

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

March 3, 2025

Accounting Department
Office of the Treasurer
Lucas Building
321 E 12th 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 \$8,810.00, subject to an audit of actual invoices. On September 9, 2023, a glass panel at the Stanley Museum of Art was damaged. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

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 # 3603
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

February 6, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Broken Glass Panel at Stanley Museum of Art on September 9, 2023
University of Iowa – Board of Regents
Claim dated January 7, 2025
AOS Claim ID: 3603

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 \$8,810.00 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

January 7, 2025

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

Re: University of Iowa – Stanley Museum of Art Broken Glass Panel – Preliminary Loss Report (9/9/2023) – AOS Claim #Unknown

Dear Executive Council,

On September 9, 2023, a glass panel on the southwest side of the Stanley Museum of Art located at 160 West Burlington Street, Iowa City, Iowa was found broken.

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 broken glass panel. Our estimated damage is approximately **\$8,810.00**. 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

From: Walters Gott, Camille S
Sent: Tuesday, September 12, 2023 3:20 PM
To: executivecouncil@tos.iowa.gov; Tammy Hollingsworth; John Nash (john.nash@iowaregents.edu)
Cc: Bathke, Josey; Zumbach, Debby J
Subject: Stanley Museum of Art - Property Loss Notice
Attachments: Stanley Museum of Art Broken Window 9-9-2023.pdf

Hello,

Risk Management was notified on 9/12/2023 of an incident at the Stanley Museum of Art, located at 160 West Burlington Street, Iowa City, IA. On 9/9/2023, a window on the southwest side of the building was found to be shattered. We are currently investigating the incident. The estimated damages may exceed \$5,000. I have attached photos of the broken window.

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 - Stanley Museum of Art Broken Glass Panel

Building:	Stanley Museum of Art			Date of Loss:	9/9/2023	
Department:	Facilities Management			Completed by:	Camille Walters Gott	
				UI Claim #:	PR-22143-SUI	
				AOS 29C:20 Claim #:	Unknown	
Category	Reference #	Vendor	PO	Voucher	Cost Estimate	
Building	1B Prelim	MGSI	1002970029	Pending	\$	8,810.00
Building					\$	-
				Building Estimate	\$	8,810.00
Equipment	N/A	None			\$	-
Equipment	N/A	None			\$	-
				Equipment Estimate	\$	-
				ESTIMATE TOTAL	\$	8,810.00

Estimate #66531



Billing Address
 UNIVERSITY OF IOWA
 FACILITIES MANAGEMENT
 ACCOUNTS PAYABLE AND
 TRAVEL
 202 PLAZA CENTRE ONE
 IOWA CITY IA 52242 US
 ian-bjurstrom@uiowa.edu

Service Address
 STANLEY MUSEUM OF ART -
 0079 - SMA
 160 West Burlington Street
 Iowa City IA 52242 United
 States
 ian-bjurstrom@uiowa.edu
 +1 319 467 3271

Send Payment To
 MGSI, Ltd
 122 Lafayette Street
 Iowa City IA 52240
 +13193512261
 info@mgsiglass.com

Sent On	02/05/24
Total	\$8,810.00
Payments	\$0.00
Balance	\$8,810.00

Contact: IAN BGURSTROM
 +13194673271

Scope of Work

BROKEN LITE OF LAMINATED ON SOUTH SIDE OF BUILDING.

