



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

September 22, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Storm/Water Damages at Iowa Laboratories Facility on May 20, 2025
Department of Administrative Services
Claim dated September 5, 2025
AOS Claim ID: 4075

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 Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation and reimbursement in the amount of \$2,254.98. 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: Brooke Futrelle, Accountant II, Department of Administrative Services
Brent Arntzen, Facilities Administrator, Department of Administrative
Services
Heather Hackbarth, Department of Management



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: September 5, 2025

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

From: Brooke Futrelle
Accountant II
Department of Administrative Services

Subj: **Allocation Request_Final**
29C.20 DAS Iowa Labs Claim #4075

Tammy,

On behalf of the Department of Administrative Services, I would like to request \$2,254.98 pursuant to Section 29C.20 of the Code of Iowa, for repair work associated with the storm and water damage at the Iowa Labs Facility in Ankeny, IA on May 20, 2025. This Allocation Request is based upon actual costs.

PO/Project/P-card/Supplies	Bid/Proposal Date	Paid Date	Actual/Est	Invoice Number	Vendor/Employee	Amount
			Actual	See Spreadsheet		\$2,254.98
Total						\$2,254.98

The costs itemized above are actual as of today. 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 515-363-0915 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



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: September 5, 2025

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

From: Brooke Futrelle
Accountant II
Department of Administrative Services

Subj: **Reimbursement Request_Final**
29C.20 DAS Iowa Labs Claim #4075

Tammy,

On behalf of the Department of Administrative Services, I would like to request the final payment of \$2,254.98 pursuant to Section 29C.20 of the Code of Iowa, for repair work associated with the storm and water damage at the Iowa Labs Facility in Ankeny, IA on May 20, 2025. This Reimbursement Request is based on actual costs.

DO/PO	Bid/Proposal Date	Paid Date	Actual/Est	Invoice Number	Vendor/Employee	Amount
		See Spreadsheet			See Spreadsheet	\$2,254.98
Total						<u>\$2,254.98</u>

The costs itemized above are actual as of today. This letter represents the final closeout of this 29c.20 project.

Upon Executive Council approval, please use the following accounting string to record the reimbursement:

0674-005-X674-15-0657 Increase 501 Revenue \$2,254.98

Please contact me at 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 matt.durand@iowa.gov

Document	Actual/Estimate	Vendor/Employee	Estimated Amount	Actual Amount	Status	Invoice Number	Warrant/EFT	Date Paid
00525457632	Actual	AJS ServiceMaster/00002116069		2,254.98	Paid	DSM-00769-WTR	1000088156	6/5/2025
Total 005-X674			\$ -	\$ 2,254.98				



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

Fwd: Storm Damage Iowa Laboratories Facility

1 message

Durand, Matthew <matthew.durand@iowa.gov>
To: Brooke Futrelle <brooke.futrelle@iowa.gov>

Thu, Jun 5, 2025 at 9:53 AM

Brooke,

Please see below email chain.

Thank you,

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

From: **Tammy Hollingsworth** <Tammy.Hollingsworth@aos.iowa.gov>

Date: Wed, May 28, 2025 at 12:11 PM

Subject: RE: Storm Damage Iowa Laboratories Facility

To: Shannon, Jeff [DAS] <jeff.shannon@iowa.gov>, ExecutiveCouncil@tos.iowa.gov <ExecutiveCouncil@tos.iowa.gov>

Cc: Cross, Charlee [DAS] <charlee.cross@iowa.gov>, Durand, Matthew [DAS] <matthew.durand@iowa.gov>, Shannon,

Jeff [DAS] <jeff.shannon@iowa.gov>, Arntzen, Brent <brent.arntzen@iowa.gov>, Tera Granger

<tera.granger1@iowa.gov>, Scott Tobias <scott.tobias@iowa.gov>, Chapman, Derek <derek.chapman@iowa.gov>

Notification of 29C.20 Damages Received – AOS Claim #4075

From: Shannon, Jeff <jeff.shannon@iowa.gov>**Sent:** Tuesday, May 20, 2025 10:06 AM**To:** ExecutiveCouncil@tos.iowa.gov; Tammy Hollingsworth <Tammy.Hollingsworth@AOS.IOWA.GOV>**Cc:** Cross, Charlee [DAS] <charlee.cross@iowa.gov>; Durand, Matthew [DAS] <matthew.durand@iowa.gov>;

Shannon, Jeff [DAS] <jeff.shannon@iowa.gov>; Arntzen, Brent <brent.arntzen@iowa.gov>; Tera Granger

<tera.granger1@iowa.gov>; Scott Tobias <scott.tobias@iowa.gov>; Chapman, Derek

<derek.chapman@iowa.gov>

Subject: Storm Damage Iowa Laboratories Facility

CAUTION: This email originated from outside of AOS. Do not click links or open attachments unless you recognize the sender and know the content is safe.

