



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JUNE 21) (WEEK 25 OF 2022)**

Live streaming at:
<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Live telephonic access at: 712-224-6014

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov	Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov	Jeremy Taylor 259-7910 jtaylor@woodburycountyiowa.gov	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov	Justin Wright 899-9044 jwright@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held June 21, 2022 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to **three minutes on any one item.**
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

4:30 p.m. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

- | | |
|---------------------------|-------------|
| 1. Citizen Concerns | Information |
| 2. Approval of the agenda | Action |

Consent Agenda

Items 3 through 11 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

3. Approval of the minutes of the June 14, 2022 meeting
4. Approval of claims
5. Board Administration – Karen James
 - a. Approval of resolution for a tax suspension for S.K. & C.K.
 - b. Approval of resolution for a tax suspension for C.F.
 - c. Approval to reappoint Emily Clayton and John Mansfield to the Veteran Affairs Commission

6. Building Services – Kenny Schmitz
Approval of items to be auctioned per Personal Property Disposition Policy
7. County Treasurer – Tina Bertrand
 - a. Approval of resolution for a tax abatement for L.T.
 - b. Approval of resolution for a tax abatement for Yes Companies
 - c. Approval of resolution for a tax abatement for W.S.
8. Board Administration – Heather Van Sickle
 - a. Approval of Notice of Property Sale Resolution for Parcel #894721282008 (aka 1118 22nd Street) for Tuesday, July 5th at 4:35 p.m.
 - b. Approval of Notice of Property Sale Resolution for Parcel #894823253012 (aka 1904 Riverside Blvd.) for Tuesday, July 5th at 4:37 p.m.
9. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Approve the purchase of the Cyber Liability Insurance policy for FY 22/23
10. County Auditor – Patrick Gill
Approval to correct the clerical error to read “to approve to reduce the compensation board recommendation by 44.55%”
11. Conservation - Dan Heissel
Approve transfer of funds from FY 21-22 to restrictive reserve to FY 22-23 in the amount of \$66,119 for purchase of 1-ton chassis cab and ¾ pickup

End Consent Agenda

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|---|-----------------------|
| 12. Citizen – Deborah Main
Discussion of ordinance for hazardous CO2 pipelines | Information |
| 13. County Treasurer – Tina Bertrand <ol style="list-style-type: none"> a. IPAIT information presentation b. Approve resolution authorizing the approval of and participation in a joint powers agreement and declaration of trust for the Iowa Public Agency Investment Trust | Information
Action |
| 14. Building Services – Kenny Schmitz <ol style="list-style-type: none"> a. Approval of the Prairie Hills Demolition plans, specifications, form of contract and authorization to seek competitive bids b. Approval of setting a public hearing date for July 5th, 4:40 p.m. at the Woodbury County Board of Supervisors meeting and public notice thereof | Action
Action |
| 15. County Sheriff – Chad Sheehan
Approve supplemental pay for Sheriff’s Office percentage deputies | Action |
| 16. Reports on Committee Meetings | Information |
| 17. Citizen Concerns | Information |
| 18. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED., JUNE 22	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., JUNE 23	10:15 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
	11:15 a.m.	Western Iowa Community Improvement Regional Housing Trust Fund Meeting, 1122 Pierce
	1:30 p.m.	SIMPCO – Community & Economic Development - Hybrid
MON., JUNE 27	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
TUE., JUNE 28	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
WED., JULY 6	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
THU., JULY 7	10:00 a.m.	COAD Meeting, The Security Institute
TUE., JULY 12	4:00 p.m.	Conservation Board Meeting, Southwood Conservation Area
WED., JULY 13	7:30 a.m.	SIMPCO Executive-Finance Committee Meeting, 1122 Pierce St.
	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	10:00 a.m.	STARComm Board Meeting, The Security Institute, WIT Campus
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
THU., JULY 14	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St.
FRI., JULY 15	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
WED., JULY 20	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., JULY 21	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
MON., JULY 25	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
TUE., JULY 26	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
WED., JULY 27	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., JULY 28	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.

