

Story County
Board of Supervisors Meeting
Agenda
5/12/20

1. Originating From Administration Building, Story County Public Access Provided Via Conference Call

SPECIAL NOTE TO THE PUBLIC: Due to recommendations to limit gatherings to no more than ten (10) people in order to help slow the spread of the COVID-19 virus, public access to the meeting will be provided via conference call to listen to the meeting. Members of the public who would like to call in:

- Dial 515-603-3144
- Enter 895791# when prompted for the access code

**We ask that you mute your phone if possible.

Audio recordings of all Board meetings will be posted on our website www.storycountyiowa.gov shortly after the meeting is concluded. You may access these recordings at any time by clicking on the Meetings and Agendas button on the home page.

**If you have called to listen to the Board of Supervisors meeting and you have a question or comment, You can now text us during the meeting at 515-451-7293

2. CALL TO ORDER: 10:00 A.M.

3. PLEDGE OF ALLEGIANCE:

4. STATEMENT EXPLAINING WHY A MEETING IN PERSON IS IMPOSSIBLE OR IMPRACTICAL, PER CODE SECTION 21.8.1

5. ADOPTION OF AGENDA:

6. UPDATES ON COVID-19

a) Staff

b)Supervisors

7. PUBLIC COMMENT #1:

This comment period is for the public to address topics on today's agenda

8. DISCUSSION AND CONSIDERATION OF ITEMS BROUGHT BEFORE THE BOARD WITH REQUEST FOR IMMEDIATE ACTION:

9. AGENCY REPORTS:

I. NAMI Of Central Iowa Annual Report (Submitted Report Only)

Department Submitting Auditor

Documents:

[2020 SUPERVISORS REPORT.PDF](#)
[NAMI.PDF](#)
[20202021 BOARD ROSTER.PDF](#)

II. The Salvation Army Annual Report (Submitted Report Only)

Department Submitting Auditor

Documents:

[ANNUAL REPORT.PDF](#)

10. CONSIDERATION OF MINUTES:

I. 5/1/20 Special Minutes & 5/5/20 Minutes

Department Submitting Auditor

11. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)new hire, effective 5/18/20, in a)Attorney's Office for Sierra Iversen @ \$12.00/hr; b) Board of Supervisors for Megan Coulter @ \$11.00/hr; 2)pay adjustment, effective 5/10/20, in Board of Supervisors for Darla Ingham @ \$18.95/hr; 3)re-hire, effective 5/18/20, in Secondary Roads for Zach Strohm @ \$13.25/hr; Joseph Halverson @ \$13.25/hr.

Department Submitting HR

12. CONSIDERATION OF CLAIMS:

I. 5/14/20 Claims

Department Submitting Auditor

Documents:

[CLAIMS 051420.PDF](#)

13. CONSENT AGENDA:

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

I. Consideration Of Renewal Of Class C Liquor License (LC)(Commercial) For Ballard Golf & Country Club, 30608 N Hwy 69, Huxley, Ia., Including Outdoor Services And Sunday Sales Effective 7/12/20-7/11/21

Department Submitting Auditor

Documents:

[BALLARD CREEK.PDF](#)

II. Consideration Of Rental Agreement Between Gilbert Franklin Township Fire And Emergency Response Agency And Story County Effective 7/1/19 - 6/30/20 For \$5,000.

Department Submitting Story

Documents:

[GILBERT RENTAL AGREEMENT.PDF](#)

- III. Consideration Of Annual Maintenance Support Between Story County And Tyler Technologies For CivilServe Effective 6/8/2020 - 6/7/2021 For \$5,796.38

Department Submitting Information Technology

Documents:

[TYLER CIVILSERVE MAINTENANCE.PDF](#)

- IV. Consideration Of Contract Between Story County And Tyler Technologies Eagle Recorder Effective 4/1/2020-3/31/2021 For \$17,891.00 (Budgeted)

Department Submitting recorder

Documents:

[TYLER.PDF](#)

- V. Consideration Of Resolution #20-89, Setting A Date And Time For Public Hearing For May 19, 2020, For First Consideration Of Ordinance #288 Amending Certain Boundaries Of The Official Zoning Map Of Story County Iowa – Quarry Estates, LLC, Rezoning And Resolution #20-90 C2C Future Land Use Map Amendment

Department Submitting Planning and Development

Documents:

[RESOLUTION 20 89.PDF](#)

- VI. Consideration Of Construction Contract Award For The Heart Of Iowa Nature Trail Paving Project From Huxley And The South Skunk River Bridge.

Department Submitting Conservation

Documents:

[HOINT PH 2 BID AWARD BOS.PDF](#)

- VII. Consideration Of Contract With Snyder & Associates For Construction Services In For Phase 2 Of The Heart Of Iowa Nature Trail Paving Between Huxley And The South Skunk River Bridge.

Department Submitting Conservation

Documents:

[SNYDER HOINT PHASE 2.PDF](#)

- VIII. Consideration Of Professional Services Agreement With Wapsi Valley Archeology For

Completion Of A Phase 1 Cultural Study Of Property To Be Acquired By Story County For \$31,469.76.

Department Submitting Conservation

Documents:

[WAPSI VALLEY BOS.PDF](#)

- IX. Consideration Of Appointment Of Executive Director For Veterans Affairs Effective 7/1/20 - 6/30/21

Department Submitting Veterans Affairs

Documents:

[APPOINTMENT.PDF](#)

- X. Consideration Of Story County Veterans Affairs Gift Card Policy Effective 7/1/20 - 6/30/21

Department Submitting Veterans Affairs

Documents:

[GIFT CARDS.PDF](#)

- XI. Consideration Of Contract Between Department Of Human Services And Shred It For Shredding Services

Department Submitting Auditor

Documents:

[SHRED IT CONTRACT.PDF](#)

- XII. Consideration Of Utility Permit(S): 20-4927, 20-4928

Department Submitting Engineer

Documents:

[UT 20 4928.PDF](#)

[UT 20 4927.PDF](#)

14. PUBLIC HEARING ITEMS:

15. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Administration Agreement For Health Insurance Claims Run-Out With Employee Benefit Systems From 7/1/2020 To 9/30/2020 For The Amount Of \$4,153.50 - Alissa Wignall

Department Submitting Board of Supervisors

Documents:

[EBS.PDF](#)

- II. Discussion And Consideration Of Agreement With WageWorks(Wellmark) For Flexible Spending Account (FSA) Administration Effective 7/1/2020 - Alissa Wignall

Department Submitting Board of Supervisors

Documents:

[FSA PROPOSAL 2020.PDF](#)
[MASTER SERVICES AGREEMENT MSA FSA 2020.PDF](#)
[ADDENDUM B TO MSA FSA 2020.PDF](#)

- III. Discussion And Consideration Of Revised Open Records Policy (For 7 Day Review) - Alissa Wignall

Department Submitting Board of Supervisors

Documents:

[OPEN RECORDS POLICY REVISED 2020DRAFT.PDF](#)
[EDITS.PDF](#)

- IV. Discussion And Consideration Of Requiring The Chair Of Board Of Supervisors, As A Condition Of Being Allowed To Continue To Take The Lead In Preparing And Conducting Personnel Evaluation Interviews, To Provide At Least Seven (7) Days Advance Notice To The Other Supervisors Of Any Upcoming Performance Review Of An Employee Directly Reporting To The Board Of Supervisors So That They Can Provide Input Prior To The Performance Review Discussion With The Employee And To Include Those Supervisors' Comments, Goals, Requests And Ratings In Any Written Or Oral Reports Evaluations Or Follow-Up Actions - Olson

Department Submitting Board

16. DEPARTMENTAL REPORTS:

- I. Community Services Quarterly Report - (Submitted Report Only)

Department Submitting Auditor

Documents:

[CS.PDF](#)

- II. Environmental Health Quarterly Report - (Submitted Report Only)

Department Submitting Auditor

Documents:

BOS QUARTERLY.PDF

17. OTHER REPORTS:

18. UPCOMING AGENDA ITEMS:

19. PUBLIC FORUM #2:

Comments from the Public on Items not on this Agenda. The Board may not take any Action on the Comments due to the Requirements of the Open Meetings Law, but May Do So In the Future.

20. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:

21. ADJOURNMENT:

Story County strives to ensure that its programs and activities do not discriminate on the basis of race, color, national origin, sex, age or disability. Persons requiring assistance, auxiliary aids or services, or accommodation because of a disability may contact the county's ADA coordinator at (515) 382-7204.

REPORT TO STORY COUNTY BOARD OF SUPERVISORS

May 7, 2020

Submitted by Angela Tharp, Executive Director NAMI Central Iowa

Mission Statement

The mission of NAMI Central Iowa is to support, educate, and advocate on behalf of individuals affected by mental illness.

We are able to provide all of our services without cost because of funding through ASSET, and other generous gifts and donations.

Education

NAMI Central Iowa offers monthly educational programs featuring local specialists on current mental health topics or providing educational and informational presentations about what NAMI has to offer nationally, state-wide and at the local affiliate level (NAMI 101). We also offer free intensive educational courses for family members and for persons living with mental illness. We seek to educate the public by speaking to community groups and through our monthly newsletters.

Public Education and Community Outreach Presentations have included:

- Mobile Crisis
- Open House / Volunteer Appreciation
- Food At First / Community that Cares (NAMI 101)
- ISU Nursing Students (NAMI 101)
- ISU student teachers (Ending the Silence)
- ISU Alumni Association (NAMI 101)
- CICS – Hampton (NAMI 101)
- Faith in Action – Iowa Falls (NAMI 101)
- Friendship Club – Iowa Falls (NAMI 101)
- The Rose – Boone (NAMI 101)
- Boone Co. Veteran's Affairs – (NAMI 101)
- Mental Health Council – Webster City (NAMI 101)
- Memorial Fundraiser – Nevada – (NAMI 101)
- Boone County Mental Health Conference (NAMI 101 & Ending the Silence)
- ACCESS – Ames (NAMI 101)
- Center Associates – Marshalltown (NAMI 101)
- Nutrition & Mental Health
- Ames Morning Rotary (NAMI 101)

- Ellsworth Community College Nursing Students (NAMI 101)
- Gilbert Mental Health Expo (Ending the Silence)
- Mental Health & the Holiday's in Marshalltown
- Trinity Lutheran Church – Jefferson – Ending the Silence
- Van Diest Medical Center (NAMI In Our Own Voice)
- ISU Student Teacher Seminars (Ending the Silence)
- Meeting of the Minds (NAMI 101)
- United Way Partner Radio Spot (Quick NAMI 101)
- Iowa Nurses Association (NAMI 101)
- Office of Consumer Affairs
- Eyerly Ball (NAMI 101)
- Octagon (NAMI 101)
- Ames Chamber (NAMI 101)
- Movie at the Ames Public Library
- May of 2020 we have many presentations lined up in recognition of Mental Health Awareness Month. Of course, we need to offer these via ZOOM and Facebook Live due to social distancing restrictions.
- As of March 2020, we have been providing educational Tips & Topics via Facebook and have increased our viewers during this time. (Over 2,220 reached in February 2020)
 - An estimated unduplicated reach (estimated because not all attendees want to sign-in) is over 1,020 individuals through February of 2020.

Family-to-Family: held one 12-week classes – Ames 13 participants; 2 facilitators
Peer-to-Peer: held one class 1 in Ames 6 participants & 2 facilitators
Basics: This is now offered by NAMI National “On Demand”. We were going to kick one off in March, and then COVID-19 happened.

Ending the Silence - NAMI Ending the Silence is an engaging presentation that helps audience members learn about the warning signs of mental health conditions and what steps to take if you or a loved one are showing symptoms of a mental health condition. NAMI Ending the Silence presentations include two leaders: one who shares an informative presentation and a young adult with a mental health condition who shares their journey of recovery. We have held 15 Ending the Silence presentations throughout our region. Our Intern for NAMI Central Iowa is in the process of inputting all of our data and evaluating the effectiveness of the presentation.

Newsletter:

Monthly we send out an electronic newsletter. We average between 350 – 550 emails that are reached. We send out hard copies as requested. Our newsletter is posted to our website monthly. In January we switched from a Publisher document newsletter to FloDesk. We are now able to categorize our email data base, analyze the open rate, click-through-rate, how they are accessing the newsletter (laptop vs mobile device), etc. This will help us continue to evaluate what information our readers find useful.

NAMI on Campus

Provides education and resources on the campus at ISU.

Club Fest, Monthly meetings, dorms, other clubs, bandana project, radio, NAMI Walks, newspaper. They will also be presented at the NAMI National Convention June 19-23, 2019 in Seattle, WA. One ISU Student and Board Member also serves on a Youth Advocate Committee for NAMI National.

Advocacy

NAMI Central Iowa brings mental health concerns to the attention of local, state, and federal legislators, and speaks on behalf of those living with mental illness in community conversations. We hosted a Candidate forum which focused on mental health as well as other issues in March of 2020. We attended NAMI Day on the Hill. We also participated in NAMI Walks in September of 2019 raising awareness about mental illness at a State level.

Support

We provide two support groups for persons living with mental illness every week, and a support group for family members once a month. We also offer information and referrals daily from the NAMI office.

- PRIOR to March 17, 2020 Connections – Peer support group – meets twice - weekly at Wellness Center. We are also holding this support group at the Crisis-Transitional Living Center in Ames.
- PRIOR to March 17, 2020 Family Support Group – met the 4th Thursday of each month at Wellness Center (we have 66 individuals that have utilized Family Support Group). We also have FSG in Iowa Falls (14) & Newton (8).
- We are in the process of creating a NAMI Connections ZOOM Support Group for Working Professionals in Hardin/Franklin & Hamilton counties.
- Currently, we are offering 4 Connections Peer Support groups (Monday's, Tuesday's, Thursday's and Saturday's) every week. These groups are held via ZOOM. We currently have 27 individuals and counting that have registered to participate in the support group.

- Currently, we are offering our Family Support Group via ZOOM the 1st & 3rd Thursday of every month. We tried weekly, but that was not effective for families.
- Promoted Attendance at facilitator trainings (State trainings) for Family to Family September 2019 in Fort Dodge – 6 people from CICS region.
- Promoted Attendance at leader trainings (State trainings) for In Our Own Voice. We had 4 from our region registered to attend, however, only one person became certified.
- Promoted Attendance at facilitator trainings (State trainings) for Connections. We had one person from the region become a facilitator.
- Have 1 staff who is a Connections State Trainer from CICS region
- Have 1 staff who is a Peer-to-Peer and In Our Own Voice State Trainer from CICS region.
- We had two volunteers to attend National Training in Washington DC in May, however, that training had been cancelled.
- We have 1 staff who is a Certified Peer Support Specialist. We have two additional staff that will become certified in June of 2020, after completion of the course.
- We currently are in the process of finding individuals to become facilitators and leaders for Family-to-Family, Peer-to-Peer and Family Support Group as the state training will begin in June via ZOOM.

Support – Emergency Assistance Loan Fund

NAMI Central Iowa provides emergency loan assistance to people living with mental illness who are in critical financial need. The arrangements are made through the person's outreach/case worker or therapist, and checks are made out directly to the landlord, pharmacy, etc. Since this is a loan fund, we ask people to repay as they are able, with small amounts each month. There is no interest charged.

- 36 new loans

Support – Mental Health Wellness Center

NAMI Central Iowa has been running a Mental Health Wellness Center since August 1, 2011, with daily programs which provide a whole health approach to mental health recovery. We offer support groups, art therapy, writing groups, and other programs that have proven to be beneficial for persons living with mental illness. In June of 2019 the Wellness Center moved to 424 5th Street, Ames, allowing additional space for socialization, activities and opportunities. We have had 712 duplicated visits as of March 1, 2020. However, due to COVID-19, our center is closed. We now call the peers weekly, send cards and promote the ZOOM Wellness Center activity from 1-2:30 5 days per week.

Additional Information:

- MH Expo Lunch & Learn & Evening event. Had the Expo in September 2019 with Jake Sullivan as presenter. Upcoming Expo will be September of 2020 with Jessie Beyer presenting.
- CICS Region – I have been to every county in the region since taking over as the Executive Director. I stay in contact with the CICS contact within each county and provide assistance where needed.
- Billing - has been delayed as our treasurer stepped off our Board of Directors in December of 2019. We have set up our accounting services with the Community Foundation of Des Moines.
- Partner with Central Iowa Recovery and offer Intensive Psychiatric Rehabilitative Services (IPRS) at our Center.
- We have worked very hard to establish brand presence and program opportunities to the 11-counties we serve. In doing so, we have received board applications to bring our Board to 15 members from various counties in the mental health region, rather than a Story County focused Board.
- We are blessed to have a Data Analysis Intern volunteering for us at this time.
- We were blessed to have an ISU Nursing Student complete her Capstone project with us this Spring.

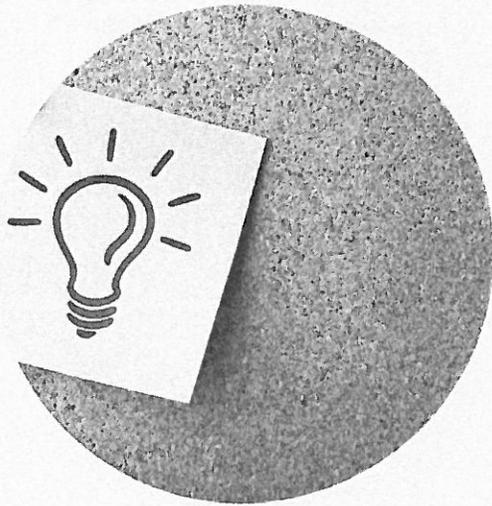
Michelle L. Bellile

From: NAMI Central Iowa <namiofci@gmail.com>
Sent: Thursday, May 7, 2020 3:22 PM
To: Michelle L. Bellile
Subject: SPECIAL EDITION NEWS FROM NAMI CENTRAL IOWA

[External Sender - Please Use Caution]



CONTACT NAMI CI AT 515.292.9400 OR NAMIOFCI@GMAIL.COM

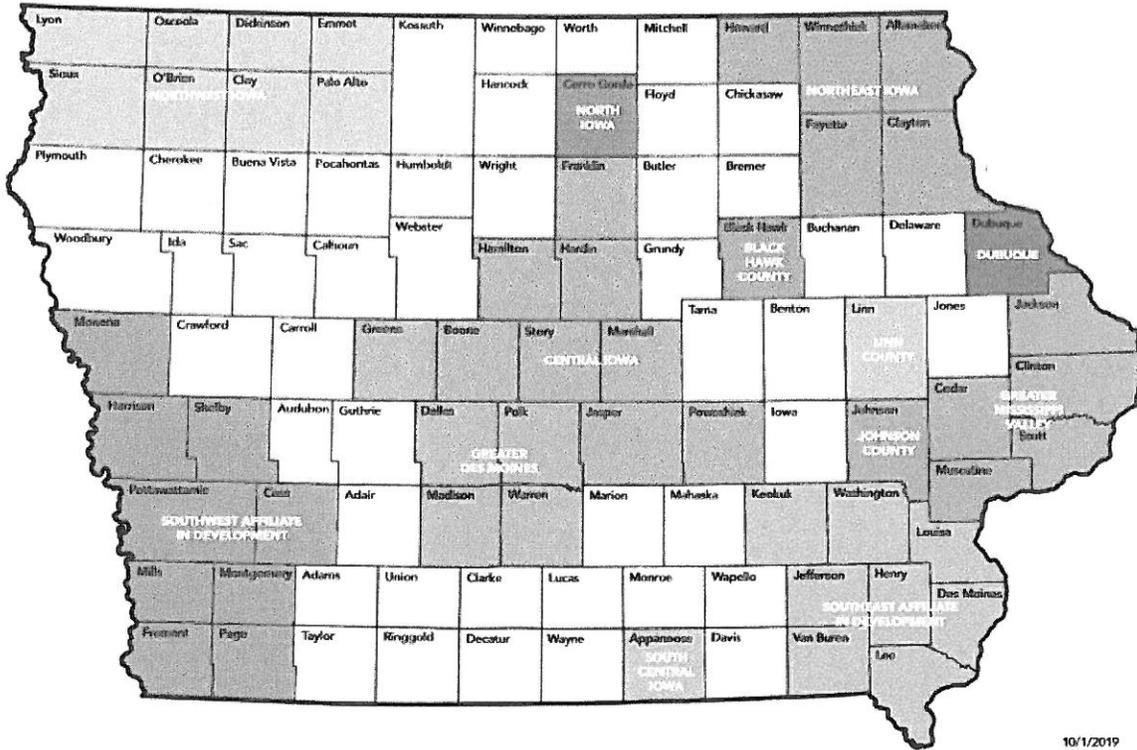


SPECIAL EDITION | VOLUME 51

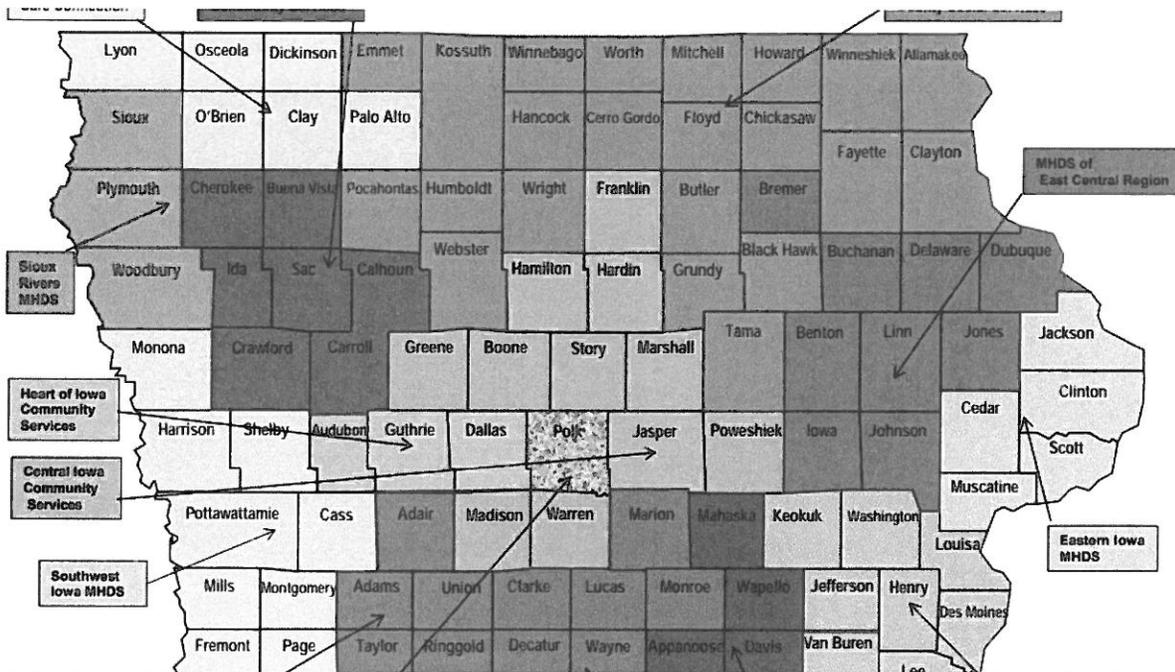
KNOWLEDGE
IS
POWER

NAMI Iowa Affiliate Map

National Alliance on Mental Illness



10/1/2019



REGISTER HERE FOR FAMILY SUPPORT GROUP

ZOOM CONNECTIONS RECOVERY SUPPORT GROUP

Every Monday 4:30 - 6:00 pm

Every Thursday 2:00 - 3:30 pm

Every Saturday 5:15 - 6:45 pm

Every Tuesday 6:00 - 7:30 pm

REGISTER HERE for CONNECTIONS SUPPORT GROUP



PARENTS & CAREGIVES: NAMI BASICS is a FREE online educational course you can take from the comfort of you home. If you have a child (under the age of 22) with mental health conditions, this course is for you! [CLICK HERE](#) for more information.

CONNECT WITH US ON SOCIAL MEDIA

For more frequent updates on NAMI Central Iowa, follow us on social media.

Facebook: NAMI Central Iowa | Instagram: namicentraliowa

OR, just click the icons below to be directed to our pages!



STORY COUNTY RESOURCES

MARSHALL COUNTY RESOURCES

HARDIN COUNTY RESOURCES

HAMILTON COUNTY RESOURCES

FRANKLIN COUNTY RESOURCES

JASPER COUNTY RESOURCES

POWESHIEK COUNTY RESOURCES

WARREN COUNTY RESOURCES

MADISON COUNTY RESOURCES

Wait! There are more resources, tips, messages of thanks and yes, a few jokes! Laughter is good for your health. CLICK "View Entire Message" at the bottom of the page to view our entire newsletter. You will be glad you did!

24-HOUR CRISIS LINE & MOBILE CRISIS

IOWA WARM LINE



CARE BAGS

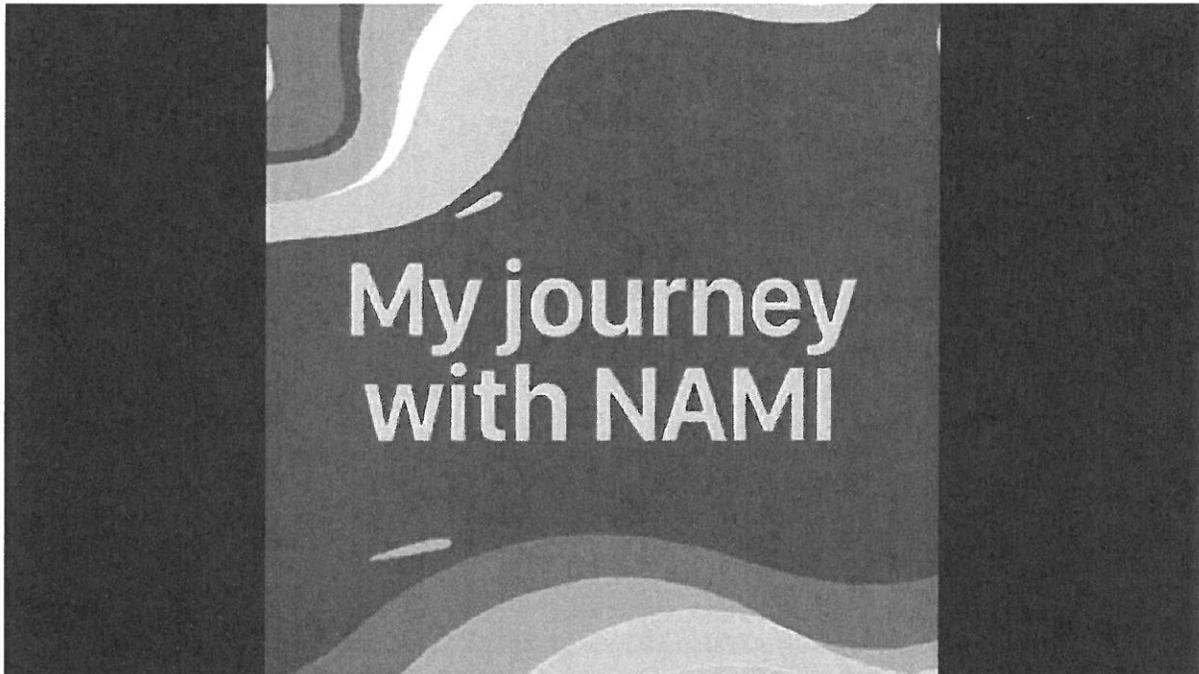
Harvest Vineyard Church is offering food bags containing dry and canned foods for families and individuals. We will have a food bag station Mondays and Wednesdays for the next few weeks. The location will be available from 12 pm -1 pm @ 320 South 17TH Street Ames, IA 50010. Pick up will be drive-through style. If you would like a food bag, follow these steps:

- 1 SCAN QR CODE TO FILL OUT FORM
- 2 GET CONFIRMATION
- 3 PICK UP BAG OR HAVE IT DELIVERED



If you cannot scan the code: e-mail- neighbor@harvestvc.org
OR call: 515-290-6881 and someone will get back to you.

Food Resource: Thank you Harvest Vineyard Church for providing Care Bags with dry and canned foods. If you or someone you know is in need, follow the direction on the photo above. Thank you, Harvest Vineyard Church!



Nurse Kendra shares her Capstone Project

Experience

[CLICK HERE](#) view her video message

8

**WEEKS OF
INSPIRATION
SPEAKERS SERIES**

APPEARING VIRTUALLY FROM OUR SCREEN TO YOURS

 **NAMI** Greater Des Moines



We Are Here. With You.

Moderator **Charlie Wittmack**

- April 8 **Michael Veltri**
- April 15 **Paul Long**
- April 22 **Holly Hoffman**
- April 29 **Kevin Kush**
- May 6 **AmyK**
- May 13 **Dr. Colina Poerman**
- May 20 **Kenyon Solo**
- May 27 **TBA**

tickets are absolutely **FREE**

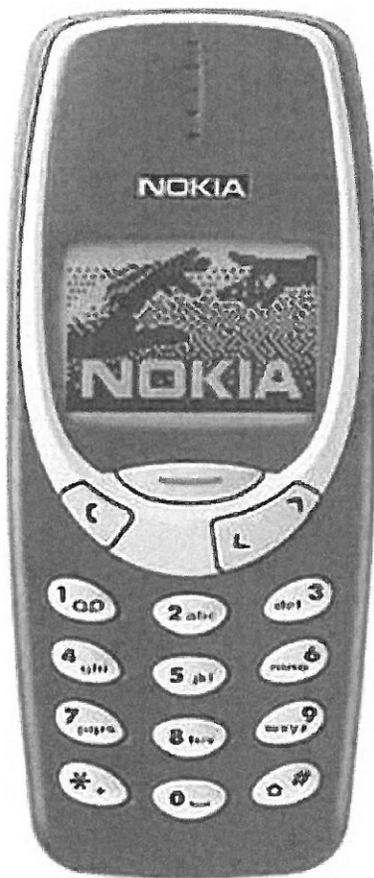
REGISTER TODAY: WeAreHereWithYou.com

**IT IS NOT TOO LATE TO REGISTER
WWW.WEAREHEREWITHYOU.COM**

2020 MEMBERSHIP & DONATION FORM: [CLICK HERE](#)

[JOIN ONLINE HERE](#)

LAUGHTER IS GOOD MEDICINE!



**Imagine if
this
lockdown
happened 18
years ago.**

YOU WOULD BE STUCK
AT HOME WITH A NOKIA
3310 WITH 300 TEXTS,
100 MINS CALL LIMIT
AND DIAL UP INTERNET.



*Tensions are high in the produce section
as no one dares to lick their fingers*

MAYBE I SHOULD



CJH

made with mematic

GET UP FOR A LITTLE BIT!

"Alice, turn your video on. No, it's the button on the bottom. Not that one, over to your left FFS. Jan, you're on mute. UNMUTE YOURSELF!"



amazonsmile
You shop. Amazon gives.



NAMI CENTRAL IOWA NEWSLETTER

The NAMI Central Iowa Newsletter is e-published monthly or printed as requested. To make changes to your contact information contact us today. If you no longer wish to receive this newsletter, you may click the UNSUBSCRIBE link at the end of this newsletter. NAMI-CI is dedicated to improving the lives of individuals and families affected by mental illness. Our mission is to provide them with support, education, and advocacy. NAMICI is a United Way partner agency and is an affiliate of NAMI Iowa and NAMI National.

DONATE
 (HTTPS://WWW.UWSTORY.ORG/CIVICRM/CONTRIBUTE/TRANSACTION?RESET=1&ID=1)

VOLUNTEER
 (HTTPS://WWW.UWSTORY.ORG/VOLUNTEER)

 <https://twitter.com/UnitedWayIowa>
 <https://www.facebook.com/UnitedWayIowa>
 <https://www.linkedin.com/company/united-way-iowa>



United Way of Story County (/)

Quick Links

- [Home \(/\)](#)
- [About Us \(/About-Us\)](#)
- [Our Work \(/Our-Work\)](#)
- [Partnerships \(/Partnerships\)](#)
- [Campaign \(/Campaign\)](#)
- [Young Leaders \(/Young-Leaders\)](#)

LIVE UNITED

It's a credo. A mission. A goal. A constant reminder that when we reach out a hand to one, we influence the condition of all. We build the strength of our neighborhoods. We bolster the health of our communities. And we change the lives of those who walk by us every day.

COVID-19 RESOURCES

COVID-19 COMMUNITY RESOURCES

Feel symptoms?

- Cough
- Fever
- Shortness of Breath

Call the McFarland nurse line at 515-500-6711 Monday-Friday 8am-5pm. After hours call 211 (partnering with IDPH), or, if necessary, 911.

Multi-lingual Hotline - 1-877-558-2609

Local clinic information:

McFarland Clini (<https://www.mcfarlandclinic.com/coronavirus>)c

Mary Greeley Medical Center (<https://www.mgmc.org/coronavirus/>)

Primary Health Care (<http://phciowa.org/covid-19/>)

Story County Medical (<https://www.storymedical.org/about-us/news/article?id=26e098ce-85be-4d46-b408-6059106775b5&Coronavirus+Precautions+at+Story+Medical%253a+Updated+March+16%252c+2020>)

Public Health information:

Test Iowa (<http://www.testiowa.com>)

TestIowa is a new initiative in partnership with state leaders and private corporations. The goal is to dramatically increase the rate of COVID-19 testing so Iowans can have better access to testing and help stem the spread of COVID-19.

CDC Fact Sheets (<https://www.cdc.gov/coronavirus/2019-ncov/communication/factsheets.html>)

COVID-19 Information in Other Languages (from the Refugee Alliance of Central Iowa) (https://www.refugeeallianceofcentraliowa.org/covid19-information?fbclid=IwAR3wKaZRWfC40Vf1NbOzx6_iLJu8CMKjA_AWHCeEft9i0iRAzsl2ftqouzY)

Iowa COVID-19 information (<https://coronavirus.iowa.gov/>)

Iowa Department of Public Health - resources for underserved populations (<https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2kljoxMTQsInVyaSI>)

UWSC Partner Agency updates

Current updates from all 32 partner agencies (https://drive.google.com/file/d/1_36GycTQQqvKFKyuHRkhfLXi2uCm6Rhc/view?usp=sharing)

UWSC partner agencies provide critical support to Story County in the areas of health, education, and financial stability. Most are continuing to provide services to our neighbors. Please see the link above to learn of specific changes our partners have made to be able to continue to serve you.

A few of our partners are in need of supplies to serve their members:

Emergency Residence Project (<http://www.amesshelter.org>) - 515-232-8075 - face masks, paper plates, microwaveable single serving meals, hand sanitizer, clorox type disinfecting wipes, toilet paper, paper towels, bar soap, antiperspirant, baggies or Ziploc bags, Lysol like disinfectant sprays, disposable cleaning globes, all size trash bags, cash donations, grocery, gas, or restaurant gift cards

Mainstream Living (<https://www.mainstreamliving.org>) - 515-232-8405 - surgical masks, disposable or hand-sewn

ACCESS (<https://www.assaultcarecenter.org>) - 515-292-0500 - disinfecting wipes and spray, paper towels, toilet paper, dish soap, dishwasher tabs, laundry detergent, hand soap, hand sanitizer

Food pantry and meal site needs

(<https://docs.google.com/document/d/1Z5Bz9GurnmHP9lBiTncBUUa5NeEGTqblm3yxd-Ww8-Y/edit?usp=sharing>) - Please call ahead if you have a large donation or would like to leave it at the pantry door. Alternately, you can donate cash to UWSC's Virtual Food Drive (<http://www.uwstory.org/emergency-fund>), funds going to pantries ASAP.

Child Care

Many Story County child care programs are closed due to COVID-19. United Way of Story County is working collaboratively to figure out childcare for emergency personnel (medical staff, first responders, and other essential staff). If you need care but are not considered an "essential" service, please check in with Iowa Child Care Resource and Referral below. They also provide Child Care Guidance in Response to COVID-19 (<https://iowaccrr.org>) which provides child care vacancies and closings, information on child care assistance payments, and much more.

Child Care Resource & Referral (CCR&R (<https://iowaccrr.org>))

Child Care Assistance application (<https://dhs.iowa.gov/child-care>) - Child Care Assistance (CCA) is available to the children of income-eligible parents. Click the link to apply.

Call the CCR&R hotline at 855-244-5301 for help finding a child care provider.

Educational Resources

Ames Public Library (https://www.amespubliclibrary.org/databases?field_db_type_target_id%5B159%5D=159)

Although the library is closed, they have many online resources for you and your families to continue learning while schools are closed. Any new patrons can sign up for a library card and will receive a temporary barcode. With the barcode you will be able to access streaming options and downloadables (<https://www.amespubliclibrary.org/books-movies-more/stream-download>) as well as their online resources (<https://www.amespubliclibrary.org/databases>) while the library is closed. They have also temporarily increased the maximum number of checkouts for many of their streaming and downloadable services.

How to (<http://cdn.dmschools.org/wp-content/uploads/2020/03/SAMHSA-Guidance-for-Children.pdf>) Talk to Your Children About COVID-19 (<http://cdn.dmschools.org/wp-content/uploads/2020/03/SAMHSA-Guidance-for-Children.pdf>)

Story County Reads (<https://www.facebook.com/storycounty.gradelevelreading/>)

Our local Campaign for Grade Level Reading, Story County Reads, will be posting tons of educational opportunities for families. Check back soon for ideas to keep your kids minds going!

Public WiFi is available outside of two locations in Ames- Ames Public Library and Furman Aquatic Center. Click here for details.

(https://www.cityofames.org/Home/Components/News/News/5663/?utm_source=dlvr.it&utm_medium=facebook)

Financial Help

Rent/evictions

As of March 20, Governor Reynolds issued a State Public Health Emergency Declaration - "I temporarily suspend the regulatory provisions...allowing for the termination of a rental agreement by a landlord and the eviction of a tenant...in certain circumstances." Read the entire declaration here. (<https://governor.iowa.gov/press-release/gov-reynolds-signs-additional-state-public-health-emergency-declaration-will-hold>)

View City of Ames comments regarding rent/layoffs

(</sites/uwstory.org/files/Comments%20to%20renters%20and%20recently%20unemployed%20during%20the%20COVID%203-20-20%20Final.docx>) here. (</sites/uwstory.org/files/Comments%20to%20renters%20and%20recently%20unemployed%20during%20the%20COVID%203-20-20%20Final.docx>)

Legal Aid of Iowa's COVID-19 resources

(<https://www.iowalegalaid.org/resource/2020-coronavirus-outbreak-what-you-need-to-know#Evictions>)

Emergency Financial Assistance

*Please note - several of our Story County emergency financial assistance providers are experiencing changes to their delivery.

Christ Community Church (<http://www.ccames.org>)

Rent and utility assistance when funds are available. Must be an Ames resident. Documents required: Rental assistance needs photo ID, lease/rental agreement with landlord's information. Utility assistance needs a utility bill. Call (515) 232-2765 or email info@ccames.org (<mailto:info@ccames.org>).

Good Neighbor Emergency Assistance (<http://www.gnea.org>)

515-296-1449 / assistance@gnea.org (<mailto:assistance@gnea.org>) - Rent/utility/gas/food vouchers available. Good Neighbor has made a decision to move applications for assistance from in person to phone and email applications at this time. They prefer people call or email on Mondays and Thursdays, but will be monitoring email and taking calls any time they can. Food vouchers are being distributed for emergency use only at this time. Again, a phone or email application informs their decisions and pick up of the vouchers will be from a medically safe and secure location.

MICA- LiHEAP Program (<https://www.acf.hhs.gov/ocs/programs/liheap>)

Utility assistance - one time payment. LiHEAP funds are still available. The LiHEAP program regularly runs until the end of April but the state is extending the moratorium protection from April 1 to May 31. Families that apply and are approved will be protected from disconnection until May 1. Assistance is by phone only, please call 515-956-3333.

