:
Proj Name:
GB Quote #:

08/07/2023
SQUARE D SERVICES
0244042914

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Signed: _____

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at _____ 24-Hour Emergency Phone#: 1-800-GRAYBAR

This Graybar quote is based on the terms of sale in the EV2370 Master Agreement which can be found by clicking the link found at _____



INVOICE

Invoice Questions Please Call
515-447-4500

Remit to:
GRAYBAR ELECTRIC COMPANY, INC.
12437 COLLECTIONS CENTER DRIVE
CHICAGO IL 60693-0124

Invoice No: 9333600118
Invoice Date: 08/23/2023
Account Number: 446945
Account Name: IOWA DEPT OF

Bill-To:
IOWA DEPT OF ADMINISTRATIVE SERVICES
HOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
USA

Ship-To:
IOWA DEPT OF ADMINISTRATIVE SERVICES
ELECTRIC ACCOUNT
HOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
USA

RECEIVED
By DAS Finance at 1:13 pm, Aug 24, 2023

PO #: 00524457110 SO#: 383032051

Del.Doc.#:	PRO #	Routing	Date Shipped	Shipped From	F.O.B.	Rt. To
383032051			08/22/2023	FACTORY		

Ordered By: Jeff Foster

Quantity	Catalog # / Description	Unit Price / Unit	Amount
1	WO 11040419 SCHNEIDER ELECTRIC USA INC	20,181.10 / 1	20,181.10

Terms of Payment Net 30 Days As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.	Sub Total: 20,181.10 Freight: 0.00 Handling: 0.00 Tax: 0.00 Total Due: 20,181.10
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Processed
pay 9-14-23



600 EAST 4TH ST
 DES MOINES IA 50309-1848
 Phone: 515-447-4500
 Fax: 515-244-0147

To: IOWA DEPT OF ADMINISTRATIVE SERVICES
 HOOVER STATE OFFICE BUILDING
 1305 E WALNUT ST
 DES MOINES IA 50319-0106
 Attn: Jeff Foster
 Phone: 555-555-5555
 Email: zach.stec@graybar.com
 Fax:

Date: 08/25/2023
Project Name: BREAKER REPLACEMENT
GB Quote #: 0244196639
 Purchase Order Nbr:
 Release Nbr:
 Additional Ref#:
 Revision Nbr: 1
 Valid From: 08/25/2023
 Valid To: 09/24/2023
 Contact: Zachary STEC
 Email: zach.stec@graybar.com

Proposal

We appreciate your request and take pleasure in responding as follows

Notes:

Item	ItemType	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100		1	SQUARE D CO.	Q-4284863		\$38,480.89	1	\$38,480.89

GB Part#:NOF SQD SQUARE D

Ship From:Reship-Factory

Item Note: * US-Leads-FSR - Breaker replacement * DC23_136_FSR Lead_Iowa Department of Administration_Breaker Replacements *
 Proposal Number: P-230728-3900168 * Quote Number: Q-4284863

200		1		INBOUND FREIGHT		\$1,785.00	1	\$1,785.00
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GB Part#:INBOUND FREIGHT

Ship From:Graybar Service

Subtotal: \$40,265.89
Estimated Tax : \$0.00
 (Actual tax value will be calculated at time of order placement)
Total : \$40,265.89

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To: IOWA DEPT OF ADMINISTRATIVE SERVICES
HOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
Attn: Jeff Foster

Date: 08/25/2023
Project Name: **BREAKER REPLACEMENT**
GB Quote #: **0244196639**

Proposal

We appreciate your request and take pleasure in responding as follows

Item	ItemType	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
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INVOICE

Invoice Questions Please Call
515-447-4500

Ship to:
GRAYBAR ELECTRIC COMPANY, INC.
1437 COLLECTIONS CENTER DRIVE
CHICAGO IL 60693-0124

Invoice No: 9334018609
Invoice Date: 09/21/2023
Account Number: 446945
Account Name: IOWA DEPT OF

Bill-To:
IOWA DEPT OF ADMINISTRATIVE SERVICES
GOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
JSA

Ship-To:
IOWA DEPT OF ADMINISTRATIVE SVCS
ATTN: JEFF FOSTER
FACILITY MAINTENANCE BUILDING
109 SE 13th Street
DES MOINES IA 50319-0106
USA

RECEIVED

By DAS Finance at 7:06 am, Sep 22, 2023

: 00524457129 *PO#* SO#: 383175688

Pl. Doc. #:	PRO #	Routing	Date Shipped	Shipped From	F.O.B.	Rt. To
83175688			09/20/2023	FACTORY		

Ordered By: Jeff Foster

Quantity	Catalog # / Description	Unit Price / Unit	Amount
1	Q-4284863 SCHNEIDER ELECTRIC USA INC	40,265.89 / 1	40,265.89

Terms of Payment	Sub Total:	40,265.89
Net 30 Days	Freight:	0.00
As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.	Handling:	0.00
	Tax:	0.00
	Total Due:	40,265.89

OK'd to pay 10/27/23



CREDIT MEMO

Invoice Questions Please Call
515-447-4500

Remit to:
GRAYBAR ELECTRIC COMPANY, INC.
12437 COLLECTIONS CENTER DRIVE
CHICAGO IL 60693-0124

Invoice No: 9334057342
Invoice Date: 09/25/2023
Account Number: 446945
Account Name: IOWA DEPT OF

Bill-To:
IOWA DEPT OF ADMINISTRATIVE SERVICES
HOOVER STATE OFFICE BUILDING
1305 E WALNUT ST
DES MOINES IA 50319-0106
USA

Ship-To:
IOWA DEPT OF ADMINISTRATIVE SVCS
ATTN: JEFF FOSTER
FACILITY MAINTENANCE BUILDING
109 SE 13th Street
DES MOINES IA 50319-0106
USA

PO # : 00524457129 SO#: 606271213

Del.Doc.#:	PRO #	Routing	Date Shipped	Shipped From	F.O.B.	Rt. To
897713456		CUST. RETURN	09/22/2023	DES MOINES, IA		

Ordered By: Jeff Foster

Quantity	Catalog # / Description	Unit Price / Unit	Amount
2	BREAKER INSPECTION & DIAGNOSE SCHNEIDER ELECTRIC USA INC	0.01 / 1	0.02

Terms of Payment Net 30 Days As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.	Sub Total:	0.02-
	Freight:	0.00
	Handling:	0.00
	Tax:	0.00
	Total Credit DO NOT PAY:	0.02-



RECEIVED

By DAS Finance at 8:09 am, Sep 29, 2023

300 4th Street
West Des Moines, IA 50265
515-724-7938

Department of Administrative Services
109 SE 13th St.
Des Moines, IA 50319

Invoice number 9084
Date 09/28/2023

Project **Oran Pape Breaker Coordination**

PO #0524457136

Study

	Hours	Rate	Billed Amount
Senior Engineer I	6.00	190.00	1,140.00
		Invoice total	1,140.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
9084	09/28/2023	1,140.00	1,140.00				
	Total	1,140.00	1,140.00	0.00	0.00	0.00	0.00

Please remit payment to:

KCL Engineering LLC
300 4th Street
West Des Moines, Iowa 50265