JUNE 14, 2022 TWENTY-FOURTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, June 14, 2022 at 4:30 p.m. Board members present were Ung, Radig, De Witt, Taylor, and Wright. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Melissa Thomas, Human Resources Director, and Patrick Gill, Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. There were no citizen concerns.
2. Motion by Radig second by Taylor to approve the agenda for June 14, 2022, with the Whitepaper on use of ARPA funds for the New Justice Center item removed. Carried 5-0. Copy filed.

Motion by Radig second by De Witt to approve the following items by consent:

3. To approve minutes of the June 7, 2022 meeting. Copy filed.
4. To approve the claims totaling \$788,095.39. Copy filed.
- 5a. To approve the reclassification of Stacy Ritchie, Senior Clerk, Human Resources Dept., effective 06-13-22, \$22.30/hour, 5%=\$1.12/hour. Per Wage Plan comparability with AFSCME Courthouse Contract, from Grade 4/Step 3 to Grade 4/Step 4.; the appointment of Danielle Boeshart, Clerk II, County Treasurer Dept., effective 06-20-22, \$17.78/hour. Job Vacancy Posted 4-21-22. Entry Level Salary: \$17.78/hour.; and the separation of Ann Landers, MH Advocate Support, Rolling Hills Dept., effective 07-01-22. Retirement. Copy filed.
- 5b. To approve the request of John Forch spouse to remain on County health insurance. Copy filed.
- 6a. To receive the appointment of Chad White, 7558 Correctionville Rd., Lawton, IA, to fill the vacancy for Board Member District 1, Lawton Bronson Community School District, previously held by Rick Scott. Copy filed.
- 6b. To approve a 12-month Cigarette/Tobacco Permit for HCI Heritage Express Company, 1501 330th St., Sloan, IA, effective 07/01/22 through 06/30/23. Copy filed.

Carried 5-0.

7. The Canvass was held for the Primary Election held on June 7, 2022.

It was reported by Steve Hofmeyer, Deputy Elections.

There were 10 (ten) provisional ballots of which were 7 (seven) accepted and added to the tally and 3 (three) were rejected. There were 2 (two) after-election ballots of which 1 (one) was accepted and added to the tally and 1 (one) was rejected.

United States Senator - Dem

Abby Finkenauer	Received One Thousand One Hundred and Sixty-Eight (1,168) votes
Michael Franken	Received One Thousand Four Hundred and Sixteen (1,416) votes
Glenn Hurst	Received One Hundred and Seventy (170) votes
Scattering	Received Two (2) votes
Total	Two Thousand Seven Hundred and Fifty-Six (2,756) votes

United States Representative District 4 - Dem

Ryan Melton	Received Two Thousand Four Hundred and Sixty-Six (2,466) votes
Scattering	Received Two (2) votes
Total	Two Thousand Four Hundred and Sixty-Eight (2,468) votes