St. Patrick's "Good Samaritan" Financial Assistance Program (Nevada, IA)

515-382-2974 - Rent/utility/gas assistance. This program is for residents of eastern Story County: Must live on east side of interstate (Cambridge, Collins, Colo, Fernald, Maxwell, McCallsburg, Nevada, Roland, Zearing). Provides rent and utility assistance every 6 months (up to \$200). Provides gas assistance for work or medical appointments only every 3 months. Students are not eligible for the program. Assistance is currently by phone only, please call! Denials are not currently required; landlord and utility company information is still required for those requesting rent or utility assistance; driver's license is required for those requesting gas assistance.

Story County Community Services

(<https://www.storycountyia.gov/94/Community-Services>)

515-663-2930 / communityservices@storycountyia.gov (<mailto:communityservices@storycountyia.gov>) - Rent/utility assistance. All County services will remain operational and available to the public either online or via phone or email. The Community Services office at 126 South Kellogg Ste 001 in Ames is closed to the public as of noon on March 18.

The Salvation Army (<https://centralusa.salvationarmy.org/ames/>)

515-233-3567 / cari.mcpartland@USC.salvationarmy.org (<mailto:cari.mcpartland@USC.salvationarmy.org>) - Rent/utility/other emergency assistance. All assistance is by appointment only. Starting Monday, March 30 clients can call to schedule phone interviews for homelessness prevention dollars.

St. Thomas' "Love Your Neighbor" program (<https://staparish.net>)

515-292-3810 / tom@staparish.net (<mailto:tom@staparish.net>) - Rent/utility assistance. Their office will be closed as of March 18. They will try to continue to serve "Love Your Neighbor" clients by phone, email, or mail. If a client does not have internet access to email documents, they have agreed to accept verbal documentation rather than hard copy documentation. Other than that, they are business as "unusual". Clients seeking rental assistance cannot be evicted by order of the Governor, but their overdue rent and any fees will continue to accumulate during the duration of the order.

In addition to the usual providers of emergency basic services, the following organizations are offering financial support during this time:

Ames United Church of Christ (<http://www.amesucc.org>)

Funding available to help pay the bills (rent, utilities, medical) for those experiencing income or job loss due to COVID-19. The payee needs to be able to accept a credit card via phone or the internet. Contact Pr. Eileen Gebbie at either eileen@amesucc.org (<mailto:eileen@amesucc.org>) or 515-232-9323.

Financial Help for Immigrants

Please see below under International and Immigrant Help for resources and a link to apply for the COVID-19 Emergency Fund for Immigrants (<https://forms.gle/MSa9pve9nPw9pKLC8>).

HealthWell Foundation (https://www.healthwellfoundation.org/fund/covid-19-fund/?blm_aid=19653)

The HealthWell Foundation is providing up to \$250 assistance to families, via phone applications only, with delivered food, medication, diagnostics, transportation, and telehealth as a result of COVID-19 risk or incidence. If you or anyone you know needs financial assistance for any of these supports, please call (800) 675-8416 or use the link above for more information.

Money Management

America Saves - resources on taxes, student loans, SNAP benefits, and more (<https://americasaves.org/blog/1745-where-to-get-financial-help-during-the-covid-19-crisis>)

Concerned about how you are going to pay your bills? The best step you can take is to communicate soon with those you will be owing money to in the coming weeks. This would include landlords, and mortgage, utility, loan, and/or credit companies along with others you may owe money to. You may be able to work out a plan with each of them giving you the ability to make a partial payment or perhaps temporarily suspend payments with the promise of making them up later.

The key is to make sure to communicate with those expecting a payment before the payments are due in order to show good faith but also to find out what your options are for partial or delayed payments. In all cases do not make promises you can not keep. Document the agreements you have reached so that you don't have to count on your memory at a later date. Finally, follow through on your promises.

Check the other resources on this page to see if there is a program that will either help with a critical bill or free up money so you can pay the critical bill such as utilizing a food pantry.

ISU Extension Family Finance Specialists (<https://www.extension.iastate.edu/humansciences/finance>)

Family finance program specialists are providing free, one-on-one financial conversations. Financial educators are available to talk about options for revising a budget, prioritizing bills, paying down debt and connecting lowans with community resources to stretch reduced incomes. Lowans can connect with a family finance specialist by phone or email. The conversations are free and confidential. Click the link above for more info.

Federal (http://studentaid.gov/announcements-events/coronavirus?utm_medium=email&utm_source=govdelivery) Student Loan Forbearance (http://studentaid.gov/announcements-events/coronavirus?utm_medium=email&utm_source=govdelivery)

To provide relief to student loan borrowers during the COVID-19 national emergency, federal student loan borrowers are automatically being placed in an administrative forbearance, which allows you to temporarily stop making your monthly loan payment. This suspension of payments will last until Sept. 30, 2020, but you can still make payments if you choose. Click the link above to learn more.

Food/Hunger

Story County is the most food insecure county in all of Iowa. With the COVID-19 pandemic, we know our local food insecurity will grow. In the link below you can find information on a variety of food resources, including food pantries county-wide (and their changes during this time), school district food resources during COVID-19, and other food resources available to you. If you have any resources to add, updates, or questions, please contact Anneke Mundel (<mailto:amundel@uwstory.org>), Community Impact Director at UWSC.

Story County food resources (<https://docs.google.com/document/d/1qWHaz-FqZybF9SXcKfI0giBJW2r0605-M2gy13BTZw/edit?usp=sharing>)

United Way staff will keep this as up to date as possible.

Apply for SNAP Benefits (<https://dhs.iowa.gov/food-assistance>)

The Department of Human Services has increased the April and May SNAP benefits to the maximum allowable amount for current and newly eligible individuals, suspended the food assistance work requirements, and added new online options at Amazon and Walmart for individuals using their Food Assistance EBT card to purchase food. Read more here. (http://dhs.iowa.gov/sites/default/files/DHS_COVID19_FoodAssistance_Release.pdf?032720202018)

Apply for WIC (<http://signupwic.com/>)

Struggling to provide healthy food for your young child during the COVID-19 crisis? The WIC Program aims to safeguard the health of low-income women, infants, and children up to age 5 who are at nutrition risk by providing nutritious foods to supplement diets, information on healthy eating, and referrals to health care. Most WIC programs are enrolling people by phone or online. Use the zip code locator linked above to find a phone number to call.

Apply for the Senior Supplemental Food Program - Commodity Boxes (</sites/uwstory.org/files/Elderly%20Guidelines%202020.doc>)

The Senior Supplemental Food Program serves persons 60 years of age or older. This does not include disabled people under 60 years of age. A person must reside within the geographical boundaries of Polk, Warren, Jasper, Dallas, Story and Boone Counties. A person must meet the following income eligibility guidelines established by the USDA. Foods received monthly: shelf stable milk, non-fat dry milk, rice or pasta, ready-to-eat cereal, farina, or oatmeal, peanut butter or dry beans, canned meat or fish, bottled juices, canned fruits, canned vegetables, and cheese. Click here for the Story County delivery schedule. (</sites/uwstory.org/files/SFP%20Delivery%20Schedule%202020.pdf>)

International and Immigrant Help

Multi-lingual Hotline - 1-877-558-2609

Resources for Immigrants and Internationals (<http://drive.google.com/file/d/1db2xcFOLrMPXqwWg4d3dVaYWz3hdYDVj/view?usp=sharing>)

This list of resources for immigrants and other internationals provides resources (financial, ELL classes, COVID-19 information) in Story County, Iowa, and beyond. If you know of resources that should be included, please email Anneke Mundel (<mailto:amundel@uwstory.org>). Please also be sure to check above under the Financial Assistance resources listed above.

Recursos para Inmigrantes y Personas Internacionales (</sites/uwstory.org/files/Recursos%20para%20Inmigrantes-United%20Way.docx>)

Esta lista de recursos para inmigrantes y otras personas internacionales es actualmente en el proceso de desarrollo. Favor de volver a visitarnos pronto, como seguiremos agregando recursos disponibles en el condado de Story, en Iowa, y en los alrededores. Si usted conoce recursos que debemos incluir o si tiene preguntas, favor de mandar un email a Anneke Mundel (<mailto:amundel@uwstory.org>). ¡Se habla español!

Application for Financial Help (<https://docs.google.com/forms/d/1ejkidxrS0W9ytZpCSHyHawCTXxlkNLcjXwqEjdfR86>)

Community partners have come together to set up a COVID-19 emergency fund specifically for Immigrants. Funding will provide emergency assistance for rent, utilities, gas, and other necessities like prescriptions. Please note, rent dollars will be provided directly to the landlord and utility payments will be provided directly to the utility company.

To be eligible, you must: Live in Story County, be an immigrant, have an immediate expense that is past-due, due now, or due within the next 7 days.

Paper applications in both spanish and english are available at St. Cecilia's Narthex or Rosita's Mexican Store. You can also apply online with the link above.

Solicitud de Asistencia Financiera (<https://docs.google.com/forms/d/1ejkidxrS0W9ytZpCSHyHawCTXxlkNLcjXwqEjdfR86>)

Socios de la comunidad se han juntado para establecer un Fondo de Emergencia de COVID-19 para Inmigrantes. Financiamiento provee ayuda de emergencia para alquilar, servicios públicos, gasolina, y otras necesidades (recetas médicas, etc). Pago de alquilar estará mandado directamente al dueño del domicilio y pagos de servicios públicos estarán mandados directamente a las compañías de servicios.

Para calificar para ayuda, usted debe: Vivir en el Condado de Story, ser inmigrante, tener gastos inmediatos (alquilar, servicios públicos, gasolina, u otras necesidades básicas) los cuales están vencidos, vencen ahora, o vencen en los próximos 7 días.

Se puede encontrar solicitudes en papel en español e inglés en Narthex de St. Cecilia o en la Tienda Mexicana Rosita's. O, haga su solicitud online en <https://forms.gle/s3zG32cyx5bLs6Mf9> (<https://forms.gle/s3zG32cyx5bLs6Mf9>).

Internet/Phone

Keep America Connected Pledge

AT&T, CenturyLink, Mediacom, Sprint, T-Mobile, TracFone, Windstream, and more have each signed on to the FCC pledge to not terminate internet service due to inability to pay caused by the Coronavirus, to waive late fees, and to open up their WiFi hotspots if they have any. Click here for a full list of providers. (<https://docs.fcc.gov/public/attachments/DOC-363033A1.pdf>)

COVID-19 (CORONAVIRUS) INFORMATION AND RESOURCES

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- National Mental Health Consumer's Self-Help Clearinghouse is a nationwide directory to locate local consumer-driven mental health services, including resources such as Clubhouses, crisis prevention/respite services, drop-in Centers, employment resources, housing, peer case management and support. The website maintains search function for directory of local CDS (consumer-driven services).
4. Take control and incorporate preventative measures
- Wash your hands. See the CDC's list of preventative measures.
 - Avoid watching, reading or listening to news reports that cause you to feel anxious or distressed. A near-constant stream of news reports can cause anyone to feel anxious or distressed. Instead, seek CDC updates and practical guidelines at specific times during the day.
 - Be supportive to others. Assisting others in their time of need can benefit the person receiving support as well as the helper.

I'm quarantined or working from home – lonely and isolated even further – what can I do?

What you can do while working from home

- To help overcome uncertainty, normality and routine that mirrors life's daily patterns and practices can be helpful. If working from home, we encourage you to create a structured, dedicated work environment and build in self-care as well as daily benchmarks of achievement.
- Structure and routine may be helpful for people with mental health vulnerabilities, especially during times of uncertainty. We encourage you to maintain a regular routine with the work hours that are usually worked, including keeping up with morning rituals. Dressing in regular work attire and taking regular breaks, including lunch time, may also be helpful.
- Research tells us that seven percent of communication is accomplished through our words, including email. 38 percent is voice and a staggering 55 percent is body language and visual. For people with mental health vulnerabilities, and even for those with extroverted personalities, the lack of face time can be challenging. Using technology to simulate this can offer a solution to bridging this gap. Be mindful of opportunities to integrate video into your conversations with colleagues. Consider using the video function on Skype or Teams for internal and external meetings.

- TheTribe Wellness Community: www.support.therapytribe.com
 - Free, **online peer support groups** offering members facing mental health challenges and/or difficult family dynamics a safe place to connect. Support groups include Addiction, Anxiety, Depression, HIV/AIDS, LGBT, Marriage/Family, OCD and Teens.
- SupportGroups.com: <https://online.supportgroups.com/>
 - Website featuring 200+ **online support groups**.
- For Like Minds: www.forlikeminds.com
 - **Online mental health support network** that allows for individuals to connect with others who are living with or supporting someone with mental health conditions, substance use disorders, and stressful life events.
- 18percent: www.18percent.org
 - Offers a free, peer-to-peer **online support community** for those struggling with a wide range of mental health issues.
- Psych Central: www.psychcentral.com
 - Offers online mental health resources, quizzes, news, an “Ask the Therapist” function, and **online support communities**.

I don't have health insurance or a regular doctor – how can I get care?

Because of various causes (lack of access to health care, lack of medical insurance, homelessness, etc.) patients with serious mental illness die earlier, have more medical illnesses, and receive worse medical care than those in the general population. This is particularly challenging with an epidemic such as COVID-19 affecting a community.

What you can do:

- To begin with, you may wish to consult your local NAMI Affiliate regarding low-cost health clinics in your area. To find your nearest NAMI Affiliate, click on your state through the [Find Your Local NAMI](#) menu.
- Federally funded health centers can also be a good resource for those without health insurance or with a limited budget. You pay what you can afford, based on your income. Many of these centers include mental health services. Find a [federally funded health center](#) near you.

My business is suffering as a result of the Coronavirus. What assistance programs are available to help?

Contact your state's department of Public Health or Small Business Services website for local programs that may be set up to provide financial assistance to small businesses impacted by COVID-19. In some areas, businesses may qualify for low-interest loans and employee retention grants.

General financial assistance

- Need Help Paying Bills: www.needhelppayingbills.com
 - *Provides information on assistance programs, charity organizations, and resources that provide help paying bills, mortgage and debt relief (financial, rent and government assistance).*

- Aunt Bertha: www.auntbertha.com
 - *An online resource that connects users to free and reduced cost local resources such as medical care, food, housing, transportation and much more. Website also offered in Spanish.*

- 211 / www.211.org
 - *Dial 211 from any phone (mobile or landline) or visit www.211.org to search for contact information by zip code; service refers callers to appropriate agencies/community organizations that offer emergency financial assistance; available in most areas. Website also offered in Spanish.*

- HelpWhenYouNeedIt: www.helpwhenyouneedit.org
 - *An online service that connects users to over 350,000 listings nationwide of private and public resources for food pantries, stores that accept food stamps, assisted living facilities, domestic violence and homeless shelters, mental health & substance use treatment, free clinics, legal and financial assistance.*

- Help with Bills: www.usa.gov/help-with-bills
 - *Provides information about government programs that help with bill payment, temporary assistance, jobs/unemployment, credit, etc. Website and Helpline also offered in Spanish.*

- Needy Meds: (800) 503-6897 / www.needymeds.org
 - Offers a HelpLine and website information on financial assistance programs to help defray cost of medication. Website also offered in Spanish.
- RX Assist: www.rxassist.org
 - Provides up-to-date directory of free and low-cost medicine programs and other ways to manage medication costs.
- RX Hope: www.rxhope.com
 - A free patient assistance program to assist people in need obtain critical medications.
- USARX: www.usarx.com
 - Provides coupons online for downloading/printing and can be brought to the pharmacy to see if it will give consumer a lower price or beat their copay.
- Blinkhealth Prescription Assistance: www.blinkhealth.com
 - Individuals (with or without insurance) pay upfront for medication online and then take a voucher to their pharmacy. Accepts calls 8 a.m.-10 p.m. M-F, 9 a.m.-7p.m. weekends (EST); Spanish language option on patient assistance line.

Are people who have a mental illness at a greater risk of contracting COVID-19?

This is inconclusive. While laboratory studies have shown that healthy mice had a reduced immunosuppressant response to the antipsychotic medication, Risperidone, this data has not been proven in studies on humans. **A greater risk is having a mental health setback by stopping or changing medications than catching COVID-19.**

Is there a vaccine or cure for COVID-19?

There is currently no vaccine to prevent COVID-19. The best way to prevent illness is to avoid being exposed to the virus. Self-neglect or poor personal hygiene are common signs or symptoms of serious mental illness and pose a greater risk of exposure to germs and their spread.

I lost a loved one to Coronavirus. Where can I find support?

Many grief support services are offered through organizations at the community level. A good place to start is to contact your local NAMI Affiliate. To find your nearest NAMI Affiliate, click on your state through the [Find Your Local NAMI](#) menu. Additional options include:

- Most local hospices offer free or sliding scale grief therapy or can refer individuals to grief support in their area. [The National Hospice and Palliative Care Association](#) maintains a list of hospices across the country.
- [Grief Share](#) hosts free, in-person grief recovery support groups across the country.
- [PersonalGriefCoach.net](#) is a website that acts as a portal linking people who are grieving after a death by suicide to an extensive online directory of resources and information to help them cope with their loss, including a link to [suicide bereavement support groups directory](#).

I'm a smoker. Am I more likely to catch COVID-19? What should I do?

Due to weakened respiratory systems, smoking increases the severity of diseases such as influenza and MERS (another coronavirus). COVID-19 is a disease that mostly affects the lungs. Also, individuals who are chronically exposed to second-hand smoke may also be vulnerable to respiratory infections.

What you can do:

If you are a smoker, consider quitting smoking immediately. Consult your doctor about smoking cessation programs or over-the-counter aids like nicotine gum or patches, which can be purchased at most pharmacies without a prescription. Additionally, [Quitline.org](#) is a website that contains links to nationwide Smoking Cessation Programs, information on How to Quit Smoking for Free, Quit Smoking Free Patches and more.

How does homelessness increase risk of contracting COVID-19?

People with mental illness can experience times of homelessness, which places them at greater risk. People living outdoors often do so in close quarters and lack the ability to maintain basic hygiene, including precautions such as hand washing.

What you can do

Incarcerated people have Constitutional protections under the Eighth Amendment, including the right to medical care/attention as needed to treat both short-term conditions and long-term illnesses. The medical care provided must be “adequate.” Communication with jail/prison administration is key and should start early by those who are incarcerated and/or their families.

If an incarcerated loved one is not receiving adequate care, families and caregivers may be their best advocate:

- Contact the medical staff at the facility (note: contact may be limited/difficult due to confidentiality regulations.)
- If a family member is permitted to bring medication to the jail (dependent on jail policy), bring the individual’s current medications and all relevant records to the facility. Be sure the medication is in the original pharmaceutical packaging with dispensing instructions.
- If your loved one is being denied treatment:
 - File a formal complaint directly with the facility in question.
 - Contact the state’s Department of Corrections office if the issue remains unresolved.
 - Contact your state’s Governor.
 - Contact your state’s protection and advocacy agency, which is responsible for protecting the rights of individuals with disabilities.
 - You can also contact your state’s affiliate of the American Civil Liberties Union (ACLU).
 - Consult the American Bar Association’s Find Legal Help search function where you can locate the legal referral service for your area.

I’m the aging parent of an adult child living with a serious mental illness. I want to be sure they are taken care of.

What you can do

Visit the [NAMI Online Knowledge Center](#) to learn about [Creating a Long-term Care Plan for a Loved One Living with a Serious Mental Illness](#)

2020 – 2021 NAMI Central Iowa Board of Directors Roster

Current Board Roster (not up for re-election)

Marty Chitty, Co-President

Tim Denger, Member at Large

Gail Loy, Peer Liaison

Leah Beman, Secretary

Current Board Up For Re-election:

Wayne Clinton, Co-President

Bill Ehler, Treasurer

New Board Candidates:

Dawn Bowker, Member at Large

Paul Daniels, Member at Large

JD Deambra, Member at Large

Jody Eaton, Member at Large

Kenia Fountain, Member at Large

Tyler Gotto, Member at Large

Hannah Moldovan, Member at Large

Andrew Westlake, Member at Large

Anthony Wubben, Member at Large

Julie Ringhoefer, ISU NAMI on Campus Representative

I agree to the proposed Board of Directors for 2020-2021

_____ Yes _____ No

ANNUAL REPORT FOR OUTCOME PROGRESS

Agency Name: The Salvation Army

Program Name: Emergency Assistance for Basic Material Needs- Food Insecurity

Brief Description of Program: Residents of Story County can use the Food Pantry once every 30 days. We were a client-choice pantry until the pandemic forced us to close to the public. Because of that, the major change that we have made is that we prepackage the foods and put them in our vestibule for the client to pick up at their scheduled time. What we have been able to offer is the same including meat and eggs. This is the part of the service which the ASSET dollars are funding.

Our Doing the Most Good Market can be utilized twice weekly by our guests as long as they utilize our pantry once every 30 days. DMG Market items included fresh produce, breads and other rescued foods from stores and growers in the Story County area.

We also have a family pantry where we can offer items like diapers, wipes and toiletries to our guests.

- 1. Program/ Service Outcome (Change/ Benefit to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on program/ service outcome from July 1 to date:** We are seeing our designation as the County with the highest food insecurity rate in the state is affecting the number for families visiting our Food Pantry. We projected providing 2,413 separate visits/7,800 individuals served to the Food Pantry for the entire year. Thus far we have had 2,113 separate visits/5,939 individuals served. 106 of those families thus far are funding by Story County.
- 2. Measurement Used (How Often, Tools Used) – please refer back to the corresponding ABF 5(O) and provide an update on measurement used from July 1 to date:** Any time a person comes in for services of any sort, they are entered into Service Point and other pertinent information is put on an excel spreadsheet.
- 3. Measurement Update (Please provide update on measurement data collected based on the ABF 5(O) from July 1 to date):** Pantry usage has fluctuated throughout the year. In fact, since the Covid-19 virus, people are staying home more. Our numbers actually show a large decline from March to April from 206 households to 156 served. We anticipate these numbers to rise in the coming weeks due to the additional monies received by those who filed for unemployment will count as income thus SNAP will likely begin to decrease.
- 4. Outcomes Achieved (Result to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on the outcomes achieved from July 1 to date:**
Thus far we have had 2,113 separate visits/5,939 individuals served. 106 of those families thus far are funding by Story County.

5. Barriers Encountered (please refer back to the corresponding ABF 5(O) and provide an update on the barriers encountered from July 1 to date):

- a. We had far higher numbers of people living in unincorporated areas in the County than I had ever thought we had coming in. We utilized all of the funding by mid-October.
- b. The Food Bank of Iowa doesn't always have in stock the items we want to order, thus the need for food drives.
- c. It would be great if Story County accepted monthly billings via email. Currently, we must mail all bills to the County via USPS but it would be easier if we could email them.

5. Clients Served (please refer back to the corresponding ABF 5 Service Statistics and provide an update on number of clients served from July 1 to date): We have had 2,113 separate visits/5,939 individuals served. 106 of those families thus far are funding by Story County.

6. Have you had to turn any clients away that desire to participate in this program? If so, why? If so, how many? If so, when? Our goal is to not turn people away, particularly since the food insecurity rate in this County remains the highest in the state. When/if we do turn people away, it's because our Pantry is not open but we ask them to come back during open hours. We do look at those on a case by case basis.

7. Comments:

- a. The Salvation Army is a member of the Hunger and Food Pantry Collaborations. In both, we continue to focus on lowering the food insecurity rate.
- b. We had been hosting an Iowa State Extension Plan Shop Save Cook program in our office for those who could use some assistance improving their skills. Of course that has been put on the back burner but we intend to begin again once things calm down.
- c. The numbers above do NOT include the numbers from the Doing The Most Good Market as that is not funded by ASSET. We have served 3,694 separate, duplicated visits/12,497 individuals served. Our guests can utilize our DMG Market twice weekly. If a person identifies themselves as homeless, they can come daily.
- d. We rely heavily on volunteers. Without them, we could not provide any of the services offered. One thing the pandemic has shown is that Iowa State, though a great resource of young people looking to volunteer, is not a reliable source. We need volunteers who have their roots planted in Ames and Story County, who are concerned about their neighbors and friends and who can make a commitment to be here. Students cannot. The Volunteer Center of Story County is our main source of volunteers. Losing them as a resource would be detrimental to our business and could change what services we are able to provide. We also rely on RSVP for volunteers. Each are vital to many organizations in Story County and they should continue to be funded at full capacity.

Program Name: Bill Payer Program

Brief Description of Program: This program enlists volunteers to assist our clients create a monthly budget, organize paperwork, write checks for the client's signature and balance their checkbooks. Our hope is that by providing this service, it will decrease the likelihood of elder abuse and prevent premature higher level of care for that individual. We would also like to utilize the Bill Payer Program as a transition option for those clients who utilize our Representative Payee Service but are taking the steps to manage their own benefits. This step will allow for these clients to have a skilled mentor meeting with them and offering support so the client can experience success before being on their own. We have yet to have one of our payee clientele advance to this.

- 1. Program/ Service Outcome (Change/ Benefit to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on program/ service outcome from July 1 to date:**
The volunteers document their sessions as well as tracking the time they spend with their client. When the data is received by TSA, the information is entered into an excel spreadsheet. We also track the number of volunteer hours and report that to RSVP and TSA monthly statistics.

The Salvation Army will be discontinuing this program after the first of the year. We had two individuals transfer to the Representative Payee Program and the other two were referred but our volunteers have questioned their impact since the two they work with seem to function well. Because of that, we decided that this program, though there has been value in the past, it is no longer something that can be supported by The Salvation Army.

- 2. Measurement Used (How Often, Tools Used) – please refer back to the corresponding ABF 5(O) and provide an update on measurement used from July 1 to date:** The volunteers document their sessions as well as tracking the time they spend with their client. When the data is received by TSA, the information is entered in Service Point. We also track the number of volunteer hours and report that to RSVP (for those volunteers referred to us by them) as well as documenting TSA monthly statistics.

- 3. Measurement Update (Please provide update on measurement data collected based on the ABF 5(O) from July 1 to date):** Our four volunteers have spent 100 units (visits) from July 1 to Dec 31.

- 4. Outcomes Achieved (Result to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on the outcomes achieved from July 1 to date:**
We served up to 4 clients. Our volunteers meet as frequently as necessary with their clients. We had 4 volunteers currently working in this program, three working directly with the clients (one works with two clients) and one who is double checks their statement balancing. When the volunteer sees an issue that raises concern with them, The Salvation Army Case Manager reviews the case with the volunteer and other service providers that may be in place. This sort of care and coordination helps to keep individuals in their home and protected from potential elder/dependent adult abuse. We have had two of the four transfer to the Representative Payee Program and the other two will be discharged due to the discontinuation of this program.

- 5. Barriers Encountered (please refer back to the corresponding ABF 5(O) and provide an update on the barriers encountered from July 1 to date):** The barrier for this program is finding volunteers being readily available when the need occurred. There is a need for this program however, The

Salvation Army is not necessarily the appropriate agency to manage this program moving forward.

6. Clients Served (please refer back to the corresponding ABF 5 Service Statistics and provide an update on number of clients served from July 1 to date):

The Salvation Army served four clients at the peak. Two transferred to the Payee Program in December. The other two were notified of the discontinuation of the program and our volunteers worked with them to make other arrangements.

7. Have you had to turn any clients away that desire to participate in this program? If so, why? If so, how many? If so, when? Yes, one client was turned away due to the discontinuation of the program after it was determined that two clients would be transferring to the Payee Program.

8. Comments:

It was a difficult decision to discontinue the Bill Payer Program. We determined that since this program is better suited being provided by an organization that works with seniors, we would focus our energies on food, our Payee program and homelessness prevention.

Program Name: Disaster Services

Brief Description of Program: Our EDS service does not prevent, eliminate or reduce the problems in our community however, this service is a response to a problem and helps meet the basic human need at the point of crises. We have a national agreement with the American Red Cross that we support the first responders and they support the victims in the initial response however, it is our goal to stay on site and/or available until we are no longer needed. We will also provide for basic needs of the individuals affected by a disaster. EDS is not based on any economic conditions but rather is a response to an emergency situation that can affect anyone. TSA is a part of the Story County Coalition for Disaster Recovery. This group responds to crisis and educates our communities as well. We have quarterly CDR meetings to coordinate the services amongst other agencies in Story County

1. Program/ Service Outcome (Change/ Benefit to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on program/ service outcome from July 1 to date:

We provided clothing assistance two households (two people) who experienced a trailer fires in August and October. Both were complete losses. I have also assisted 2 separate households in May where there was a fire resulting in a total loss for the duplex owner. We are assisting them with rent for their new apartments. That bill is to come.

2. Measurement Used (How Often, Tools Used) – please refer back to the corresponding ABF 5(O) and provide an update on measurement used from July 1 to date:

I track our clientele in Service Point and on a excel spreadsheet.

3. Measurement Update (Please provide update on measurement data collected based on the ABF 5(O) from July 1 to date):

Those served have found other places to live within Story County.

4. Outcomes Achieved (Result to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on the outcomes achieved from July 1 to date:

100% of clients seeking assistance received assistance they need for quick recovery.

5. Barriers Encountered (please refer back to the corresponding ABF 5(O) and provide an update on the barriers encountered from July 1 to date):

- a. We are limited in what we can do in the event of a large scale disaster however, we do have access to canteens across Iowa, if they are needed and are not otherwise in use. Specifically, we could potentially have a canteen here from Des Moines within an hour and a half to serve food and drinks from. We can begin planning until their arrival.
- b. Our officers Lt Bobby and Lt Kristen Key have just been notified they are moving to a different appointment in Central Iowa. I will be notified soon as to who will be in charge here.

6. Clients Served (please refer back to the corresponding ABF 5 Service Statistics and provide an update on number of clients served from July 1 to date):

Three households served from Story County.

7. Have you had to turn any clients away that desire to participate in this program? If so, why? If so, how many? If so, when? No

8. Comments: The Salvation Army will be ready to respond, 24/7, 365 days a year to any event that we are needed to serve at.

Respectfully submitted by Cari McPartland, Site Administrator of The Salvation Army

Agency Name: The Salvation Army

Program Name: Emergency Assistance for Basic Material Needs-Homelessness Prevention

Brief Description of Program: Residents of Story County are provided financial assistance towards preventing homelessness: rent, mortgage and utilities. We have the expectation that the amount the customer owes will be covered in full (including our assistance) and/or a payment plan is in place (if necessary) before we will make a payment. Payment goes directly to the vendor.

1. Program/ Service Outcome (Change/ Benefit to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on program/ service outcome from July 1 to date: The Homelessness Prevention program allows Story County residents to receive up to \$350.00 in assistance that is paid directly to their landlord, mortgage holder, property manager, or utility company. They can receive assistance for these expenses one time per calendar year but we look at each situation case by case. The Salvation Army staff not only provides emergency assistance, we look at the presenting problem, offer options and discuss the long-term solutions (what will happen next month) with our client. If a customer is not employed, we refer them to the Chamber of Commerce website: www.workinames.com, direct them to the Iowa Works Ames Office as well as providing temp agency and other website options. We work collaboratively with other organizations supported by ASSET as well as the faith-based community by referring customers in need to their programs. This program's intent is to prevent homelessness with the goal for stability.

2. Measurement Used (How Often, Tools Used) – please refer back to the corresponding ABF 5(O) and provide an update on measurement used from July 1 to date: The Salvation Army utilizes Service Point and excel spreadsheet with name, address, city, number in household and we get a copy of the bill. Each time a person comes in for services of any sort, they are entered in Service Point and if they are utilizing this service, pertinent information is put on the spreadsheet.

3. Measurement Update (Please provide update on measurement data collected based on the ABF

5(O) from July 1 to date: 167 individuals assisted- 66 households. 2 ISU families. 36 of these families are new to us (never been served or it has been 2 or more years since the last time we've seen them). We have spent \$12,291.00 on rent, \$242.00, \$521.87 on mortgage and \$4,871.56 on utilities. Of these numbers 89 individuals and 41 households could have been billed to ASSET totaling. This part highlighted is revised from what I sent them. We have other funds that we can utilize to assist.

4. Outcomes Achieved (Result to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on the outcomes achieved from July 1 to date: 167 individuals assisted- 66 households. 2 ISU families. 36 of these families are new to us (never been served or it has been 2 or more years since the last time we've seen them). We have spent \$12,291.00 on rent, \$242.00, \$521.87 on mortgage and \$4,871.56 on utilities. Of these numbers 65 individuals and 31 households could have been billed to ASSET, meaning they fit the criteria totaling. This part highlighted will be removed and resent, I had a brain fart while writing. We have other funds that we can utilize to assist including funds allocated by the City's of Collins, Nevada and Story City. We also receive funds from the Emergency Food and Shelter Program (EFSP) and the Story County Housing Trust, all which help us to serve families throughout Story County.

5. Barriers Encountered (please refer back to the corresponding ABF 5(O) and provide an update on the barriers encountered from July 1 to date):

- a. Having the funds to assist our families is our greatest barrier. They often need far more in one month or several months of non-payment than what we have available to assist with.
- b. The lack of affordable housing continues to be at crisis level for the families we serve.

6. Clients Served (please refer back to the corresponding ABF 5 Service Statistics and provide an update on number of clients served from July 1 to date):

167 individuals assisted- 66 households. 2 ISU families. 36 of these families are new to us (never been served or it has been 2 or more years since the last time we've seen them).

7. Have you had to turn any clients away that desire to participate in this program? If so, why? If so, how many? If so, when?

Approximately 260 households declined in six months for many reasons, first and foremost because we do not have the funds available to serve everyone in need in Story County.

8. Comments:

The Salvation Army is working closely with other providers of housing/utility assistance to move toward Coordinated Entry, a point of entry that would help the clientele travel less for appointments and increase the amount of coordination amongst the providers.

Staff Use Only:

Change/ Benefits demonstrated for client/ community?	Yes	No
Quantifiable Outcome Measures?	Yes	No
Outcomes Reported?	Yes	No

Agency Name: The Salvation Army Service Center

Program Name: Representative Payee Program

Brief Description of Program: RPP Payee Program manages income to ensure shelter, food, medical care, clothing and education as required by the Social Security Administration (SSA). Our role is well defined for us by the Social Security Administration. We assist in paying off past debts, as individual finances allow. The RPP clients would have difficulty maintaining their basics if they did not have someone and/or an agency monitoring their money.

- 1. Program/ Service Outcome (Change/ Benefit to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on program/ service outcome from July 1 to date:** The Salvation Army’s Representative Payee Services works with adults (and we can serve children) who the Social Security Administration has determined incapable of managing their own Social Security benefits.
- 2. Measurement Used (How Often, Tools Used) – please refer back to the corresponding ABF 5(O) and provide an update on measurement used from July 1 to date:** All contact, direct (meaning we see or speak with the client) and indirect (meaning we are doing work on behalf of the client but not in the presence of the client such as paying bills, contacting SSA, etc.) is put on an excel spreadsheet.
- 3. Measurement Update (Please provide update on measurement data collected based on the ABF 5(O) from July 1 to date):** This method of data collection works well but we discuss ways to streamline to make process easier.

4. Outcomes Achieved (Result to Clients/ Community) – please refer back to the corresponding ABF 5(O) and provide an update on the outcomes achieved from July 1 to date:

We are currently providing services to 58 individuals in Story County and 2 outside of Story County. We have closed 12 cases because they moved to higher level of care or moved out of service area. We have devoted at total of 192 direct hours and 938 hours of indirect time spent hours paying bills, calling businesses, collaborating with Social Security, contacting service providers, etc.

5. Barriers Encountered (please refer back to the corresponding ABF 5(O) and provide an update on the barriers encountered from July 1 to date):

The Salvation Army is one of only a handful of options for this service in Story County and we frequently have requests from clients who want to transfer from other service providers. We also will prioritize clients who have their payee services on hold at Social Security because they do not have a payee.

6. Clients Served (please refer back to the corresponding ABF 5 Service Statistics and provide an update on number of clients served from July 1 to date): We are currently service 58 individuals in Story County and 2 outside of Story County.

7. Have you had to turn any clients away that desire to participate in this program? If so, why? If so, how many? If so, when? Yes. We have a waiting list of 15 people needing assistance. We do refer them to other agencies that may be willing to take them but often neither the client nor the client want to have their services outside Ames and/or Story County.

