

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. MICHAEL L. 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, 5031

The Executive Council, in a meeting held on this date, approved Iowa Workforce Development's request for an emergency allocation in the amount of \$3,571.69. On June 25, 2024, the IWD office in Spencer was damaged due to heavy rains and river flooding. Request was to cover repair costs.

This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Executive Secretary

cc: Beth Townsend, Director, Iowa Workforce Development
Eddie Sauls, Bureau Chief, Business Management, Iowa Workforce Development
Heather Hackbarth, Department of Management
Matt Bender, Department of Management

AOS Claim # 3858
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 14, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Water Damages to IWD Office in Spencer due to Heavy Rains and River
Flooding on June 25, 2024
Iowa Workforce Development
Claim dated January 10, 2025
AOS Claim ID: 3858

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 Iowa Workforce Development is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation and reimbursement in the amount of \$3,571.69. This represents full and final payment of the loss.

Sincerely,

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

Brian R. Brustkern, CPA
Deputy Auditor of State

cc: Beth Townsend, Executive Director, Iowa Workforce Development
Eddie Sauls, Bureau Chief, Business Management, Iowa Workforce Development
Heather Hackbarth, Department of Management

The Shredder

1000 Thomas Beck
Des Moines, IA 50315
855 99-SHRED

Service Invoice

Date	Invoice #
8/5/2024	241320

PAST DUE

Bill To

Iowa Works
217 West 5th
Spencer, IA 51301

Service Location

Iowa Works
217 West 5th
Spencer, IA 51301

P.O. No.	Terms	Due Date	Sales Rep	Service Rep	Time	Account #
	Net 10	8/15/2024	JH	Austin Roerig	61	
Item	Description			Quantity	Rate	Amount
G546 Fuel G546	95 Gallons Fuel and Environmental Surcharge			7	50.00 70.00	350.00 70.00
				Subtotal		\$420.00
				Sales Tax (7.0%)		\$0.00
				Total		\$420.00
Phone #	515-280-3013	Web Site		Payments/Credits		\$0.00
E-mail	info@the-shredder.com	www.the-shredder.com		Balance Due		\$420.00

Mark Petersen 10-4-24

From: [Miller, Faith \[IWD\]](#)
To: [Petersen, Mark \[IWD\]](#)
Cc: [Sauls, Eddie \[IWD\]](#)
Subject: Re: Spencer - Transactions from The Shredder
Date: Friday, October 4, 2024 1:17:25 PM
Attachments: [image002.png](#)
[Outlook-40qrpyw4.png](#)

Cost code is 28FC.

Faith Miller

Regional Manager

IowaWORKS - a Proud Partner of the American Job Center network
3 Triton Circle, Fort Dodge, IA 50501
217 W 5th Street, Spencer, IA 51301
515-576-3131 Ext 47236 (Office)
515-269-3505 (Mobile)
515-955-1420 (Fax)
faith.miller@iwd.iowa.gov
www.iowaworks.gov



From: Petersen, Mark [IWD] <Mark.Petersen@iwd.iowa.gov>
Sent: Friday, October 4, 2024 12:49 PM
To: Miller, Faith [IWD] <Faith.Miller@iwd.iowa.gov>
Cc: Sauls, Eddie [IWD] <Eddie.Sauls@iwd.iowa.gov>
Subject: Spencer - Transactions from The Shredder

Just needs to be paid

Send me the cost code and I'll take care of it for you.

Mark Petersen

Architechural Technician 2, Business Management

1000 E Grand Avenue
Des Moines, Iowa 50319
515-281-3047 (Office)
515-250-3510 (Mobile)
Mark.petersen@iwd.iowa.gov

PURCHASE ORDER NUMBER

<table border="1"> <tr> <td>REQUEST DATE</td> <td>BUREAU, DIVISION OR FIELD OFFICE NAME</td> <td>FUND #</td> <td>OBJECT CODE</td> <td>DELIVERY DATE</td> </tr> <tr> <td>MONTH DAY YEAR 10 4 24</td> <td>Business Management</td> <td></td> <td></td> <td></td> </tr> </table>	REQUEST DATE	BUREAU, DIVISION OR FIELD OFFICE NAME	FUND #	OBJECT CODE	DELIVERY DATE	MONTH DAY YEAR 10 4 24	Business Management				SHIP TO: NAME AND ADDRESS IOWA WORKFORCE DEVELOPMENT 1000 E GRAND AVE DES MOINES, IOWA 50319	VENDOR NAME, ADDRESS AND PHONE NUMBER (IF KNOWN) The Shredder
REQUEST DATE	BUREAU, DIVISION OR FIELD OFFICE NAME	FUND #	OBJECT CODE	DELIVERY DATE								
MONTH DAY YEAR 10 4 24	Business Management											
CONTACT PERSON Mark Petersen	PHONE NUMBER 1-3047	VENDOR ID # OR FEDERAL ID # (IF KNOWN)										