On behalf of the Department of Administrative Services, I am submitting a possible 29C20 claim for storm/water damage at the Iowa Laboratories Facility located in Ankeny, IA. At this time the exact extent of the damages is limited to interior office space. DAS-GSE has staff and contractors on-site to assess the damage and repairs needed. We will continue to update and provide additional information as requested.

Jeff Shannon**Associate Facilities Administrator**

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-601-5944 Mobile

jeff.shannon@iowa.gov

<https://das.iowa.gov>

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[Auditor.iowa.Gov](https://auditor.iowa.gov)

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Matt Durand, CPA
Senior Budget & Financial Analyst
Division of Financial Management
Iowa Department of Administrative Services
[109 SE 13th St](#)
515-201-4896 mobile
515-281-8748 fax
matthew.durand@iowa.gov
<https://das.iowa.gov>



			PURCHASE REQUISITION							08/27/2025		
MAPCON PO #		Goods/Services/Both		Requested By		MAPCON #	eDAS or Work Order Number:			MP	Date	
00525457632		Both		Tanner Light		2505658	4075			29C20	5/29/25	
Bill To:			Ship To:			VENDOR INFORMATION				Vendor ID	00002116069	
Main Site Iowa Dept. of Administrative Services Hoover State Office Building 1305 East Walnut Ave das.finance.payables@iowa.gov Des Moines, IA 50319-0106			Main Site Iowa Department of Administrative Services 109 SE 13th Street Facility Maintenance Building Des Moines, IA 50319-0106			Names	AJS of Des Moines			Master Agreement	23174A	
						Address	7555 University Ave			Contact Person		
						City	Clive			Phone Number		
						State	Iowa	Zip Code	50325	Email	srmrice@smbyrice.com	
Narrative/Justification			There was rain coming in from windows on 5/19. This is for service masters emergency response to clean up the DCI Lab.									
Point of Contact			Jake Jensen									
Line #	Building Name	More than one accounting code can be used per line			Object class	BLDG	Objective code description	Dept #	X and 0655 Total	Ceremonial Total	Grand total	
		X674	Ceremonial	P655								
1	State Labratories Facility - 100% X	100			409	15	2513	4185	\$2254.98	\$0.00	\$2254.98	
Clean and dry DCI lab												
Requestor Approval			CCM Administrator Approval			GSE Authorized Purchaser			\$2254.98	\$0.00	\$2254.98	
Digitally signed by		Date Signed	Digitally signed by		Date Signed	Digitally signed by		Date Signed	Final Total			
Tanner Light, Public Service Supervisor		5/29/25	Tanner Light, Public Service Supervisor		5/29/25	Scott Tobias, Facilities Adminrator		5/29/25				



INVOICE

Invoice # DSM-00769-WTR

Date: 5/30/2025

ServiceMaster by Rice
7555 University Ave - Clive, IA 50325
(515) 274-9109

RECEIVED

By DAS Finance at 9:59 am, May 30, 2025

Bill To:

Iowa Department of Administration Services
Hoover State Office Building
1305 East Walnut Ave
Des Moines IA 50319
Attention: Jake Jensen

Project:

Iowa Department of Administration Services
Facility Maintenance Building
109 SE 13th Street
Des Moines IA 50319
Contact: Jake Jensen
Project Type: Rain coming from windows on 5/19. Clean
and dry DCI Lab.
Project # DSM-00769-WTR
Project Coordinator: Patrick Pollard

Category	Amount
Labor	\$520.54
Company Supplied Materials	88.84
Company Supplied Equipment	1,645.60
Total Amount Due	<u>\$2,254.98</u>

MAPCON PO# 00525457632



ServiceMaster by Rice

7555 University Ave - Clive, IA 50325 - Telephone: (515) 274-9109

Labor Charges By Date

Project: Iowa Department of Administration Services

From Tuesday 5/20/2025 Through Tuesday 5/27/2025

Tuesday, May 20, 2025

				Time In	Time Out	Lnch Ddct	Reg Rate	Reg Hours	After Hours	After Hrs Rate	OT Hours	Prem Hours	Total Hours	Total Labor Charge
1	Daniel Gonzalez	DSM	Restoration Tech (RT)	12:45	14:45	0.00	\$47.50	2.00	0.00	\$71.25	0.00	0.00	2.00	\$95.00
2	Armando Hernandez	MB	Restoration Labor (RL)	12:45	14:45	0.00	\$44.00	2.00	0.00	\$66.00	0.00	0.00	2.00	\$88.00
3	Julio Urzua	MB	Restoration Labor (RL)	12:45	14:45	0.00	\$44.00	2.00	0.00	\$66.00	0.00	0.00	2.00	\$88.00
Totals For Tuesday, May 20, 2025								6.00	0.00		0.00	0.00	6.00	\$271.00
Small Tools Usage Allowance														\$8.13
Total Labor Charges For 5/20/2025														\$279.13