8. Comments:

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
<u>Department 01 Board Of Supervisors</u>								
Aureon	7145	05/06/2020	375.27	Phone Bos May charges	01000			375.27
	Vendor Total		375.27	*				
Noelle K McLatchie	7100	05/05/2020	595.00	Mlg/Exp Bos HRCI/SPHR exam fee	01000			595.00
	Vendor Total		595.00	*				
	Department Total		970.27	**				
<u>Department 02 Auditor</u>								
American Resource Consultants	7060	05/05/2020	681.84	suppl Aud 100 ballot bags	01000	6367		681.84
	Vendor Total		681.84	*				
Aureon	7145	05/06/2020	401.10	Phone Aud May charges	01000			187.17
				Phone Aud May charges	01000			213.93
	Vendor Total		401.10	*				
Cott Systems, Inc.	7069	05/05/2020	75.00	Serv Aud monthly online index fee	01000	133949		75.00
	Vendor Total		75.00	*				
Cyclone Awards and Engraving	7071	05/05/2020	19.00	Sup Aud nameplate/tag Massey	01000	164006		19.00
	Vendor Total		19.00	*				
Postmaster	7126	05/06/2020	725.00	Postage Aud BRM mnt/#33001 6/20-6/21	01000			725.00
	Vendor Total		725.00	*				
Quadient, Inc.	7127	05/06/2020	5,654.00	Supp Aud mail opener series 210	01000	16051749		5,654.00
	Vendor Total		5,654.00	*				
SEAT Treasurer	7130	05/06/2020	150.00	Dues Aud dues 2020	01000	032220-84		150.00
	Vendor Total		150.00	*				
U.S. Cellular	7137	05/06/2020	150.02	Phn Aud hot spots 3/1-3/31	01000	367645819		150.02
	Vendor Total		150.02	*				
USPS	7139	05/06/2020	5,841.65	Aud postage 4/20-5/3/20	01000			.50
				Aud postage 4/20-5/3/20	01000			103.25

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Aud postage 4/20-5/3/20	01000			144.45
				Aud postage 4/20-5/3/20	01000			5,553.80
				Aud postage 4/20-5/3/20	01000			39.65
		Vendor Total	5,841.65	*				
		Department Total	13,697.61	**				
<u>Department 03 Treasurer</u>								
Aureon	7145	05/06/2020	521.95	Phone				
				Trea May charges	01000			276.33
				Phone				
				Trea May charges	01000			245.62
		Vendor Total	521.95	*				
J. P. Cooke Company	7090	05/05/2020	125.25	Off. sup.				
				Trea notary stamps x 4	01000	622685		125.25
		Vendor Total	125.25	*				
USPS	7139	05/06/2020	1,592.45	Trea postage 4/20-5/3/20	01000			1,592.45
		Vendor Total	1,592.45	*				
		Department Total	2,239.65	**				
<u>Department 04 County Attorney</u>								
Aureon	7145	05/06/2020	811.52	Phone				
				Atty May charges	01000			204.61
				Phone				
				Atty May charges	01000			606.91
		Vendor Total	811.52	*				
Iowa Division Investigations	7087	05/05/2020	75.50	Serv	01000	20-136		75.50
				Atty serv fees JVJV00007892				
	7159	05/06/2020	255.00	Serv	01000	20-141		50.00
				Atty service fees/mlg.				
				Serv	01000	20-142		50.00
				Atty service fees/mlg.				
				Serv	01000	20-143		63.00
				Atty service fees/mlg.				
				Serv	01000	20-144		92.00
		Vendor Total	330.50	*				
Marco Technologies, LLC	7164	05/06/2020	108.59	Equip Rent				
				Atty staples	01000	INV7527236		108.59
		Vendor Total	108.59	*				
Office Depot	7173	05/06/2020	215.12	Sup				
				Atty office supplies	01000	78487608		215.12

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		215.12	*				
Beth L Shanks, RPR, CRR, CSR	7177	05/06/2020	8.00	Serv Atty Transcript JVJV007695	01000			8.00
	Vendor Total		8.00	*				
Verizon Wireless	7141	05/06/2020	80.06	Phn Atty civil/new sim/xoom/phn	01000			80.06
	7142	05/06/2020	101.78	Phn Atty 4/16-5/15/20 on call cell	01000	9852635057		101.78
	Vendor Total		181.84	*				
	Department Total		1,655.57	**				
<u>Department 05 Sheriff</u>								
Access Systems Leasing	7059	05/05/2020	2,144.38	Rnt/Mnt Shrf leases cpr 4/19-5/20/20	01000	26907139		2,144.38
	Vendor Total		2,144.38	*				
Philip L. Ascheman, Ph.D.	7062	05/05/2020	680.00	Psych eval. Shrf MMPI eval x4	01000			680.00
	Vendor Total		680.00	*				
AT&T Mobility	7058	05/05/2020	94.67	Phone Shrf wireless fees	01000	2872958623		94.67
	Vendor Total		94.67	*				
Aureon	7145	05/06/2020	1,716.15	Phone Shrf May charges	01000			1,716.15
	Vendor Total		1,716.15	*				
Brownells, Inc	7063	05/05/2020	251.90	Educ. Shrf equipment	01000	19068380		251.90
	Vendor Total		251.90	*				
CDW Government Inc.	7064	05/05/2020	381.24	Data Proc Sup Shrf office proPlus 2019	01000	XQQ0118		381.24
	Vendor Total		381.24	*				
Chitty Garbage Service Inc.	7066	05/05/2020	17.70	Serv Shrf Bin rental April	01000	2894997		17.70
	Vendor Total		17.70	*				
Civic Research Institutes Inc	7067	05/05/2020	179.95	Off. Sup. Shrf Correctional law reporter	01000			179.95
	Vendor Total		179.95	*				
Dive Rescue International Inc	7072	05/05/2020	1,877.50	Uniform/Equip Shrf dive equipment Uniform/Equip	01000	182394		1,790.52

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Shrf dive equipment	01000	182362		86.98
	Vendor Total		1,877.50	*				
FedEx	7075	05/05/2020	4.37	Pstg				
				Shrf shipping	01000	6992-59401		4.37
	Vendor Total		4.37	*				
Freedom Tire & Auto Center-	7076	05/05/2020	72.30	Fls/Mnt				
				Shrf LOF/tire repair 131383	01000	131469		72.30
	Vendor Total		72.30	*				
Gall's	7078	05/05/2020	1,125.10	Unfrm/Equip				
				Shrf uniforms	01000			1,125.10
	Vendor Total		1,125.10	*				
Gilbert/Franklin Twp	7079	05/05/2020	5,000.00	Rent				
				Shrf storage rent 7/19-6/2020	01000			5,000.00
	Vendor Total		5,000.00	*				
Graphic Edge	7081	05/05/2020	106.38	Uniform/Equip				
				Shrf Uniforms	01000	1417513		106.38
	Vendor Total		106.38	*				
Henderson TV & Appliance	7083	05/05/2020	273.00	Equip/Mnt				
				Shrf refrigerator repair	01000			273.00
	Vendor Total		273.00	*				
Heuss Printing Inc	7084	05/05/2020	106.76	Sup				
				Shrf purchase orders	01000	138386		106.76
	Vendor Total		106.76	*				
Interstate All Battery Center	7086	05/05/2020	14.08	Veh Fls/Mnt				
				Shrf batteries	01000	0301035592		14.08
	Vendor Total		14.08	*				
Keltek Incorporated	7092	05/05/2020	70.00	Equip				
				Shrf mounting plate	01000	32762		70.00
	Vendor Total		70.00	*				
Lester Refrigeration	7094	05/05/2020	529.30	Repr.				
				Shrf ice machine repairs	01000	222141		529.30
	Vendor Total		529.30	*				
Lowes Companies Inc.	7096	05/05/2020	26.97	Prt/Sup				
				Shrf supplies	01000	9800661993		26.97
	Vendor Total		26.97	*				
Martin Bros. Distributing Co.	7098	05/05/2020	1,926.01	Prov.				
				Shrf gorceries	01000	352210		1,926.01
	Vendor Total		1,926.01	*				
Menards	7101	05/05/2020	7.98	Sup				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Shrf mask supplies	01000	24308		7.98
	Vendor Total		7.98	*				
Mend Correctional Care, PLLC	7114	05/05/2020	20,918.00	Serv Shrf healthcare/May	01000	4828		20,918.00
	Vendor Total		20,918.00	*				
Moffitt's Ford Lincoln	7117	05/05/2020	1,517.89	Serv Shrf auto mnt	01000	35743		1,517.89
	Vendor Total		1,517.89	*				
Ocean Technology Systems	7121	05/05/2020	579.40	Cont Ed Shrf dive equip maint.	01000	C000099717		579.40
	Vendor Total		579.40	*				
Philips Healthcare	7124	05/05/2020	115.05	Supplies Shrf AED Pads	01000			115.05
	Vendor Total		115.05	*				
Reinhart Foodservice	7128	05/06/2020	1,409.67	Prov Shrf food/provisions	01000	340461		1,409.67
	Vendor Total		1,409.67	*				
Story County Treasurer	7180	05/06/2020	8.49	Fees Shrf correct claim wrong fund	01000			8.49
	Vendor Total		8.49	*				
Strategic Armory Corps	7132	05/06/2020	4,647.87	Equip Shrf rifles/suppressors	01000	11152		4,647.87
	Vendor Total		4,647.87	*				
Streicher's	7133	05/06/2020	55.00	Unfrms/eqp Shrf vest carriers	01000	1425793/4		55.00
	Vendor Total		55.00	*				
Sunset Law Enforcement	7135	05/06/2020	31,890.19	Supplies Shrf training ammo	01000	3649/3645		31,890.19
	Vendor Total		31,890.19	*				
Verizon Wireless	7141	05/06/2020	1,534.55	Phn Shrf civil/new sim/xoom/phn	01000			1,534.55
	Vendor Total		1,534.55	*				
WEX Bank	7144	05/06/2020	5,345.39	Veh fls/mnt Shrf fuel/April	01000	65296051		5,345.39
	Vendor Total		5,345.39	*				
	Department Total		84,627.24	**				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Aureon	7145	05/06/2020	237.88	Phone				
				Rec May charges	01000			237.88
	Vendor Total		237.88	*				
Cott Systems, Inc.	7069	05/05/2020	75.00	Serv				
				Rec monthly online index fee	01000	133949		75.00
	Vendor Total		75.00	*				
Iowa County Recordors Assn	7157	05/06/2020	1,554.32	Maint/Srv				
				Rec annual maint 7/19-6/2021	01000	03012062		1,554.32
	Vendor Total		1,554.32	*				
USPS	7139	05/06/2020	55.90	Rec postage 4/20-5/3/20	01000			55.90
	Vendor Total		55.90	*				
Department Total			1,923.10	**				

Department 08 Animal Control

Community Veterinary Clinic	7068	05/05/2020	285.41	Serv				
				Aco April Vet services	11000			194.14
				Serv				
				Aco April Vet services	11000			91.27
	Vendor Total		285.41	*				
Door & Fence Store Inc	7073	05/05/2020	1,965.00	Eqp.				
				Aco fence with gate	11000	297016		1,965.00
	Vendor Total		1,965.00	*				
ISU Treasurer's Office	7089	05/05/2020	81.61	Supplies				
				Aco Vet Services	11000	9003/1887		81.61
	Vendor Total		81.61	*				
Kuberski Brother's Lawncare	7093	05/05/2020	300.00	Serv				
				Aco mowing April	11000	1735		300.00
	Vendor Total		300.00	*				
Story County Sheriff	7134	05/06/2020	73.00	Serv				
				Aco notice/Kasper	11000	20000995		73.00
	Vendor Total		73.00	*				
Department Total			2,705.02	**				

Department 20 County Engineer

A & M Services Inc	76861	05/14/2020	138.43	Rugs/mops				
				Rugs/mops	20000	1814902		138.43
	Vendor Total		138.43	*				
Agri Drain Corp	76880	05/14/2020	136.10	Tl/Mt'l/Sup				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				2" Tape	20000	0577142		136.10
			Vendor Total	136.10 *				
Alliant Energy	76855	05/14/2020	2,979.39	Util.				
				Electric	20000			138.82
				Util.				
				Gas/Electric	20000			258.57
				Util.				
				Electric	20000			25.88
				Util.				
				Gas/Electric	20000			967.95
				Util.				
				Electric	20000			20.79
				Util.				
				Gas/Electric	20000			336.84
				Util.				
				Electric/Gas	20000			181.99
				Util.				
				Gas/Electric	20000			358.77
				Util.				
				Gas/Electric	20000			359.64
				Util.				
				Street Lights	20000			330.14
			Vendor Total	2,979.39 *				
Arnold Motor Supply	76889	05/14/2020	502.95	Eqpt Oper				
				Coolant Hose	20000	13NV072502		11.52
				Eqpt Oper				
				Nylon Hose	20000	13NV072625		73.09
				Eqpt Oper				
				PF Glove	20000	13NV072928		16.79
				Eqpt Oper				
				Credit on glove	20000	13CR008278		16.79
				Eqpt Oper				
				SLNT Thread	20000	13NV072954		15.98
				Eqpt Oper				
				Poly Gladhand/Krew 200 shop	20000	13NV072983		91.30
				Eqpt Oper				
				Hand sanitizer	20000	13NV072984		59.99
				Eqpt Oper				
				Gloves	20000	13NV072928		16.79
				Eqpt Oper				
				Swivel Coupler	20000	13NV073197		51.18
				Eqpt Oper				
				Bristles brushes	20000	13NV073707		77.02
				Eqpt Oper				
				Light bulbs	20000	13NV074233		5.55
				Eqpt Oper				
				Headlight wiring harness	20000	13NV074614		11.74
				Eqpt Oper				
				Headlight wire harness	20000	13NV074998		12.37
				Eqpt Oper				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Credit on return	20000	13CR008505		30.29-
				Eqpt Oper				
				Oil/AC PAG	20000	13NV075338		30.29
				Eqpt Oper				
				Univ joint/imp socket	20000	13NV075506		46.13
				Eqpt Oper				
				Oil/AC PAG	20000	13NV075563		30.29
			502.95	* Vendor Total				
Aureon	76860	05/14/2020	238.13	Phone				
				Phone 5/1-5/31	20000	789006335		194.83
				Phone				
				Phone 5/1-5/31	20000	789006335		43.30
			238.13	* Vendor Total				
Bauer Built	76858	05/14/2020	1,471.91	Eqp. Oper.				
				Tires	20000	270137254		1,515.91
				Eqp. Oper.				
				Credit on casings	20000	270134243		44.00-
			1,471.91	* Vendor Total				
Blackburn Manufacturing Co.	76873	05/14/2020	242.94	Rds				
				Flag for ditch cleaning	20000	0618405		242.94
			242.94	* Vendor Total				
BlackStrap Inc.	76856	05/14/2020	16,688.36	Serv				
				Ice Control	20000	118044		1,854.16
				Serv				
				Ice Control	20000	118091		1,840.20
				Serv				
				Ice Control	20000	118322		1,820.70
				Serv				
				Ice Control	20000	118368		1,810.48
				Serv				
				Ice Control	20000	118447		1,823.06
				Serv				
				Ice Control	20000	118462		1,878.85
				Serv				
				Ice Control	20000	118523		1,783.77
				Serv				
				Ice Control	20000	118383		2,093.37
				Serv				
				Ice Control	20000	118637		1,783.77
			16,688.36	* Vendor Total				
Bob Brown Chevrolet	76853	05/14/2020	26,690.00	Equipment				
				'20 Chevy Silverado Pick up	20000			26,690.00
			26,690.00	* Vendor Total				
Brown Supply Company Inc.	76879	05/14/2020	1,025.52	Brdgs/Clvrts				
				Drainage supplies	20000	100777		636.00
				Brdgs/Clvrts				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Hickenbottom extensions	20000	100756		161.52
				Brdgs/Clvrts				
				End Cap	20000	100868		228.00
	Vendor Total		1,025.52	*				
Charles A Carsrud	76859	05/14/2020	200.00	Empl Mlg/Exp				
				Clothing Reimb.	20000			50.91
				Empl Mlg/Exp				
				Clothing Reimb.	20000			85.96
				Empl Mlg/Exp				
				Screen Printing	20000			63.13
	Vendor Total		200.00	*				
Central Iowa Towing	76872	05/14/2020	719.50	Serv				
				Tow E63 to Shop	20000	78357		454.00
				Serv				
				To S27 to shop	20000	74917		265.50
	Vendor Total		719.50	*				
City Of Colo	76862	05/14/2020	21.93	Util.				
				Water/Sewer	20000			21.93
	Vendor Total		21.93	*				
Contech Engineered Solutions	76878	05/14/2020	8,678.90	Swec				
				Misc Culvert	20000	20332695		8,678.90
	Vendor Total		8,678.90	*				
Country Plastics	76874	05/14/2020	73.15	Bldg Rprs/Mnt				
				Plastic for front counter	20000	33041		73.15
	Vendor Total		73.15	*				
Crystal Clear Water Company	76864	05/14/2020	25.25	Sup				
				Rental	20000	409461		8.25
				Sup				
				Water	20000	427551		17.00
	Vendor Total		25.25	*				
Draintech	76886	05/14/2020	260.00	Rprs/Mnt				
				PS #2 Jetted line	20000	24407A		260.00
	Vendor Total		260.00	*				
Hawkeye Truck Equipment	76881	05/14/2020	368.00	Eqp/srv				
				Shocks	20000	142079		368.00
	Vendor Total		368.00	*				
Nick C Herridge	76854	05/14/2020	288.74	Boot reimb.	20000	4639147		71.90
				Clothing Reimb.	20000	018583		196.84
				Clothing Reimb.	20000	313801		20.00
	Vendor Total		288.74	*				
HQI Hydraulics	76891	05/14/2020	218.00	Sharpened Knives/chipper	20000	57714		218.00
	Vendor Total		218.00	*				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Hydro Service	76885	05/14/2020	808.49	service				
				Shaft/o-rings	20000	24833		808.49
			808.49	*				
Iowa Dept of Transportation	76875	05/14/2020	1,109.83	Eqp/Sup				
				Supplies	20000	61315		49.30
				Eqp/Sup				
				Flagger sign/crossbracing	20000	61316		181.49
				Eqp/Sup				
				Road work signs	20000	61317		879.04
			1,109.83	*				
Karl Chevrolet Inc.	76852	05/14/2020	26,238.14	Equipment				
				'20 CHEVY SILVERADO PICK UP	20000			26,238.14
			26,238.14	*				
City of Kelley	76870	05/14/2020	86.19	Utility				
				Water/sewer 3/20-4/20	20000			86.19
			86.19	*				
City of McCallsburg	76868	05/14/2020	69.49	Serv				
				Water/garbage/lagoon/sewer	20000			69.49
			69.49	*				
Mid-American Research Chemica	76876	05/14/2020	196.00	Eqp Oper.				
				Cleaners	20000	694667		196.00
			196.00	*				
Midwest Cylinder Head Co.	76884	05/14/2020	114.90	Tl/Mt 'l/sup				
				Oxygen/core	20000	40NV001459		23.95
				Tl/Mt 'l/sup				
				Acetylene	20000	40NV001440		90.95
			114.90	*				
Murphy Tractor & Equipment	76866	05/14/2020	436.24	Eqp oper.				
				Filters	20000	1370733		366.58
				Eqp oper.				
				Wrench Fuel	20000	1365976		69.66
			436.24	*				
Nevada Lumber Co.	76877	05/14/2020	16.20	Eqp prts/sup.				
				screws for bridge	20000	240926		16.20
			16.20	*				
City of Nevada	76871	05/14/2020	308.30	Util.				
				Water/sewer 3/02-4/1	20000			38.93
				Util.				
				Water/sewer 3/2-4/1	20000			54.09
				Util.				
				Water/sewer 3/2-4/1	20000			35.69
				Util.				
				Water/sewer 3/2-4/1	20000			179.59

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		308.30	*				
O'Halloran International	76883	05/14/2020	13,158.20	Eqp. Oper. Valve protector	20000	31P73241		631.21
				Eqp. Oper. Filters	20000	31P73163		154.56
				Eqp. Oper. Filters	20000	31P72332		165.48
				Eqp. Oper. Hand Sanitizer	20000	31P72608		73.98
				Eqp. Oper. Filters	20000	31P72331		293.84
				Eqp. Oper. Tensioner Assembly	20000	31P72273		206.03
				Eqp. Oper. Fan	20000	31P72268		38.12
				Eqp. Oper. Steering link	20000	31P72128		163.56
				Eqp. Oper. Seal/Tensioner/fan belt	20000	31P72116		487.75
				Eqp. Oper. Injector repair	20000	31S11423		859.67
				Eqp. Oper. Labor on repair	20000	31S11423		600.00
				Eqp. Oper. credit on turbo kit/strap/spin	20000	31P71955		708.75-
				Eqp. Oper. Dump gate control	20000	31S113242		417.13
				Eqp. Oper. Labor on repair	20000	31S113242		825.00
				Eqp. Oper. Gasket	20000	31P71604		136.34
				Eqp. Oper. Bolts/Gasket	20000	31P71261		50.60
				Eqp. Oper. Hand control valve	20000	31P71257		358.31
				Eqp. Oper. Exhaust/tube assembly	20000	31P71109		1,854.12
				Eqp. Oper. Turbo Kits	20000	31P71092		2,362.46
				Eqp. Oper. Stop light switch	20000	31P71037		527.12
				Eqp. Oper. Miscellaneous parts	20000	31S11304		25.00
				Eqp. Oper. Labor on repair	20000	31S11304		150.00
				Eqp. Oper. Quick Release valve	20000	31P70580		31.84
				Eqp. Oper. Spring Valve	20000	31P70464		71.68
				Eqp. Oper. Converter repair	20000	31S113352		3,203.15

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	76888	05/14/2020	364,382.00	Eqp. Oper. Labor on repair	20000	31S113352		180.00
				Eqp. Oper. '20 Intl Dump Truck #4720	20000			182,191.00
				Eqp. Oper. '20 Intl Dump Truck #5120	20000			182,191.00
	Vendor Total		377,540.20	*				
Portable Pro, Inc.	76857	05/14/2020	170.00	Equip Rent Portable Service	20000	52542		170.00
	Vendor Total		170.00	*				
City of Roland	76869	05/14/2020	58.73	Serv Water/landfill/Sewer 4/1-4/30	20000			58.73
	Vendor Total		58.73	*				
Scott's Sales Company	76887	05/14/2020	351.01	Fls/Mnt Power washer service	20000	089467		351.01
	Vendor Total		351.01	*				
Ryan A Smith	76865	05/14/2020	106.39	Clothing Boot reimb	20000			106.39
	Vendor Total		106.39	*				
Tyler J Sparks	76890	05/14/2020	20.00	Empl Mlg/Exp Fuel for vehicle	20000			20.00
	Vendor Total		20.00	*				
USFleet Tracking	76863	05/14/2020	419.30	Serv GPS - May 2020	20000	333568		419.30
	Vendor Total		419.30	*				
WEX Bank	76867	05/14/2020	16,409.09	Veh fls/mnt Gas - April 2020	20000	65263579		3,541.68
				Veh fls/mnt Diesel - April 2020	20000	65263579		13,071.84
				Veh fls/mnt Rebate - April 2020	20000	65263579		204.43
	Vendor Total		16,409.09	*				
Ziegler Inc.	76882	05/14/2020	4,363.88	Eqp Comp G BSC/Seal/Belts	20000	501383137		822.05
				Eqp Filters	20000	501384186		255.75
				Eqp Element filters	20000	501384814		3,286.08
	Vendor Total		4,363.88	*				
	Department Total		489,789.58	**				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Aureon	7145	05/06/2020	17.05	Phone				
				Va May charges	01000			17.05
	Vendor Total		17.05	*				
CenTec Cast Metal Products	7108	05/05/2020	922.92	Care/Grvs				
				Va markers/stakes	01000	49657		922.92
	Vendor Total		922.92	*				
Brett D McLain	7165	05/06/2020	165.59	Mlg/Exp				
				Va reimb exp 3/30-4/29	01000			61.50
				Mlg/Exp				
				Va reimb exp 3/30-4/29	01000			104.09
	Vendor Total		165.59	*				
Department Total			1,105.56	**				
<u>Department 22 Conservation Board</u>								
Alliant Energy	7102	05/05/2020	335.67	Util.				
				Sccb 3/17-4/17/20 util. D.L.	01000			335.67
	7103	05/05/2020	56.52	Util.				
				Sccb 3/31-4/30/20 util.	01000			56.52
	Vendor Total		392.19	*				
Ames Municipal Utilities	7104	05/05/2020	314.13	Util.				
				Sccb 3/23-4/22/20 util rvrsde	01000			314.13
	Vendor Total		314.13	*				
Aureon	7145	05/06/2020	523.81	Phone				
				Sccb May charges	01000			523.81
	Vendor Total		523.81	*				
Jean Borton	7105	05/05/2020	144.00	Sccb reimb. reservation fees	68000			144.00
	Vendor Total		144.00	*				
Kenneth Borwick	7106	05/05/2020	20.00	Sccb reimb. reservation fees	68000			20.00
	Vendor Total		20.00	*				
Brekke's Town & Country Store	7107	05/05/2020	221.80	Sup				
				Sccb seed/straw	01000	48777		221.80
	Vendor Total		221.80	*				
Capital City Equipment Co.	7147	05/06/2020	70.52	Veh Fls/Mnt				
				Sccb custodial supplies	01000			70.52
	Vendor Total		70.52	*				
Central Iowa Broadband	7148	05/06/2020	1,024.44	Comm Serv				
				Sccb May charges	01000	488000151		1,024.44
	Vendor Total		1,024.44	*				
Kathie Chaplin	7109	05/05/2020	84.00	Sccb reimb. reservation fees	68000			84.00

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		84.00	*				
Colo Telephone Co.	7112	05/05/2020	75.30	Comm. Srvs. Sccb phn HGP/May	01000			75.30
	Vendor Total		75.30	*				
Michael D Cox	7113	05/05/2020	36.04	Empl Mlg/Exp Sccb reimb. exp. 3/12-13 &4/22	01000			16.04
				Empl Mlg/Exp Sccb reimb. exp. 3/12-13 &4/22	01000			20.00
	Vendor Total		36.04	*				
Electronic Engineering	7151	05/06/2020	74.00	Eqp. Sccb tower service May	01000	80045013		74.00
	Vendor Total		74.00	*				
Marleen Griffith	7152	05/06/2020	172.00	Refund Sccb reimb reservation fees	68000			172.00
	Vendor Total		172.00	*				
Todd Hick	7153	05/06/2020	176.00	Refund Sccb reimb reservation fees	68000			176.00
	Vendor Total		176.00	*				
Houston Engineering Inc.	7155	05/06/2020	1,648.25	Serv Sccb Prof serv thru 4/11	01000	47970		1,648.25
	Vendor Total		1,648.25	*				
Iowa Regional Utilities Assoc	7160	05/06/2020	282.38	Util. Sccb water March/April	01000			282.38
	Vendor Total		282.38	*				
Iowa State University	7161	05/06/2020	2,050.00	Reg Sccb reimb conf. payments	73000	CPM4254		2,050.00
	Vendor Total		2,050.00	*				
Craig Krueger	7162	05/06/2020	20.00	Refund Sccb reimb reservation fees	68000			20.00
	Vendor Total		20.00	*				
Nicholas A Lennie	7163	05/06/2020	184.00	Engin. Sccb reimb reservation fees	68000			184.00
	Vendor Total		184.00	*				
Menards	7167	05/06/2020	352.86	Sup Sccb Supplies	01000	33560252		134.87
				Sup Sccb Supplies	01000	33560252		195.06
				Sup Sccb Supplies	01000	33560252		22.93
	Vendor Total		352.86	*				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Wanda Mennenga	7168	05/06/2020	15.00	Refund				
				Sccb reimb reservation fees	68000			15.00
			15.00	*				
Kimberley Morris	7170	05/06/2020	76.00	Refund				
				Sccb reimb reservation fees	68000			76.00
			76.00	*				
Orkin	7123	05/05/2020	73.71	Serv				
				Sccb pest control	01000	28623099		73.71
			73.71	*				
Portable Pro, Inc.	7175	05/06/2020	90.00	Equip Rent				
				Sccb restroom rentals April	01000	52541		90.00
			90.00	*				
Justin Rasmusson	7176	05/06/2020	100.00	Refund				
				Sccb reimb reservation fees	68000			100.00
			100.00	*				
Daniel J Simcox	7178	05/06/2020	148.49	Empl Mlg/Exp				
				Sccb Reimb boots	01000			148.49
			148.49	*				
Karen Stoner	7179	05/06/2020	164.00	Refund				
				Sccb reimb reservation fees	68000			164.00
			164.00	*				
Verizon Wireless	7141	05/06/2020	160.04	Phn				
				Sccb civil/new sim/xoom/phn	01000			160.04
	7181	05/06/2020	101.59	Phn				
				Sccb hotspt/tablet/iphn/pad	01000	9852669732		101.59
			261.63	*				
Vetter Equipment	7182	05/06/2020	312.12	Sup				
				Sccb Farmall parts	01000	I952332		304.32
				Sup				
				Sccb mower plugs	01000	I952472		7.80
			312.12	*				
Waste Management of Ames	7184	05/06/2020	2,849.76	Trash Serv				
				Sccb Garbage April	01000			2,849.76
			2,849.76	*				
City of Zearing	7189	05/06/2020	59.76	Util.				
				Sccb water 3/20-4/22/20	01000	128700		59.76
			59.76	*				
			12,016.19	**				

Department Total 12,016.19 **

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Aureon	7145	05/06/2020	91.64	Phone EnvHlth May charges	01000			91.64
	Vendor Total		91.64	*				
GTR, Inc	7082	05/05/2020	500.00	Well Plug EnvHlth plug abandon well	01000			500.00
	Vendor Total		500.00	*				
Ronald Huhn	7085	05/05/2020	500.00	Well Plug EnvHlth plug abandon well	01000			500.00
	Vendor Total		500.00	*				
Department Total			1,091.64	**				

Department 24 I.R.V.M.

Aureon	7145	05/06/2020	43.30	Phone Irvm May charges	11000			43.30
	Vendor Total		43.30	*				
Chitty Garbage Service Inc.	7110	05/05/2020	48.38	Serv Irvm bin rent/April	11000	2885996		48.38
	Vendor Total		48.38	*				
Coleman Moore Company	7111	05/05/2020	9,163.00	Rd Clrng Irvm logs/staples/stakes	11000	6637/6726		9,163.00
	Vendor Total		9,163.00	*				
Iowa Regional Utilities Assoc	7160	05/06/2020	30.68	Util. Irvm water March/April	11000			30.68
	Vendor Total		30.68	*				
Verizon Wireless	7181	05/06/2020	40.04	Phn Irvm hotsp/tablet/iphn/pad	11000	9852669732		40.04
	Vendor Total		40.04	*				
Department Total			9,325.40	**				

Department 25 Community Services

A & D Partnership	7057	05/05/2020	450.00	Rent Cser Rent April GA#1600	01000			450.00
	Vendor Total		450.00	*				
Aureon	7145	05/06/2020	68.20	Phone Cser May charges	01000			68.20
	Vendor Total		68.20	*				
Leland Lubka	7097	05/05/2020	400.00	Rent Cser rent April GA#0865	01000			400.00

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		400.00	*				
MTR Properties LLC	7118	05/05/2020	400.00	Rnt Cser Apr 2020 rent	01000	GA#3455		400.00
	Vendor Total		400.00	*				
Webster County Sheriff	7185	05/06/2020	36.00	Crt Cst Cser transportation	02000	202000031		36.00
	Vendor Total		36.00	*				
Department Total			1,354.20	**				
<u>Department 26 Community Life</u>								
Air Filter Sales and Service	7138	05/06/2020	50.17	Mnt Clp filters	01000	243820		50.17
	Vendor Total		50.17	*				
Alliant Energy	7140	05/06/2020	139.73	Util. Clp Util GH Duluth	01000	3805921000		139.73
	Vendor Total		139.73	*				
Ames Municipal Utilities	7143	05/06/2020	1,038.16	Util. Clp Util 11619-32064 / 34794	01000			1,038.16
	Vendor Total		1,038.16	*				
Kuberski Brother's Lawncare	7093	05/05/2020	300.00	Serv Clp mowing April	01000	1735		300.00
	Vendor Total		300.00	*				
Lowes Companies Inc.	7095	05/05/2020	35.05	Prt/Sup Clp plumbing supplies	01000	956947		35.05
	Vendor Total		35.05	*				
O'Donnell Ace Hardware	7120	05/05/2020	3.69	Supplies Clp tub stop	01000	K00083		3.69
	Vendor Total		3.69	*				
Orkin	7123	05/05/2020	231.04	Serv Clp pest control	01000	28623099		231.04
	Vendor Total		231.04	*				
Plumb Supply Co.	7174	05/06/2020	239.20	Sup Clp plumbing supplies	01000	200013		239.20
	Vendor Total		239.20	*				
Department Total			2,037.04	**				

Department 50 Human Services Center

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Air Filter Sales and Service	7138	05/06/2020	224.19	Mnt Hsc filters	01000	244721		224.19
	Vendor Total		224.19	*				
Aureon	7145	05/06/2020	17.05	Phone Hsc May charges	01000			17.05
	Vendor Total		17.05	*				
Boot Barn	7146	05/06/2020	139.73	Unfrms/Equip Hsc face masks	01000	18218931		139.73
	Vendor Total		139.73	*				
Capital City Equipment Co.	7147	05/06/2020	70.52	Veh Fls/Mnt Hsc custodial supplies	01000			70.52
	Vendor Total		70.52	*				
Century Link	7065	05/05/2020	153.00	Phn Hsc ph firealm/lobby 4/16-5/15	01000	3183/9349		153.00
	Vendor Total		153.00	*				
Government Forms & Supplies	7080	05/05/2020	555.18	Sup Hsc hand sanitizer	01000	320842		555.18
	Vendor Total		555.18	*				
Kuberski Brother's Lawncare	7093	05/05/2020	150.00	Serv Hsc mowing April	01000	1735		150.00
	Vendor Total		150.00	*				
Menards	7166	05/06/2020	12.87	Sup Hsc Supplies	01000	33560267		6.21
				Sup Hsc Supplies	01000	33560267		6.66
	Vendor Total		12.87	*				
Orkin	7123	05/05/2020	85.89	Serv Hsc pest control	01000	28623099		85.89
	Vendor Total		85.89	*				
Plumb Supply Co.	7174	05/06/2020	421.76	Sup Hsc plumbing supplies	01000	200013		421.76
	Vendor Total		421.76	*				
Schumacher Elevator Co.	7129	05/06/2020	434.32	Mnt Hsc elevator mnt	01000	90491184		434.32
	Vendor Total		434.32	*				
	Department Total		2,264.51	**				

Department 51 Facilities Management

Alliant Energy 7140 05/06/2020 6,392.25 Util.

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Fmgt Util	01000	2207811000		6,392.25
	Vendor Total		6,392.25	*				
Ames Municipal Utilities	7143	05/06/2020	25.56	Util.				
				Fmgt Util EM Shed	01000	2907631694		25.56
	Vendor Total		25.56	*				
Arnold Motor Supply	7061	05/05/2020	10.29	Mnt				
				Fmgt cable protector	01000	13NV073898		10.29
	Vendor Total		10.29	*				
Aureon	7145	05/06/2020	223.59	Phone				
				Fmgt May charges	01000			218.96
				Phone				
				Fgmt May charges	01000			4.63
	Vendor Total		223.59	*				
Boot Barn	7146	05/06/2020	139.72	Unfrms/Equip				
				Fmgt face masks	01000	18218931		139.72
	Vendor Total		139.72	*				
Capital City Equipment Co.	7147	05/06/2020	245.14	Veh Fls/Mnt				
				Fmgt custodial supplies	01000			245.14
	Vendor Total		245.14	*				
Crystal Clean	7070	05/05/2020	765.00	Cust. Sup.				
				Fmgt window cleaning	01000	23164		765.00
	Vendor Total		765.00	*				
Government Forms & Supplies	7080	05/05/2020	555.19	Sup				
				Fmgt hand sanitizer	01000	320842		555.19
	Vendor Total		555.19	*				
John Deere Financial	7091	05/05/2020	208.94	Sup				
				Fmgt uniform pants Bob/Jon	01000			208.94
	Vendor Total		208.94	*				
Kuberski Brother's Lawncare	7093	05/05/2020	445.00	Serv				
				Fmgt mowing April	01000	1735		445.00
	Vendor Total		445.00	*				
Lowes Companies Inc.	7095	05/05/2020	246.96	Prt/Sup				
				Fmgt plexiglass	01000	956068		246.96
	Vendor Total		246.96	*				
Menards	7166	05/06/2020	1,101.44	Sup				
				Fmgt Supplies	01000	33560267		1,101.44
	Vendor Total		1,101.44	*				
Nevada Lumber Co.	7171	05/06/2020	68.78	Equip prts/sup.				
				Fmgt lumber	01000	241148		47.36
				Equip prts/sup.				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Fmgt lumber	01000	241183/193		21.42
	Vendor Total		68.78	*				
City of Nevada	7119	05/05/2020	148.22	Util.	01000	2606001		148.22
	Vendor Total		148.22	Fmgt 3/2-4/1 water/sewer *				
Orkin	7123	05/05/2020	88.71	Serv	01000	28623099		88.71
	Vendor Total		88.71	Fmgt pest control *				
Schumacher Elevator Co.	7129	05/06/2020	699.35	Mnt	01000	90490984		699.35
	Vendor Total		699.35	Fmgt elevator mnt *				
Wild Water Car Wash & Pet Was	7186	05/06/2020	12.50	Veh Fls/Mnt	01000	8/26/2284		12.50
	Vendor Total		12.50	Fmgt vehicle maintenance *				
	Department Total		11,376.64	**				

Department 52 Information Technology

Aureon	7145	05/06/2020	366.11	Phone	01000			805.31-
				It May charges	01000			439.20
	Vendor Total		366.11-	Phone IT May charges *				
Central Iowa Broadband	7148	05/06/2020	1,252.00	Comm Serv	01000	488000151		1,252.00
	Vendor Total		1,252.00	IT internet May *				
Electronic Engineering	7150	05/06/2020	90.00	Eqp.	01000	80044889		90.00
	Vendor Total		90.00	IT May rental IPMUX *				
Newegg.Com	7172	05/06/2020	244.98	Sup	01000	1302749624		244.98
	Vendor Total		244.98	IT battery *				
Verizon Wireless	7141	05/06/2020	40.05	Phn	01000			40.05
	Vendor Total		40.05	IT civil/new sim/xoom/phn *				
	Department Total		1,260.92	**				

Department 53 Planning & Development

Aureon	7145	05/06/2020	178.20	Phone				
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Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				P&D May charges	11000			178.20
	Vendor Total		178.20	*				
USPS	7139	05/06/2020	13.00	P&D postage 4/20-5/3/20	11000			13.00
	Vendor Total		13.00	*				
	Department Total		191.20	**				
<u>Department 54 Justice Center Facilities</u>								
Alliant Energy	7140	05/06/2020	10,340.25	Util. Jc Util 7066690000	01000	9232541000		10,340.25
	Vendor Total		10,340.25	*				
Boot Barn	7146	05/06/2020	139.73	Unfrms/Equip Hsc face masks	01000	18218931		139.73
	Vendor Total		139.73	*				
Capital City Equipment Co.	7147	05/06/2020	487.98	Veh Fls/Mnt Jc custodial supplies	01000			487.98
	Vendor Total		487.98	*				
Government Forms & Supplies	7080	05/05/2020	555.19	Sup Jc hand sanitizer	01000	320842		555.19
	Vendor Total		555.19	*				
Kuberski Brother's Lawncare	7093	05/05/2020	1,950.00	Serv Jc mowing April	01000	1735		1,950.00
	Vendor Total		1,950.00	*				
Menards	7166	05/06/2020	6.66	Sup Jc Supplies	01000	33560267		6.66
	Vendor Total		6.66	*				
City of Nevada	7119	05/05/2020	1,701.97	Util. Jc 3/2-4/1 water/sewer	01000	36906001		1,701.97
	Vendor Total		1,701.97	*				
Orkin	7123	05/05/2020	112.20	Serv Jc pest control	01000	28623099		112.20
	Vendor Total		112.20	*				
Schumacher Elevator Co.	7129	05/06/2020	378.28	Mnt Jc elevator mnt	01000	90491185		378.28
	Vendor Total		378.28	*				
	Department Total		15,672.26	**				

Department 59 Dept. Human Services

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Aureon	7145	05/06/2020	942.14	Phone				
				Dhs May charges	01000			942.14
	Vendor Total		942.14	*				
Shred-It-USA	7192	05/07/2020	240.73	Serv				
				Dhs shredding	01000	8129585905		240.73
	Vendor Total		240.73	*				
Treasurer State of Iowa	7190	05/06/2020	28.00	Supp				
				Dhs Business cards	01000	12062		28.00
	Vendor Total		28.00	*				
Xerox Corporation	7191	05/06/2020	26.06	Serv				
				Dhs meter useage March	01000	10069247		26.06
	Vendor Total		26.06	*				
Department Total			1,236.93	**				
<u>Department 60 Mental Health Administr.</u>								
Aureon	7145	05/06/2020	102.30	Phone				
				Mh May charges	10000			102.30
	Vendor Total		102.30	*				
Department Total			102.30	**				
<u>Department 91 Insurances</u>								
Employee Benefit Systems	7074	05/05/2020	1,352.00	Ins				
				Ins admin fees May	91000	24581		1,352.00
	Vendor Total		1,352.00	*				
Story County Health Self Ins	7131	05/06/2020	6,717.58	Ins				
				Ins April claims	91000			6,717.58
	Vendor Total		6,717.58	*				
Department Total			8,069.58	**				
<u>Department 99 Countywide Services</u>								
Chitty Garbage Service Inc.	7149	05/06/2020	48.30	Serv				
				Cwde Recycling April	01000			48.30
	Vendor Total		48.30	*				
Amy Fritz	7077	05/05/2020	150.00	Serv				
				Cwde investigate/Harmon	01000			150.00
	Vendor Total		150.00	*				
HIRTA Public Transit	7154	05/06/2020	4,166.40	Serv.				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Cwde service March	01000			4,166.40
	Vendor Total		4,166.40	*				
Howrey Construction LLC	7156	05/06/2020	22,099.14	HOINT				
				Cwde TELC through 4/24/20	32000	3		22,099.14
	Vendor Total		22,099.14	*				
Iowa Division Investigations	7158	05/06/2020	60.00	Serv				
				Cwde serv fees mileage	02000	20-140		60.00
	Vendor Total		60.00	*				
Iowa Prison Industries	7088	05/05/2020	902.00	Sup				
				Cwde Decals	01000	954956		902.00
	Vendor Total		902.00	*				
McFarland Clinic	7099	05/05/2020	40.00	Serv				
				Cwde pre emp drug screen	01000	2836203		40.00
	Vendor Total		40.00	*				
Tiffany L Meredith	7116	05/05/2020	190.99	Mlg/Exp				
				Cwde reimb. exp. 2/17 & 4/24	02000			190.99
	Vendor Total		190.99	*				
MGMC Home Health & Hospice Sr	7115	05/05/2020	18,899.40	Serv.				
				Cwde IDPH grants/Feb.	01000			18,899.40
	7169	05/06/2020	122,490.09	Serv.				
				Cwde service Oct 2019-Mar 2020	01000			122,490.09
	Vendor Total		141,389.49	*				
One Source	7122	05/05/2020	84.25	Serv				
				Cwde background checksx4	01000	20200430		84.25
	Vendor Total		84.25	*				
Polk County Sheriff's Office	7125	05/06/2020	48.40	Crt Cst				
				Cwde srv/WilliamsII FECR054749	02000	3044		48.40
	Vendor Total		48.40	*				
TASC	7136	05/06/2020	517.65	Ins.				
				Cwde flex benefit/June	02000	IN1750212		517.65
	Vendor Total		517.65	*				
Volunteer Center of Story Co	7183	05/06/2020	1,637.98	Serv				
				Cwde service Jan-April 2020	01000			1,072.50
				Serv				
				Cwde service Jan-April 2020	01000			565.48
	Vendor Total		1,637.98	*				
WEX Bank	7144	05/06/2020	130.15	Veh fls/mnt				
				Shrf fuel/April	01000	65296051		90.42
				Veh fls/mnt				
				Shrf fuel/April/mrap	22000	65296051		39.73
	Vendor Total		130.15	*				

Disbursement Date 05/14/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Youth & Shelter Services, Inc	7187	05/06/2020	7,880.16	Serv. Cwde service March 2020	01000			7,880.16
	7188	05/06/2020	5,802.08	Serv. Cwde service March 2020	01000			2,473.75
				Serv. Cwde service March 2020	01000			3,328.33
	Vendor Total		13,682.24	*				
	Department Total		185,146.99	**				
	Report Total		849,859.40	***				

The above claims are approved except as indicated for warrants issued 05/14/2020

Claims Disapproved: Total Claims \$ 849,859.40

Claim No.	By	Board of Supervisors
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Totals by Department

01	Board Of Supervisors	970.27
02	Auditor	13,697.61
03	Treasurer	2,239.65
04	County Attorney	1,655.57
05	Sheriff	84,627.24
07	Recorder	1,923.10
08	Animal Control	2,705.02
20	County Engineer	489,789.58
21	Veterans Affairs	1,105.56
22	Conservation Board	12,016.19
23	Environmental Health	1,091.64
24	I.R.V.M.	9,325.40
25	Community Services	1,354.20
26	Community Life	2,037.04
50	Human Services Center	2,264.51
51	Facilities Management	11,376.64
52	Information Technology	1,260.92
53	Planning & Development	191.20
54	Justice Center Facilities	15,672.26

Date - 5/08/20
Time - 7:28:17

Story County - Accounting
Summary of Claims to be Paid by Department

Program - AA31084
Page - 25

Disbursement Date 05/14/2020

Totals by Department

59	Dept. Human Services	1,236.93
60	Mental Health Administr.	102.30
91	Insurances	8,069.58
99	Countywide Services	185,146.99
	Final Total	849,859.40

End of report

Applicant License Application (LC0018284)

Name of Applicant: <u>Ballard Golf & Country Club</u>		
Name of Business (DBA): <u>Ballard Golf & Country Club</u>		
Address of Premises: <u>30608 N Hwy 69</u>		
City <u>Huxley</u>	County: <u>Story</u>	Zip: <u>5012400</u>
Business	<u>(515) 597-2266</u>	
Mailing	<u>PO Box 190</u>	
City <u>Huxley</u>	State <u>IA</u>	Zip: <u>501240000</u>

Contact Person

Name <u>Matt Gatchel</u>	
Phone: <u>(515) 597-2266</u>	Email <u>manager@ballardgolf.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 07/12/2019 2020

Expiration Date: 07/11/2020 2021

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Mike Pendleton

First Name: Mike **Last Name:** Pendleton
City: Ankeny **State:** Iowa **Zip:** 50021
Position: Vice President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Paula Eichinger

First Name: Paula **Last Name:** Eichinger
City: Slater **State:** Iowa **Zip:** 50244
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Al Warford

First Name: Al **Last Name:** Warford
City: Ankeny **State:** Iowa **Zip:** 50021



**GILBERT - FRANKLIN TOWNSHIP
FIRE & EMERGENCY RESPONSE AGENCY**

**GILBERT IOWA FIREFIGHTERS'
ASSOCIATION**

Dive Team Storage Rental Agreement

Lessee: Story County Sheriff's Office- Dive

Team Attn: Lt. Gary Backous

1315 South B Ave.

Nevada, IA 50201

1. This rental agreement is between the Gilbert Franklin Twp. Fire & Rescue Agency (GFFD) , and the Lessee to store the following equipment in the fire department located at 1 05 SE 2nd St. Gilbert, IA: International Rescue Truck, Dive team boat & trailer, Equipment Storage Lockers w/ associated dive equipment.
2. The term of this rental agreement is for 12 months, and shall commence on July 1, 2019 and expire on June 30, 2020.
3. Total rental charges for the year ,viii be \$5000.00, and can be paid \$2500.00 semi-annually on or about July 1 and Dec. 1 to:

Gilbert/Franklin Twp. Fire & Rescue Agency PO Box 1
Gilbert, IA 50105
4. This contract may be terminated by either party upon 30 days' prior written notice to the other party. In the event of termination, any prepaid rent will be refunded to the lessee within 30 days of vacating the property. Any damages to GFFD facilities caused by the lessee will be deducted from any prepaid rent before refunding to the lessee. GFFD will provide a written estimate for the damages and the costs estimated for the repairs to the lessee.