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
4007-Comm Service	<p>STANLEY MUSEUM OF ART - 160 WEST BURLINGTON STREET IOWA CITY, IOWA, 52242</p> <p>WE PROPOSE TO FURNISH AND INSTALL (1) PIECE OF LAMINATED GLASS INTO SOUT SIDE OF BUILDING CONCRETE WALL.</p> <p>SCOPE -</p> <ul style="list-style-type: none"> • REMOVE TOP TRACK • REMOVE WEDGE GASKET • REMOVE TAPERLOCK CLIPS • USE GLASS MANIPULATOR TO REMOVE BROKEN GLASS • CLEAN AND PREP. OPENING AS REQUIRED • INSTALL NEW GLASS USING GLASS MANIPULATOR • INSTALL WEDGE GASKET • SEAL WITH BLACK SPEC. 2 AS NEEDED • DISPOSE OF BROKEN GLASS • GLASS SIZE 40 3/4" X 129 1/2" X 1" = 1/2" STARPHIRE AN WAU 30V09AS OVER 1/2" STARPHIRE TEMPERED <p>IF THERE ARE ANY QUESTIONS, FEEL FREE TO CALL OR EMAIL THANK YOU FOR THE OPPORTUNITY TO BID THIS JOB FOR YOU</p> <hr/> <p>CONTACT INFORMATION: ESTIMATOR: TRAVIS HARTSON EMAIL: travis.hartson@mgsiglass.com OFFICE: 319-351-2261 DIRECT: 319-519-6708</p>	\$8,810.00	✓	1.0	\$8,810.00

Subtotal	\$8,810.00
Tax	\$0.00
Total	\$8,810.00

Payments

Date	Type	Amount
No payments		

Notes

Lead times vary and will be provided at time of order.

EXCLUSIONS

Openings, opening modifications, overtime or shift work unless specified, architectural testing, break metal trim or flashings, engineering stamps or calculations, any item not specifically called out for. Final cleaning by others. Standard 1 year craftsmanship warranty. Material warranties are provided by manufacturers and subject to terms by manufacturer, which are available upon request.

Risk of tile breakage shall be assumed by customer. MGSI shall not be liable for costs to replace tiles broken by drilling, tightening of fasteners, or uneven tile conditions during installation. Please ensure that all tiles are fully backed with grout and wood blocking exists within wall construction for proper anchoring of hinges, clamps, or other fixtures requiring mechanical fasteners.

Terms

All payments are due within the terms outlined below. Accounts with existing credit shall default to terms per approved credit agreement with MGSI.

Residential Service Work: 100% Prepay due at scheduling. Customer must provide signature on estimate to order materials.

Residential Contract Work \$1.00 - \$5,000.00: 50% Deposit, 50% Net 10 on invoice

Residential Contract Work \$5,000.01 and up: Written contract and credit check required, deposit and payment subject to terms of contract.

Commercial Service Work \$1.00 - \$2,500.00: 100% prepay due at scheduling. Customer must provide signature on estimate to procure materials.

Commercial Service Work \$2500.01 - \$5,000.00: 50% Prepay, Net 10 on invoice.

Commercial Service Work \$5,000.01 and up: Written contract and credit check required, deposit and payment subject to terms of contract.

Any amount not paid beyond accepted term will incur a late payment penalty at 1.5% interest compounded monthly (18% APY).

MGSI reserves the right to revoke or change credit limits and payment terms at any time.

Accounts not paid in full beyond 90 days without written payment schedule shall be reported to a Credit Bureau.

Persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved property if they are not paid for their contributions, even if the parties have no direct contractual relationship with the owner. The mechanics' notice and lien registry internet site provides a listing of all persons or companies furnishing labor or materials who have posted a lien or who may post a lien upon the improved property. If the person or company has posted its notice or lien to the mechanics' notice and lien registry internet site, you may be required to pay the person or company even if you have paid the general contractor the full amount due. Therefore, check the mechanics' notice and lien registry internet site for information about the property including persons or companies furnishing labor or materials before paying your general contractor. In addition, when making payment to your general contractor, it is important to obtain lien waivers from your general contractor and from persons or companies registered as furnishing labor or materials to your property. The information in the mechanics' notice and lien registry is posted on the internet site of the mechanics' notice and lien registry.

MNLR Internet Web site address (sos.iowa.gov/MNLR) and MNLR toll-free telephone number (1-888-767-8683).

The requirements of Iowa Code chapter 572 which are outlined on this page apply only to residential construction projects.

Signatures

Name	Signature	Reason	Requested	Signed	Document
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