Wednesday, May 21, 2025

				Time In	Time Out	Lnch Ddct	Reg Rate	Reg Hours	After Hours	After Hrs Rate	OT Hours	Prem Hours	Total Hours	Total Labor Charge
1	Luke Ericson	AMES	Restoration Tech (RT)	9:45	10:45	0.00	\$47.50	1.00	0.00	\$71.25	0.00	0.00	1.00	\$47.50
Totals For Wednesday, May 21, 2025								1.00	0.00		0.00	0.00	1.00	\$47.50
Small Tools Usage Allowance														\$1.42
Total Labor Charges For 5/21/2025														\$48.92

Friday, May 23, 2025

				Time In	Time Out	Lnch Ddct	Reg Rate	Reg Hours	After Hours	After Hrs Rate	OT Hours	Prem Hours	Total Hours	Total Labor Charge
1	Trevor Reinhold	AMES	Restoration Tech (RT)	10:00	10:45	0.00	\$47.50	0.75	0.00	\$71.25	0.00	0.00	0.75	\$35.63
Totals For Friday, May 23, 2025								0.75	0.00		0.00	0.00	0.75	\$35.62
Small Tools Usage Allowance														\$1.07
Total Labor Charges For 5/23/2025														\$36.69

Tuesday, May 27, 2025

				Time In	Time Out	Lnch Ddct	Reg Rate	Reg Hours	After Hours	After Hrs Rate	OT Hours	Prem Hours	Total Hours	Total Labor Charge
1	Andrew Strahl	DSM	Project Manager (PM)	11:30	12:30	0.00	\$94.05	1.00	0.00	\$141.08	0.00	0.00	1.00	\$94.05
2	Taylor Rice	DSM	Project Accountant (PA)	13:00	14:00	0.00	\$61.75	1.00	0.00	\$92.63	0.00	0.00	1.00	\$61.75
Totals For Tuesday, May 27, 2025								2.00	0.00		0.00	0.00	2.00	\$155.80
Small Tools Usage Allowance														\$0.00
Total Labor Charges For 5/27/2025														\$155.80

Report Summary

	Hours	Regular Amount	Overtime Amount	Total Charges
Regular	9.75	\$509.92		\$509.92
Hourly Labor Totals	9.75	\$509.92	\$0.00	\$509.92

Total Hourly Labor Charges	\$509.92
Small Tools Usage Allowance	\$10.62
Total Labor Charges	\$520.54



ServiceMaster by Rice

7555 University Ave - Clive, IA 50325 - Telephone: (515) 274-9109

Company Supplied Materials

Project: Iowa Department of Administration Services

Date: 5/20/2025 Through 5/27/2025

Tuesday, May 20, 2025

Description	Units	Qty	Rate	Total	Company	Phase	Notes
SaniMaster, disinfectant (23794)* Concen	Gallon	1.00	\$58.78	\$58.78	DSM	Structure	
Towels, Terry Towels	Dozen	1.00	\$30.06	\$30.06	DSM	Structure	
Total Supplied Materials Charges				\$88.84			

Report Totals	
Total Supplied Materials Charges	\$88.84



ServiceMaster by Rice

7555 University Ave - Clive, IA 50325 - Telephone: (515) 274-9109

Company Supplied Equipment

Project: Iowa Department of Administration Services

Date: 5/20/2025 Through 5/27/2025

Tuesday, May 20, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Moisture Mapping kit (meters and accessories)	1.00	\$55.25	\$55.25	DSM	Structure	
Vehicle - Van - Cargo / Passenger	1.00	\$106.25	\$106.25	DSM	Structure	
Total Charges For 5/20/2025			\$316.20			

Wednesday, May 21, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Moisture Mapping kit (meters and accessories)	1.00	\$55.25	\$55.25	AMES	Structure	
Vehicle - Field / Supervisor (Car, 1/2 ton truck,	1.00	\$64.60	\$64.60	AMES	Structure	
Total Charges For 5/21/2025			\$274.55			

Thursday, May 22, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Total Charges For 5/22/2025			\$154.70			

Friday, May 23, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Moisture Mapping kit (meters and accessories)	1.00	\$55.25	\$55.25	AMES	Structure	
Vehicle - Field / Supervisor (Car, 1/2 ton truck,	1.00	\$64.60	\$64.60	AMES	Structure	
Total Charges For 5/23/2025			\$274.55			

Saturday, May 24, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Total Charges For 5/24/2025			\$154.70			

Sunday, May 25, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Total Charges For 5/25/2025			\$154.70			

Monday, May 26, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Dehumidifier, LGR - >130 AHAM PPD	1.00	\$154.70	\$154.70	DSM	Structure	
Total Charges For 5/26/2025			\$154.70			

Tuesday, May 27, 2025

Equipment Item	Qty	Rate	Total	Company	Phase	Notes
Moisture Mapping kit (meters and accessories)	1.00	\$55.25	\$55.25	DSM	Structure	
Vehicle - Van - Cargo / Passenger	1.00	\$106.25	\$106.25	DSM	Structure	
Total Charges For 5/27/2025			\$161.50			

Report Totals

Total Equipment Charges \$1,645.60

[illegible]