

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

August 5, 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 this date, approved the Board of Regents – University of Iowa request for an emergency allocation in the amount of \$35,409.01, subject to audit of actual invoices. On July 9, 2023, a fire caused damage to the Medical Research Building. 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
Heather Hackbarth, Department of Management
Matt Bender, Department of Management

AOS Claim # 3573
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 Fax (515) 281-6518

July 24, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Fire Damages to Medical Research Building on July 9, 2023
University of Iowa – Board of Regents
Claim dated May 3, 2024
AOS Claim ID: 3573

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 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 \$35,409.01, 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: John Nash, Director of Facilities, Board of Regents
Camille Walters Gott, Risk Management Claims Manager, University of Iowa
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

May 3, 2024

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

Re: University of Iowa – Medical Research Center Fire – Preliminary Loss Report (7/9/2023) – AOS Claim #Unknown

Dear Executive Council,

On July 9, 2023, a small fire occurred in room 242 at the Medical Research Center located at 501 Newton Road, Iowa City, Iowa. There was building damage from the fire in room 242 and, also damaged caused by fire response to extinguish the fire.

The purpose of this Preliminary Loss Report is to notify you of our current damage estimate and to request allocation of funds for remediation and repair of the damaged building components. Our estimated damage is approximately **\$35,049.01**. 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: Monday, July 10, 2023 3:04 PM
To: executivecouncil@tos.iowa.gov; Tammy Hollingsworth; John Nash (john.nash@iowaregents.edu)
Cc: Bathke, Josey; Zumbach, Debby J
Subject: University of Iowa Medical Research Center - Property Loss Notice
Attachments: Univ of Iowa MRC Fire 7-9-2023.pdf

Hello,

Risk Management was notified on 7/10/2023 of an incident at the Medical Research Center, located at 501 Newton Road, Iowa City, Iowa. On 7/9/2023, there was a small fire in room 242. Damage is isolated to room 242. We are investigating the incident and estimated damages are expected to exceed \$5,000. Attached are photos of the loss.

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 - Medical Research Center Room 242 Fire

Building:	Medical Research Center			Date of Loss:	7/9/2023
Department:	Facilities Management			Completed by:	Camille Walters Gott
				UI Claim #:	PR-22094-SUI
				AOS 29C:20 Claim #:	Unknown
Category	Reference #	Vendor	PO	Voucher	Cost Estimate
Building	1B Prelim	Hawkeye Fire & Safety	C000581002	84586350	\$ 30.00
Building	2B Prelim	Doors Inc	C000581866	84613485	\$ 596.00
Building	3B Prelim	MGSI	1002870334	Pending	\$ 634.72
Building	4B Prelim	Servpro	1002892327	Pending	\$ 11,047.96
Building	5B Prelim	Advanced Electrical Services	1002870335	84595917	\$ 300.00
Building	6B Prelim	RoCon Construction	1002939408	Pending	\$ 2,440.33
Building	8B Prelim	RoCon Construction - Project 1053001	1002892410	Pending	\$ 20,000.00
				Building Estimate	\$ 35,049.01
Equipment	N/A	None			\$ -
Equipment	N/A	None			\$ -
				Equipment Estimate	\$ -
				ESTIMATE TOTAL	\$ 35,049.01



716 Oakland Rd NE, # 404
Cedar Rapids, IA 52402

HAWKEYE FIRE & SAFETY

Phone # 319-363-9923 Fax # 319-363-4521

Sale Order Invoice

Date Invoice #
7/21/2023 S1057418

Bill To

University of Iowa/Accounts Payable
202 Plaza Center One
Iowa City IA 52242
EMAIL INVOICES

Ship To

UI Facilities Services (Fire Safety)
640 S Madison
Iowa City IA 52242-2500

Rep	Blanket PO F/E	Blanket PO 1st Aid	Purchase Order #		Sales Order #		Terms
	C000581002				S1057418		Net 30 Days
Item	Description		Ordered	Invoiced	U/M	Rate	Amount
HT05	HYDROTEST 05# EXTINGUISHER CYLINDER		1	1	ea	14.00	14.00
RA05	RECHARGE 05# ABC EXT. WITH COLLAR/ORING/LABEL		1	1	ea	16.00	16.00
	24-772865-002						
Please pay from this invoice, no statement will be sent. Please put our invoice numbers on your check. Thank You					Total		\$30.00
Past due accounts are subject to a finance charge of 1.5% per month. Your prompt payment is appreciated.					Payments/Credits		\$0.00
					Balance Due		\$30.00



4778 420th Street, SE
Iowa City, IA 52240
Phone: 319-354-0643

DATE	INVOICE
08/24/23	337977

S O L D T O	UI540 UNIVERSITY OF IOWA A/P - TRAVEL DEPT. 202 PLAZA CENTER ONE IOWA CITY, IA	52242-2500	S H I P T O	MRC #242 24772865003900 C000581866 KEVIN
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** INVOICE **