**GILBERT - FRANKLIN TOWNSHIP
FIRE & EMERGENCY RESPONSE
AGENCY**

**GILBERT IOWA FIREFIGHTERS'
ASSOCIATION**

5. Lessee is responsible for providing its own insurance for goods stored. GFFD carries no insurance for goods stored and is NOT responsible for damage to lessee's goods caused by fire, water, natural disaster, vandalism, burglary, or any other cause.
6. GFFD agrees to provide electrical outlets for the use of battery chargers.
7. Lessee will have access to GFFD by using the keypad on any of the 3 walk in doors. The 4 digit numeric code will be emailed only to authorized members designated by the lessee, and new codes will immediately be emailed out if they are changed.
8. Lessee agrees to keep all equipment in the northern most bay in GFFD, and/or any other areas approved by the Fire Chief.
9. Lessee understands that GFFD vehicles may be parked in front of Lessee equipment, and may need to be moved for Dive Team equipment to get in or out of the building. Designated members of GFFD and the Dive Team will be trained by each other on how to operate any equipment that will need to be moved by the other agency for any reason. Only trained and authorized members will be allowed to operate the other agency's equipment.
Current copies of this list of authorized members will be maintained by each agency.
10. This agreement is governed by the laws of the State of Iowa with venue in Story County District Court.

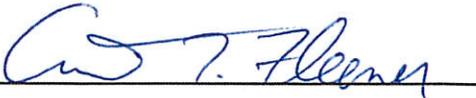
Agreement: I understand and agree to adhere to this rental agreement as written. Any changes or modifications to this rental agreement will need to be made in writing and signed/dated by all parties.

X

Story County Board of Supervisors

X 

GFFD Fire Chief

X 

GFFD Board President



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

<i>Invoice No</i>	<i>Date</i>	<i>Page</i>
020-24256	05/01/2020	1 of 1

Questions:
 Tyler Technologies - Courts & Justice
 Phone: 1-800-772-2260 Press 2, then 3
 Email: ar@tylertech.com



Bill To: Story County Sheriff's Office
 900 6th St
 Nevada, IA 50201

Ship To: Story County Sheriff's Office
 900 6th St
 Nevada, IA 50201

<i>Cust No.-BillTo-ShipTo</i>	<i>Ord No</i>	<i>PO Number</i>	<i>Currency</i>	<i>Terms</i>	<i>Due Date</i>
44700 - 11935 - 11935	100338		USD	NET30	05/31/2020

<i>Date</i>	<i>Description</i>	<i>Units</i>	<i>Rate</i>	<i>Extended Price</i>
Contract No.: Story Coun				
	CivilServe Annual Support	1	5,796.38	5,796.38
Maintenance: Start: 08/Jun/2020, End: 07/Jun/2021				

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	5,796.38
Sales Tax	0.00
Invoice Total	5,796.38



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-289326	03/31/2020	1 of 1

Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com



Bill To: Story County
 Attn: Recorder
 900 Sixth Street
 Nevada, IA 50201

Ship To: Story County
 Attn: Recorder
 900 Sixth Street
 Nevada, IA 50201

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44700 - 14300 - 14300	68414	2012-0018 Amendment	USD	NET45	05/15/2020

Description

Eagle Recorder Contract - Subscription - Year 4 - 04/01/2020 - 03/31/2021 **Extended Price**
17,891.00

Milestone Details

Description:	Contract Amount:	Percent Invoiced:	Amount Invoiced:
Subscription Fee - On Premise - Eagle Document Recording	84,615.00	20%	16,923.00
Subscription Fee - On Premise - Eagle Document Recording	1,760.00	25%	440.00
Subscription Fee - On Premise - Eagle Document Recording Public Seat License (6) and Hosting for Assessor's Office	1,584.00	33%	528.00

****ATTENTION****

Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	17,891.00
Sales Tax	0.00
Invoice Total	17,891.00

DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER

Prepared By: Amelia Schoeneman, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245
Please Return to the Story County Planning & Development Department

Please return to:
Planning & Development

**STORY COUNTY IOWA
RESOLUTION OF THE BOARD OF SUPERVISORS
RESOLUTION NO. 20-89**

SETTING DATE AND TIME FOR PUBLIC HEARING FOR MAY 19, 2020, FOR FIRST CONSIDERATION OF ORDINANCE NO. 288 AMENDING CERTAIN BOUNDARIES OF THE OFFICIAL ZONING MAP OF STORY COUNTY IOWA, AS REFERENCED IN SECTIONS 86.02 OF THE STORY COUNTY CODE OF ORDINANCES, FOR PORTIONS OF THE NORTHWEST QUARTER OF SECTION 7 OF FRANKLIN TOWNSHIP (PARCEL 05-07-100-105, 05-07-100-200, 05-07-100-400, and 05-07-100-305) AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 500TH AVENUE AND 170TH STREET, UNDER THE OWNERSHIP OF QUARRY ESTATES, LLC, 619 EAST LINCOLN WAY, AMES, IOWA, FROM THE A-1 AGRICULTURAL ZONING DISTRICT AND R-1 TRANSITIONAL RESIDENTIAL DISTRICT TO THE GREENBELT-CONSERVATION DISTRICT AND RESOLUTION #20-90 CORNERSTONE TO CAPSTONE (C2C) COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT FROM THE RURAL RESIDENTIAL AREA TO THE AGRICULTURAL CONSERVATION AREA AND THE NATURAL RESOURCE AREA AND FROM THE AGRICULTURAL CONSERVATION AREA TO THE NATURAL RESOURCE AREA.

WHEREAS, the Board of Supervisors approved the *Code of Ordinances of Story County, Iowa*, on May 21, 2013, and amended on May 29, 2018; and

WHEREAS, Section 1.11 (2)(A) states a proposed ordinance shall be considered and receive a favorable vote for passage in accordance with Section 331.302 (6) of the Code of Iowa, as amended; and

AND WHEREAS, Section 1.11 (2)(B) states the title of the proposed ordinance shall be published in accordance with Section 331.305 of the *Code of Iowa*, as amended, prior to its first consideration by the Board. Copies of the full text of the ordinance shall be made available to the public at the time of publication at the office of the County Auditor, and the published notice shall specify where such copies may be obtained; and

AND WHEREAS, at their May 6, 2020, meeting, the Story County Planning and Zoning Commission recommended approval (7-0) of the Official Zoning Map Amendment and C2C Future Land Use Map Amendment request.

NOW THEREFORE BE IT RESOLVED that a public hearing date on this matter be held on the proposed Ordinance No. 288 and Resolution #20-90 on the 19th day of May, 2020, in the Public Meeting Room of the Story County Administration Building, 900 6th Street Nevada, Iowa, at 10:00 AM and the Board of Supervisors directs Planning and Development staff to place copies of the full text of the ordinance with the Office of the County Auditor.

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution upon its approval by the Board of Supervisors.

Dated this ____ day of _____, 20 ____.

Chairperson, Board of Supervisors

Attest:

County Auditor

<u>ROLL CALL</u>	<u>Lauris Olson</u>	Yea ___	Nay ___	Absent ___
<u>FOR ALLOWANCE</u>	<u>Lisa Heddens</u>	Yea ___	Nay ___	Absent ___
	<u>Linda Murken</u>	Yea ___	Nay ___	Absent ___

<u>ALLOWED BY VOTE</u>				
<u>OF BOARD</u>		Yea ___	Nay ___	Absent ___

CHAIRPERSON

Above tabulation made by _____



Memorandum

To: Story County Board of Supervisors
Through: Michael D. Cox, Director
From: Patrick Shehan, Special Projects Ranger
Date: May 12, 2020
Re: Consideration of construction contract award for the Heart of Iowa Nature Trail paving project from Huxley and the South Skunk River Bridge.

Bids have been received/opened by the Iowa Department Of Transportation for the Phase 2 Heart of Iowa Nature Trail (HOINT) paving project. This project includes the paving of the HOINT between Huxley and the South Skunk River Bridge. Attached are the bid recommendation reports from Snyder and Associates to the SCCB. Snyder and Associates is recommending award of: 1) the construction contract to the low responsive, responsible bidder; and 2) authorization to proceed with a funding agreement with Story County for the allocation of the contract costs. Snyder and Associates is recommending to enter a funding agreement (provided and acted upon at a later date) for the Story County share of the costs--written on a not-to-exceed basis. The bid tabulation follows:

Howrey Construction, Inc.....	\$1,006,054.06
Absolute Concrete Construction, Inc.....	\$1,136,869.70
Con-Struct, Inc.....	\$1,138,964.00

The Engineers Opinion of Probable Construction Costs was \$1,020,328.40. The low bid was 1.4% below the Engineers Opinion of Probable Construction Costs. SCCB has received two grants towards this project totaling \$730,000, and this project is within our allocated budget.

Story County Conservation Board recommends your approval.

Approval _____

Disapproval _____

Date _____

Date _____



April 23, 2020

Mr. Pat Shehan
Special Projects Ranger
Story County Conservation
56461 180th Street
Ames, IA 50010-9451

RE: RECOMMENDATION OF AWARD
HEART OF IOWA NATURE TRAIL PAVING – HUXLEY TO SOUTH SKUNK RIVER BRIDGE
S&A PROJECT NO. – 119.0985.01

Dear Pat:

On Tuesday, April 21, 2020 the Iowa DOT received three (3) bids for the Heart of Iowa Nature Trail Paving – Huxley to South Skunk River Bridge project. The three bidders are noted below with the apparent bid totals:

Howrey Construction, Inc.....	\$1,006,054.06
Absolute Concrete Construction, Inc.....	\$1,136,869.70
Con-Struct, Inc.....	\$1,138,964.00

The Engineers Opinion of Probable Construction Costs was \$1,020,328.40. The low bid was 1.4% below the Engineers Opinion of Probable Construction Costs.

You can expect contract documents from the Iowa DOT Contracts and Specifications Bureau in the near future which allows the County to either concur with and accept the bid results or reject the bids and re-let the project.

Snyder & Associates, Inc. recommends that Story County Conservation award the Heart of Iowa Nature Trail Paving –Huxley to South Skunk River Bridge project to Howrey Construction, Inc.

If you have any questions relating to the award of this project, please don't hesitate to call.

Sincerely,
SNYDER & ASSOCIATES, INC.


Andy Burke, P.E.
Project Manager

CC: Mike Cox, Director, Story County Conservation

CONTRACT

Letting Date: Apr 21, 2020 10:00 A.M.

Contract ID: 85-C085-154

Call Order No.: 111

County: STORY

Project Engineer: SNYDER AND ASSOCIATES
(ANKENY)

Cost Center: 849300

Object Code: 890

DBE Commitment: \$38,583.00

Contract Work Type: PCC SIDEWALK/TRAIL

This agreement made and entered by and between the Contracting Authority,
BOARD OF SUPERVISORS OF STORY COUNTY
and Contractor,

HOWREY CONSTRUCTION, INC.

Vendor ID: HO811

City: ROCKWELL
CITY

State: IA

It is agreed that the notice and instructions to bidders, the proposal filed by the Contractor, the specifications, the plan, if any, for project(s) listed herein, together with Contractor's performance bond, are made a part hereof and together with this instrument constitute the contract. This contract contains all of the terms and conditions agreed upon by the parties hereto.

Contractor, for and in considerations of \$ 1,006,054.06 payable as set forth in the specifications constituting a part of this contract, agrees to construct various items of work and/or provide various materials or supplies in accordance with the plans and specifications therefore, and in the locations designated in the Notice to Bidders.

Contractor certifies by signature on this contract, under pain of penalties for false certification, that the Contractor has complied with Iowa Code Section 452A.17(8) as amended, if applicable, and Iowa Code Section 91C.5 (Public Registration Number), if applicable.

In consideration of the foregoing, Contracting authority hereby agrees to pay the Contractor promptly and according to the requirements of the specifications the amounts set fourth, subject to the conditions as set forth in the specifications.

It is further understood and agreed that the above work shall also be commenced or completed in accordance with Contract Time of this Contract and assigned Notes.

To accomplish the purpose herein expressed, the Contracting authority and Contractor have signed this and one other identical instrument.

For Federal-Aid Contracts the Contractor certifies that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the contract.



04/23/2020 13:06:16

AASHTOWare Project™ Version 4.2.2 Revision 034

Page 1 of 4

Contract Project(s)

Contract ID: 85-C085-154

Call Order No.: 111

Letting Date: Apr 21, 2020 10:00 A.M.

Project Number: TAP-R-C085(154)--8T-85

County: STORY

Project Work Type: PCC SIDEWALK/TRAIL

Accounting ID: 36826

Location: Heart of Iowa Natural Trail - Huxley to South Skunk River Bridge Hard Surfacing and Trail Improvements

Route: HEART OF IOWA TRAIL

Federal Aid - Predetermined Wages are in Effect



04/23/2020 13:06:16

AASHTOWare Project™ Version 4.2.2 Revision 034

Page 2 of 4

Contract Time

Contract ID: 85-C085-154

Call Order No.: 111

Letting Date: Apr 21, 2020 10:00 A.M.

Site ID	Site Details			Liquidated Damages
00	Late Start Date	06/22/2020	75 WORK DAYS	\$1,000.00

(*) - Indicates Cost Plus Time Site. See Schedule of Items for Cost Per Unit



04/23/2020 13:06:16

AASHTOWare Project™ Version 4.2.2 Revision 034

Page 3 of 4

Notes

Contracts ID: 85-C085-154

Call Order No.: 111

Letting Date: Apr 21, 2020 10:00 A.M.

Notes :

There are no notes for this contract.



04/23/2020 13:06:16

AASHTOWare Project™ Version 4.2.2 Revision 034

Page 4 of 4

Contract Addenda

Contract ID: 85-C085-154

Call Order No.: 111

Letting Date: Apr 21, 2020 10:00 A.M.

No Addenda for this Contract.

Contract Specifications List

Contract ID: 85-C085-154

Call Order No.: 111

Letting Date: April 21, 2020 10:00 A.M.

Note	Description
001.2015	<p>*** STANDARD SPECIFICATIONS -- SERIES 2015 *** The Iowa Department of Transportation STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION, SERIES 2015, plus applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications AND Special Provisions shall apply to construction work on this contract.</p>
410.11	<p>*** STORM WATER POLLUTION PREVENTION PLAN *** A Storm Water Pollution Prevention Plan has been developed by the Contracting Authority for one or more projects on this contract. See the project plans (or other contract document) for specific Storm Water Pollution Prevention Plan details.</p>
500.01	<p>*** WINTER WORK *** The free time allowed between November 15 and April 1 will not be permitted on this project. The Contractor shall work during the winter on all working days as defined in Article 1101.03 'Working Day'.</p>
FHWA-1273.05	<p>FHWA-1273: REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS</p>
GS-15010	<p>GENERAL SUPPLEMENTAL SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION</p>

Contract Specifications List

Page 2 of 2

Contract ID: 85-C085-154

Call Order No.: 111

Letting Date: April 21, 2020 10:00 A.M.

IA20-81.0 PREDETERMINED WAGE RATE - GENERAL DECISION NUMBER IA20200081
FOR HEAVY AND HIGHWAY CONSTRUCTION -- STATEWIDE (EXCEPT SCOTT
COUNTY)

Note: The Contractor shall review the contract documents and
is responsible for identifying which zone(s), as defined
in the Predetermined Wage Rate specification, apply to
the work on the contract.

***** Additional Requirement *****

The Prime Contractor shall submit certified payrolls for itself and each approved
Subcontractor weekly to the Project Engineer. The Contractor may use the Iowa D.O.T.
Certified Payroll form or other approved form. The Contractor shall list the craft for
each employee covered by the Predetermined Wage Rates. The Prime Contractor
shall sign each of the Subcontractor's payrolls to acknowledge the submittal of the
Certified Payroll.



Contract Schedule

Contract ID: 85-C085-154

Awarded Vendor: HO811

HOWREY CONSTRUCTION, INC.

SECTION 0001

PCC TRAIL ITEMS

\$1,006,054.06

Alt Set ID:

Alt Mbr ID:

Contract Line Number	Item Number Item Description	Item Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cents	Dollars	Cents
0010	2101-0850001 CLEARING AND GRUBBING	2.000 ACRE	4,100.00		8,200.00	
0020	2102-2710070 EXCAVATION, CLASS 10, ROADWAY AND BORROW	2,718.900 CY	10.25		27,868.73	
0030	2102-2710090 EXCAVATION, CLASS 10, WASTE	934.500 CY	15.50		14,484.75	
0040	2102-2713090 EXCAVATION, CLASS 13, WASTE	118.500 CY	18.25		2,162.63	
0050	2110-8200000 CONSTRUCTION OF SOIL AGGREGATE SUBBASE	3.200 MILE	11,450.00		36,640.00	
0060	2123-7450020 SHOULDER FINISHING, EARTH	167.940 STA	237.50		39,885.75	
0070	2301-1032080 STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 2 DURABILITY, 8 IN.	533.300 SY	80.00		42,664.00	
0080	2502-8212036 SUBDRAIN, LONGITUDINAL, (SHOULDER) 6 IN. DIA.	5,100.200 LF	11.50		58,652.30	
0090	2502-8221306 SUBDRAIN OUTLET, DR-306	4.000 EACH	350.00		1,400.00	
0100	2507-3250005 ENGINEERING FABRIC	44.000 SY	5.00		220.00	
0110	2507-8029000 EROSION STONE	20.000 TON	65.00		1,300.00	
0120	2511-0300000 REMOVAL OF RECREATIONAL TRAIL	1,513.300 SY	12.00		18,159.60	



Contract Schedule

Contract ID: 85-C085-154

Awarded Vendor: HO811

HOWREY CONSTRUCTION, INC.

SECTION 0001

PCC TRAIL ITEMS

\$1,006,054.06

Alt Set ID:

Alt Mbr ID:

Contract Line Number	Item Number Item Description	Item Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cents	Dollars	Cents
0130	2511-0302600 RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN.	18,535.200 SY	31.50		583,858.80	
0140	2511-0302800 RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 8 IN.	56.700 SY	80.00		4,536.00	
0150	2511-7528101 DETECTABLE WARNINGS	200.000 SF	49.00		9,800.00	
0160	2518-6910000 SAFETY CLOSURE	10.000 EACH	300.00		3,000.00	
0170	2519-3280000 FENCE, FIELD	627.000 LF	6.50		4,075.50	
0180	2519-3300400 FIELD FENCE BRACE PANELS	12.000 EACH	275.00		3,300.00	
0190	2519-4200140 REMOVAL OF FENCE, FIELD	627.000 LF	2.00		1,254.00	
0200	2524-6765010 REMOVE AND REINSTALL SIGN AS PER PLAN	15.000 EACH	275.00		4,125.00	
0210	2526-8285000 CONSTRUCTION SURVEY	LUMP SUM			10,000.00	
0220	2527-9263109 PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	1.920 STA	900.00		1,728.00	
0230	2528-8445110 TRAFFIC CONTROL	LUMP SUM			18,000.00	
0240	2533-4980005 MOBILIZATION	LUMP SUM			40,000.00	



Contract Schedule

Contract ID: 85-C085-154

Awarded Vendor: HO811

HOWREY CONSTRUCTION, INC.

SECTION 0001

PCC TRAIL ITEMS

\$1,006,054.06

Alt Set ID:

Alt Mbr ID:

Contract Line Number	Item Number Item Description	Item Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cents	Dollars	Cents
0250	2599-9999005 (‘EACH’ ITEM) 6 INCH SUBDRAIN CLEANOUT	13.000 EACH	150.00		1,950.00	
0260	2599-9999005 (‘EACH’ ITEM) PERFORATED STANDPIPE	2.000 EACH	275.00		550.00	
0270	2599-9999010 (‘LUMP SUM’ ITEM) SIGNING	LUMP SUM			12,000.00	
0280	2601-2634105 MULCHING, BONDED FIBER MATRIX	11.800 ACRE	2,530.00		29,854.00	
0290	2601-2636043 SEEDING AND FERTILIZING (RURAL)	5.900 ACRE	850.00		5,015.00	
0300	2601-2642100 STABILIZING CROP - SEEDING AND FERTILIZING	5.900 ACRE	450.00		2,655.00	
0310	2602-0000309 PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.	4,490.000 LF	3.00		13,470.00	
0320	2602-0000350 REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	4,490.000 LF	0.50		2,245.00	
0330	2602-0010010 MOBILIZATIONS, EROSION CONTROL	4.000 EACH	500.00		2,000.00	
0340	2602-0010020 MOBILIZATIONS, EMERGENCY EROSION CONTROL	1.000 EACH	1,000.00		1,000.00	
Total Bid:						\$1,006,054.06

**REQUIRED CONTRACT PROVISIONS
FEDERAL-AID CONSTRUCTION CONTRACTS**

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60, 29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract).

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

1. Equal Employment Opportunity: Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under

this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract.

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."

2. EEO Officer: The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.

3. Dissemination of Policy: All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment: When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions: Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or disability. The following procedures shall be followed:

a. The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are

applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants /

Employees with Disabilities: The contractor must be familiar

with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurance Required by 49 CFR 26.13(b):

a. The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

b. The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the contracting agency deems appropriate.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women;

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on [Form FHWA-1391](#). The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor

will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

1. Minimum wages

a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions

of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b.(1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is utilized in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(3) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or

will notify the contracting officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program. Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

2. Withholding

The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and basic records

a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-

Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b.(1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency..

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(i) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(2) of this section.

(4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and trainees

a. Apprentices (programs of the USDOL).

Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly

rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b. Trainees (programs of the USDOL).

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

d. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

c. The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages. The FHWA or the contacting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;

(2) the prime contractor remains responsible for the quality of the work of the leased employees;

(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and

(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.

2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is

evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.

2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200.

1. Instructions for Certification – First Tier Participants:

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this

covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which

this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the

department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

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General Decision Number: IA20200081 01/03/2020

Superseded General Decision Number: IA20190081

State: Iowa

Construction Types: Heavy and Highway

Counties: Iowa Statewide.

STATEWIDE EXCEPT SCOTT COUNTY HEAVY CONSTRUCTION PROJECTS
(Does not include work on or pertaining to the Mississippi or Missouri Rivers or on Water and Sewage Treatment Plants), **AND HIGHWAY PROJECTS** (does not include building structures in rest areas)

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.80 for calendar year 2020 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.80 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2020. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date
0	01/03/2020

SUIA2019-001 10/18/2017

CLASSIFICATION	Rates	Fringes
CARPENTER AND PILEDRIVERMEN:		
ZONE 1	27.92	13.28
ZONE 2	26.03	13.38
ZONE 3	26.03	13.38
ZONE 4	25.55	10.80
ZONE 5 **	24.45	9.20
CONCRETE FINISHER:		
ZONE 1	27.50	7.10
ZONE 2	27.50	7.10
ZONE 3	27.50	7.10
ZONE 4	24.85	6.10
ZONE 5	23.80	6.10

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**ELECTRICIAN (STREET AND HIGHWAY LIGHTING
AND TRAFFIC SIGNALS)**

ZONE 1, 2, AND 3	24.45	6.50
ZONE 4	23.15	6.50
ZONE 5	21.00	6.50

IRONWORKER: (SETTING OF STRUCTURAL STEEL)

ZONE 1	30.50	10.70
ZONE 2	28.41	10.70
ZONE 3	28.41	11.00
ZONE 4	26.35	9.50
ZONE 5 **	24.50	9.05

LABORER:

ZONE 1, 2, AND 3		
GROUP AA	25.53	9.18
GROUP A	23.15	9.18
GROUP B	21.30	9.18
GROUP C	18.22	9.18
ZONE 4		
GROUP A	20.82	8.63
GROUP B	19.50	8.63
GROUP C	16.62	8.63
ZONE 5		
GROUP A	21.32	7.18
GROUP B	18.82	7.18
GROUP C	17.97	7.18

POWER EQUIPMENT OPERATOR:

ZONE 1		
GROUP A	31.75	14.55
GROUP B	30.20	14.55
GROUP C	27.70	14.55
GROUP D	27.70	14.55
ZONE 2		
GROUP A	31.05	14.55
GROUP B	29.45	14.55
GROUP C	26.90	14.55
GROUP D	26.90	14.55
ZONE 3		
GROUP A	29.05	23.30
GROUP B	27.25	23.30
GROUP C	26.25	23.30
GROUP D	26.25	23.30
ZONE 4		
GROUP A	30.55	11.65
GROUP B	29.41	11.65
GROUP C	27.33	11.65
GROUP D	27.33	11.65

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ZONE 5

GROUP A	27.37	9.60
GROUP B	26.33	9.60
GROUP C	24.60	9.60
GROUP D	23.60	9.60

TRUCK DRIVER (AND PAVEMENT MARKING DRIVER/SWITCHPERSON)

ZONE 1	23.85	10.85
ZONE 2	23.85	10.85
ZONE 3	23.85	10.85
ZONE 4	23.85	6.65
ZONE 5	21.90	6.65

ZONE DEFINITIONS

- ZONE 1 The Counties of Polk, Warren and Dallas for all Crafts, and Linn County Carpenters only.
- ZONE 2 The Counties of Dubuque for all Crafts and Linn County for all Crafts except Carpenters.
- ZONE 3 The Cities of Burlington, Clinton, Fort Madison, Keokuk, and Muscatine (and abutting municipalities of any such cities).
- ZONE 4 Story, Black Hawk, Cedar, Jasper, Jones, Jackson, Louisa, Madison, and Marion Counties; Clinton County (except the City of Clinton), Johnson County, Muscatine County (except the City of Muscatine), the City of Council Bluffs, Lee County and Des Moines County.
- ZONE 5 All areas of the state not listed above.

LABORER CLASSIFICATIONS - ALL ZONES

GROUP AA – {Skilled pipelayer (sewer, water and conduits) and tunnel laborers; Asbestos abatement worker} (Zones 1, 2, and 3).

GROUP A – Carpenter tender on bridges and box culverts; curb machine (without a seat); deck hand; diamond & core drills; drill operator on air tracs, wagon drills and similar drills; form setter/stringman on paving work; gunnite nozzleman; joint sealer kettleman; laser operator; powderman tender; powderman/blaster; saw operator; sign erector*; {pipelayer (sewer, water, and conduits); tunnel laborer; Asbestos abatement worker} (Zones 4 and 5).

GROUP B - Air, gas, electric tool operator; barco hammer; carpenter tender; caulker; chain sawman; compressor (under 400 cfm); concrete finisher tender; concrete processing materials and monitors; cutting torch on demolition; drill tender; dumpmen; electric drills; fence erectors; form line expansion joint assembler; form tamper; general laborer; grade checker; handling and placing metal mesh, dowel bars, reinforcing bars and chairs; hot asphalt laborer; installing temporary traffic control devices; jackhammerman; mechanical grouter; painter (all except strippers); paving breaker; planting trees, shrubs and flowers; power broom (not self-propelled); power buggyman; rakers; rodman (tying reinforcing steel); sandblaster; seeding and mulching;

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sewer utility topman/bottom man; spaders; stressor or stretcherman on pre or post tensioned concrete; stringman on re/surfacing/no grade control; swinging stage, tagline, or block and tackle; tampers; timberman; tool room men and checkers; tree climber; tree groundman; underpinning and shoring caissons over twelve feet deep; vibrators; walk behind trencher; walk behind paint strippers; walk behind vibrating compactor; water pumps (under three inch); work from bosun chair.

GROUP C - Scale weigh person; traffic control/flagger, surveillance or monitor; water carrier.

POWER EQUIPMENT OPERATOR CLASSIFICATIONS - ALL ZONES

GROUP A - All terrain (off road) forklift, Asphalt breakdown roller (vibratory); Asphalt laydown machine; asphalt plant; Asphalt screed; bulldozer (finish); central mix plant; concrete pump; crane; crawler tractor pulling scraper; directional drill (60,000 (lbs) pullback and above); dragline and power shovel; dredge engine; excavator (over ½ cu. yd.); front end loader (4 cy and over); horizontal boring machine; master mechanic; milling machine (over 350 hp); motor grader (finish); push cat; rubber tired backhoe (over ½ cu. yd.); scraper (12 cu. yd. and over or finish); Self-propelled rotary mixer/road reclaimer; sidebroom tractor; slipform portland concrete paver; tow or push boat; trenching machine (Cleveland 80 or similar).

GROUP B - Articulated off road hauler, asphalt heater/planer; asphalt material transfer vehicle; Asphalt roller; belt loader or similar loader; bulldozer (rough); churn or rotary drill; concrete curb machine; crawler tractor pulling ripper, disk or roller; deck hand/oiler; directional drill (less than 60,000 (lbs) pullback); distributor; excavator (1/2 cu. yd. and under); form riding concrete paver; front end loader (2 to less than 4 cu. yd.); group equipment greaser; mechanic; milling machine (350 hp. and less); paving breaker; portland concrete dry batch plant; rubber tired backhoe (1/2 cu. yd. and under); scraper (under 12 cy); screening, washing and crushing plant (mobile, portable or stationary); shoulder machine; skid loader (1 cu. yd. and over); subgrader or trimmer; trenching machine; water wagon on compaction.

GROUP C - Boom & winch truck; concrete spreader/belt placer; deep wells for dewatering; farm type tractor (over 75 hp.) pulling disc or roller; forklift; front end loader (under 2 cu. yd.); motor grader (rough); pile hammer power unit; pump (greater than three inch diameter); pumps on well points; safety boat; self-propelled roller (other than asphalt); self-propelled sand blaster or shot blaster, water blaster or striping grinder/remover; skid loader (under 1 cu. yd.); truck mounted post driver.

GROUP D - Boiler; compressor; cure and texture machine; dow box; farm type or utility tractor (under 75 hp.) pulling disk, roller or other attachments; group greaser tender; light plants; mechanic tender; mechanical broom; mechanical heaters; oiler; pumps (under three inch diameter); tree chipping machine; truck crane driver/oiler.

** CARPENTERS AND PILEDRIVERMEN, or IRONWORKERS (ZONE 5)

Setting of structural steel; any welding incidental to bridge or culvert construction; setting concrete beams.

* ADDED CRAFT - SIGN ERECTOR

WELDERS: Receive rate prescribed for craft performing operation to which welding is incidental.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29 CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in

the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. Example: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U. S. Department of Labor
200 Constitution Avenue, N. W.
Washington, D. C. 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N. W.
Washington, D. C. 20210

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The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

- 3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U. S. Department of Labor
200 Constitution Avenue, N. W.
Washington, D. C. 20210

- 4.) All decisions by the Administrative Review Board are final.

END OF GENERAL DECISION



Memorandum

To: Story County Board of Supervisors

Through: Michael D. Cox, Director

From: Patrick Shehan, Special Projects Ranger

Date: May 12, 2020

Re: Consideration of Contract with Snyder & Associates for Construction Services in for Phase 2 of the Heart of Iowa Nature Trail Paving between Huxley and the South Skunk River Bridge.

The attached contract with Snyder & Associates secures their Construction Services to administer the paving of the Heart of Iowa Nature Trail between Huxley and the South Skunk River Bridge. The scope of these services includes construction administration, part-time construction observation, and estimated outside material testing services. This contract is hourly in accordance with the original agreement fee schedule, or attached, with not to exceed \$54,390. The funding for these services are budgeted in the Energy Transfer Fund.

Story County Conservation Board recommends your approval.

Approval

Disapproval

Date

Date

SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES

To: Snyder & Associates, Inc.
 2727 SW Snyder Boulevard
 Ankeny, Iowa 50023

Attn: Andy Burke
 Phone: 515.964.2020
 Fax: 515.964.7938

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

Client: Story County Conservation	
Project Name: Heart of Iowa Nature Trail, Phase 2 - Huxley to South Skunk River	
S&A Project Number: 119.0985	Original Agreement Date: 11/18/2019

DESCRIPTION OF ADDITIONAL SERVICES:

Provide construction engineering services for the above noted project. Refer to Exhibit A for further detail.

- Lump Sum in the amount of: \$
- Hourly in accordance with the original agreement fee schedule, or attached, with not to exceed budget of: \$ 54,390.00
- Document attached: Exhibit A

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional service, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

_____ (Client) SNYDER & ASSOCIATES, INC. (Professional)
 (Type or Print Name above line)

By: _____
 (Authorized signature and Title)

By: _____
 (Authorized signature and Title)

Date: _____

Date: _____

EXHIBIT A - SCOPE OF SERVICES

CLIENT: STORY COUNTY CONSERVATION

PROFESSIONAL: SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BLVD
ANKENY, IOWA 50023

PROJECT: HEART OF IOWA NATURE TRAIL PAVING, PHASE 2 – HUXLEY
TO SOUTH SKUNK RIVER

DATE: 03/27/2020

GENERAL:

To provide Construction phase administration and observation services for said PROJECT.

SCOPE OF SERVICES:

1. Construction Administration: Upon award of the construction contract, the PROFESSIONAL will perform the following administrative services during the construction of the project.
 - a. Preconstruction Meeting – The PROFESSIONAL will arrange and conduct a preconstruction meeting with the awarded Contractor, the CLIENT, Iowa DOT, and utility companies to review project requirements and construction schedule. The PROFESSIONAL will prepare minutes of the conference and forward to attendees.
 - b. The PROFESSIONAL will make available the Engineer of Record or direct supervised design engineer an estimated three (3) times for periodic site visits should the need arise during the construction of the project.
 - c. The PROFESSIONAL will answer design interpretation questions from the CLIENT, Contractor, or other review agencies.
 - c. Submittals Review – The PROFESSIONAL will review shop drawings, catalog cuts, test reports, and materials certifications to ensure compliance with project specifications. The PROFESSIONAL will coordinate with the CLIENT on reviews prior to final submittal to the Contractor.
 - d. Pay Applications – The PROFESSIONAL will prepare pay applications based on the Contractor request for progress of work. The PROFESSIONAL will use a form that is agreeable with the CLIENT.
 - e. Change Orders – The PROFESSIONAL will administer change orders and negotiate for approval by the CLIENT and Iowa DOT. Once change orders are anticipated, they will promptly be forwarded to the CLIENT for review, consideration, and comment. The PROFESSIONAL will send a draft change order using Iowa DOT standard forms to Iowa DOT staff for review and approval prior to final execution with the Contractor.
 - f. Substantial Completion – The PROFESSIONAL will determine when the project is substantially complete based on project progress and specifications. Then recommend final payment to the Contractor by the CLIENT.
 - g. Final Walk-Through – The PROFESSIONAL will conduct a final walk-through of completed improvements with the CLIENT and Contractor and will prepare a punch list of items to be completed by the Contractor prior to final acceptance.