DO NOT MIX SPECIAL REQUESTS FOR SERVICES, SUPPLIES AND EQUIPMENT

QUANTITY/UNIT	QUANTITY RECEIVED	UNIT CODE/SUB-UNIT	%	DESCRIPTION (Color, Size, Model, Service Requested, Etc.)	ESTIMATED UNIT COST	ESTIMATED TOTAL COST
		28FC		Spencer Files Shredded		\$420.00
					ESTIMATED GRAND TOTAL	\$420.00

REQUEST APPROVAL

COMMENTS

SUPERVISORS SIGNATURE		DATE			
BUREAU CHIEFS/REGIONAL MANAGERS SIGNATURE		DATE 10/4/24			
DIVISION ADMINISTRATORS SIGNATURE		DATE			
DIRECTOR, DEPUTY DIRECTOR, OR COMMISSIONER SIGNATURE		DATE			
BUDGET ANALYST INITIALS	DATE	PURCHASING INITIALS	DATE	SIGNATURE Mark Petersen	DATE RECEIVED 10/4/24

Order# 7640882388

Order placed: September 13, 2024

Billing address

STATE OF IOWA
HOOVER BLDG
1305 E WALNUT ST
DES MOINES, IA 50319

Shipping address

IOWA WORKFORCE DEVELOPMENT
FAITH MILLER
217 W 5TH ST
SPENCER, IA 513013853

Invoice # 6013607163

INVOICE ISSUED

Items(s) Shipped

Item#	Item Description	Price	Quantity	Subtotal
870537	Staples 4-Drawer Lateral File Cabinet, Locking, Letter/Legal, Gray, 42"W (20301D)	\$609.99	1	\$609.99

Contract price

Budget Center: 0953-309-28PH-XX-BLNK

Method of payment

Invoiced - \$591.69

Merchandise Total:	\$609.99
Exclusive Savings:	-\$18.30
Total Invoiced:	\$591.69



OFFICE FURNITURE INSTALLATION & MOVING

Des Moines Cedar Rapids Bettendorf (Quad Cities) Omaha
888-263-0953 service@tmservices.net www.tmservices.net

*Quote - Grand Total View

NE2414344 - IWD - REMOVE ITEMS FROM THE BASEMENT STORAGE

Customer Iowa Workforce Development (IWD)
Status In-Progress

End User Iowa Workforce Development (IWD)
Updated 10/10/2024 09:28am
Business Omaha

Summary Quote to provide labor, equipment and truck for the following scope of work:

Remove misc. items from the basement storage room.

Normal business hours.

THIS IS A STAIR CARRY.

Totals

Sell \$2,560.00
IA-Clay-98041 (7%) \$0.00
Total \$2,560.00

Addresses

Ship To T&M Omaha Warehouse
7006 South 108th Street
La Vista, NE 68128

Job Site IWD
215 W 5th Street
Spencer, IA 51301

Bill To IWD - Des Moines
1000 E Grand Avenue
Des Moines, IA 50319

Customer PO 30925089
Approved 10/09/2024

Auth Method Customer PO
Amount \$0.00

Scheduling Info

Scheduled Start 10/10/2024
Scheduled Completion 10/10/2024
Schedule Dates Are Firm

Participants

Company	Name	Role	Phone
Iowa Workforce Development (IWD)	Petersen, Mark	Customer Contact	515-250-3510
Iowa Workforce Development (IWD)	Aden, Rosemary	Customer Contact	712-262-1971
Iowa Workforce Development (IWD)	A/P Iowa Workforce Development	Billing Contact	
Iowa Workforce Development (IWD)	Miller, Faith	Site Contact	515-269-3505
T&M Services	Jaekel, Chris	Market Manager	402-637-9544
T&M Services	26' Truck, Vehicle	Vehicle	
T&M Services	Buchholz, Kevin	Warehouse Contact	402-650-8550
T&M Services	Miller, Ron	Lead Installer	402-515-0896
T&M Services	Ramirez, Nicole	Market Admin	515-865-8036

Documents

Name	Rev#	Rev Date
1-Office Docs/110-Quoting Documents		
IWD Spencer Basement Items .msg	1	09/06/2024
RE #NE2414344-lowa Workforce Development (IWD)-Project In-Progress-Please Review.msg	1	10/10/2024
Spencer Aerial View[1].pdf	1	09/06/2024
Spencer Basement - Items that stay.pdf	1	09/06/2024
Spencer Basement - Video.html	1	09/06/2024
1-Office Docs/150-Customer POs		
PO 30925089 - #NE2414344 Iowa Workforce Development (IWD) - Iowa Workforce Development (IWD) IWD - REMOVE ITEMS FROM THE BASEMEN.msg	1	10/09/2024

Terms and Conditions**Acceptance and Agreement**

By accepting our services described herein, you are agreeing to these Terms and Conditions whether you have signed a copy of this document or not. If you object to any terms described herein, please contact us immediately.

Condition of Job Site

Prior to the start of work, the job site, loading and staging areas shall be in good, clean, clear condition and free from interference by others. Customary utilities shall be available including electricity, heat and air conditioning. We shall have access and use of a working elevator. We shall have unrestricted access to the job site.

Condition of Product and Plans

All product and hardware necessary for complete installation shall be delivered to us prior to the start of work and be of the proper fit and size. You shall provide us with accurate plans and documents to enable us to perform our services.