(319) 335-0409		TAX JURISDICTION NO. / DESCRIPTION		TAX EXEMPT NUMBER						
		0002 NON TAXABLE		999						
Loc	DATE ORDERED	DATE SHIPPED	SHIP VIA	ORDER NO.	AUTHORIZED PURCHASER	SALESPERSON	CLK	TERMS	COPY	PAGE
02	08/24/23	08/24/23				0	01		01	01

ITEM #	ORDERED	SHIPPED	DESCRIPTION	UNIT PRICE	AMOUNT
NON-INV EA	1.00	1.00	2 3/4" STRIKE US26D, D132 DEADBOLT, ASTRAGAL 84" NON-INVENTORY ITEM	156.00	156.00
NON-INV EA	1.00	1.00	LABOR TO REPAIR FRAME-TAKE DOOR BACK TO OUR SHOP-PREP AND INSTALL HARDWARE-REHANG DOOR NON-INVENTORY ITEM	440.00	440.00

596.00 SALES AMOUNT	SALES TAX	SHIPPING CHARGE				CASH	CODE	596.00
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DIRECT INQUIRIES TO IOWA CITY

↑
**PLEASE PAY
THIS AMOUNT**

Remit to: Doors Inc.
300 SW 6th Street
Des Moines, Iowa 50309
Phone: 515-288-8951

TERMS: NET 30 DAYS. A FINANCE CHARGE OF 1 1/2% PER MONTH APPLIES ON INVOICE 30 DAYS PAST DUE. THIS IS AN ANNUAL PERCENTAGE RATE OF 18% (MINIMUM FINANCE CHARGE OF \$1.00).

Estimate #65884



Billing Address
 MEDICAL RESEARCH CENTER
 - MRC - 0064
 ACCOUNTS PAYABLE AND
 TRAVEL
 202 PLAZA CENTRE ONE
 IOWA CITY IA 52242 US
 julie-troendle@uiowa.edu
 +1 319 467 4678

Service Address
 MRC ROOM 242
 501 Newton Road
 ROOM 242
 Iowa City IA 52242 United
 States
 zachary-p-johnson@uiowa.e..
 +1 319 331 7274

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

Estimate Date	07/18/23
Total	\$634.72
Payments	\$0.00
Balance	\$634.72

Scope of Work

FURNISH MATERIALS AND LABOR PER SPECIFICATIONS, PLANS AND QUALIFICATIONS LISTED BELOW:

08 80 00 - GLAZING

REMOVE PLASTIC COVERING STOREFRONT WINDOW

CLEAN ANY REMAINING BROKEN GLASS

INSTALL NEW INSULATED UNITS

(1) 46 1/4" X 15 3/4" X 1"

(1) 46 1/4" X 16 3/4" X 1"

GLASS MAKE-UP:

1/4" SOLARBAN 60 LOW-E #2 SURFACE (ANNEALED)

1/2" AIRSPACE - MILL SPACER - AIR IN-FILLED

1/4" CLEAR (ANNEALED)

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
4007-Comm Service	MATERIALS AND LABOR PER SCOPE DEFINITION:	\$634.72	✓	1.0	\$634.72
				Subtotal	\$634.72
				Tax	\$0.00
				Total	\$634.72

Payments

Date	Type
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.

Terms

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

Zach Johnson
 approved
 08/03/2023
 1050201
 Amount

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.

Additional Notes

Date	Name	Note
07/17/23	SHAUN CHRISTOPHERSON	Zachary Johnson Design and Construction - Facilities Management The University of Iowa Iowa City, Iowa Mobile: 319.331.7274 Office: 319.467.4674166 zachary-p-johnson@uiowa.edu □



Fire & Water - Cleanup & Restoration™

SERVPRO® of Iowa City/Coralville SERVPRO® of Ottumwa/Oskaloosa
SERVPRO® of Grinnell & Pella SERVPRO® of Marshall
SERVPRO® of Des Moines SW SERVPRO® of Columbia
SERVPRO® of Des Moines East SERVPRO® of Sedalia

Independently Owned and Operated

INVOICE

2307-287908FIR

DATE: 08/07/2023

TERMS: Due upon receipt
Past Due Invoices Subject to Finance Charges
Returned Check Fee \$50

BILL TO:

University of Iowa-Facility Management
55 S Grand Ave
Iowa City, IA 52242

SERVICE ADDRESS:

University of Iowa - Facility
Management
55 S Grand Ave
Iowa City, IA 52242

PO 1002892327 BW

Project Mgr: **Insurance Co:** Self pay **Claim / P.O. #** **Work Order #**

SERVICE TYPE	DESCRIPTION	AMOUNT
	Fire/Smoke Restoration	11,407.96

Zachary Johnson
approved
1053001
09/12/2023

SALES TAX	0.00
TOTAL	11,407.96
PAYMENT	
TOTAL DUE	\$11,407.96

REVIEW US!

Your feedback is important to us. Please take a moment to review us online. Thank you for choosing SERVPRO.