- h. Project close-out – The PROFESSIONAL will complete all applicable documentation as required by Iowa DOT and coordinate a final project audit with Iowa DOT staff.
2. Construction Observation: The PROFESSIONAL will oversee construction observation duties for the duration of the construction phase. It is anticipated that the Contractor is to work on week days. It is understood that 75 Working Days are allocated for this project. The PROFESSIONAL will give guidance to the project during construction, including the following;
- a. Part-time observation of the work for general compliance with the plans and specifications. It is anticipated that observation staff will make approximately 50 field visits and provide partial day observation during these field visits for this project. PROFESSIONAL will perform full-time observation services during trail paving operations. It is understood that CLIENT will provide field observation support on days where PROFESSIONAL is not onsite. CLIENT to provide PROFESSIONAL with a written observation report on the work being performed during the visit.
 - b. Preparation of diary and logs of the Contractor’s activities throughout construction, including notation of extra work or changes ordered during construction. PROFESSIONAL will utilize standard Iowa DOT forms for tabulating and tracking work progress and quantities.
 - c. Coordinate acceptance testing and monitoring according to the specifications. Costs associated with material acceptance testing, gradation testing, and other related testing will be performed by outside testing agencies and passed through as an expense with an estimated maximum. If costs for these services reach 80% of the estimated maximum the PROFESSIONAL will contact the CLIENT to assess the remaining work. If required, release of contingency may be needed to compensate for additional costs.
 - d. Resident Engineer services provide the CLIENT with representation at the project site, however, they do not guarantee the Contractor’s performance. Nor do they include responsibility for construction means, controls, methods, techniques, sequences, procedures, or safety used in the construction work.
 - e. The PROFESSIONAL’s field observation staff will be present during a final walk-through of completed improvements with the CLIENT and Contractor and will assist in preparation of a punch list of items to be completed by the Contractor prior to final acceptance.
 - e. The PROFESSIONAL will be responsible for an observer to provide part-time observation of construction activities by the Contractor. This includes basic daily log reports, identification of installed materials, observation of installation practices and procedures, general overview of traffic control required for construction activities, and issuance of non-compliance, if required.

PROJECT FEE AND SCHEDULE:

PROFESSIONAL will complete the above services at an hourly rate with estimate maximum plus direct expenses as indicated below. Hourly rate services will be based on the attached standard fee schedule.

<i>Task</i>	<i>Description</i>	<i>Estimated Fee</i>
1	Construction Administration	\$19,900 (hourly) + \$190 (expenses) = \$20,090
2	Construction Observation	\$29,900 (hourly) + \$1,200 (expenses) = \$31,100
3	Outside Material Testing	\$3,000 (estimated and passed through on invoicing)
	Total Estimated Maximum Budget	\$54,390

The PROFESSIONAL will notify the CLIENT when the actual fees are at 80% of the estimated fees for the three identified tasks above and assess the work remaining. The PROFESSIONAL shall not exceed the established estimated fees for the three identified tasks above without written authorization from the CLIENT.

The PROFESSIONAL will begin work upon notice to proceed and complete the scope identified herein based on mutually agreed upon schedule with the CLIENT and Contractors start of construction.

ADDITIONAL SERVICES:

If CLIENT should request additional services related to the above-listed services or if the extent of modifications vary significantly from those listed above, the PROFESSIONAL will complete additional services on an hourly rate plus direct expenses basis upon a notice to proceed by CLIENT.

RESPONSIBILITIES OR INFORMATION TO BE PROVIDED BY CLIENT:

1. Review of pay applications, change orders, submittals, request for information (RFI), and other documentation and correspondence in a timely manner.
2. Availability for site visits during construction if requested by PROFESSIONAL.

SNYDER & ASSOCIATES, INC.
2020-21
STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate	
Professional		
<i>Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer</i>		
Principal II	\$214.00	/hour
Principal I	\$203.00	/hour
Senior	\$182.00	/hour
VIII	\$169.00	/hour
VII	\$160.00	/hour
VI	\$152.00	/hour
V	\$142.00	/hour
IV	\$132.00	/hour
III	\$120.00	/hour
II	\$109.00	/hour
I	\$96.00	/hour
Technical		
<i>CADD, Survey, Construction Observation</i>		
Lead	\$129.00	/hour
Senior	\$123.00	/hour
VIII	\$115.00	/hour
VII	\$106.00	/hour
VI	\$95.00	/hour
V	\$85.00	/hour
IV	\$78.00	/hour
III	\$66.00	/hour
II	\$58.00	/hour
I	\$50.00	/hour
Administrative		
II	\$66.00	/hour
I	\$54.00	/hour
Reimbursables		
Mileage	<i>current IRS standard rate</i>	
Outside Services	<i>As Invoiced</i>	



Story County Conservation Board - McFarland Park 56461 180th St. - Ames, Iowa 50010-9451
Phone (515) 232-2516 - Fax (515)232-6989 - Email: conservation@storycounty.com
www.storycountyconservation.org

Memorandum

To: Story County Board of Supervisors

From: Michael D. Cox, Director

Date: May 12, 2020

Re: Consideration of Professional Services Agreement with Wapsi Valley Archeology for Completion of a Phase 1 Cultural Study of Property to be Acquired by Story County for \$31,469.76.

The attached agreement secures the services of Wapsi Valley Archeology to conduct a Phase 1 Cultural Resource Study of property owned by the U.S. Corps of Engineers (Corps) and to be acquired by Story County. Wapsi Valley began this work under contract with the Corps and was not able to complete due to lack of funding. This agreement will allow Wapsi Valley to complete the work. The funding has been approved by the Conservation Board and the Board of Supervisors. Funding will come from the Energy Transfer Fund.

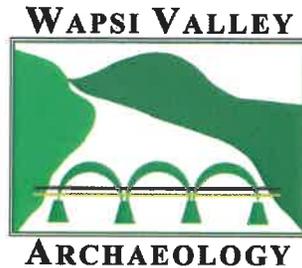
Story County Conservation Board recommends your approval.

Approval

Disapproval

Date

Date



CONTRACT BETWEEN WAPSI VALLEY ARCHAEOLOGY, INC. AND STORY COUNTY, IOWA

A CONTRACT FOR CONSULTANT SERVICES TO PERFORM archaeological investigations, Ames Dam and Reservoir property, Story County, Iowa.

The agreement by and between Story County, Iowa, hereinafter referred to as the CLIENT, and Wapsi Valley Archaeology, Inc. of Anamosa, Iowa, hereinafter referred to as the CONSULTANT; witnesseth:

The CLIENT and the CONSULTANT, for the consideration and other conditions below, agree as follows:

1. The CONSULTANT agrees to assist the CLIENT in the performance of a Phase I intensive archaeological survey.
 - a. The project area consists of approximately 195 acres of land owned by the U.S. Army Corps of Engineers, Rock Island District (Corps), located in the South Skunk River valley between Story City to the north and Ames to the south. The project area has previously been defined by the Corps (see Attachment 1).
 - b. The CONSULTANT will complete a Phase I intensive archaeological survey for the project. The Consultant will complete background research and fieldwork, including subsurface testing in the project area. In concert with the archaeological research, the CONSULTANT will complete a geomorphological assessment of the project area.
 - c. The CONSULTANT will be responsible for preparation of a report summarizing results of the archaeological research. The report will present the findings, conclusions, recommendations, maps, and photographs. In addition, archaeological site forms will be completed and appended to the report. Three hard copies of a draft report and four hard copies and an electronic copy of the final report will be submitted to the CLIENT upon completion of the project.
2. Prior to fieldwork, the CONSULTANT will apply for an ARPA permit from the Corps allowing access to the property.

3. The CLIENT will pay the CONSULTANT an amount of \$31,469.76 for completion of the archaeological survey. This figure includes expenses for Phase I fieldwork, artifact analysis, and report completion. Payment is due 30 days after invoice submittal. After 30 days, there will be a finance charge of 1.5% per month, or 18% per year.

4. The terms of this agreement shall begin upon the execution of this contract by the representative of the CLIENT and shall terminate upon submission of the final report to the CLIENT and the CONSULTANT's receipt of payment in full.

6. Either party may terminate the agreement by giving a 30-day notice by certified mail to the other party. In that event, copies of notes and written documents, and other materials pertinent to completion of the project will be turned over to the CLIENT or their representatives. Equitable adjustment shall be made for all work and expenses completed prior to termination. The adjustment shall be based on the number of hours worked plus direct and indirect costs as certified by the CONSULTANT and a fixed fee of 12% of direct and indirect costs. Direct costs will include costs of labor, per diem, mileage, and supplies purchased specifically for this project. Indirect costs will include labor overhead and general overhead costs, including but not limited to the costs of payroll taxes, employee benefits, insurance, rent, office/field equipment, and general business supplies/expenses.

7. Neither party's obligations or duties under this contract shall be assigned without permission of the other party.

8. The CLIENT shall indemnify and hold the CONSULTANT and its respective affiliates, officers, directors, employees and agents harmless, from and against any claims, lawsuits, proceedings, liabilities, damages, expenses (including reasonable attorney's fees) and/or costs arising out of or related to the negligence of work by other parties involved in portions of this project that are not related to the cultural resource services provided.

9. Any disputes that arise during or following the completion of services will be resolved by representatives from each party who have authority to settle. Those issues not resolved shall be submitted to formal nonbinding mediation prior to submission to a court of competent jurisdiction. Each party shall endeavor to include a similar dispute resolution in all agreements with other consultants, subconsultants, sub sub-consultants, contractors and subcontractors of any tier who are retained for the project so that formal mediation is the primary form of dispute resolution. Each party shall bear their own legal costs and expenses. Mediation costs shall be shared equally by all of the parties to the mediation.

10. If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.

11. The Consultant and the Subconsultant agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa, without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions. It is further agreed that any legal action between the Client and the Consultant arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.

IN WITNESS, WHEREOF THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE EXECUTED THIS ____ DAY OF _____, 2020.

CONSULTANT's Signature

CLIENT Representative's Signature

Date: _____

Date: _____

Print Name: Nurit G. Finn

Print Name: _____

Title: President

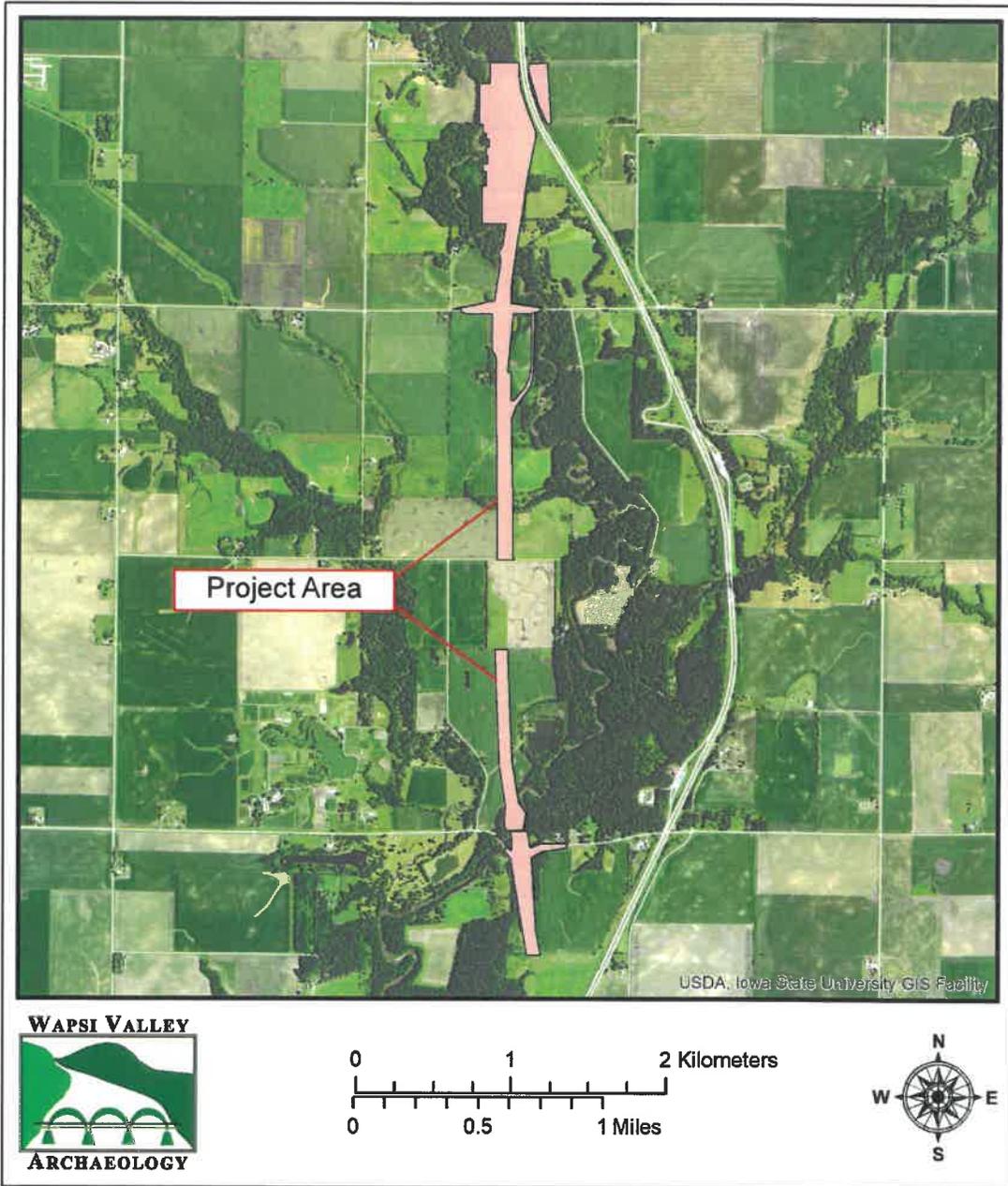
Title: _____

Company: Wapsi Valley Archaeology, Inc.

Company: _____

The above person is authorized to sign for CLIENT and bind the CLIENT to the terms hereof.

Attachment 1. Project Area.





Story County Commission of Veterans Affairs
Brett D. McLain, Director
Story County Human Services Center
126 S. Kellogg Ave. Suite 001, Ames, Iowa 50010
Ph. 515-956-2626 Fax 515-956-2627
www.storycountylowa.Gov
veteransaffairs@storycountylowa.Gov

May 4, 2020

To: Story County Board of Supervisors
From: Story County Veterans Affairs Commission
Subj: Appointment Recommendation of VA Executive Director

Pursuant to Iowa Code Chapter 35B.6, the county board of supervisors is required to annually approve the Executive Director for the county Veteran Affairs Office.

Story County Veterans Affairs Commission recommends Brett D. McLain, Director, and County Veteran Service Officer to continue to serve as the Story County Veterans Affairs Director for FY 2021.

Appointment: July 1, 2020 – June 30, 2021.

The Commission respectfully requests the Story County Board of Supervisors supports this recommendation.

Thank you.

Story County Veterans Affairs Commission Chair

5-5-2020
Date

Story County Board of Supervisors Chair

Date



Story County Commission of Veterans Affairs
Brett D. McLain, Director
Story County Human Services Center
126 S. Kellogg Ave. Suite 001, Ames, Iowa 50010
Ph. 515-956-2626 Fax 515-956-2627
www.storycountyIowa.Gov
veteransaffairs@storycountyIowa.Gov

May 4, 2020

TO: Story County Commission of Veterans Affairs

FROM: Story County Veterans Affairs Director

RE: Gift Card Policy

From time to time Story County Veterans Affairs receives donated gift cards from non-profit organizations and private donors.

These gift cards are then given to Veterans and Surviving Spouses who contact the office with a need for assistance of a gift card.

Gift cards we receive are for gas, food, and supplies.

This Gift Card Policy would include Story County Veterans and Surviving Spouses for eligibility.

Our gift cards are in increments of \$20 or \$25 each.

The recipient of our gift cards must be a resident of Story County and not a transient.

The frequency to receive a gift card is two gift cards per fiscal quarter and no more than six gift cards per fiscal year.

This policy will be effective on July 1, 2020.

This policy expires on June 30, 2021.



Story County VA Commission Chair

5-5-2020
Date

Service Agreement Effective Date 05/05/2020

Service Address:

Customer/Company Name: Story County, DHS Office
 Address 1: 126 S Kellogg Ave
 City / State: Ames IA
 Zip: 50010-7030
 Phone: 515-663-2928
 Fax:
 Email

Billing Information (if different to service address):

Billing Contact/Company Name:
 Address 1:
 City / State:
 Zip:
 Phone:
 Fax:
 Email

Service Fees : Reference Attachment "Service Descriptions" for details					
Service Scheduled: Yes	Service Type: Off-Site	Service Frequency: Every 4 Weeks	Collection Type: Floor		
Minimum Containers (Shred-it provided)			Recurring Additional Containers (Shred-it provided)		
Container Type	Container Quantity	Additional Container Quantity (at the additional container rate)	Total Unit Quantity	Additional Container Rate (for items included in the additional container qty. or for future container additions)	Unit Total Charge
Large Tote(96G/360L)	2		2	\$35.00	
24in. Desk Side Unit				\$12.60	
Container - Std				\$12.60	
Mini Container				\$12.60	
MediumTote(64G/240L)				\$35.00	
Minimum Charge (per service)	\$35.00	Total Units	2	Additional Container Charge (per service)	0
Other Service Fees - Charges based on services & quantities rendered					
Extra Material Pricing (not in Shred-it provided bins)					Unit Rate
Large Box (> 1.7-3.0 cu.ft.) / (>48-85L)					\$17.73
Small Box (≤1.7 cu.ft. / ≤48L)					\$11.21
*For services rendered beyond the above quantities, the total charge will increase based on the amount of units serviced at the additional container rate, extra material unit rate or the current Shred-it standard list price.					

Customer Service Agreement Notes:

Service Guarantee: Shred-it guarantees to deliver the highest quality service at all times. Any complaints about the quality of service which have not been resolved in the normal course of business should be communicated to Shred-it by written notice to the Account Care department at the address listed below. If Shred-it fails to resolve any material service complaint within thirty (30) days, the customer may terminate this Agreement provided all equipment is paid for at the then current replacement values or returned to Shred-it in good and usable condition.

Additional Fees (per service)

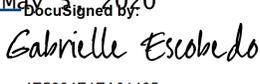
Minimum Charge \$35.00
 Fuel & Environmental Surcharge Per Monthly Index
 Recycling Recovery Surcharge Per Monthly Index

Total Service Fees (Per Service) * \$35.00
(Additional Fees and applicable Taxes may apply)

(Extra Material & Ancillary fees may apply)
 During the first 12 Months of the Agreement, Shred-it will not increase the above fees
 Thereafter, fees will not increase by more than 7% Annually
***The offer will expire 06/03/2020**

IN WITNESS WHEREOF, this Agreement has been duly executed on the day, month and year written below.

Shred-it:

Contracting Entity: Stericycle, Inc., on behalf of itself and its subsidiaries ("Shred-it")
 Name: Gabrielle Escobedo
 Title: Inside Retention Specialist
 Date: May 5, 2020
 Signature: 
 4E5664E1EA01465...

Customer:

Customer/Company Name: Department Of Human Services
 Name: Linda Murken
 Title: Story County Board Chair
 Date:
 Signature:

By signing above I acknowledge that I am the Customer's authorized officer or agent and that I have the authority to bind Customer to this Agreement. Customer agrees to be bound by these terms and conditions, which is an integral part of this Agreement.

TERMS AND CONDITIONS

Stericycle, Inc., on behalf of itself and its subsidiaries ("Shred-it") with offices at 28161 N. Keith Drive, Lake Forest, IL 60045 ("Shred-it"), and Department Of Human Services with offices at 126 S Kellogg Ave Ames IA 50010-7030, ("Customer"), hereby enter into and agree as provided in this Services Agreement (the "Agreement") dated as of the 05 day of May 2020 (the "Effective Date).

1. **Document Destruction Services.** Shred-it will provide containers and related equipment ("Equipment") for the collection and storage of Customer's paper and other agreed upon materials ("CCM"). The number of containers will be determined by Shred-it. Shred-it will: (i) collect the CCM on a regularly scheduled and mutually agreed basis and (ii) destroy the CCM using a mechanical device (the "Destruction Process"). (iii) Shred-it will provide Customer with a Certificate of Destruction if requested by Customer. (iv) Shred-it will recycle or otherwise dispose of the CCM. (v) Customer shall not place in any Equipment any hazardous waste, any material that is highly flammable, explosive, toxic, a biohazard, medical waste, or radioactive, or any material that is illegal or unsafe. Customer shall be liable for and shall indemnify, defend and hold harmless Shred-it and its affiliates from and against all demands, claims, actions, losses, damages, and expenses, including reasonable attorney fees resulting from the placement of any prohibited materials in any Equipment. (vi) During the Term, Shred-it shall be the exclusive provider of the Services to Customer at all of its locations.

2. **Term of this Agreement.** (a) The initial term of this Agreement (the "Initial Term") will begin on the Effective Date set forth above and continue for 60 Months. This Agreement will automatically renew for successive terms of the same duration each, an "Extension Term", unless either party gives the other party at least 60 days' written notice, prior to the renewal date, of its request to terminate this Agreement. The Initial Term and each Extension Term, if any, are collectively referred to as the "Term". (b) Upon the expiration or termination of this Agreement, Customer shall pay Shred-it all amounts due for services and products provided prior to the expiration or termination (and any other amounts due to Shred-it, which may include a final pickup fee). (c) Shred-it shall have the right to retrieve its Equipment from Customer wherever located.

3. **Pricing.** Customer shall pay to Shred-it the service fees set forth on page 1 ("Service Fees") which will be fixed for the 12 Months of the Initial Term. Thereafter, Shred-it reserves the right, in its sole discretion, to increase the amount of each Service Fee from time to time. Shred-it will provide notice of any change in the Service Fees to Customer, which notice may be in the form of an invoice. Notwithstanding anything to the contrary, Customer shall pay the Minimum Charge if Customer declines or cancels a scheduled service or if Customer's location is closed during a scheduled service. For services rendered beyond the stated quantities, the total charge will increase based on the amount of units serviced at the applicable additional container rate, extra material unit rate or the current Shred-it standard list price.

4. **Payment Terms.** Customer shall pay in full each Shred-it invoice within 30 days of the date of such invoice. Any invoiced amounts not received by Shred-it within that timeframe will be subject to an interest charge of 1.5% per month (or the maximum amount allowed by law). Customer shall reimburse Shred-it for all costs that it incurs in collecting overdue amounts from Customer. Shred-it may, with notice, suspend services until any overdue amounts (plus interest charges and collection fees, if any) are paid. Customer shall also pay all taxes imposed by any governmental authority with respect to the purchase of any services and products hereunder, including all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges (but excluding all taxes on Shred-it's net income). Shred-it will cooperate with Customer to determine the applicability of exemption certificates, if any, that Customer provides in a timely manner to Shred-it.

5. **Ancillary Charges.** Customer agrees to pay ancillary charges according to the then-current Schedule of Ancillary Charges at www.shredit.com ("Schedule"), which is incorporated by reference as if fully set forth herein and is subject to change from time to time in Shred-it's discretion.

6. **Fuel, Energy, Environmental, Recycling Recovery and/or Other Surcharge.** Customer agrees that (a) Shred-it may, upon notice, at any time and from time to time, impose and adjust a fuel, environmental, metro, recycling recovery and/or other surcharge of any amount for any duration, all in its sole discretion; (b) notice of any surcharge may be in the form of an invoice; and (c) any surcharge may, from time to time, result in additional profit for Shred-it.

7. **Early Termination.** In the event that Customer terminates this Agreement prior to the expiration of the Term other than as set forth in Section 8 Customer shall promptly pay Shred-it (a) all unpaid invoices and any late charges thereon; and (b) an amount equal to 50% of Customer's average monthly charge multiplied by the number of months (including any partial months) remaining until the expiration date of the Term.

8. **Default and Early Termination for Cause.** Either party may immediately terminate this Agreement, in whole or in part, upon written notice to the other party if the other party breaches any material provision of this Agreement and fails to cure such breach within thirty (30) days following receipt of written notice of such breach. Documented service or performance deficiencies by Shred-it or nonpayment by Customer of amounts rightfully owed to Shred-it or Customer's failure to comply with Shred-it policies related to the Services shall constitute a material breach.

9. **Limitation of Liability.** In no event shall either party be liable for any indirect, exemplary, punitive, special, incidental or consequential damages, or lost profits, lost revenue, lost business opportunities or the cost of substitute items or services under or in connection with this Agreement. Shred-it's aggregate liability, if any, arising under this Agreement or the provision of Services to Customer is limited to the amount of the Service Fees received by Shred-it from Customer under the Agreement during the preceding twelve (12) month period prior to the alleged liability.

10. **Confidentiality.** Customer agrees to not disclose to any third parties Shred-it pricing, policies and procedures. Shred-it will keep confidential all CCM and any other confidential information provided to Shred-it in connection with this Agreement and will use the same solely for the purposes provided in this Agreement. As used herein, "confidential information" means any information provided to Shred-it in confidence that relates to Customer's property, business and/or affairs, other than (i) information that is or has become publicly available due to disclosure by Customer or by a third party having a legal right to make such disclosure and (ii) information previously known to Shred-it free of any obligation to keep it confidential prior to receipt of the same from Customer.

11. **Compliance with Laws and Policies.** Each party shall comply with all laws, rules and regulations applicable to its performance hereunder.

12. **Excuse of Performance.** Neither party will be responsible if its performance of any act(s) required hereunder (other than the payment of any amounts due) is interrupted or delayed due to any reason beyond its reasonable control.

13. **Equipment.** Customer shall have the care, custody and control of any Equipment owned by Shred-it and placed at Customer's premises and accepts responsibility and liability for the Equipment and its contents. Any damage or loss to such Equipment, other than normal wear and tear, will be charged to Customer at full replacement value.

14. **Brokers.** Shred-it reserves the right to deal solely with the Customer and not with any third party agents of the Customer for all purposes relating to this Agreement. Customer represents and warrants to Shred-it that it is acting for its own account and not through a broker or agent. Shred-it shall be entitled to terminate this agreement and seek all available legal remedies, including but not limited to liquidated damages, in the amount set forth herein for Customer's breach of this representation and warranty.

15. **Miscellaneous.** (a) This Agreement constitutes the entire agreement between the parties relating to the subject matter of this Agreement and supersedes any prior agreements and arrangements between the parties. (b) This Agreement may be modified only by a written amendment signed by an authorized representative of each party. (c) This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, legal representatives and heirs; provided, however, that Customer may not assign its rights or delegate its obligations under this Agreement without the prior written consent of Shred-it. (d) Shred-it's relationship with Customer is that of an independent contractor, and nothing in this Agreement shall be construed to designate Shred-it as an employee, agent or partner of or a joint venture with Customer. (e) Any dispute arising in connection with or relating to this Agreement or between the parties ("Disputes") that the parties are unable to resolve informally, such as via discussion and negotiation between the parties, shall solely and exclusively be resolved by binding and final arbitration before the American Arbitration Association ("AAA"), conducted pursuant to the Federal Arbitration Act (as the parties acknowledge that the services provided involve interstate commerce). All Disputes will be determined on an individual basis (and not as a class member or in any purported class or representative capacity, considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party, and the arbitrator or trier of fact shall not preside over any form of representative or class proceeding. The exclusive jurisdiction and forum for resolution of any Dispute shall be by arbitration, which shall take place in the state where Customer is located at the closest AAA office. (f) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. (g) No term or condition contained in a Customer purchase order or any other invoice acknowledgment shall be binding upon Shred-it unless agreed to by Shred-it in writing. (h) Each provision of this Agreement must be interpreted in a way that is valid under applicable law. If any provision is held invalid, the rest of the Agreement will remain in full force and effect. (i) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. All waivers must be in writing and signed by the party waiving its rights (j) Except as otherwise set forth herein, this Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to the conflict of law provisions.



Secure Document Destruction

AVAILABLE AS A REGULARLY SCHEDULED SERVICE OR ONE-TIME PURGES.

Regularly Scheduled Services

- Perfect for day-to-day protection
- Secure consoles come in a variety of styles, and sizes
- Set schedule minimizing document overflow`
- On-site collection from your site by Shred-it
- On-site and off-site options to suit your requirements
- Performed by Shred-it Information Security Professionals
- Barcode scanning, integral to the Secure Chain of Custody
- Shred-it Certificate of Destruction following each service

One-Time Destruction Services

- Perfect for customers with a one-time need
- On-site and off-site options to suit your requirements
- Performed by Shred-it Information Security Professionals
- Barcode scanning, integral to the Secure Chain of Custody
- Shred-it Certificate of Destruction following your service



Hard Drive Destruction

- Physical destruction ensures information is unrecoverable
- Chain of Custody process provides end-to-end security
- Risk-free alternative to stockpiling, erasing, reformatting or degaussing
- Itemized Certificate of Destruction for your files

Certificate Of Completion

Envelope Id: 6D16941D3F394D77BEF8447DCD50DD46	Status: Delivered
Subject: Shredit Agreement For Department Of Human Services	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Gabrielle Escobedo
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	gescobedo@stericycle.com
	IP Address: 13.108.238.8

Record Tracking

Status: Original	Holder: Gabrielle Escobedo	Location: DocuSign
5/5/2020 11:38:29 AM	gescobedo@stericycle.com	

Signer Events

Gabrielle Escobedo
 gescobedo@stericycle.com
 Inside Retention Specialist
 Stericycle Inc. - Shred it
 Security Level: Email, Account Authentication (None)

Signature

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 Signed: 5/5/2020 11:38:41 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Linda Murken
 lmurken@storycountyiowa.gov
 Security Level: Email, Account Authentication (None)

Sent: 5/5/2020 11:38:42 AM
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Electronic Record and Signature Disclosure:

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
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Certified Delivered	Security Checked	5/8/2020 5:41:50 PM

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, Stericycle Inc. - Shred it (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact Stericycle Inc. - Shred it:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: customercare@stericycle.com

To advise Stericycle Inc. - Shred it of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at customercare@stericycle.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Stericycle Inc. - Shred it

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Stericycle Inc. - Shred it

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

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STORY COUNTY UTILITY PERMIT

Date 6 May 2020

To the Board of Supervisors, Story County, Iowa:

The Metrofibernet LLC. Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at , Evansville, In. 47715, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of fiber optic on secondary route 220th St., from starting east of I-35 off ramp to S 14, a distance of 5.95 miles. back edge of ROW field side.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date 6 May 2020

Metrofibernet LLC

Name of Company (Applicant - Permittee)

by John Storey 615-598-7037
Phone no.

Recommended for Approval:

Date 5-7-20

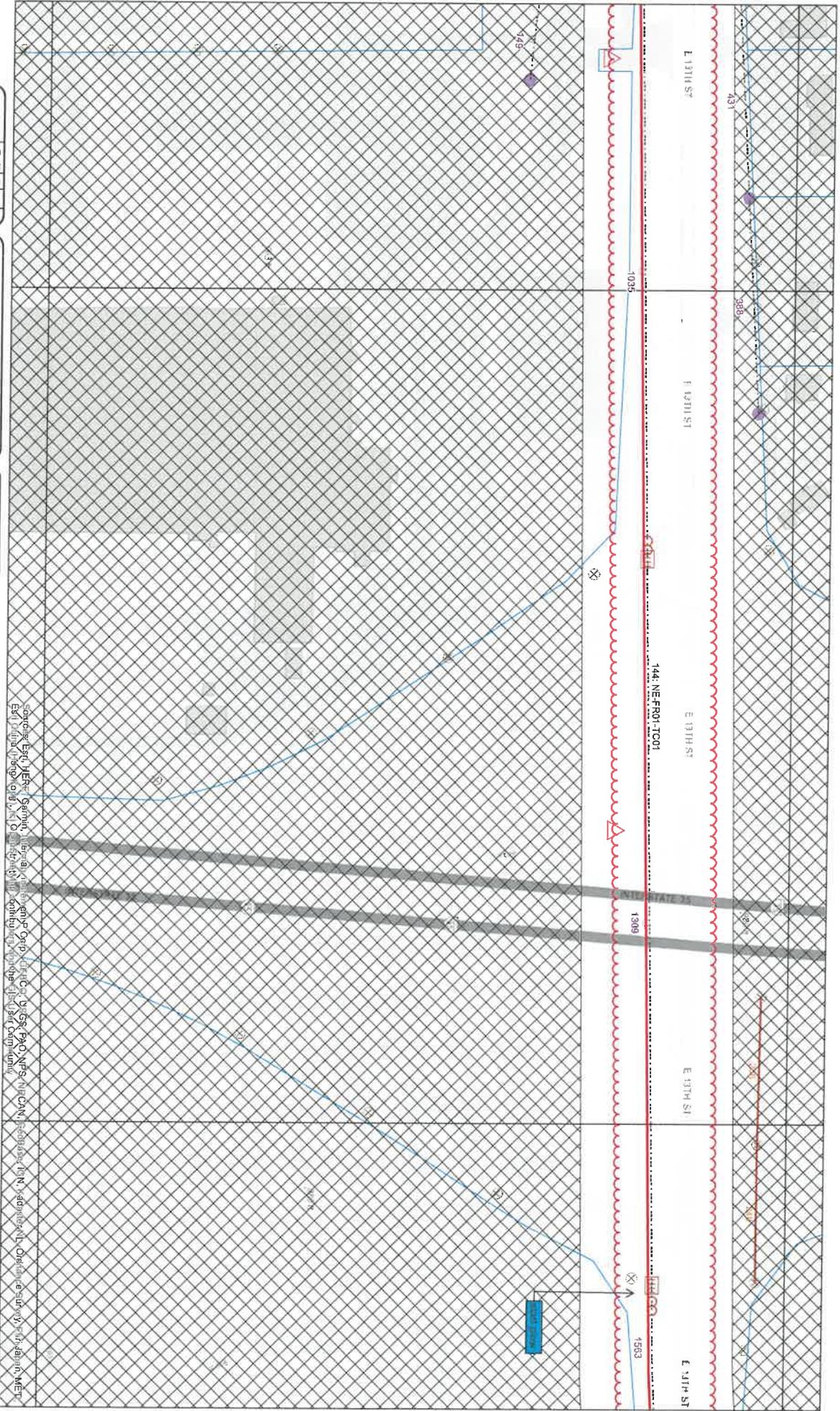
Jamie H... 515-382-7355
County Engineer Phone no.

Approved:

Date _____

Chair, Board of Supervisors
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.



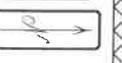
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 DATE: 4/17/2020
 PROJECT NUMBER:
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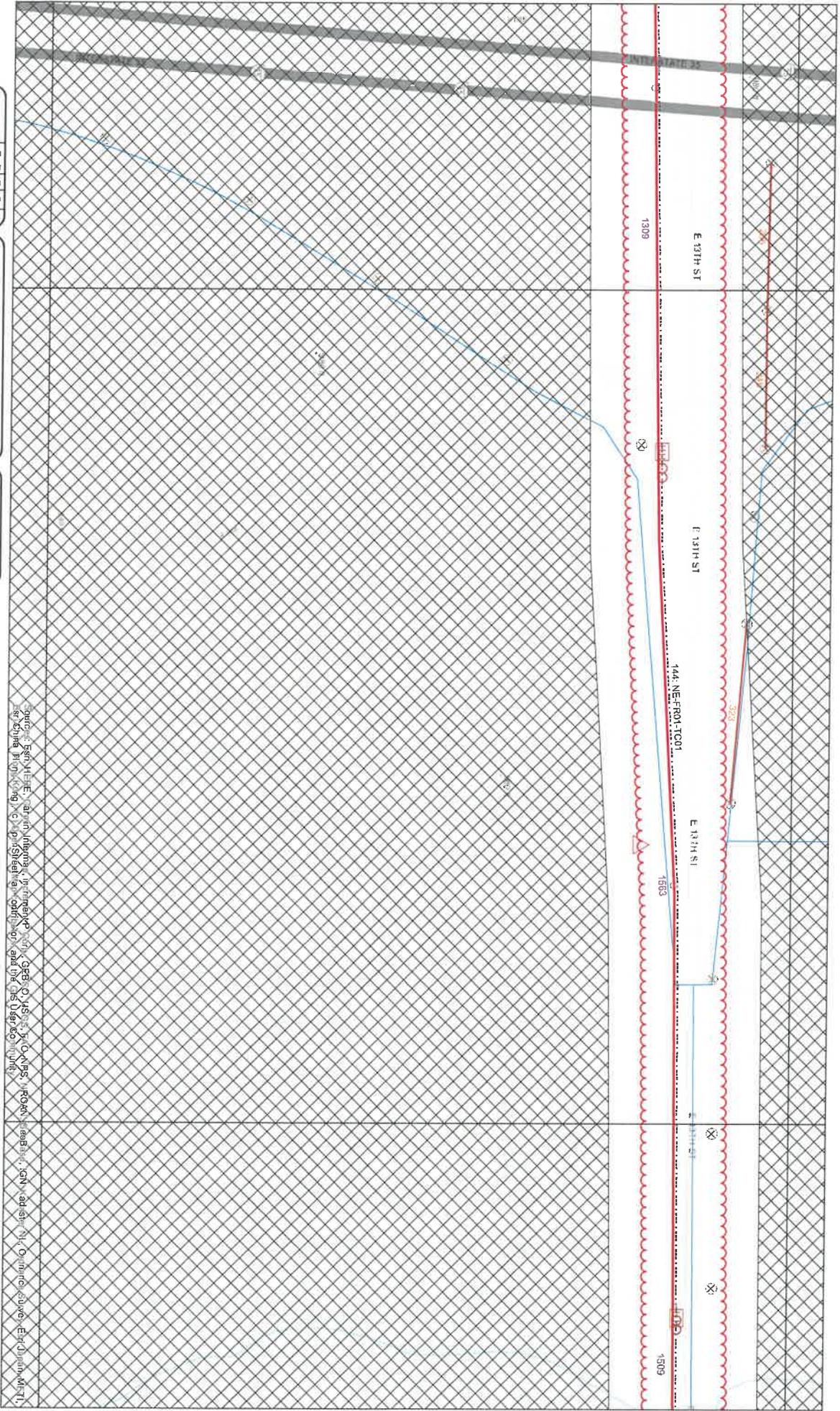
STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

REV	DESCRIPTION	DATE

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DESIGN ENG
 USER NAME: angle
 DATE: 4/17/2020
 PROJECT NUMBER:
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 AMQ26

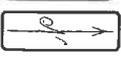
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 LOCATION: Nevada, IA

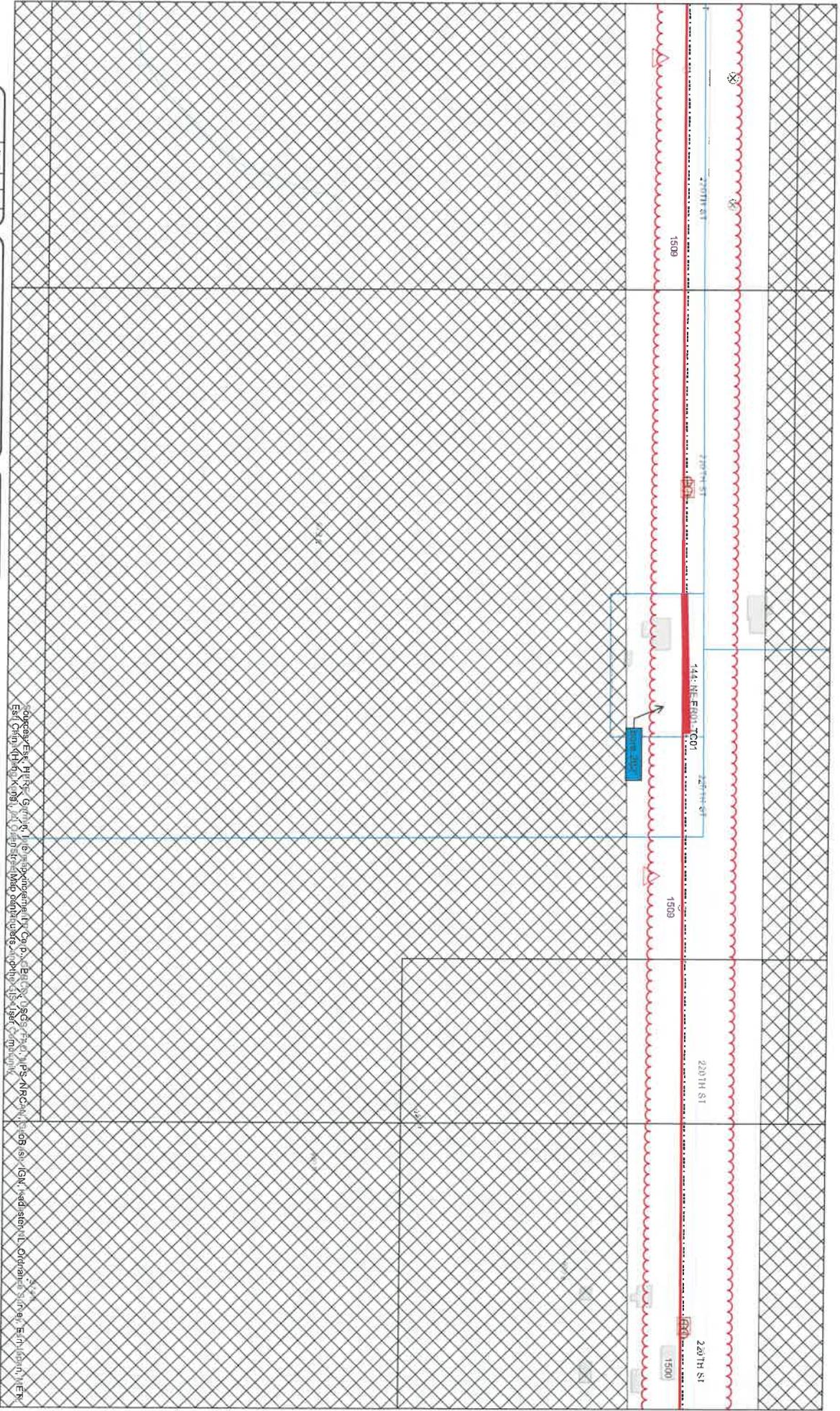
REV	DESCRIPTION	DATE

144: NE-FR01-TC01
 1309
 E 1314 ST
 1563
 E 1317 ST
 1309

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DESIGN ENG
 USER NAME: angle
 DATE: 4/17/2020
 PROJECT NUMBER:
 NEVA.01297.EX
 AMQ28

STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

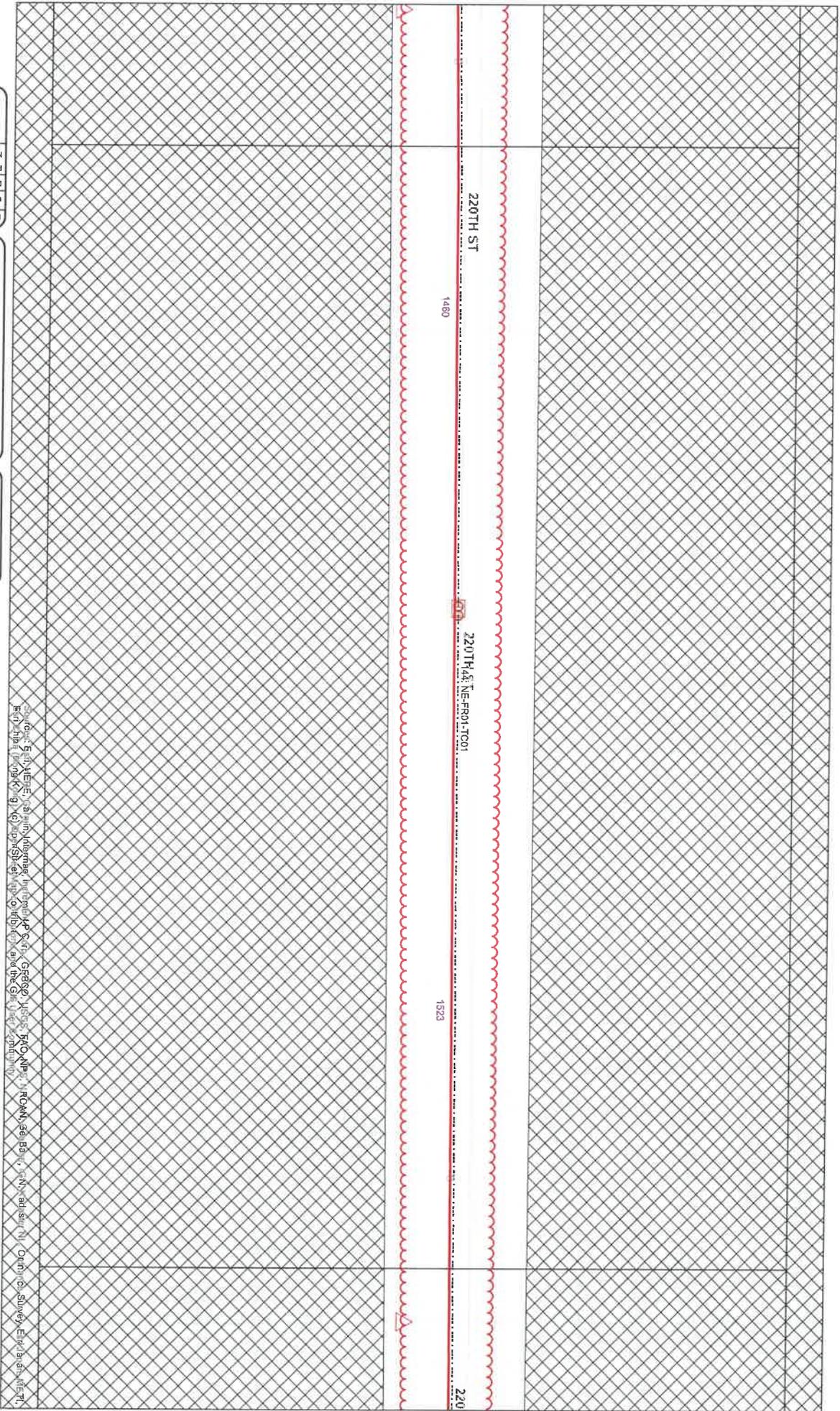
REV	DATE	DESCRIPTION

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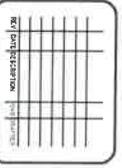




DESIGN ENG
 USER NAME: augs
 DATE: 4/17/2020
 PROJECT NUMBER:
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NEMD

STAKING GRID DRAWING
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

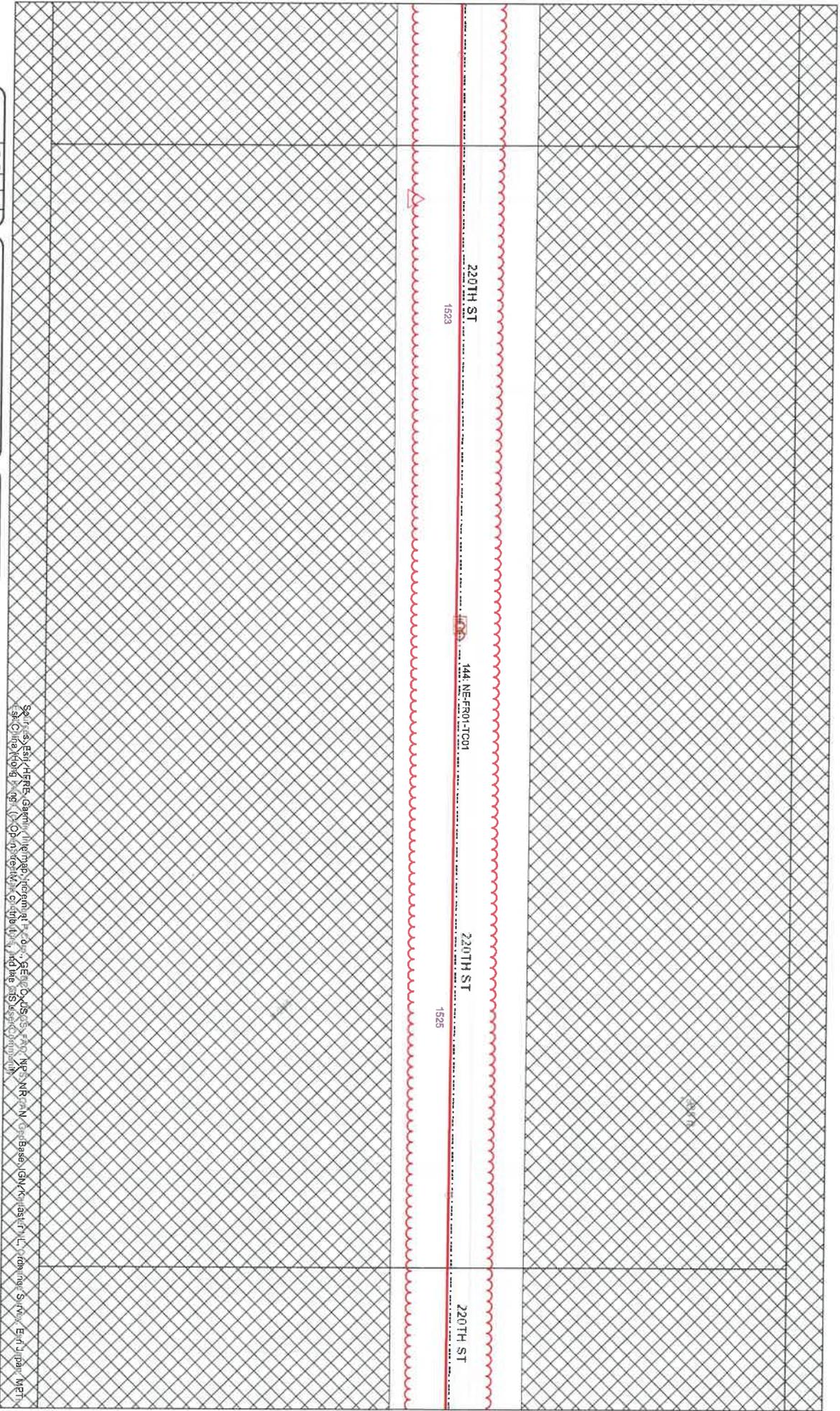


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SEE THE PLAN SHEET FOR THE LOCATION OF THE STAKING POINTS AND THE STATIONING INFORMATION.

DESIGN ENG
 USER NAME: angj
 DATE: 4/17/20
 PROJECT NUMBER:
 NEVIA.01297 EX

STAKING GRID DRAWING
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

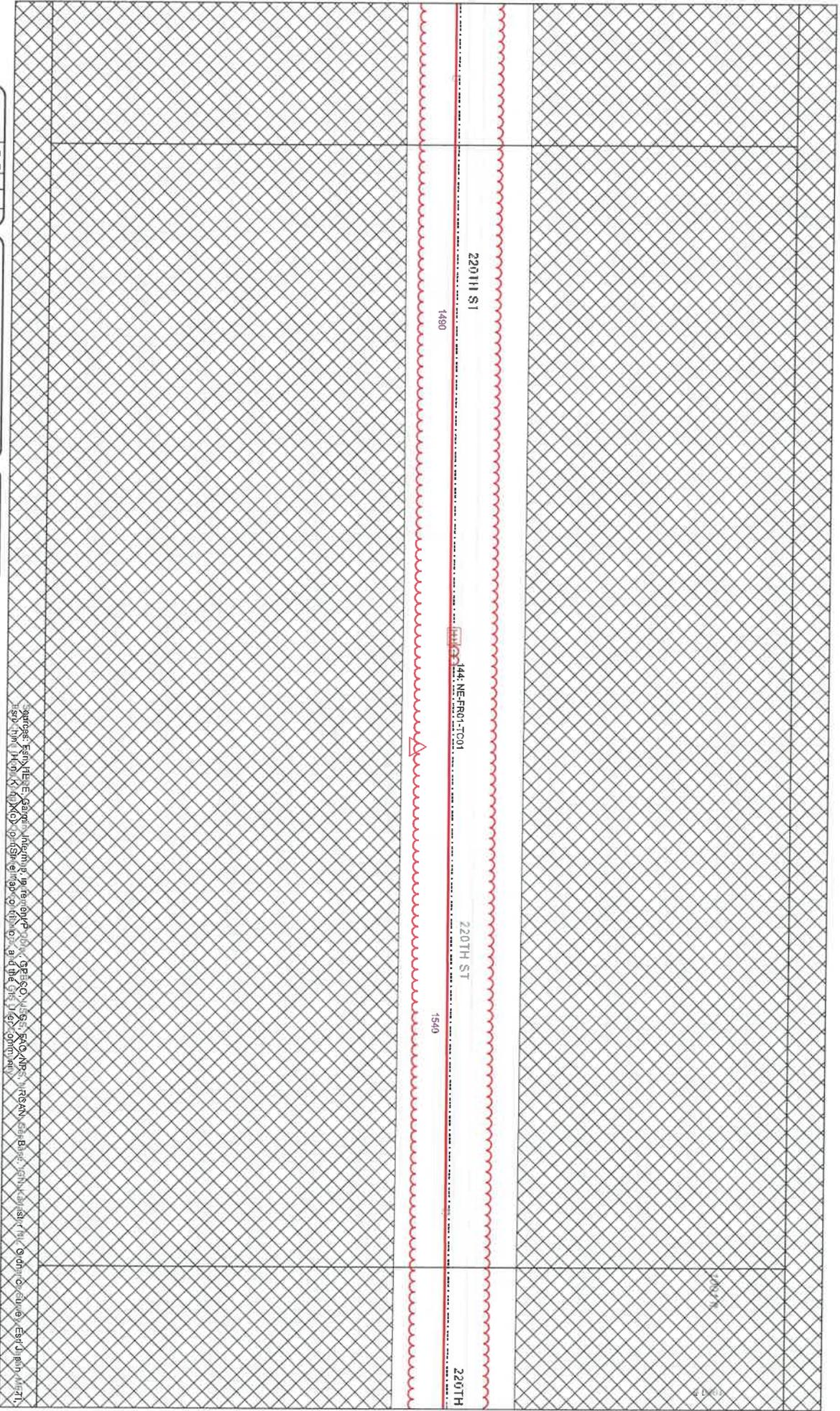
NO.	SECTION	PAGES

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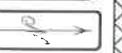
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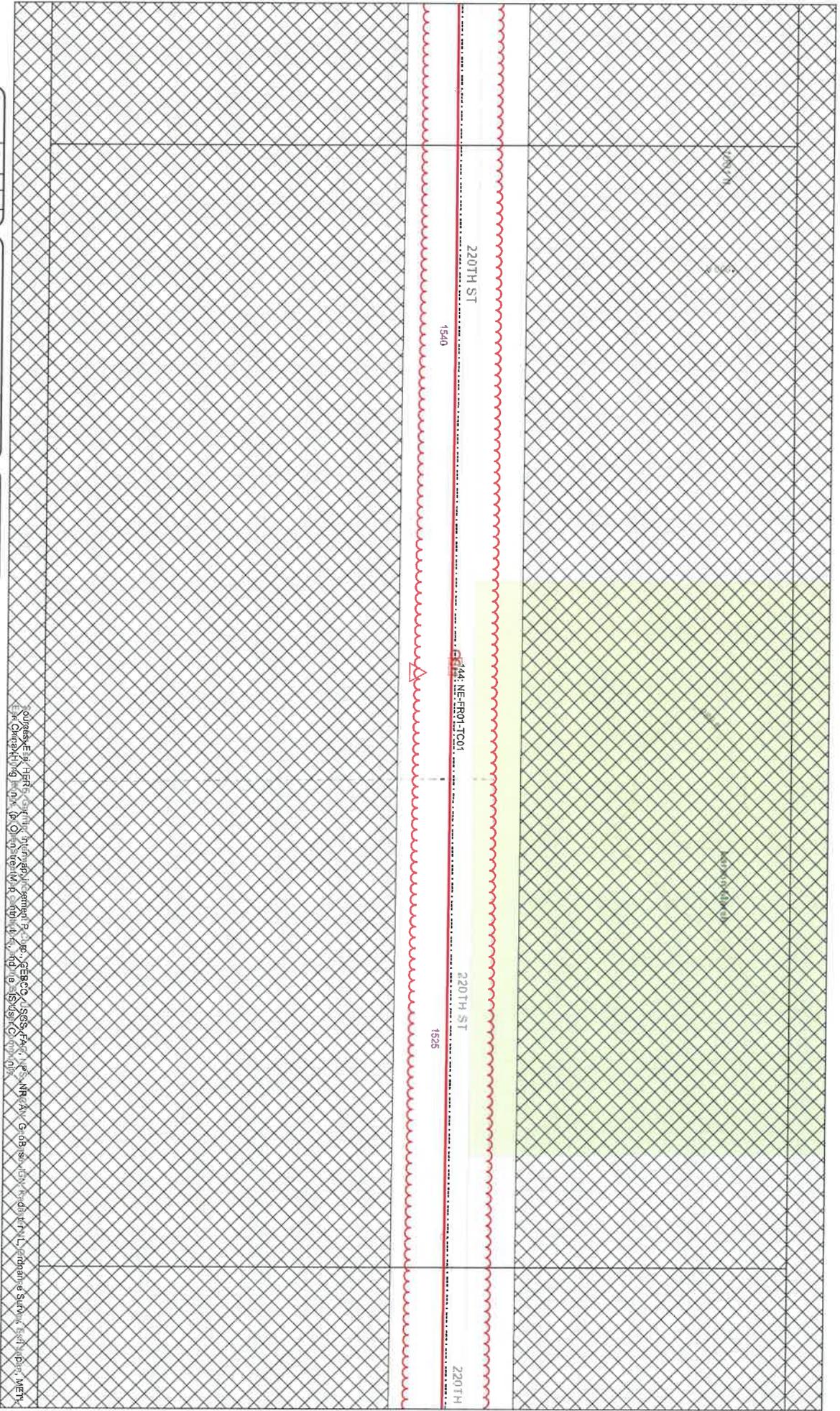
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

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DESIGN ENG
 USER NAME: andgs
 DATE: 4/17/2020
 PROJECT NUMBER:
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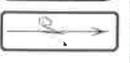
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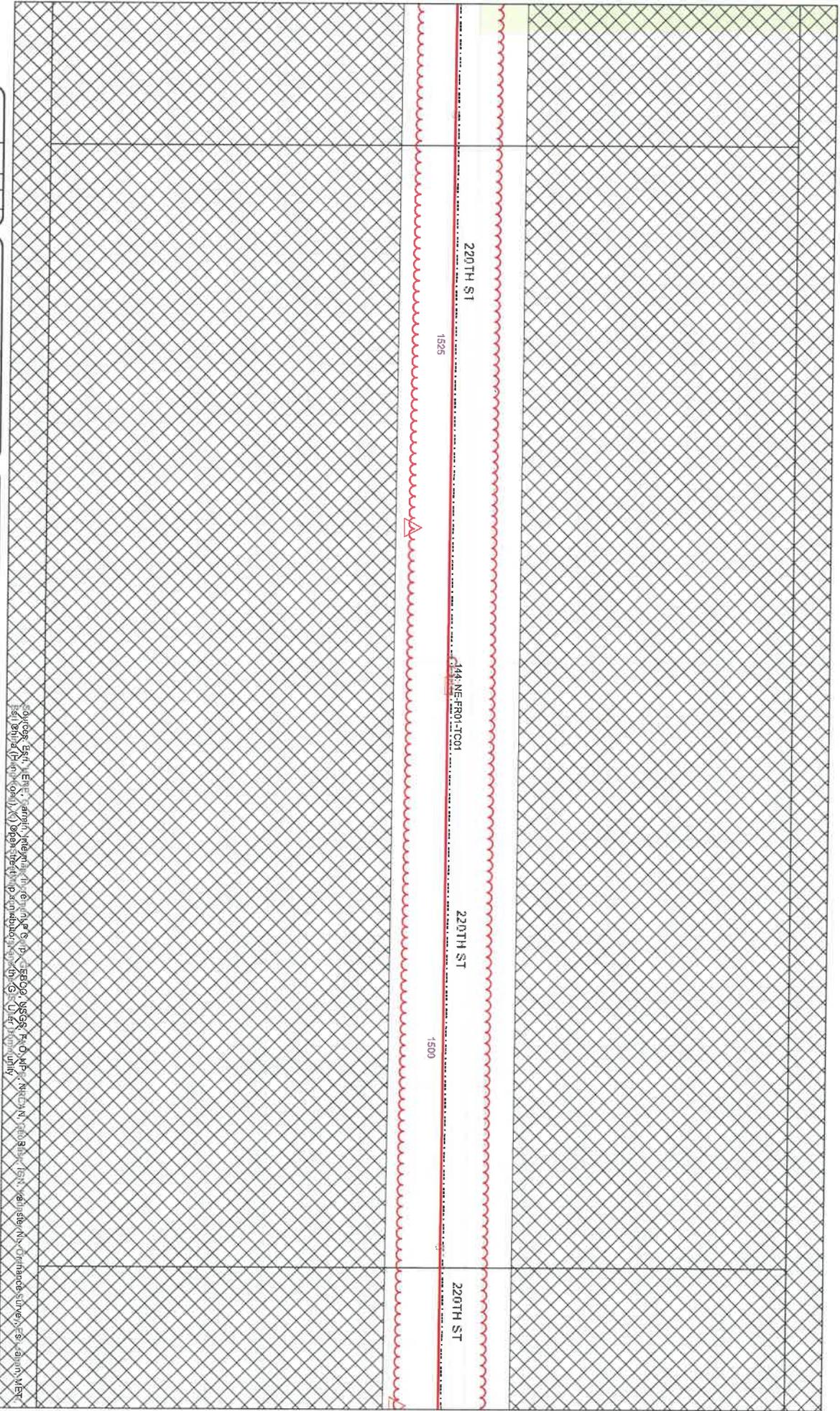
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Address: 3701 Evansville Way, Evansville, IN 47715
 Project: NE-FR01 Rev 1
 Location: Nevada, IA
 Stationing: 1540, 1525

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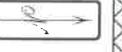


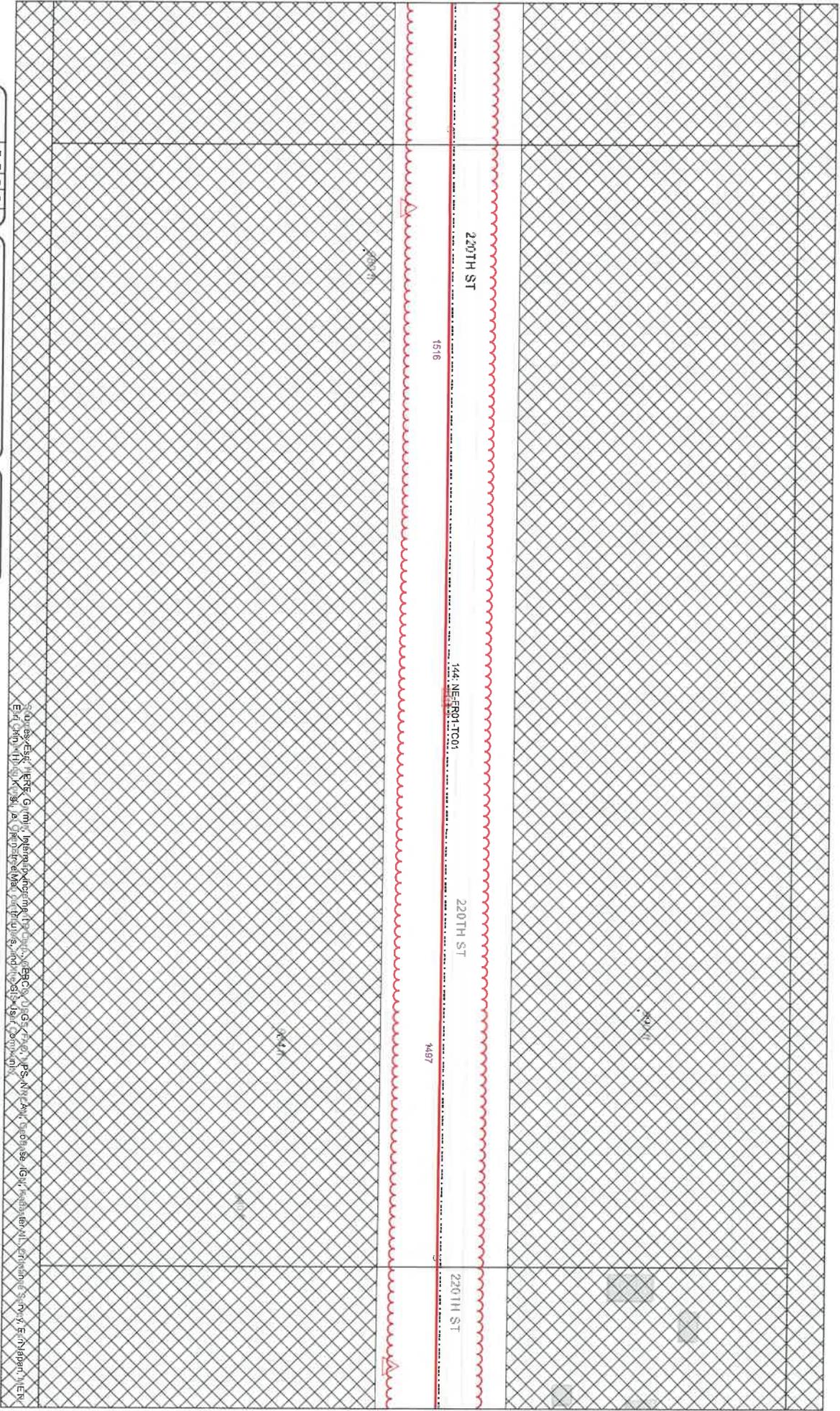
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STAKING GRID DRAWING
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

NO	DATE	DESCRIPTION

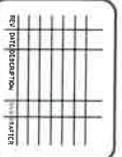
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 DATE: 4/17/2020
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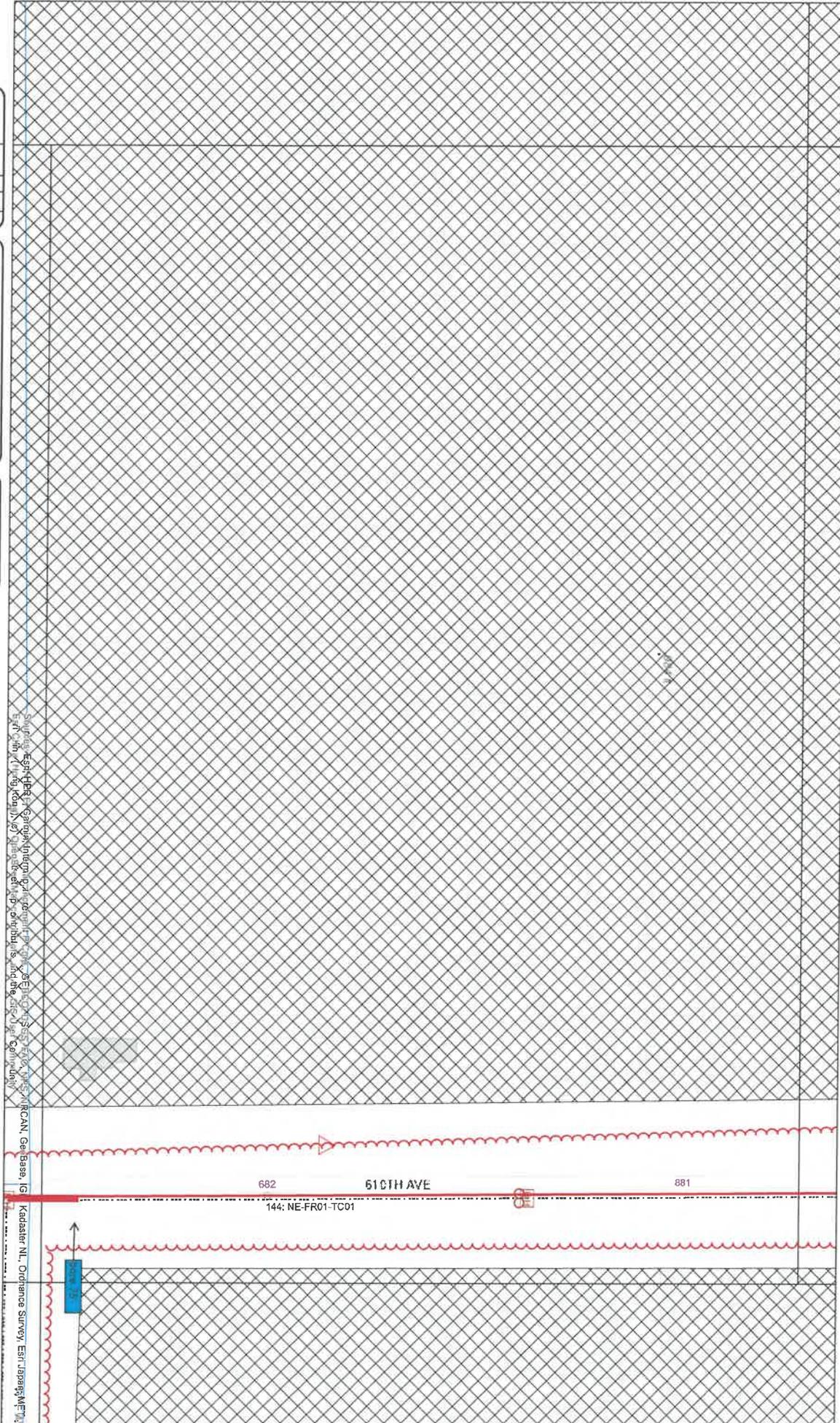
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA



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Supplied by: H&B, Gannett Fleming, Inc. (Contract No. 144: NE-FR01-TC01) for the City of Reno, NV. Prepared by: J. P. O'Rourke, Inc. (Contract No. 144: NE-FR01-TC01) for the City of Reno, NV. Date: 4/17/2020. Project: Nevada Expansion. Location: Nevada, IA.

DESIGN ENG
 USER NAME: augs
 DATE: 4/17/2020
 PROJECT NUMBER:
 NEVDA.01297 EX
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STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

REV	DESCRIPTION	DATE

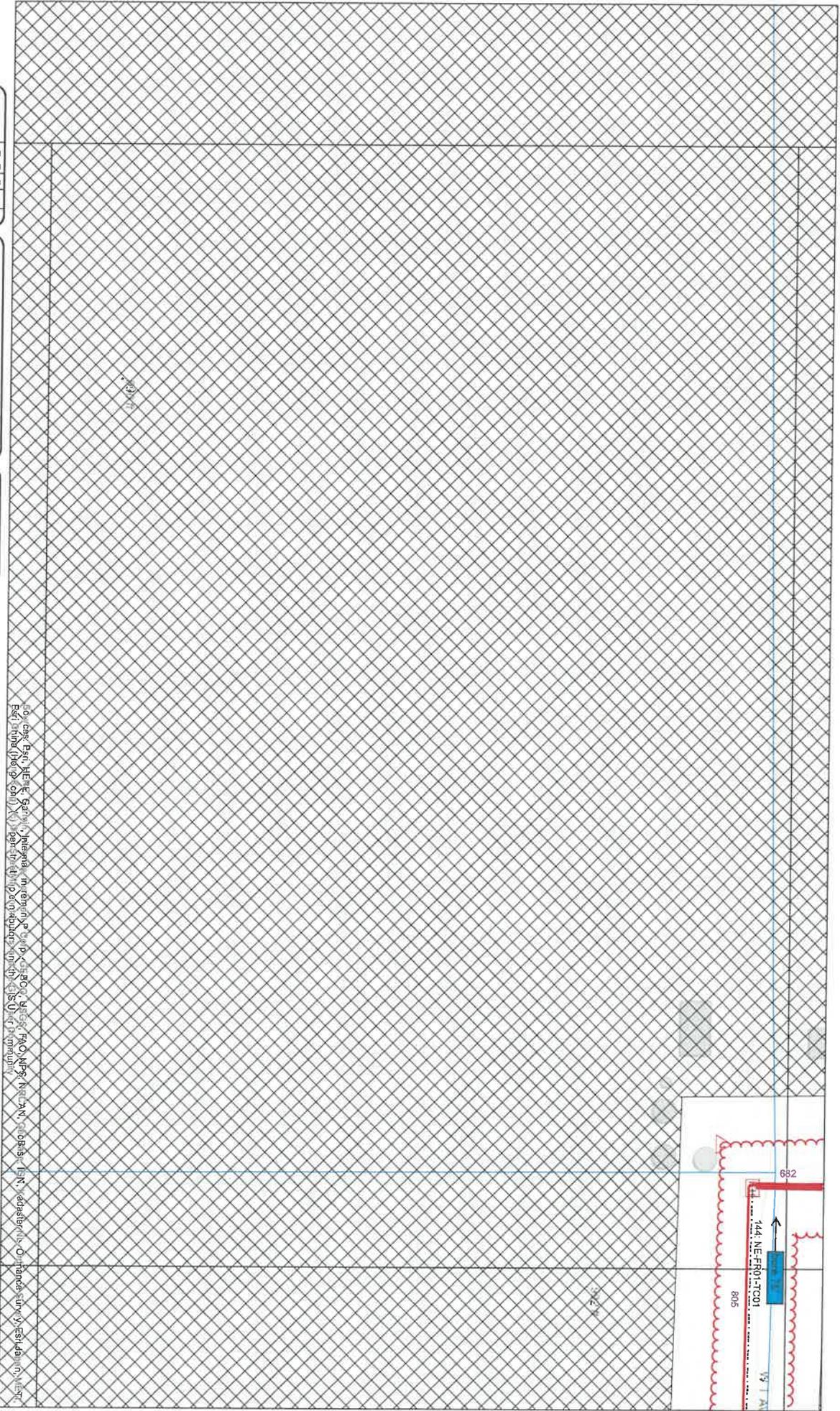
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DESIGN ENG
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 DATE: 4/17/2020
 PROJECT NUMBER:
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STAKING GRID DRAWING
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

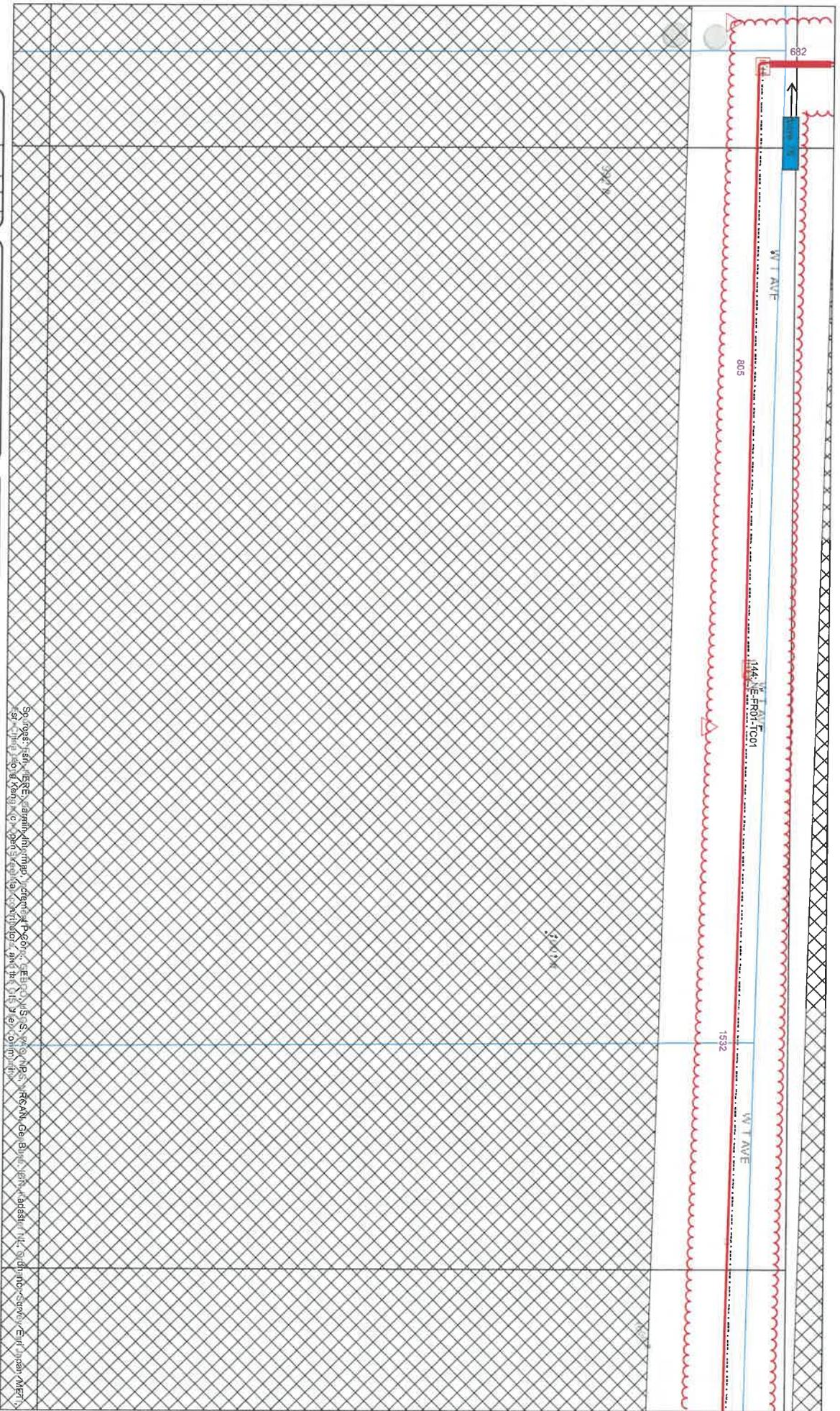
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 DATE: 4/17/2020
 PROJECT NUMBER:
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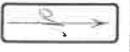
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 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

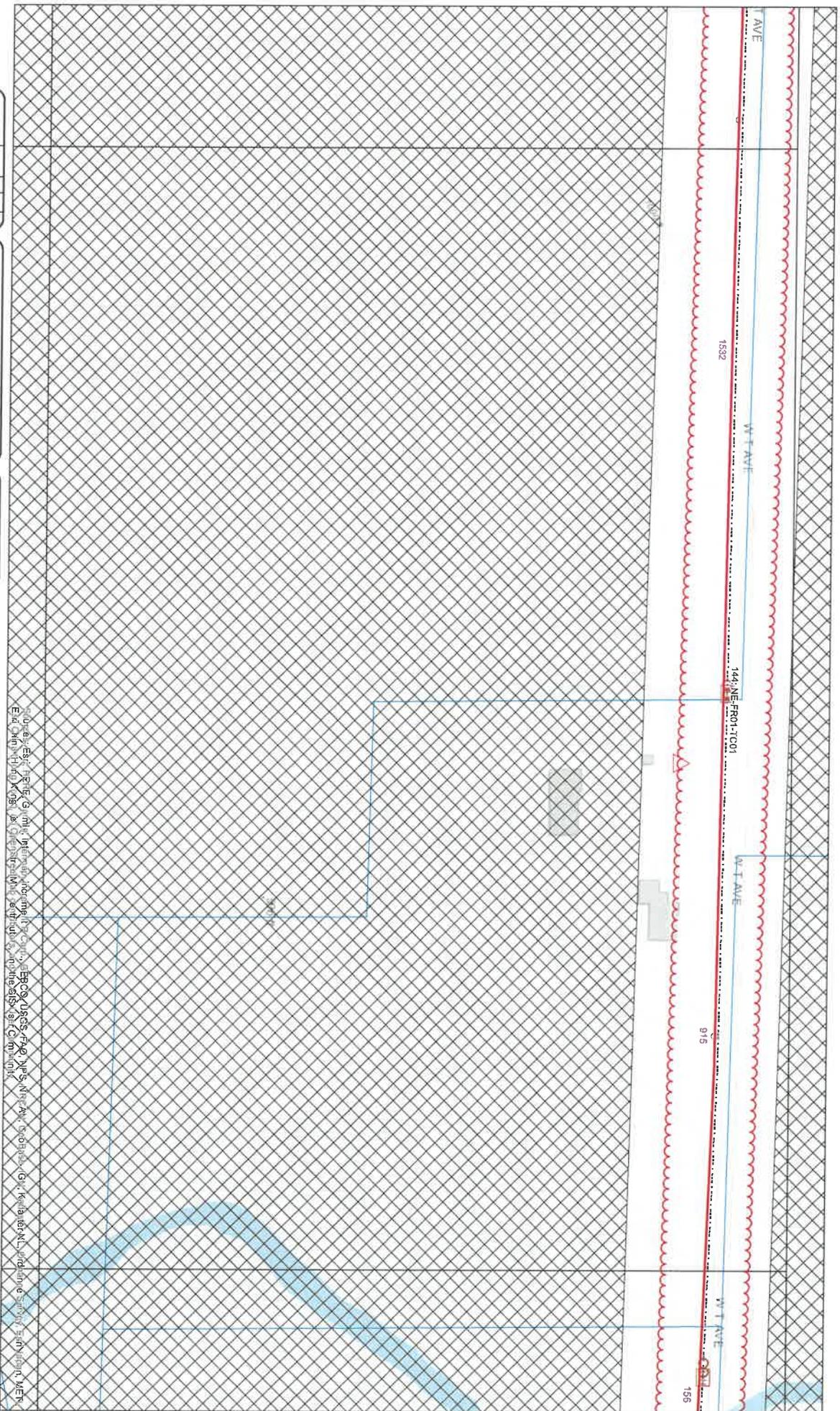
NO.	DESCRIPTION	DATE

50' (approx.) SEE EXISTING MAP, DESIGN, ELECTIONS, AND RECORDS FOR THE LOCATION OF THE PROPERTY LINE AND THE 1/4 SECTION CORNER. SEE PLAN SHEET 3701-TC01 FOR THE LOCATION OF THE 1/4 SECTION CORNER.