Other Job Site Services

This quote excludes the following unless specifically noted above:

1. Stair carry
2. Field cutting and product modifications
3. Install into substrates other than drywall
4. Electrical hardwiring and data/cable installation

Delay

We are not responsible for delays beyond our reasonable control such as, but not limited to, late deliveries, out of service hoists or elevators, construction delays, missing or nonconforming materials, acts of God, severe inclement weather, work stoppages, strikes, supply shortages, power outages or other similar events.

Payment Terms

All invoices are to be paid Net 30 Days.

Payments can be remitted to: T&M Services, 4175 NE 43rd Ct, Des Moines, 50317

If you wish to pay via ACH, please contact our Business Manager, Kim Aunspach, for details kim@tmservices.net.

We accept Visa, MasterCard, American Express, and Discover. A 3% credit card fee will apply on invoices over \$5000.00.

Customer's Signature _____

Mark Petersen

Date 10-10-24

Warrant Number	Line Number	Line Amount	Issued	Redeemed
86378612	1	\$2,560.00	10/24/2024 12:00 AM	10/29/2024 12:00 AM

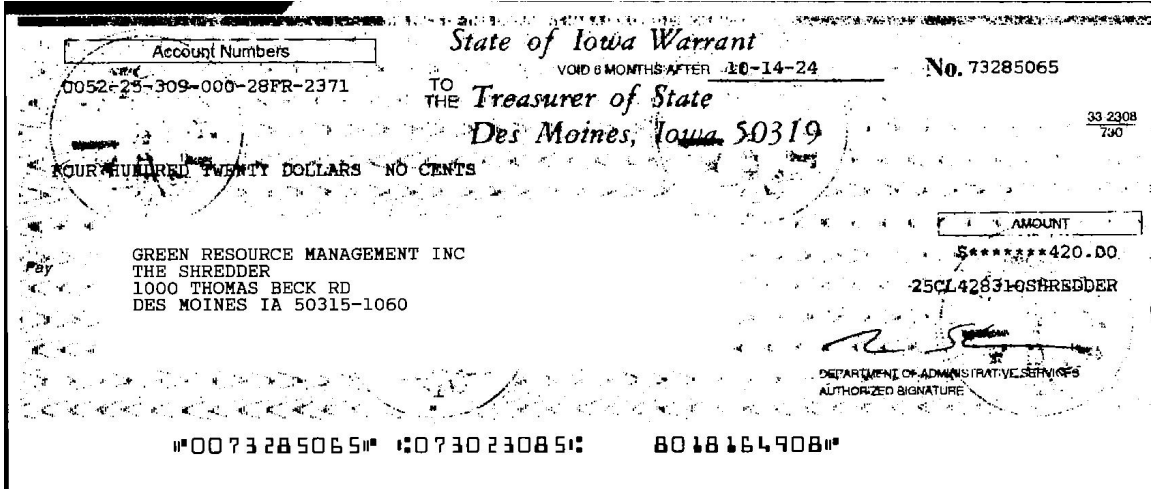
Check Information

Location	Bank Number	Account Number	Transaction Date
Wells Fargo	5310156	8018164908	10/21/2024
Check Number	Amount	Sequence	Trace
73285065	\$420.00	8149364987	

Bank Of First Deposit Information

Routing	Date	Sequence	Deposit Account

Front



Back

⑈0073285065⑈ ⑆073023085⑆ 8018164908⑈

RESTRICTIONS:

SIGNATURE (OR INK OR IMPRINTED PERIOD)

MY ADDRESS IS: STREET

For Deposit Only
Acct# 51073226
DO NOT WRITE, ST 2024-10-18 16:59
RESERVED FOR 0886737508
>073905187<

Security Features: Results of document alterations:
 • Can be seen only when held at a 45 degree angle and cannot be altered or reproduced on copiers.
 • Special UV ink that appears dark when photocopied.
 • Special color received request by a user of fraud, counterfeit, or altered document.
 • Stimulation treatment on both sides of paper provides user removal by scanning, type or copying.
 • Large, clear, visible text on the front and back of the check.
 • Printed on the body of the check, denoting the existence of security features. Cannot be removed without physically altering the check.

Embedded Fibers:
 • Large, clear, visible text on the front and back of the check.
 • Printed on the body of the check, denoting the existence of security features. Cannot be removed without physically altering the check.

Passbook Area:

⑆ Federal Reserve Board of Governors REG. CC

Fiscal Period	Month	Customer ID	Customer Name	Service ID	Service Name	Account	Quantity	Rate	Charge	Cost Center	Description	Invoice Number	Order Date	Ordered By	PO Number	Ship To	SKU	Unit	Vendor
FY2025-03	September 2024	40	Iowa Workforce Development	2210	Office Supplies	3204	1	5609.99000	5593.00	0955-300-2899-XX-BLANK	STAPLES 42W 40R LAT GRAY	7642862388	09/12/2024	hath.miller@iwd.iowa.gov		217 W 5TH ST, SPENCER, IA 513013853	870237	EA	Staples