Remit payment to: SERVPRO
615 Hwy 1 West
Iowa City, IA 52246

If you would like to pay by credit card, please call our office at (844) 965-0001. All major credit cards accepted.



ADVANCED ELECTRICAL SERVICES INC.
 dba ADVANCED BORETEK
 1233 GILBERT COURT
 IOWA CITY, IA 52240
 PH: 319-351-6452

INVOICE

66407
 INVOICE NUMBER

1002870335 jv

CUSTOMER

UNIVERSITY OF IOWA
 PURCHASING DEPARTMENT
 202 PLAZA CENTRE ONE (PCO)
 IOWA CITY, IA 52242-2500

DATE	07/25/2023
REFERENCE	
TELEPHONE	

39074 UA 100118 UI Soldby:

JOB LOCATION	JOB DETAILS
UI MRC ROOM 242	REMOVE LIGHT FIXTURES FROM GRID PER ZACH

Monthly finance charge of 1.5%, if not paid within 30 days of invoice date. Customer will be responsible for all costs, including court & attorney's fees, incurred by Advanced Electrical Services, Inc. in the collection of customer's past due account.

Material / Work Description **Charge**

REMOVED LIGHT FIXTURES AS NEEDED.

Material Total .00

Labor / Work Description **Charge**

Labor Provided 300.00

Labor Total 300.00

PAY THIS AMOUNT ▶ **\$ 300.00**

PLEASE DETACH THIS PORTION & RETURN WITH YOUR REMITTANCE TO:

Advanced Electrical Services, Inc.
 1233 Gilbert Court
 Iowa City, IA 52240

CUSTOMER: UNIVERSITY OF IOWA
 CUST. NO. 100118 Inv #: 66407

DATE: 07/25/2023 **PAY THIS AMOUNT** ▶ **\$ 300.00**

DUE UPON RECEIPT
TERMS: DUE UPON RECEIPT

Zach Johnson
 approved
 08/03/2023
 1053001

RoCon Construction LLC

171 Greenfield Dr., Unit A
Tiffin, IA 52340

Invoice

Date	Invoice #
10/31/2023	2775

Bill To
University of Iowa Accounts Payable and Travel 202 PCO Iowa City, IA 52242

1002939408 JV

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	Medical Research Center Room 242 Cleanout Remove furniture and place in storage Move furniture back in one month later Clean debris from room Final Invoice See attached	2,440.33	2,440.33

		Total	\$2,440.33
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Zachary Johnson

approved
12/7/2023
1053001



171 Greenfield Dr., Unit A
 Tiffin, IA 52340
 ph: 319-545-2080 f: 319-545-2085
www.roconconstruction.net

T&M Cost Report

Date	10/30/23
Project Name	MRC 242 Cleanout
Project Number	TM-084
Submitted By	James R Dean
Attention	Zach Johnson
T&M Dates	October

Origination: Verbal X Email _____ ITC # _____ CCD # _____ PO _____

RoCon Labor:	Hours		Rate		Reg/OT		
Foreman	30	hrs @	\$61.47	x	1	=	\$1,844.10
Carpenter	0	hrs @	\$57.83	x	1	=	\$0.00
Office	2	hrs @	\$61.47	x	1	=	\$122.94

Work Description: Remove furniture from MRC RM242 and place in storage shed. Move furniture back one month later. Clean debris from room.

Material: Storage Fee \$100.00

General Contractor Total: **\$2,067.04**

Subcontractor 1	\$0.00
Subcontractor 2	\$0.00
Subcontractor 3	\$0.00
Subcontractor 4	\$0.00

Subcontractor Total: **\$0.00**

Overhead and Profit:	15.00%	\$310.06
General Casualty Insurance Cost:	2.66%	\$63.23
Bond Cost:	2.00%	0

T&M Cost Report Total **\$2,440.33**

"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 Buffett

RoCon Construction LLC

171 Greenfield Dr., Unit A
Tiffin, IA 52340

Invoice

Date	Invoice #
10/16/2023	2753

Bill To
University of Iowa Accounts Payable and Travel 202 PCO Iowa City, IA 52242

P.O. No.	Terms	Project
1002892410	Net 30	

Quantity	Description	Rate	Amount
	1053001 - Medical Research Center - Remediate and Repair Room 242 affected by 7/9/23 fire Final Invoice	14,500.00	14,500.00
		Total	\$14,500.00

Invoice

RoCon Construction LLC
 171 Greenfield Dr., Unit A
 Tiffin, IA 52340

Date	Invoice #
9/29/2023	2733

Bill To
University of Iowa Accounts Payable and Travel 202 PCO Iowa City, IA 52242

P.O. No.	Terms	Project
1002892410	Net 30	

Quantity	Description	Rate	Amount
	1053001 - Medical Research Center - Remediate and Repair Room 242 affected by 7/9/23 Fire Invoice for Work-to-Date	5,500.00	5,500.00
		Total	\$5,500.00