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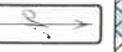
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 PROJECT NUMBER:
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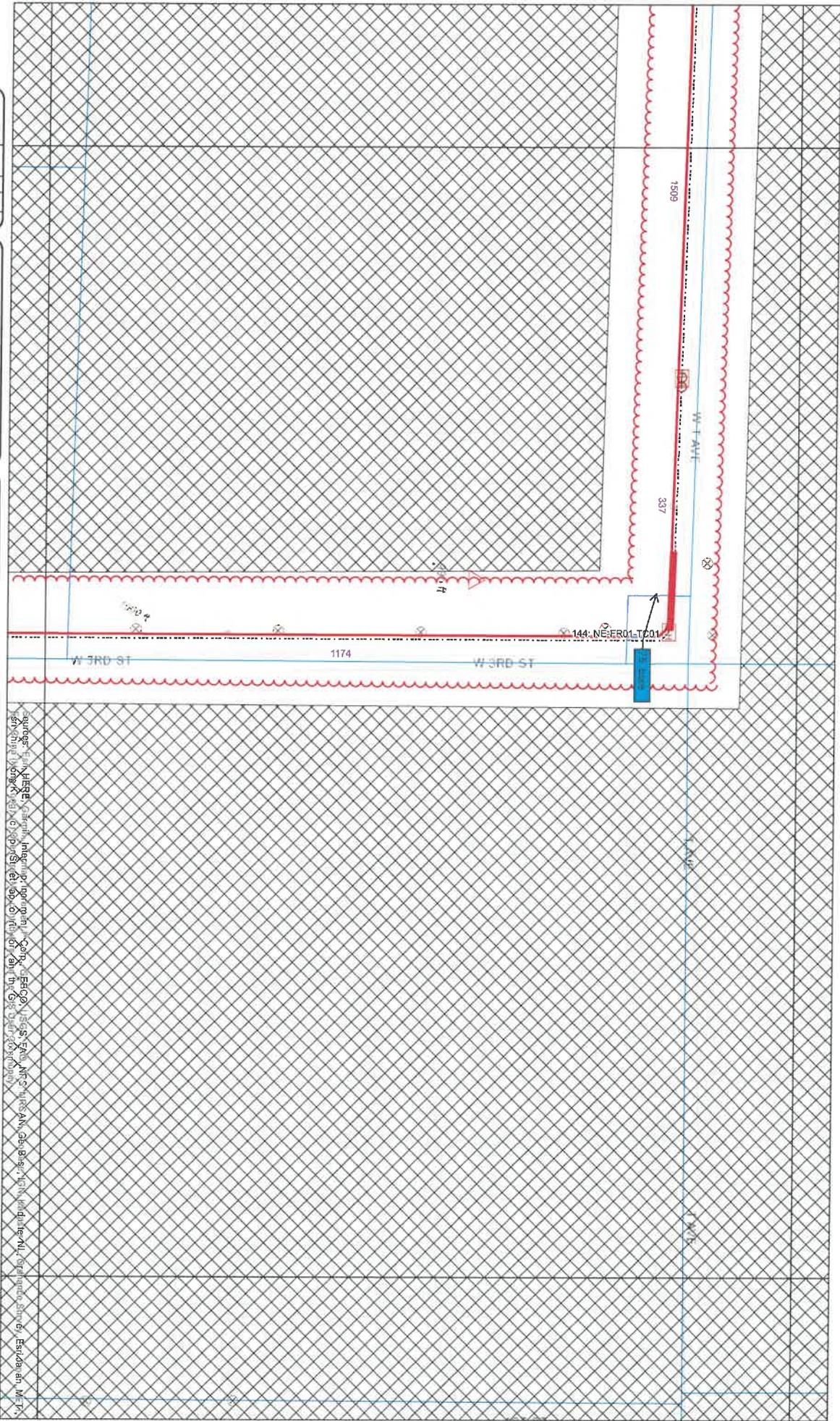
STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

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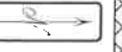
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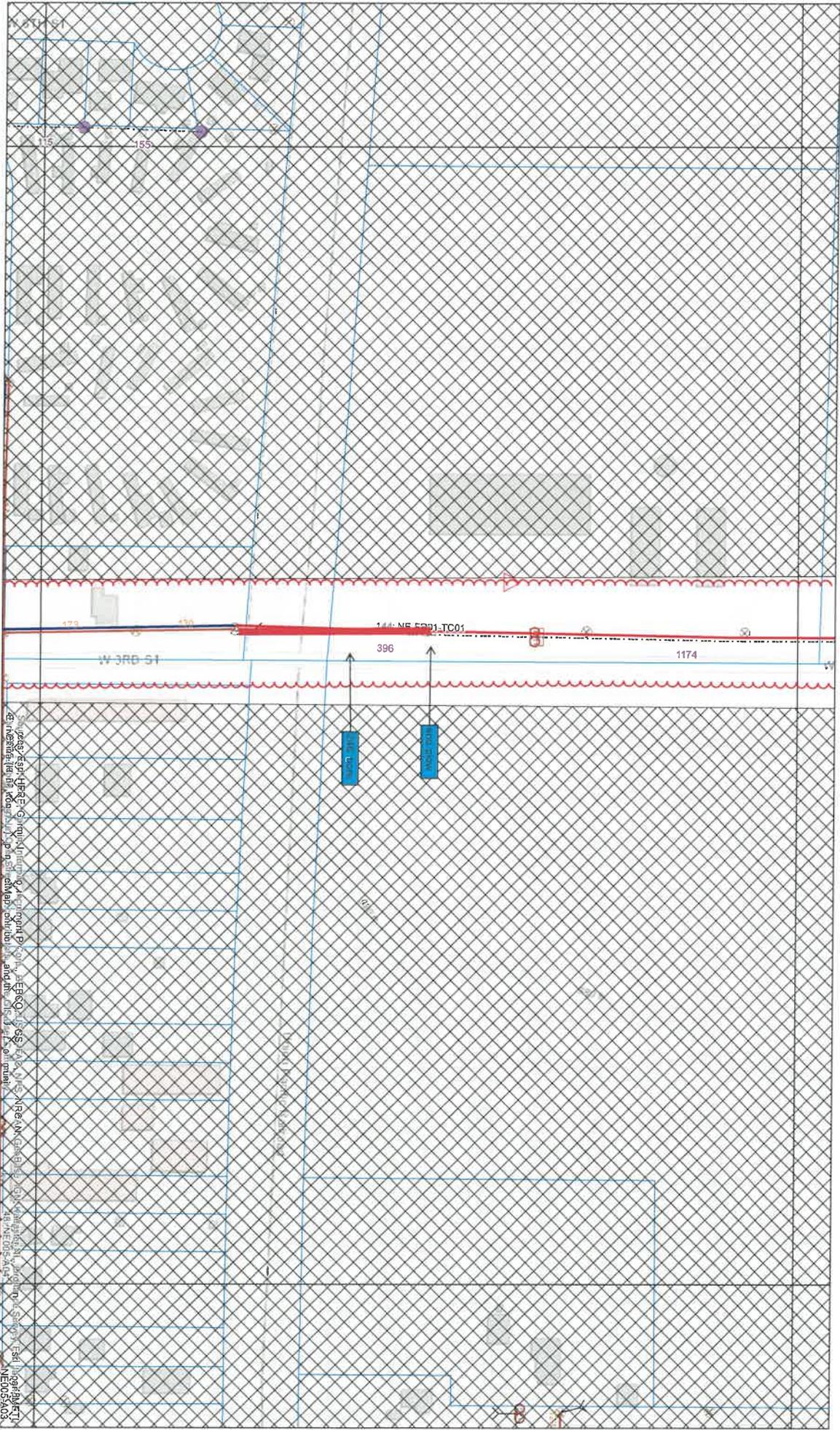
STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

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DESIGN ENG
 USER NAME: arjgs
 DATE: 4/17/2020
 PROJECT NUMBER:
 NEVDA.01297.EX
 NEJ5

STAKING GRID DRAWING
 ROUTE: NE-FR01 Rev 1
 PROJECT: Nevada Expansion
 LOCATION: Nevada, IA

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STORY COUNTY UTILITY PERMIT

Date 5-7-20

To the Board of Supervisors, Story County, Iowa:

The Iowa Regional Utilities Association Company, incorporated under the laws of Iowa authorize to do business within the State of Iowa, with its principal place of business at 1351 Iowa Speedway Drive, Newton, Iowa 50208, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of Potable Water on secondary route Country Club Road, South 11th St., from Timber Ridge Road to South Glen LLC Development distance of 3570 feet. miles.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
Directional boring, trenching and excavating on the East side of Country Club Road/South 11th Street installing an 8" PVC water main a minimum of 5 feet deep & crossing under Country Club Road/S 11th St from East ROW line to West ROW line in Sections 17,18 & 20, Nevada Twp. See attached Plan Sheet.
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

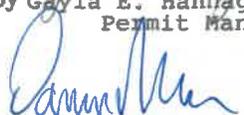
Date 5-7-2020

Iowa Regional Utilities Association
Name of Company (Applicant - Permittee)


by Gayla E. Hannagan, Phone no. 641-792-7011
Permit Manager

Recommended for Approval:

Date 5-7-20

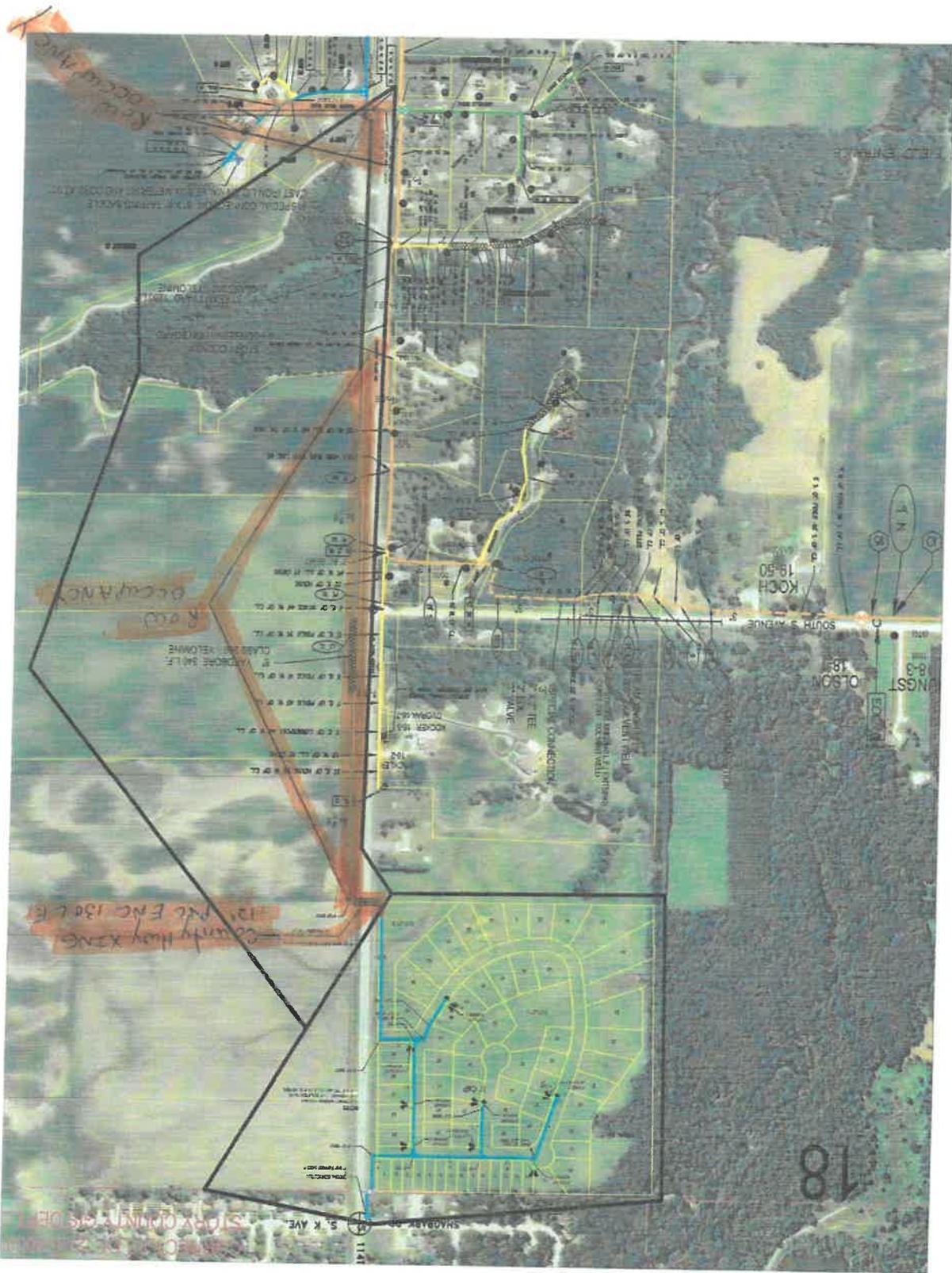

County Engineer Phone no. 515-382-7355

Approved:

Date _____

Chair, Board of Supervisors
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.



Main Office
1351 Iowa Speedway Dr.
Newton, IA 50208
Ph: 800-400-6066
Fax: 641-792-6982



Branch Office
205 C Avenue
Grundy Center, IA 50638
Ph: 319-824-5920
Fax: 319-824-6045

www.irua.net

We Flow That Extra Mile!

May 7, 2020

Darren Moon
Story County Engineer
837 N Avenue
Nevada, Iowa 50201

RE: Permit Request – One (1) County Road Crossing AND ROW Occupancy

Mr. Moon:

Please find enclosed a Story County permit application for an 8" water main installation under Country Club Road/South 11th Street and ROW Occupancy on the East side of Country Club Road/South 11th Street, in Nevada Township, in Sections 17, 18 & 20, T83N, R22 W, in Story County, to provide water service to South Glen LLC Development in Nevada, Iowa.

Enclosed is the permit application and a map of this location.

If you require further information concerning this permit application, please do not hesitate to contact me.

Thank you.

Sincerely,
IOWA REGIONAL UTILITIES ASSOCIATION

Gayla E. Hannagan
Permit Manager

Enc.
GEH/dm



**ADMINISTRATION AGREEMENT FOR CLAIMS RUN-OUT
COUNTY OF STORY IOWA**

Benefit Plan: PSF

- I elect Employee Benefit Systems (EBS) to process run-out claims for the COUNTY OF STORY IOWA Employee Benefits Plan. Fees for such administration are listed below. I understand that run-out claims will be processed through the run-out date selected below.

Please check next to ONE of the boxes to indicate the number of months for run-out administration.

					Claims Administration Fees (based on pepm)
					Service: PSF
		Dates Included			
<input type="checkbox"/>	1 Month	7/1/2020	To	7/31/2020	\$1,384.50
<input type="checkbox"/>	2 Months	7/1/2020	To	8/31/2020	\$2,769.00
<input checked="" type="checkbox"/>	3 Months	7/1/2020	To	9/30/2020	\$4,153.50

- I decline run-out administration by Employee Benefit Systems (EBS) for the COUNTY OF STORY IOWA Employee Benefits Plan.

Employee Benefit Systems will provide standard year end run-out reports. EBS will also maintain your records and online access through the web portal for a period of 90 days after termination of your contract. Should you need additional reporting after that time reports may be generated at the special programming request priced in the fee schedule (Addendum A). **Run-out administration fees are payable up front at the start of the run-out period.** All services and claims will be placed on hold on the run-out period beginning date until payment is received.

On behalf of **COUNTY OF STORY IOWA**

Authorized Signature & Title

Linda Murken, Board Chair

Print Name

Date

Flexible Benefits Administration Proposal

prepared for

County of Story Iowa

July 1, 2020

presented by

Debbie Dean



Wellmark Blue Cross Blue Shield of Iowa
Wellmark Blue Cross Blue Shield of South Dakota

Independent Licensees of the Blue Cross and
Blue Shield Association

Flexible Benefit Plan Services from Wellmark

Wellmark has partnered with WageWorks®, the nation's largest independent provider of consumer-directed spending solutions and services to provide some of the administrative services.

Annual Flexible Benefit Plan Services

We will provide the following services for your plan each year:

- Plan Document and Summary Plan Description maintenance
- Information on applicable legislation
- Employee educational and enrollment materials
- Non-discrimination testing

Reimbursement Account Services

Our services include, but are not limited, to the following deliverables:

Product

- “Pay By Card” – Fully owned and integrated health care debit card
- “Pay My Provider” – Direct payment to healthcare and dependent care providers
- “Pay Me Back” – Claim reimbursement
- “Pay By Carrier File” – Process Wellmark health plan claims to improve debit card substantiation or for auto reimbursement of healthcare expenses to participants.
- Mobile Solutions:
 - Our mobile website - provides election, balance and coverage information across all health care programs from any web enabled mobile device.
 - EZ Receipts™ application - Provides the ability to enter and submit a healthcare or dependent care claim from any iPhone®, Blackberry®, Android™ smart phone, or tablet device. In addition, the EZ Receipts application provides participants ability to submit a picture of a healthcare claim receipt for any debit card transaction. We store all pictures on an image server for future use if required.
- Online and printable “Statement of Activity”
- Explanation of Benefits (following each claim submission)
- Enrollment on our website or via enrollment file provided by employer or benefits enrollment outsourcing firm

Customer Service

- Toll-free employee phone support, Monday through Friday, 7 a.m. to 7 p.m. CST, excluding holidays
- Open enrollment telephone inquiry

Professional Services

- Professional project management focused upon an effective and efficient plan roll-out
- Development of implementation plan
- Standard employee communications
- System configuration, in accordance with employer's plan design
- Employee promotion and assistance
- Testing of all file formats prior to program launch
- Collection of health, dental, and prescription benefit plan data (copay amounts, coinsurance percentages, etc.) to assist with the automatic adjudication of FSA purchases made by participants

Employer Communication

- Online and printed enrollment tools
- Self-service and ad hoc reporting for employees and plan administrators
- Standard pre- and post-enrollment promotional communications and guides
- Templates for customized communication materials
- Plan document templates
- Web conference for employers

Administrative Employer Reports

- Current and historical reports are accessible via our employer website.
- Reports are downloadable in Excel format.
- Easy to sort records; each contains eight key participant reference fields: last name, first name, participant/employee ID, last four SSN, benefit group code, payroll group code, company code and location code.

Participant Online Information

- Individual participant account activity
 - Account dashboard – snapshot of balances
 - Account activity – transaction details
 - Account activity – transaction history
 - Card transactions requiring further action
 - Mobile access

Online Account Services

- Online claim submission
- Print claim forms
- Pay My Provider
- Order an additional card
- Mobile receipt submission

We look forward to working with you!

County of Story Iowa

Pricing for Pre-Tax Health Insurance Premiums and Medical and Dependent Care Reimbursement Accounts

ANNUAL SERVICES

Implementation and Administration

- Plan Document/Master Copy SPD
- 125/129 Non-discrimination testing

Communication and Enrollment

- Employee enrollment materials
- MS PowerPoint presentation

REIMBURSEMENT ACCOUNT ADJUDICATION

Services included

- Daily processing of reimbursement accounts
- Direct deposit of reimbursements
- Automatic reimbursement
- Grace period administration
- Debit card administration

Monthly claims processing fee

\$4.75/participant

- Monthly fees less than \$50 will be annualized.
-

Pricing Assumptions:

Fees based on 265 eligible employees.

Prices guaranteed for Plan Years beginning in 2020.

Facts different from the stated assumptions could alter the fees quoted.

Prepared by: PAH

Master Services Agreement

This Master Services Agreement is made by and between Wellmark, Inc., an Iowa Corporation, (“Wellmark”) and County of Story Iowa (“Client”), located at 900 6th Street, Nevada, IA 50201 and it contains the general terms and conditions governing the administrative services Wellmark will perform for the benefit of the Client.

Effective Date: The “Effective Date” is July 1, 2020.

Each Addendum attached hereto and incorporated herein by reference contains terms and conditions specific to each service offering elected by Client (referred to collectively or individually as the context so requires as the “Services”).

Client has the following services:

- Flexible Spending Account
- Health Reimbursement Account
- Health Savings Account
- Non- Discrimination Testing
- HIPAA Business Associate Agreement

This Master Services Agreement and any attached Addenda shall be referred to collectively herein as the “Agreement.”

Article I. Term and General Matters

Section 1.01. Term

The term of this Agreement shall commence on the Effective Date and continue for a period of one (1) year (“Initial Term”). This Agreement shall automatically renew for additional one (1) year periods (“Renewal Term”), unless either party opts not to renew this Agreement by providing written notice to the other at least ninety (90) days prior to end of the Initial Term or a Renewal Term. This Agreement may be terminated during the Initial Term or Renewal Term based on the provisions of Section 5.08.

Section 1.02. General Matters

Client acknowledges and agrees that: (i) Wellmark intends to contract with a third party service provider (“Service Provider”) for the performance of some or all of the Services hereunder; (ii) any or all obligations of Wellmark hereunder may be subcontracted and delegated to Service Provider, in Wellmark’s discretion; (iii) the Services provided by Service Provider on behalf of Wellmark may be provided directly to Client, in Wellmark’s discretion; (iv) Client may be required to interact directly with Service Provider with respect to one or more obligations of Client hereunder; (v), client may be required to interact directly with Service Provider with respect to one or more obligations of Client hereunder, as directed by Wellmark.

Client acknowledges and agrees that it may be required to enter into one or more agreements with Service Provider for services that are ancillary to the Services hereunder, including, without limitation, a Funding Agreement (each a “Service Provider Agreement”). The performance by Wellmark and/or Service Provider of the Services under this Agreement is conditioned on Client’s execution, delivery and proper performance under such agreements. Without limiting the generality of the foregoing, Client must comply with all terms of any

Funding Agreement between Client and Wellmark or Service Provider as a condition of Wellmark's and/or Service Provider's performance under this Agreement.

Article II. Administration Fees and Benefit Funding

Section 2.01. Fees

Client will receive paper or electronic (e-mail or web-accessible) invoices for fees ("Fees") as further described in each Addendum. Payments for administration fees are due on the due date set forth on the invoice (which is twenty- one days after the billing date) unless otherwise stated in the applicable Addendum. Client shall pay by Client-initiated ACH (Credit), e-billing, corporate check or wire to an account designated by Wellmark or by a Wellmark initiated ACH Debit, as further directed in the applicable Addendum. Client shall also be responsible for any sales taxes that are incurred by Wellmark as a result of performing the Services described herein and such actual amounts shall be included in the monthly invoice provided to Client. Further, Client shall also be responsible for paying any reasonable costs and expenses, including legal fees, incurred by Wellmark as a consequence of any failure of Client to pay the Fees in a timely manner. All services not outlined in the Addenda, that are required as a result of legislative changes or otherwise, will be subject to additional fees.

Section 2.02. Late Payments

Fees not paid when due shall be subject to an interest charge on the outstanding amount from the due date until payment is made in full at an annual rate of interest equal to the then-current Prime Rate as published in the Midwest edition of *The Wall Street Journal* plus two percent (2%). Client must submit written notice to Wellmark and supporting documentation as to any Fees it disputes within thirty (30) days from the date of the invoices. Wellmark shall provide a written response within thirty (30) days of the notice of dispute. Upon resolution Client shall pay any and all outstanding amounts within five (5) business days of such resolution plus the foregoing interest. Notwithstanding anything in this Agreement (or any Addenda) to the contrary, if Client fails to pay Wellmark and/or Service Provider within the required time period any amount that is due hereunder or under any Service Provider Agreement (including, without limitation, Fees and benefit claims funding amounts) Wellmark may suspend services to the Client.

Section 2.03. Pre-Note

Client hereby authorizes a "pre-note" for the sole purpose of testing the accuracy of electronic transactions for any benefit funding (to the extent applicable) and Fee payment arrangement under which Wellmark or Service Provider is to issue an ACH debit. This pre-note will not result in a charge to Client and shall be issued at least thirty (30) days prior to the effective date of the first benefit month under this Agreement to ensure all systems are properly functioning.

Section 2.04. Benefit Claims Funding

Client acknowledges and agrees that all benefit funding amounts provided to Wellmark and/or Service Provider pursuant to the terms of this Agreement shall be provided from Client's general assets. In no event will Client provide funds to Wellmark or Service Provider that consist of plan assets or participant/employee contributions, whether made by salary reduction or otherwise, as those terms have their general meanings under ERISA. All benefit funding amounts provided by Client to Wellmark or Service Provider shall not be segregated or set aside in a trust or escrow account by Wellmark or Service Provider. Upon termination of this Agreement, Wellmark or Service Provider, as applicable, shall provide an accounting and reconciliation to Client and shall pay to Client any amount due based on the terms and conditions of each applicable Addendum to this Agreement.

Article III. Services, Exclusions & Maintenance

Section 3.01. Services

The Services provided to Client are outlined in each Addendum. If any material changes in the products that underlie the Services are needed, Wellmark will provide Client with prior written notice of such material changes; provided that immediate modifications may be necessitated by changes in the law or to curtail substantial abuse by participants and in all such cases Wellmark shall notify Client as soon as administratively practicable of such changes.

Section 3.02. Exclusion from Services

Although Wellmark and/or Service Provider serve as the Client's agent for services rendered pursuant to this Agreement, the Client remains solely and completely responsible for all activities of the employee benefit plans (the "Plans") sponsored by Client, including compliance with the Employee Retirement Income Security Act of 1974, as amended, ("ERISA"), the Health Insurance Portability and Accountability Act of 1996, as amended, ("HIPAA"), the Internal Revenue Code of 1986, as amended, (the "Code"), state and local escheat and unclaimed property laws, and other applicable laws and regulations. Client agrees to indemnify and hold Wellmark and Service Provider harmless (including reasonable attorney fees) and expressly releases all claims against Wellmark and Service Provider in connection with any claim or cause of action, which results from the failure or alleged failure of Client (and its officers and employees) to comply with ERISA, HIPAA, the Code and any other applicable law, except to the extent that such claims or causes of action result from the willful actions or willful failure to act by Wellmark (if the claim is against Wellmark) or Service Provider (if the claim is against Service Provider). Notwithstanding the foregoing, neither Wellmark nor Service Provider shall be responsible for the following:

- (a) verifying the completeness or accuracy of any information provided by Client, or rekeying or reprocessing incorrect data;
- (b) developing Client's policies and procedures for its Plans;
- (c) independently determining fraudulent activities by Plan participants or beneficiaries;
- (d) providing legal or tax advice to Client or Plan participants or beneficiaries;
- (e) reporting any information to any government agencies, or withholding from any Plan benefits amounts necessary to cover any income, employment or other payroll taxes;
- (f) negotiating any Services on behalf of Plan participants or beneficiaries; and
- (g) activities or services not specified in this Agreement or the Addenda attached hereto.

Section 3.03. Maintenance

Wellmark and its Service Provider reserve the right to perform routine system (both web and IVR) maintenance during off hours (normally between 9PM and 5AM ET). The maintenance normally requires no more than two (2) hours per day, or one (1) weekend per month. Any longer maintenance will be posted on the web pages.

Article IV. Client Responsibilities

Section 4.01. Responsibilities

Client shall be responsible for establishing and maintaining the Plans, including, without limitation, the following:

- (a) Determining employees who are eligible to participate in the Plans that are the subject of the Services;
- (b) Timely electronic delivery of Plan data in a format acceptable to Wellmark and/or Service Provider;
- (c) Delivering updates to Wellmark and/or Service Provider regarding employees' information, including, without limitation, changes in salary reduction amounts, eligibility, additions and deletions of Plan participants and dependents covered by a particular Service, in the format, medium, and timeframe further described in specific Addenda or provided to Client in writing by Wellmark and/or Service Provider;
- (d) The accuracy and completeness of all data provided to Wellmark or Service Provider;
- (e) Establishing, deploying, and maintaining its own policies and procedures regarding which of its personnel may access Wellmark's or Service Provider's site; and
- (f) Drafting, adopting, communicating and transmitting Plan documents, policies and procedures to its employees.

Section 4.02. Client as Plan Administrator and Fiduciary

With respect to any and all Plans and programs for which Services are provided hereunder, Client acknowledges and agrees that it is the "plan administrator" and "fiduciary" for purposes of ERISA to the extent such law applies to the Services.

Article V. General Legal Terms

Section 5.01. Intellectual Property

As between Wellmark and Client, Wellmark owns and shall retain all right, title and interest (including, without limitation, all intellectual property rights) in and to all software, web pages, documents, processes, and other information, equipment and materials used in connection with the provision of services hereunder including, without limitation, those developed by Wellmark or Service Provider for use by Client and Plan participants and beneficiaries (the "System").

Wellmark grants Client and Plan participants and beneficiaries a limited, non-exclusive, non-transferable license to access and use the System during the Term of this Agreement, solely and exclusively: (a) in accordance with this Agreement and any instructions, user guides, and policies made available by Wellmark or Service Provider; and (b) for the purpose of receiving the Services provided by Wellmark and/or Service Provider under and in accordance with this Agreement.

Without limiting the generality of the foregoing, Client may not, (a) without Wellmark's prior written consent, disclose or provide access to the System to any third parties, or (b) duplicate the System (or any associated materials) or use the same in connection with any other benefits program (including Client programs). In addition Client shall, at Client's expense, return, erase, or otherwise destroy all such items, and may not use such materials following the termination of this Agreement.

Section 5.02. Warranty

Wellmark warrants that the Services will be performed in accordance with generally accepted industry practices and with reasonable skill and care.

THIS WARRANTY IS EXCLUSIVE. THE SYSTEM AND SERVICES ARE PROVIDED "AS IS" WITHOUT ANY FURTHER WARRANTY OF ANY KIND (EXPRESS OR IMPLIED) INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WHICH WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED. WITHOUT LIMITING THE FOREGOING, WELLMARK MAKES NO WARRANTY, REPRESENTATION OR CLAIM WITH RESPECT TO THE RESULTS OBTAINED THROUGH USE OF THE SYSTEM PROVIDED HEREUNDER. WELLMARK SHALL NOT BE RESPONSIBLE FOR (A) THE FAILURE OF CLIENT TO ACCESS THE SERVICES PROVIDED HEREUNDER DUE TO ANY FAILURE OR INABILITY TO ACCESS THE INTERNET, PUBLIC COMMUNICATIONS FACILITIES OR OTHER PUBLIC UTILITIES; OR (B) FOR ACTS OR OMISSIONS OF ANY VENDOR OR MERCHANT (OTHER THAN SERVICE PROVIDER).

Section 5.03. Indemnification

Wellmark agrees to indemnify and hold Client harmless with respect to any and all claims, liabilities, losses, damages or expenses (including reasonable attorney fees) caused by the gross negligence or willful misconduct of Wellmark in its performance of its responsibilities pursuant to the provisions of this Agreement. However, this indemnification provision shall not apply to any claims, liabilities, losses, damages, or expenses caused by any action or failure to act by the Client or its agents, servants or employees.

Client agrees to indemnify and hold Wellmark, Service Provider and any of their respective directors, officers, shareholders, employees or agents harmless from and against any loss, liability, damage, expense (including reasonable attorney fees), or other cost or obligation caused by, resulting from or arising out of (i) Client's or its agents', servants' or employees' gross negligence, willful misconduct, breach of this Agreement, breach of any Service Provider Agreement, or failure to comply with applicable laws, and (ii) any claims in which Wellmark, Service Provider or any of their respective directors, officers, shareholders, employees or agents are named or joined with Client when such party has not engaged in any wrongful act.

Without limiting the generality of the foregoing, Client agrees to indemnify and hold Wellmark, Service Provider and any of their respective directors, officers or employees harmless from and against any loss, liability, damage, expense (including reasonable attorney fees) or other cost or obligation caused by, resulting from, or arising out of (i) any income or employment tax withholding matter whatsoever (including, without limitation, the failure to properly withhold any such amounts), and (ii) any benefits payments made or directed by Wellmark or Service Provider to, or for the benefit of, any plan participants hereunder.

The indemnified party will promptly notify the indemnifying party of any such claim; provided, however, that the failure to so notify the indemnifying party shall not relieve the indemnifying party of its obligations hereunder except to the extent the indemnifying party is materially prejudiced by such failure. The indemnifying party shall assume and have sole control of the defense of such claim; provided, however, that neither party may settle any claim without the prior written consent of the other party if such settlement exposes the other party to any liability.

Section 5.04. Limitation of Liability

FOR PURPOSES OF THIS SECTION, THE TERM “PARTY,” WITH RESPECT TO WELLMARK, AND REFERENCES TO “WELLMARK,” SHALL INCLUDE WELLMARK’S SUBCONTRACTORS, INCLUDING SERVICE PROVIDER.

IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOST BUSINESS, LOSS OF DATA OR COST OF SUBSTITUTE GOODS) ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE SERVICES PERFORMED HEREUNDER UNDER ANY THEORY OF LIABILITY (WHETHER IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE).

IN ADDITION, WELLMARK’S LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATING TO THIS AGREEMENT SHALL BE LIMITED TO LIQUIDATED DAMAGES IN THE AMOUNT OF THE FEES PAID BY CLIENT TO WELLMARK HEREUNDER FOR THE MOST RECENT THREE (3) CALENDAR MONTHS IMMEDIATELY PRECEDING THE MONTH IN WHICH THE EVENT OCCURRED THAT GAVE RISE TO THE DAMAGES. THE PROVISIONS OF THIS PARAGRAPH APPLY EVEN THOUGH THE LOSS OR DAMAGE, IRRESPECTIVE OF CAUSE OR ORIGIN, RESULTS, DIRECTLY OR INDIRECTLY, EITHER FROM PERFORMANCE OR NONPERFORMANCE OF OBLIGATIONS IMPOSED HEREUNDER. IN NO EVENT SHALL SERVICE PROVIDER BE DIRECTLY LIABLE TO CLIENT HEREUNDER.

THE FOREGOING LIMITATIONS OF LIABILITY SHALL NOT APPLY WITH RESPECT TO A PARTY’S INDEMNIFICATION OBLIGATIONS HEREUNDER.

NO CLAIM MAY BE ASSERTED AGAINST WELLMARK MORE THAN ONE (1) YEAR AFTER SUCH CLAIM HAS BEEN LAWFULLY ASSERTED AGAINST OR BECOME KNOWN TO CLIENT, WHICHEVER SHALL OCCUR FIRST.

Section 5.05. Wellmark as Independent Contractor

Wellmark, and any entity (including those in a chain of service providers) that provides services to Wellmark to complete transactions requested by the Client or Plan participants and beneficiaries, including, without limitation, Service Provider, are independent contractors of Client. Nothing contained in this Agreement shall be construed as creating or evidencing a contractual relationship between Client or any such entity, including, without limitation, Service Provider.

Section 5.06. Confidentiality

Each party acknowledges that performance of the Agreement may involve access to and disclosure of Confidential Information belonging to the other. "Confidential Information" means any non-public confidential or proprietary information, including, without limitation, business and financial information; policies and procedures; operations; customer and potential customer names; suppliers and vendor names; trade secrets; trade dress; patent applications; inventions disclosures, and with respect to Plan participants and beneficiaries personal identification information (such as addresses and social security numbers). Confidential Information does not, however, include any information that: (a) was publicly available or released to the public domain at any time prior to disclosure by one party, (b) becomes publicly known or generally available after disclosure by one party through no wrongful action or inaction of the other party, (c) information that is in the party's possession or known by the party at any time prior to the time of disclosure; (d) is rightfully disclosed to the party by a third party without similar restriction, or (e) is independently developed by the party without use of the other party's Confidential Information.

No Confidential Information shall be disclosed to any third party other than representatives of such party who have a need to know such Confidential Information, provided that such representatives are informed of the confidentiality provisions hereof and agree to abide by them. Notwithstanding the foregoing, Confidential Information may also be provided to Service Provider. All such Confidential Information must be maintained in strict confidence. In addition, each party will maintain the confidentiality of medical records as required by law. In the event a party is required by law to disclose Confidential Information, the disclosing party shall immediately notify the other party in writing, describing the circumstances of and extent of the disclosure. Upon termination of the Agreement, each party, upon the request of the other, will return or destroy all copies of all of the other's Confidential Information in its possession or control except to the extent such Confidential Information must be retained pursuant to applicable law, provided, however, that, Wellmark and/or Service Provider may retain copies of any such Confidential Information it deems necessary for the defense of litigation concerning the Services it provided under the Agreement.

The parties acknowledge that compliance with the provisions of the foregoing paragraphs are necessary to protect their businesses and goodwill and that any actual or prospective breach will irreparably cause damage to them for which money damages may not be adequate. The parties therefore agree that if one of them breaches or attempts to breach the foregoing paragraphs hereof, the other party shall be entitled to obtain temporary, preliminary, and permanent equitable relief, without bond, to restrain such breaches, together with any and all other legal and equitable remedies available under applicable law or under the Agreement. The prevailing party shall be entitled to recover from the other party the reasonable attorneys' fees and costs it expends in any action related to such breach or attempted breach.

Section 5.07. Records Maintenance and Disposition

Wellmark and Service Provider shall have the right to keep and archive records of information and data regarding Client and the Plan obtained in connection with the provision of Services hereunder (collectively "Service Records") for the longer of what is required by applicable law or seven (7) years from the date such information is received by Wellmark or Service Provider, as the case may be. Subject to any confidentiality obligations that may apply, Client may request that a copy of the applicable Service Records be provided to Client (or to a third party designated by Client in writing); provided, that Wellmark and/or Service Provider may retain copies of any Service Records it deems necessary for the defense of litigation concerning the Services it provided under the Agreement.

Section 5.08. Termination

(a) Termination for Breach

Either party may terminate this Agreement with immediate effect in the event the other party remains in default as to any of its material obligations hereunder after receiving written notice of the same and failing to cure such default within thirty (30) days of the date of such notice or ten (10) days in the event of nonpayment.

(b) Termination for Bankruptcy, Insolvency, or Business Wind Down

Either party may terminate this Agreement immediately if either party (i) voluntarily files for bankruptcy; (ii) admits its insolvency; (iii) takes action to commence winding down its business; or (iv) is named as a defendant in any involuntary bankruptcy or insolvency proceeding. In the event Client is involved in a bankruptcy proceeding as described in the foregoing sentence, Wellmark shall also have the right to suspend the payment of claims under this Agreement unless and until an order is obtained from the bankruptcy court, in form and substance acceptable to Wellmark, authorizing such payment and Client has deposited the funds necessary to pay such claims in full.

(c) Effect of Termination

Upon termination of this Agreement, Wellmark shall notify Client of the date on which all Services shall cease. At that time, all rights and licenses granted hereunder to use the System (including, without limitation software and/or user manuals, training materials, and other written materials that relate to the services provided hereunder) shall immediately terminate.

Section 5.09. Publicity

During the term of this Agreement, either party may issue public statements or announcements relating to the provision of Services hereunder as long as such party has received the prior written consent of the other party, which consent shall not be unreasonably withheld, conditioned or delayed.

