

SAYDEL COMMUNITY SCHOOL DISTRICT
5740 NE 14th STREET
DES MOINES, IA 50313

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

January 23, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:03 PM
- A. Roll Call** – Melissa Sassman, Roland Kouski, Jr., Doug Kayser, Henry Wood, Jennifer Van Houten, Brian Bowman, present. Chad Vitiritto, absent.
- B. Approve Agenda** – Motion to approve by Doug Kayser, seconded by Melissa Sassman. Motion carried 6/0.

II. Superintendent’s Report

- A. HAILA /Estes Cornell Completion Report** – Superintendent Mr. Douglas Wheeler welcomed guests Paul Neuharth, Scott Sheller and Mike Gammon of Estes Construction and Sam Stagg and Art Baumgartner of HAILA Architecture to the meeting. The teams provided a project summary of the Cornell Elementary Addition and Renovation/Outdoor Classroom Project. The new addition included four large classrooms, smaller special classrooms, a central activity center and an outdoor learning classroom. A new water service and sanitary sewer system were installed, eliminating the old septic system. Construction started April 2016 and completed September 2016. Final project was completed timely and in budget.

III. Discussion/Action Items

- A. Consent Agenda** – Motion to approve by Jennifer Van Houten, seconded by Henry Wood. Motion carried 6/0.

1. Bills for Payment

B. Personnel

1. **New Hires** – Motion to approve by Henry Wood, seconded by Roland Kouski, Jr. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Lukas Odland	Interim Social Studies Teacher/HS	TBD
Megan Hibbs	.5 NHS Advisor	\$192.26
Cheryl Smith	.5 NHS Advisor	\$192.26

2. **Resignations/Terminations** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Gordon Cox	Activities/Maintenance/District	Personal

C. Contract & Agreements

1. Change Order – 2016 Cornell Elementary Addition & Outdoor Classroom

- a) **Baker Mechanical** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 6/0

Change Order #4:

Deduct	Return of unused contingency.	-\$9,007.00
--------	-------------------------------	-------------

- b) **Caliber Concrete** – Motion to approve by Jennifer Van Houten, seconded by Henry Wood. Motion carried 6/0.

Change Order #4:

Add	Extra against Rhiners for sidewalk replacement	\$2,070.00
Deduct	Backcharge from Rhiners for sanitary field repairs	-\$1,950.00
Add	Sidewalk square footage for ADA requirements	\$540.00
Deduct	Return of unused contingency	-\$12,259.00

- c) **Central States Roofing** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 6/0.

Change Order #2:

Deduct	Return of unused contingency	-\$10,000.00
--------	------------------------------	--------------

- d) **Corn States Metal Fabricators** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 6/0.

Change Order #2:

Deduct	Backcharge for relocating roof top unit frame supports	-\$816.00
Deduct	Return of unused contingency	-\$10,000.00

- e) **Katelman Steel Fabrication, Inc.** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 6/0.

Change Order #4:

Add	Charge against Corn States - Relocate Roof Frames	\$816.00
Deduct	Return of unused contingency	-\$1,697.75

- f) **Munro Construction Company** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 6/0.

Change Order #4

Deduct	Return of unused contingency	-\$5,831.00
--------	------------------------------	-------------

- g) **Summit Fire Protection** – Motion to approve by Henry Wood, seconded by Roland Kouski, Jr. Motion carried 6/0.

Change Order #4:

Deduct	Return of unused contingency	-\$45.00
--------	------------------------------	----------

- h) **Valley Plumbing Co., Inc.** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 6/0.

Change Order #4:

Add	Charge to Caliber-Septic Repairs	\$1,950.00
Deduct	Charge from Caliber-Concrete repairs	-\$2,070.00
Deduct	Return of unused contingency	-\$2,850.00

2. **RSP & Associates** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0. The Board approved an agreement between RSP & Associates and Saydel CSD, which outlined cost proposals and scope of services for a comprehensive enrollment/demographic study. This study will review population trends and business growth, which will be beneficial as Saydel CSD continues to work the 10-year site master plan and allocate resources.
 3. **Nicole Dimich-Vagle Contract – Solution Tree** – Motion to approve by Doug Kayser, seconded by Jennifer Van Houten. Motion carried 6/0. The Board approved an agreement between Solution Tree and Saydel CSD to provide a speaker, Nicole Dimich-Vagle, on April 3, 2017, to speak on the topic of Assessments. The fee for this professional development service is \$6,800.
 4. **28E Agreement – Metro West** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 6/0. The Board approved contract changes between Metro West Learning Academy and Saydel CSD. The changes will allow the district to enroll or discharge a student without being penalized.
- D. Really Great Reading Curricular Materials** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 6/0. The Board approved an agreement to purchase curriculum from Really Great Reading for ELL and Special Education. The total cost is \$16,854.90.
- E. Design Development – Summer 2017 Projects** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 6/0. To meet the goal of bidding the High School classroom renovations project in March, the Board approved the Design Development Package as presented by HAILA Architecture. The package included probable construction cost, project schedule/specifications, and design drawings.
- F. Board Resolution – Acceptance of Final Completion – Cornell Elementary Addition & Outdoor Classroom Project**
1. **Baker Mechanical** – Motion to approve by Melissa Sassman, seconded by Doug Kayser. Motion carried 6/0.
The Board approved the following resolution:
**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
BAKER MECHANICAL, INC.**
- WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Baker Mechanical, Inc. of Des Moines, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Baker Mechanical, Inc. is hereby determined to be \$270,324.00.