Section 5.10. Assignment

Neither party may assign any of its rights and obligations under this Agreement without the prior written consent of the other party which consent shall not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, either party may assign this Agreement to one of its controlled entities and Wellmark may delegate its obligations hereunder to Service Provider. This Agreement shall be binding upon and shall inure to the benefit of the parties' respective successors and assigns.

Section 5.11. Notices

Notices from a party concerning this Agreement must be written and delivered to the other party at the addresses shown below (i) in person, (ii) by certified mail, return receipt requested, (iii) by traceable overnight delivery, or (iv) by electronically confirmed facsimile or electronic mail and followed immediately by U.S. Mail. A signed receipt shall be obtained where a notice is delivered in person. Notice will be effective upon delivery.

If to Wellmark: 1331 Grand Avenue, Des Moines, Iowa 50309, Attn: General Counsel.

If to Client, to the main address shown on page one of this Agreement.

Section 5.12. Excused Nonperformance

Notwithstanding any other provision of this Agreement, neither party shall be liable in any way for any delay or any failure of performance of a Service or for any loss or damage due to any causes beyond its reasonable control, including, without limitation, acts of nature, acts of terrorism or a public enemy, war (whether declared or not), acts of the Government, earthquake, fire, floods, degradation or disruption of any communication service not under a party's control, loss of electrical power, congestion, failure or other inability to access the Internet or disruption in the financial markets or the banking system, provided prompt notice thereof is given to the other party.

Section 5.13. Waiver

Failure of either party to insist on performance of any term or condition of this Agreement or to exercise any right or privilege hereunder shall not be construed as a continuing or future waiver of such term, condition, right or privilege.

Section 5.14. Severability

In the event any provision of this Agreement is held invalid, illegal or unenforceable, in whole or in part, the remaining provisions of this Agreement shall not be affected thereby and shall continue to be valid, legal and enforceable, provided that the economic and legal substance of the transactions contemplated hereby is not affected in a manner that is materially adverse to either party.

Section 5.15. Governing Law

This Agreement and any claims arising hereunder or related hereto shall be governed by the laws of the State of Iowa, without regard to its conflicts of laws principles.

Section 5.16. Blue Cross and Blue Shield Disclosure Statement

Client, on behalf of itself and its participants, hereby expressly acknowledges its understanding that this Agreement constitutes a contract solely between Client and Wellmark, which is an independent corporation operating under licenses from the Blue Cross and Blue Shield Association, an association of independent Blue Cross and Blue Shield Plans (BCBSA), permitting Wellmark to use the Blue Cross and Blue Shield Service Marks in the states of Iowa and South Dakota, and that Wellmark is not contracting as the agent of BCBSA. Client, on behalf of itself and its participants, further acknowledges and agrees that it has not entered into this Agreement based upon representations by any person other than Wellmark and that no person, entity, or organization other than Wellmark shall be accountable or liable to Client for any of Wellmark's obligations to Client created under this Agreement. This section shall not create any additional obligations whatsoever on the part of Wellmark other than those obligations created under other provisions of this Agreement.

Section 5.17. Counterparts

This Agreement may be executed in counterparts or duplicate originals, each of which shall be regarded as an original, but all of which shall be considered one and the same instrument.

Section 5.18. Entire Agreement

This Agreement and the Addenda attached hereto constitute the full and complete understanding and agreement of the parties relating to the subject matter hereof and supersede all prior understandings and agreements relating to such subject matter. Any waiver, modification, or amendment of any provision of this Agreement shall be effective only if in writing and signed by both parties. The provisions of this Agreement shall prevail over any additional or different provisions in a Client purchase order, acceptance notice, or other similar document, which provisions shall be of no force or effect. If there is any inconsistency between the terms of this Agreement and the terms of any Business Associate Contract or Business Associate Agreement entered into between the parties hereto (as an Addendum or otherwise), the terms of such Business Associate Contract or Business Associate Agreement shall control.

Section 5.19. Survival

The following Sections shall survive the termination of this Agreement: Exclusion from Services, Intellectual Property, Warranty, Indemnification, Limitation of Liability, Confidentiality, Records Maintenance and Disposition, Governing Law, Consent to Jurisdiction, Entire Agreement, Waiver of Jury Trial and Survival.

Section 5.20. Consent to Jurisdiction

Each of the parties hereby irrevocably submits to the exclusive jurisdiction of any United States District Court or Iowa District Court sitting in Des Moines, Iowa in any action or proceeding arising out of or relating to this Agreement, and each party hereby irrevocably agrees that all claims in respect of such action or proceeding shall be heard and determined in either of such courts. Each of the parties irrevocably waives any objection, including without limitation, any objection on the grounds of forum nonconveniens, which it may now or hereafter have to the bringing of any such action or proceedings in such respective jurisdictions. In addition, the parties agree that neither of them shall commence any action arising out of or relating to this Agreement in any court other than the United States District Court or the Iowa District Court sitting in Des Moines, Iowa.

WAIVER OF JURY TRIAL. EACH OF THE PARTIES HERETO IRREVOCABLY WAIVES ALL RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER BASED ON CONTRACT, TORT OR OTHERWISE) ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE ACTIONS OF THE PARTIES IN THE PERFORMANCE OR ENFORCEMENT HEREOF.

Accepted and Agreed To:

For Client

For Wellmark, Inc.

By:

By:

Title:

Title: Vice President, Chief Procurement Officer

Date:

Date:

**ADDENDUM B TO MASTER SERVICES AGREEMENT
FLEXIBLE SPENDING ACCOUNT**

This Addendum B to the Master Services Agreement (“Addendum”) is entered into by and between County of Story Iowa (“Client”) and Wellmark, Inc. (“Wellmark”) effective as of July 1, 2020, (“Effective Date”) in connection with that certain Master Services Agreement dated July 1, 2020, between Wellmark and Client (the “Agreement”). In case of a conflict between this Addendum and the Agreement, this Addendum shall supersede. In case of a conflict between this Addendum and any Business Associate Agreement or Business Associate Contract between Client and Wellmark, the Business Associate Agreement or Business Associate Contract shall control. Capitalized terms used but not defined in this Addendum have the meaning ascribed to them in the Agreement.

Client has established a health and/or dependent care flexible spending arrangement (“FSA”) as set forth in the Agreement. Client, as plan administrator of the FSA, remains responsible for maintaining and operating the FSA, including paying all benefits owed or established under the FSA to its participants. Wellmark and/or Service Provider shall provide certain administrative services with respect to the FSA as set forth below and under the terms and conditions provided herein:

1. Definitions

The following terms shall have the following meanings in this Addendum:

“**Account**” means the notional accounts created for the health FSA and/or dependent care FSA to track the credits and disbursements of each Participant under the applicable FSA. Separate Accounts shall be created for a Participant’s participation in a health FSA and a dependent care FSA, as well as for each applicable plan year.

“**Available Benefits**” means (1) for a health FSA the Participant’s annual election for the plan year less the aggregate amount previously paid or reimbursed for the plan year, and (2) for a dependent care FSA, the aggregate amounts previously credited to the FSA Account from the Participant’s paycheck for the plan year as reported by Client less the aggregate amount previously paid or reimbursed for the plan year.

“**Participant**” means each individual (e.g., employee, former employee, who has an FSA Account as determined by Client and reported to Wellmark and/or Service Provider.

“**Monthly Service Fees**” means the fees set forth in Section 2 of this Addendum.

2. Fees

a. Administration Fee

The Administration Fee is \$0.00. The administration fee shall be paid prior to the execution date of the Agreement or such other date as agreed to by the Parties to the Agreement. Wellmark reserves the right to make rate changes with thirty (30) days notice prior to any annual automatic renewal.

b. Monthly Service Fees

The FSA “Monthly Service Fee” is \$4.75 per participant per month (PPPM)*.

*PPPM means Per Participant per Month and applies to each individual with at least one account election. For example, an individual who enrolls in both the health FSA and dependent care FSA would be charged as one participant. The fee will be charged for any month within a plan year that the account exists. Wellmark reserves the right to make rate changes with thirty (30) days notice prior to any annual automatic renewal.

If Client informs Wellmark of its intention to terminate prior to the end of their plan year, and Client requests Wellmark to administer the Run out Period and Grace Period (as defined below), Wellmark will do so and may charge a fee for such administration.

“Run out Period” means the period after the close of the plan year in which claims may be submitted by an Employee or other beneficiary. This period is defined and established by the Client, and may be changed for future plan years by the Client if the change is made before the new plan year begins.

“Grace Period” means the amount of time (but no more than 2-1/2 months) following the close of the plan year that a Participant may incur eligible expenses for reimbursement and during which the eligible expenses may be applied against the Employee’s FSA Account for the prior plan year, and to the extent the balance of the Employee’s FSA Account is exhausted for the prior plan year will be applied to the balance of the Employee’s FSA Account for the current plan year (i.e., the plan year in which the expense is incurred) if the Employee has enrolled for an FSA Account for that year.

c. Run-Out Administration

Wellmark shall provide FSA claim processing services following the Agreement’s termination for eligible claims incurred prior to the termination of the Agreement. Such run-out services shall not last longer than the end of the Run-Out Period for the plan year in which the Agreement terminates. All of the terms of this Addendum shall apply to the post-termination run-out services. However, Wellmark shall not provide the run-out services after the Agreement’s termination if the Agreement was terminated because Client failed to pay Monthly Service Fees due, Client failed to provide the benefit claims funding required under Section 3 and the applicable related appendix, or for any other material breach of the Agreement or any Service Provider Agreement.

3. Benefit Claims Funding

All funding shall be provided pursuant to the Funding Agreement executed between Client and Service Provider.

Neither Wellmark nor Service Provider shall be liable or use its own funds for the payment of benefits under the FSA, including, without limitation, where sought as damages in an action against Client, Wellmark, Service Provider or the FSA. Wellmark and Service Provider do not insure nor underwrite Client’s liability to provide benefits under the FSA, and Client shall have the sole responsibility and liability for payment of all benefits under the FSA.

4. Administrative Service Fee Invoice and Payment

Wellmark shall deliver monthly invoices for Monthly Service Fees via paper or electronically (e- mail or web accessible) to Client. All payments for Monthly Service Fees are due on the due date set forth on the invoice.

5. FSA – Specific Scope of Administrative Services

As provided in Section 1.02 of the Agreement, Client acknowledges and agrees that: (i) Wellmark intends to contract with a Service Provider for the performance of some or all of the Services hereunder; (ii) any or all obligations of Wellmark hereunder may be subcontracted and delegated to Service Provider, in Wellmark’s discretion; (iii) the Services provided by Service Provider on behalf of Wellmark may be provided directly to Client, in Wellmark’s discretion; and (iv) Client may be required to interact directly with Service Provider with respect to one or more obligations of Client hereunder, as directed by Wellmark.

a. Enrollment and Processing Enrollment Files

Client shall be solely responsible for determining the individuals who are eligible to participate in the FSA. Client shall provide Wellmark with a complete list of all Participants eligible to participate in the FSA, and any demographic or other information that Wellmark may need to properly administer the FSA pursuant to this Agreement. Client shall notify Wellmark on a monthly basis (or such shorter time period as agreed to by the parties) of any changes in Participant information. All Participant information shall be provided to Wellmark in an electronic format pursuant to Section 5(c). Wellmark shall process all data file(s) within a commercially reasonable time after receipt.

In determining any person’s eligibility under the Plan, Wellmark shall rely on the eligibility information furnished by the Client, and any signed statements by Participants. It is mutually understood that the effective performance of this Agreement by Wellmark will require that the Client advise it on a timely basis during the continuance of this Agreement of the identity of individuals eligible for benefits under each of the respective Plans. Information modifying a Participant’s eligibility or status or election under either Plan shall identify the effective date of eligibility and the termination date of eligibility and shall be provided (via fax, mail, e-mail, electronic submission, or Interactive Voice Response system) prior to the effective date of such modification in order to be considered by Wellmark in making benefit determinations hereunder. If Client determines that Wellmark has incorrectly applied the eligibility provisions of the applicable Benefit Plan and informs Wellmark in writing, all future transactions will be processed according to Client’s interpretation as stated in writing. Client shall indemnify and hold Wellmark, Service Provider and their respective directors, officers, employees and agents harmless from and against any and all claims, damages, expenses, losses or other obligations or liabilities arising out of or relating to the processing of transactions based on Client’s interpretation.

Late notification of FSA eligibility or incorrect FSA eligibility information provided by Client to Wellmark may result in erroneous benefit claim payments. In this event, Client shall be solely responsible for any such erroneous payment and Client shall also be solely responsible for collecting any such erroneous payments from the individual.

b. Services Available to FSAs

Wellmark may provide Bill Payment Services, Reimbursement Services and the Card Services (as those terms are defined below) for Client’s FSA. The maximum payment pursuant to any or all mechanisms shall be limited to the Available Benefits at the applicable time.

i. Bill Payment Services

“Bill Payment Services” (referred to as “Pay My Provider” on Service Provider’s website) means services under which Wellmark will pay FSA eligible expenses described in this Agreement on behalf of a Participant. Payment will be made via a check or other electronic funds transfer directly to the health care or dependent care provider. Only payee information inserted on Service Provider’s web site or provided through direct contact with customer service representatives during normal business hours will be acted upon. Mail, fax, electronic mail, or voicemail directions will not be processed.

ii. Card Services

“Card Services” means the services under which Wellmark will pay FSA eligible expenses described in this Agreement on behalf of a Participant. Payments will be made directly to the health care provider, drugstore or other qualifying entity via debit card (a plastic, magnetically coded card with preset spending limits). The operation and the terms and conditions of debit cards are set forth at <https://www.wageworks.com/employers/terms-and-conditions/wageworks®-debit-card-program.aspx>. Card Services shall not be available for dependent care FSA benefits.

iii. Reimbursement Services

“Reimbursement Services” (referred to as “PayMeBack” on Service Provider’s website) means services under which Wellmark will reimburse FSA eligible expenses described in this Agreement on behalf of a Participant. Reimbursements shall be made to Participants via a check or direct deposit. Claims may be submitted by Participants through one or both of the following methods:

- a. Participants may submit paper-based claim forms to Wellmark for adjudication. Wellmark shall post the time and manner for submitting paper-based claims on the website accessible by Participants (“Participant Site”).
- b. At the election of Client, Wellmark will reimburse Participants for expenses reported to Wellmark by the medical plan carriers (known as Automatic Health Plan Claim or (“AHPC”). Wellmark will deem all claims provided by such carriers as eligible medical expenses without further adjudication. Client agrees that it is responsible for ensuring that such medical plan carriers provide timely, accurate and complete data files in the format and method specified by Wellmark (e.g., posting to a SFTP). This reimbursement method shall not be available for dependent care FSA benefits.

iv. Ordering Rule

If the Available Benefits are not sufficient in a Participant’s Account on any given day, the order of payments processed shall be claims pursuant to Card Services first, if there is any amount remaining thereafter, claims pursuant to Reimbursement Services second, and if there is any amount remaining thereafter, claims pursuant to Bill Payment Services last. To the extent that a Participant’s Account has an amount of Available Benefits for some but not all claims within a particular services category, claims will be paid or reimbursed in the order received. No claim shall be paid or reimbursed that would allow a Participant’s Account to be negative.

c. Reports

Wellmark will make standard reports available for viewing and for download from a Client-accessible website, including a summary of expenditures claimed by the Participants, the number of Participants, and the total amount of benefits paid or reimbursed, for each FSA as applicable. In addition, Client shall have access to a website where individual Participant Account transaction details may be viewed (“Service Site”). Because the Service Site contains individual health information and other personal information, Client shall be solely responsible to control the access to the Service Site based on its own internal confidentiality and HIPAA privacy policies and procedures.

d. Claims Processing and Fiduciary Duties

Client agrees that Client but neither Wellmark nor Service Provider is the plan administrator of the FSA as such term is described under ERISA or the Code. Neither Wellmark nor Service Provider shall have power or authority to waive, alter, breach or modify any terms and conditions of the FSA. Further, Client agrees that Client but neither Wellmark nor Service Provider is the claims fiduciary of the FSA, as such term is used under ERISA. Wellmark and/or Service Provider shall make payments or distributions in accordance with the framework of policies, interpretations, rules, practices and procedures set forth in the FSA and as otherwise agreed upon or directed by Client. Wellmark and/or Service Provider shall neither have nor shall be deemed to exercise any discretion, control, or authority with respect to the disposition of Available Benefits. Wellmark agrees that it shall perform services on behalf of the FSA, only as set forth in this Addendum. Other than appeals of denied claims, no claims are accepted after the end of the applicable Run-out Period.

Based upon the foregoing, Client hereby assigns to Wellmark (and Service Provider, as the case may be) the following:

i. Initial Claims for Health Care FSA

Claims for FSA benefits must be submitted in a form that is satisfactory to Wellmark. Wellmark shall determine whether a benefit is payable under the FSA’s provisions as based on the terms of this Addendum and as mutually agreed to by Wellmark and Client. Client shall provide to Wellmark the applicable summary plan descriptions and plan documents for Wellmark to review and to assist in processing claims for the FSA. Wellmark shall use claim procedures and standards developed by Wellmark for benefit claim determination, which for a health care FSA shall be in compliance with Section 503 of ERISA and the regulations promulgated thereto with respect to initial claims for benefits.

ii. Appeals for Health Care FSA

For a health care FSA, Client represents that the FSA plan documents and summary plan description shall provide for a 2-stage appeal process pursuant to the provisions of Section 503 of ERISA and the regulations promulgated thereto. Wellmark shall process the first appeal using claims procedures and standards developed by Wellmark for benefit claim determinations, which are in compliance with Section 503 of ERISA and the regulations promulgated thereto with respect to appeals of denied claims for benefits. However, the second and the final appeal shall not be the responsibility of Wellmark but shall be processed and be the responsibility of Client or the plan administrator of the FSA.

Accordingly, because Wellmark does not process the final appeal, Wellmark shall not be the claims fiduciary with respect to the FSA.

iii. Claims and Appeals for Dependent Care FSA

Claims for dependent care FSA benefits must be submitted in a form that is satisfactory to Wellmark. Wellmark shall determine whether a benefit is payable under the FSA's provisions as based on the terms of this Addendum and as mutually agreed to by Wellmark and Client. Client shall provide to Wellmark the applicable descriptions and plan documents for Wellmark to review and to assist in processing claims for the dependent care FSA. Wellmark shall use its claim procedures and standards developed by Wellmark for benefit claim determinations. Wellmark shall process one appeal of a denied dependent care claim using procedures and standards developed by Wellmark for benefit claim determinations and appeals. Any additional appeals thereafter shall be the responsibility of Client.

6. Additional Services

a. Communications Materials

Wellmark will provide access to an online communications gateway ("Gateway") where Client may access and download standard electronic communications material at no additional charge. Certain quantities of standard printed communications may also be available at no additional charge. Customized items are available for additional fees, and Client agrees to pay bulk sales or similar taxes (if any), shipping and handling for any standard or customized material orders. Notwithstanding the foregoing, it is Client's responsibility to ensure that the summary plan descriptions, plan documents and any other documentation relating to the FSA are appropriately completed, are in compliance with the requirements of the FSA and applicable law, and are appropriately and timely adopted by Client. Client shall be solely responsible for distributing summary plan descriptions, summaries of material modification and any other documentation with respect to the FSA to Participants on a timely basis as provided by applicable law. Client shall also be solely responsible for complying with HIPAA, COBRA and ERISA with respect to the FSA and making any filing with the appropriate governmental agencies, including the Department of Labor and the Internal Revenue Service with respect to the FSA.

b. Assistance in Enrollment Meetings

Upon Client's request, Wellmark will participate in enrollment meetings and benefit fairs at an additional charge.

c. File and Data Exchange

Wellmark shall provide a set of electronic file specifications for Client to deliver data to Wellmark. Client is responsible for developing the routines, programs, and other means in which to deliver electronic data to Wellmark. The parties will exchange test data to ensure that they can receive and process each other's files. Wellmark shall also work with any other third party vendor hired by Client to provide such data to Wellmark, provided that Wellmark reserves the right to require such third-party vendor to enter into a data sharing agreement with Wellmark prior to exchanging any data.

d. Adjudication of Eligible Expenses

Wellmark shall determine whether an expense is qualified under the Internal Revenue Code and regulations thereunder, and any IRS written rulings, notices, and advisories based on rules and procedures developed by Wellmark. By entering into this Agreement, Client has authorized and instructed Wellmark to implement its standard administrative procedures to provide services in accordance with this Addendum and the Agreement. Client and Wellmark agree that if Client provides Wellmark with specific written instructions (in a form acceptable to Wellmark) to provide services in a manner other than in accordance with Wellmark standard procedures, Wellmark may (but is not required to) comply with Client's written instructions. However, to the extent that Wellmark complies with such instructions, Client and not Wellmark shall be solely responsible for Wellmark's actions so taken, Client expressly releases all claims against Wellmark in connection with any claim or cause of action that results from or in connection with Wellmark following Client's written instructions and Client shall indemnify and hold Wellmark harmless (including reasonable attorneys fees and costs) for any claims, losses or other damages that results from or in connection with Wellmark following Client's written instructions.

e. Participant Call Center

Monday through Friday from 7:00AM CT to 7:00PM CT, excluding holidays and other non-business days, customer service representatives will be available to answer phone calls regarding the administration of the benefits selected by Client. Outside these hours, Participants may access the Participant Site or use an interactive voice response unit.

f. Client Services

Client Services shall be available to answer phone calls from Client HR representatives on issues such as employee case escalation, file transfer errors, and using the Service Site. The hours of operations are 7:00AM CT to 7:00PM CT, Monday through Friday, except for holidays and other non-business days.

7. No Refunds for Benefits Delivered

Wellmark will not provide or negotiate for refunds of unused services or unneeded items. Wellmark is not responsible for determining whether a Participant received a cash refund from a merchant or provider for items or services originally purchased or paid for using a debit card. In addition, Wellmark shall not be responsible for negotiating or procuring on behalf of Employee dependent care services or medical services or products. Employees must obtain or negotiate for such services on behalf of themselves (e.g., an Employee must first ensure that a child care provider will accept the Employee's child prior to establishing Bill Payment Services for that provider). Client is solely responsible for making the FSA whole if fraud is committed against the FSA by Participants or other individuals. Wellmark shall not be responsible for identifying, pursuing or correcting any fraudulent actions by Participant.



Board of Supervisors

Story County, Iowa

Open Records Policy & Procedure

Approval Date:

XX/XX/XXXX

Effective Date:

XX/XX/XXXX

Revision No:

04

Reference: BOS Minutes:

Initially Adopted:03/06/2012

Distribution:

County Website, Intranet, S:drive and Policy Book

General Policy Statement

This policy is intended to implement the provisions of Iowa Code Chapter 22 by providing assistance to citizens requesting examination of public records and to employees in fulfilling those requests. The goal is to assist citizens making requests and assure that responses to open records requests are made appropriately and timely.

Scope

This policy is applicable to the following:

All departments responsible to the Story County Board of Supervisors;

All offices responsible to a county elected official whom adopt this policy.

*The offices of the Attorney, Auditor, Recorder, Sheriff and Treasurer are elected offices. These elected officers are vested with unique discretion to carry out the legal duties and responsibilities of their office. As such, they may exercise a degree of independence to set the policies and procedures of their respective offices. These elected officers may adopt this policy but may also independently set policy for their office concerning the production of public records.

Purpose

Story County* is committed to the concept of open government exemplified by Iowa Code Chapter 22. Records that are not defined as public records or have been deemed confidential pursuant to statute are not required to be released in response to a request. Iowa Code Chapter 22 lists or describes no fewer than 65 categories and types of potential documents and information exempt from the open records law. Other portions of state and federal law may also govern access to public records.

Documents, instruments and records [see Iowa Code §§331.601A(2), (3) & (8)] maintained by a county recorder, as well as fees set by the Story County Recorder for research and retrieval of documents, instruments and records filed with or maintained by the Story County Office of Recorder, are exempt from this policy.

Provisions

Making a Request for Public Records. Requests for access to public records may be made in person, in writing or by telephone. Citizens are encouraged, but not required to make requests in writing. The form accompanying this policy is for convenience only. Anyone may make a request for public records without providing identification, reason or motive for the request. For assistance in making a request for examination or copying of public records, the public is invited to contact the county public request liaison at:

Public Information Request
900 6th St, Nevada IA 50201
c/o Sandra King,
Ph. 515-382-7243, Fax 515-382-7206,
E-Mail: sking@storycountyowa.gov

Responding to Requests. Requests for access to public records may be made in person, in writing or by telephone. Employees may not ask why the record is being requested nor require the identity of the requestor, but should try to get as much information as possible about what is being requested and how the requestor wishes the response transmitted to them. A requesting party may be encouraged but is not required to use the request form accompanying this policy.

An employee receiving a request in person or by telephone should immediately reduce the request to writing noting the specifics of the information requested, the date and time of the request, whether the request is for copying, inspection or both and how the requestor expects the request fulfilled. All requests should be forwarded to county public request liaison Sandra King, and the employee's supervisor.

Upon receipt of a request for access to public records, supervisory employees should promptly take all reasonable steps to preserve the public record while the request is pending. Requests will be fulfilled as soon as possible, but no longer than within ten (10) business days, unless there are questions about the confidentiality of the record being requested. The Iowa Code allows for a twenty (20) calendar days delay to determine whether a record is confidential. If possible, information contained in record that is deemed confidential by law should be redacted so that the remaining record may be disclosed. The department/office having custody of the

record will be primarily responsible for producing a response to the request for the county public request liaison.

All requests will receive a written response. If the public record requested does not exist, this fact should be communicated to the requestor. The record sought may be provided in the form in which it is maintained by Story County provided the information contained in that form is readily accessible to the requestor once in their custody. If the request involves research or delay beyond 10 days is reasonably expected, this should be communicated to the requestor.

Availability. Public records will be available for public examination and/or copying during customary office hours, which are 8:00 a.m. to 4:30 p.m., Monday through Friday, excluding designated holidays. Immediate access to records may be affected by good faith efforts to identify and locate the correct records; or determine whether the request seeks disclosure of confidential records; The requesting party should be promptly notified if any delays are experienced or expected.

Fees. Reasonable fees will be charged to the requestor for the actual costs of producing a public record for inspection and/or copying. Departments under the auspices of the Board of Supervisors will charge fees according to the schedule appearing below. If the estimated total fees exceed \$25.00 the requestor must agree to prepay expected fees. Estimated fees and payment terms must be clearly communicated to the requestor as soon as possible. The following fees will be charged:

1. \$.10 per page fees for black/white photocopying.
2. \$.25 per page for color photocopying.
3. Actual mailing costs.
4. Actual cost of media (CD, DVD, Tape, Film, etc.).
5. Actual cost of employee time to supervise the examination of a public record, if over one hour.
6. Actual cost of employee time to retrieve a public record, if over one hour.

Compliance. Requests and responses for examination of public records or copies of records shall be documented by giving to the department head/elected official and public request liaison, all information and documentation concerning the request, the employee responding to the request, the information requested, and full copy of the dated response. The county public request liaison will maintain responses in a central location.



REQUEST TO EXAMINE AND/OR COPY

PUBLIC RECORDS

Visit us online at: www.storycountyiowa.gov

Use of all, part or none of this form is optional and has no bearing on the response you will receive. Requests of an anonymous nature will also be honored. This form is merely offered for convenience only. Please note that this form is not confidential and may itself be subject to public disclosure pursuant to Iowa Code Chapter 22.

Requestor's Name _____

Address: _____

City /State/Zip: _____

Phone Number: _____

E-mail Address: _____

Description of Record or Information Requested: (be as specific as possible): _____

Please tell us if you would like the record copied and sent to you by mail, whether you will pick it up or whether you would simply like to examine it. _____

Signature of Requestor

Date of Request

You may expect a response to a request for non-confidential public information within ten (10) business days.

Office Use Only:

Date Received:

Response Date: _____ Records Available? Yes / No

Copies Made? Yes / No How Many? Fees Charged: \$

If request denied, provide reason: _____

General Policy Statement This policy is intended to implement the provisions of Iowa Code Chapter 22 by providing assistance to citizens requesting examination of public records and to employees in fulfilling those requests. The goal is to assist citizens making requests and assure that responses to open records requests are made appropriately and timely.

Scope This policy is applicable to the following:

All departments responsible to the Story County Board of Supervisors;

All offices responsible to a county elected official whom adopt this policy.

*The offices of the Attorney, Auditor, Recorder, Sheriff and Treasurer are elected offices. These elected officers are vested with unique discretion to carry out the legal duties and responsibilities of their office. As such, they may exercise a degree of independence to set the policies and procedures of their respective offices. These elected officers may adopt this policy but may also independently set policy for their office concerning the production of public records.

Purpose Story County* is committed to the concept of open government exemplified by Iowa Code Chapter 22. Records that are not defined as public records ~~or have been deemed confidential pursuant to statute~~ are not required to be released in response to a request **but may be released upon a vote of the Story County Board of Supervisors or another Elected Official who is the official custodian of said record. Records that** have been deemed confidential pursuant to statute **may not be released without a judge's order.** Iowa Code Chapter 22 lists or describes no fewer than 65 categories and types of potential documents and information **that are** exempt **or may be exempted** from the open records law.

Documents, instruments and records [see Iowa Code §§331.601A(2), (3) & (8)] maintained by a county recorder, as well as fees set by the Story County Recorder for research and retrieval of documents, instruments and records filed with or maintained by the Story County Office of Recorder, are exempt from this policy.

Provisions Making a Request for Public Records.

Requests for access to public records may be made in person; in writing, **including electronically**; or by telephone. Citizens are encouraged, but not required to make requests in writing. The form accompanying this policy is for convenience only. Anyone may make a request for public records without providing identification, reason or motive for the request. For assistance in making a request for

examination or copying of public records, the public is invited to contact the county public request liaison at:

Public Information Request

900 6th St, Nevada IA 50201

c/o Sandra King,

Ph. 515-382-7243, Fax 515-382-7206,

E-Mail: sking@storycountyiowa.gov

Responding to Requests. Requests for access to public records may be made in person; in writing, **including electronically**; or by telephone. Employees may not ask why the record is being requested nor require the identity of the requestor, but should try to get as much information as possible about what is being requested and how the requestor wishes the response transmitted to them. A requesting party may be encouraged but is not required to use the request form accompanying this policy.

Requests made in person to staff will usually be filled while the requester is on premises if the material is accessible on-site and known to not be confidential.

Requests made via telephone or in writing will be fulfilled **within 24 hours whenever possible**, but no longer than within ten (10) business days, unless there are questions about the confidentiality of the record being requested. The Iowa Code allows for a twenty (20) calendar days delay to determine whether a record is confidential. If possible, information contained in record that is deemed confidential by law should be redacted so that the remaining record may be disclosed.

An employee receiving a request from a visitor to a department or office that can be filled immediately should fulfill the request and then reduce the request to writing, noting the specifics of the information requested, the date and time of the request, whether the request was for copying, inspection or both and **state that the request was fulfilled. The written documentation should then** be sent to public request liaison Sandra King and the employee's supervisor.

If the employee was not able to fulfill the visitor's request immediately or an employee receives a request by telephone or electronically, the employee should reduce the request to writing as detailed above, adding how the requestor expects the request to be fulfilled.

Departments and offices that can fill the request within 24 hours should fulfill the request and then send the same information detailed above to public liaison contact Sandra King and the employee's supervisor.

Requests not able to be filled by the department or office within 24 hours should be sent to public liaison contact Sandra King and the employee's supervisor.

Upon receipt of a request for access to public records, supervisory employees should promptly take all reasonable steps to preserve the public record while the request is pending. ~~Requests will be fulfilled as soon as possible, but no longer than within ten (10) business days, unless there are questions about the confidentiality of the record being requested. The Iowa Code allows for a twenty (20) calendar days delay to determine whether a record is confidential. If possible, information contained in record that is deemed confidential by law should be redacted so that the remaining record may be disclosed.~~ When a department or office having custody of the record cannot fulfill a request quickly or has a record deemed confidential under state law, that department or office will be primarily responsible for producing a response to the request, including a redaction of confidential material if necessary, for the county public request liaison.

All requests ~~except those fulfilled immediately during an in-person visit from the requestor~~ will receive a written response. If the public record requested does not exist, this fact should be communicated to the requestor. The record sought may be provided in the form in which it is maintained by Story County provided the information contained in that form is readily accessible to the requestor once in their custody. If the request involves research or delay beyond 10 days is reasonably expected, this should be communicated to the requestor.

Availability. Public records will be available for public examination and/or copying during customary office hours, which are 8:00 a.m. to 4:30 p.m., Monday through Friday, excluding designated holidays. Immediate access to records may be affected by good faith efforts to identify and locate the correct records; or determine whether the request seeks disclosure of confidential records; The requesting party should be promptly notified if any delays are experienced or expected.

Fees. Reasonable fees will be charged to the requestor for the actual costs of producing a public record for inspection and/or copying. Departments under the auspices of the Board of Supervisors will charge fees according to the schedule appearing below. If the estimated total fees exceed ~~\$25.00~~ **\$50.00** the requestor

must agree to prepay expected fees. Estimated fees and payment terms must be clearly communicated to the requestor as soon as possible. The following fees will be charged:

1. \$.10 per page fees for black/white photocopying.
2. \$.25 per page for color photocopying.
3. Actual mailing costs.
4. Actual cost of media (CD, DVD, Tape, Film, etc.).
5. ~~Actual cost~~ **Fifteen dollars (\$15) per hour of** employee time to supervise the examination of a public record, if over one hour.
6. ~~Actual cost~~ **Fifteen dollars (\$15) per hour of** employee time to retrieve a public record, if over one hour.

Compliance. Requests and responses for examination of public records or copies of records shall be documented by giving to the department head/elected official and public request liaison, all information and documentation concerning the request, the employee responding to the request, the information requested, and full copy of the dated response. The county public request liaison will maintain responses in a central location.



**Community Services Quarterly Report for the
Story County Board of Supervisors
May 12, 2020
(Period covering January 2020 – March 2020)**

General Assistance

Caseload information:

Single Household Cases	Family Household Cases	Total for Reporting Period	Year-to-date Totals
18	22	40	70 - single
			67 - family
			137 - total

Denials/Referral to Other Resources:

# Issued during the reporting period	Year-to-date Totals
163	689

Applied, but did not return to complete assistance process:

# during the reporting period	Year-to-date Totals
24	53

Primary types of assistance:

Rent	Utilities	Misc. (meds, transportation, burial)
\$13,984.00	\$648.77	\$9,965.00

SSI Interim Reimbursement program: 0 during the reporting period and 0 YTD.

Substance Abuse Services

# during the reporting period	Year-to-date Totals
3	10

MHDS

Central Iowa Community Services Region:

The Children's Behavioral Health Services Implementation Plan was completed and submitted to the Department of Human Services (DHS) in February 2020. This plan includes processes and timeframes for creation of a Regional Children's Advisory Committee, Governing Board changes, 28E Agreement Amendment, staff changes, and management plan changes. This plan can be found on the CICS website at cicsmhds.org.

The FY21 Annual Service and Budget Plan was completed and has been submitted to DHS. This plan includes information on local access points, service coordination and targeted case management services, crisis planning, intensive mental health services, scope of services, expenditure and revenue projections, financial forecasting and provider reimbursement provisions. This plan will be placed on the CICS website upon plan approval by DHS.

Staff worked on updates to the CICS Management Plan Policies & Procedures, many of the updates are related to Children's Behavioral Health Services. The Policies and Procedures have been submitted to DHS and are going through the approval process.

New members to the CICS Governing Board were introduced in February, these include voting and non-voting members from the Adult Advisory Committee and the Children's Behavioral Health Advisory Committee.

CICS staff were closely following the legislative session and the Governor's Invest in Iowa Act. Governor Reynolds has indicated the Invest in Iowa Act likely will not be going forward at this time given fiscal impacts of Covid 19.

A staff transition plan for the Administrative Team has been developed as three members of the Administrative Team have indicated plans for retirement after July 1, 2020. Effective at the beginning of FY21 the following CEO and Officer positions are Russell Wood, CEO; Patti Treibel Leeds, Planning and Development Officer; Betsy Stursma, Finance Officer; Karla Webb, Operations Officer; Linn Adams, Coordination Officer. A Lead Service Coordinator position was created with elimination of one Service Coordination Specialist position.

Community Services

We began working to transition using the Community Services Network (CSN) for General Assistance record management rather than an access database. Staff are working through processes and plan for a complete transition to using CSN in the very near future.

Staff completed a review of the impacts of a 10% increase to the General Assistance income guidelines and an increase to rent and utility assistance maximums.

Precautionary measures related to Covid 19 were implemented in the office in March. Staff have been following the guidelines and recommendations approved by the Board of Supervisors. In addition modifications to the General Assistance program guidelines were approved by the Board of Supervisors in March due to our office closure to the public and Covid 19 precautions.

Staff from our office continued to be involved with the Opioid Task Force, Nevada Substance Use Task Force, Mental Health Expo committee, Human Services Council and Two Rivers Region.

Staff continued to attend county trainings when possible.

This quarter 76 interviews were completed with Veterans or surviving spouses by Erin Rewerts, CVSO.



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Report to the Story County Board of Supervisors for May 12, 2020

The Environmental Health Department continues to work remotely. Because some of our routine work has been interrupted, such as pool inspections and most water testing, we are working on data management and back-burner projects. Below is a summary of our main programs:

Septics

- 26 applications, 20 permits issued to date for calendar year.
- 21 TOT inspections/binding agreements.
- Site reviews are still being conducted, without applicant or installer present.
- Final inspections of new installations still being conducted, requesting photos before system is covered.
- Not a lot of systems going in yet; installers focus on drainage tiling in the spring before the crops are planted.
- Due to the pandemic, the public hearings for the proposed septic ordinance have been put on hold.

Wells

- Two water wells permitted, 12 samples for calendar year
- Five pluggings for calendar year.

Tattoos

- All inspections have been completed.
- One new facility in Nevada to open after pandemic restrictions are lifted. Bazylinski will conduct opening-inspection at that time.

Tanning

- Due to pandemic, the public hearings for the proposed tanning ordinance have been put on hold.

Pools

- Cory inspected approximately half of the indoor pools before IDPH shut the pools down for COVID-19. Most municipal outdoor pools open Memorial Day weekend; no news on when pools will open.

Complaints

- Seven complaints for the calendar year
- Mold, Nevada apartment.
- Air pollution from fire pit ashes, Fernald
- Excessive outdoor burning. Asthma concerns. Prairie Ridge SD area.
- Mold, Nevada apartment.
- Abandoned trailers and rubbish at the Home Acres Trailer Park in northeast Nevada. I did a windshield inspection and counted about eight abandoned trailers and did see lots

of rubbish. I forwarded the written complaint to Ricardo Martinez. He said that Nevada Public Safety Department normally takes care of these complaints. They will address the situation as best they giving the circumstances. I offered our department's assistance. As a reminder, the BOH service area includes incorporated areas.

- Rubbish accumulating. Rural property near Story City.
- Open discharge. Near Dartmoor Road.
- Excessive burning. Skycrest SD.

Trainings and Meetings

- Jaynes: CCMT meetings, WAWG meetings, IOWWA board meeting, Drug-use recognition training, COVID-19 webinars, HR training
- Bazylnski: COVID-19 webinars, HR training
- Jones: COVID-19 webinars, HR training
- Cory: COVID-19 webinars, ESRI videos,

Reviews with Planning & Development

- Izaak Walton League, Rasmusson, Johnson Hill, Anthony Acres, Dotson Farms, Forest Ridge, Fausch, Nevada WWTP, Ames Urban Fringe

Miscellany

- Country Living MHP trailer received junking certificate. All set for removal, maybe after pandemic.
- Jones posted for groundwater awareness week.
- Jaynes inspected Crestview lagoon status.
- Cory & Jaynes conducted two coco filter troubleshooting inspections with EcoFlo rep.
- Emergency Operations Center (EOC) has opened, but has not requested help from EH.
- Received Maxwell North CAFO application for master matrix review. Have not received notification from DNR that they have received a complete application yet, so the master matrix review group has not started working on this yet.

Submitted by Margaret C. Jaynes on May 7, 2020