Section 4: That \$13,516.20 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

2. Central States Roofing – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
CENTRAL STATES ROOFING**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Central States Roofing of Ames, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Central States Roofing is hereby determined to be \$212,700.00.

Section 4: That \$10,635.00 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board's action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

3. Corn States Metal Fabricators – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
CORN STATES METAL FABRICATORS**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Corn States Metal Fabricators of West Des Moines, Iowa "Contractor" for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project ("Project"); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect ("Architect") for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Corn States Metal Fabricators is hereby determined to be \$195,834.00.

Section 4: That \$9,791.70 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board's action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

4. Foundation Service Corp. – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
FOUNDATION SERVICE CORP.**

WHEREAS, on March 21, 2016, Saydel Community School District entered into a construction contract with Foundation Service Corp. of Hudson, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Foundation Service Corp. is hereby determined to be \$44,500.00.

Section 4: That \$1,275.00 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

- 5. Katelman Steel Fabrication, Inc.** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
KATELMAN STEEL FABRICATION, INC.**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Katelman Steel Fabrication, Inc. of Adair, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the

construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Katelman Steel Fabrication, Inc. is hereby determined to be \$159,818.25.

Section 4: That \$7,990.91 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board's action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

- 6. Brad Moeller Electric, Inc.** – Motion to approve by Jennifer Van Houten, seconded by Henry Wood. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
BRAD MOELLER ELECTRIC, INC.**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Brad Moeller Electric, Inc. of Adair, Iowa "Contractor" for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project ("Project"); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect ("Architect") for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Brad Moeller Electric, Inc. is hereby determined to be \$156,335.38.

Section 4: That \$7,816.77 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board's action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

7. Munro Construction Company – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
MUNRO CONSTRUCTION COMPANY**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Munro Construction Company of Johnston, Iowa "Contractor" for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project ("Project"); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect ("Architect") for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract, with the exception of a small amount of work to be performed this spring/summer with a doubled value of \$4,000.

Section 3: That the total contract cost of the improvement yet payable under said contract with Munro Construction Company is hereby determined to be \$819,669.00.

Section 4: That \$40,983.47 of the total contract cost yet paid is retainage.

Section 5: That Contractor has begun the initial notification process to subcontractors of its intent to request early release of retainage funds in accordance with Iowa Code § 26.13 in the amount of \$36,983.47.

Section 6: That in accordance with Iowa law the Contractor's formal request for early release of retainage cannot be completed until January 27, 2017 (10 days after notice to subcontractors was provided).

Section 7: Since there is no completed request for early release of retainage funds on file as of the date of this resolution, the current retainage balance of \$40,983.47 shall be retained for a period of thirty (30) days following this board's action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14, unless or until an early release of retainage request is formally received by the Contractor in accordance with Iowa Code Section 26.14 and a release of monies under that section would be earlier than the thirty

(30) days outlined in of Iowa Code § 573.14. If at the end of the thirty (30) day period or upon early release of retainage, claims are on file as provided by law the Saydel Community School District or there is incomplete work still remaining the District shall continue to retain from the unpaid funds a sum equal to double the total amount of all any work remaining or claims on file or the entire retainage balance if claims exceed the balance. The remaining balance of the unpaid fund, or if no claims are on file or work outstanding, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

- 8. Summit Fire Protection** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
SUMMIT FIRE PROTECTION**

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Summit Fire Protection of Urbandale, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Summit Fire Protection is hereby determined to be \$26,930.00.

Section 4: That \$2,728.25 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

- 9. Valley Plumbing Co., Inc.** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 6/0.

The Board approved the following resolution:

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH**

VALLEY PLUMBING CO. INC.

WHEREAS, on March 21, 2016, Saydel Community School District entered into a construction contract with Valley Plumbing Co., Inc. of Clive, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 24th, 2016, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Valley Plumbing Co., Inc. is hereby determined to be \$209,703.00.

Section 4: That \$10,485.15 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

IV. Adjourn – Motion to adjourn by Jennifer Van Houten, seconded by Doug Kayser. Motion carried 6/0. The meeting adjourned at 7:24 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, February 13 at 6 PM. It will be held in the Board Room at the Saydel District Office.