Governor - Dem

Deidre DeJear	Received Two Thousand Five Hundred and Forty-Seven (2,547) votes
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Scattering	Received Three (3) votes
Total	Two Thousand Five Hundred and Fifty (2,550) votes
Secretary of State - Dem	
Joel Miller	Received One Thousand Seven Hundred and Ninety-Six (1,796) votes
Eric Van Lancker	Received Six Hundred and Forty-Nine (649) votes
Scattering	Received Zero (0) votes
Total	Two Thousand Four Hundred and Forty-Five (2,445) votes
Auditor of State - Dem	
Rob Sand	Received Two Thousand Five Hundred and Fifty-One (2,551) votes
Scattering	Received One (1) votes
Total	Two Thousand Five Hundred and Fifty-Two (2,552) votes
Treasurer of State - Dem	
Michael L. Fitzgerald	Received Two Thousand Five Hundred and Eighty (2,580) votes
Scattering	Received Zero (0) votes
Total	Two Thousand Five Hundred and Eighty (2,580) votes
Secretary of Agriculture - Dem	
John Norwood	Received Two Thousand Four Hundred and Eighty-Nine (2,489) votes
Scattering	Received Two (2) votes
Total	Two Thousand Four Hundred and Ninety-One (2,491) votes
Attorney General - Dem	
Tom Miller	Received Two Thousand Five Hundred and Eighty-Six (2,586) votes
Scattering	Received Four (4) votes
Total	Two Thousand Five Hundred and Ninety (2,590) votes
State Senator District 1 - Dem	
Jackie Smith	Received One Thousand Five Hundred and Fifty-Four (1,554) votes
Scattering	Received Zero (0) votes
Total	One Thousand Five Hundred and Fifty-Four (1,554) votes
State Senator District 7 - Dem	
Scattering	Received Thirty-Four (34) votes
Total	Thirty-Four (34) votes
State Representative District 1 - Dem	
J.D. Scholten	Received Six Hundred and Ninety-Two (692) votes
Scattering	Received Two (2) votes
Total	Six Hundred and Ninety-Four (694) votes
State Representative District 2 - Dem	
Steve Hansen	Received Eight Hundred and Fifty-Six (856) votes
Scattering	Received Zero (0) votes
Total	Eight Hundred and Fifty-Six (856) votes
State Representative District 13 - Dem	
Scattering	Received Seven (7) votes
Total	Seven (7) votes
State Representative District 14 - Dem	
Scattering	Received Twenty-Three (23) votes
Total	Twenty-Three (23) votes

County Board of Supervisors District 2 - Dem

Jeremy Dumkrieger	Received One Thousand Four Hundred and Eighty-Eight (1,488) votes
Maria Rundquist	Received One Thousand One Hundred and Ninety-Six (1,196) votes
Scattering	Received Three (3) votes
Total	Two Thousand Six Hundred and Eighty-Seven (2,687) votes

We therefore declare :

Jeremy Dumkrieger to be duly nominated for the office of County Board of Supervisors District 2 - Dem.

County Board of Supervisors District 4 - Dem

Scattering	Received Sixty-Nine (69) votes
Total	Sixty-Nine (69) votes

County Treasurer - Dem

Scattering	Received Fifty-Five (55) votes
Total	Fifty-Five (55) votes

County Attorney - Dem

Patrick PJ Jennings	Received Two Thousand Five Hundred and Seventeen (2,517) votes
Scattering	Received Fifteen (15) votes
Total	Two Thousand Five Hundred and Thirty-Two (2,532) votes

United States Senator - Rep

Jim Carlin	Received Two Thousand Two Hundred and Seventy-One (2,271) votes
Chuck Grassley	Received Three Thousand Seven Hundred and Four (3,704) votes
Scattering	Received Thirty-Three (33) votes
Total	Six Thousand and Eight (6,008) votes

United States Representative District 4 - Rep

Randy Feenstra	Received Five Thousand Two Hundred and Forty-Nine (5,249) votes
Scattering	Received One Hundred and Twenty-Four (124) votes
Total	Five Thousand Three Hundred and Seventy-Three (5,373) votes

Governor - Rep

Kim Reynolds	Received Five Thousand Six Hundred and Five (5,605) votes
Scattering	Received Sixty-Four (64) votes
Total	Five Thousand Six Hundred and Sixty-Nine (5,669) votes

Secretary of State - Rep

Paul D. Pate	Received Five Thousand One Hundred and Two (5,102) votes
Scattering	Received Thirty-Five (35) votes
Total	Five Thousand One Hundred and Thirty-Seven (5,137) votes

Auditor of State - Rep

Todd Halbur	Received Two Thousand Eight Hundred and Thirty-Two (2,832) votes
Mary Ann Hanusa	Received Two Thousand One Hundred and Twenty-Two (2,122) votes
Scattering	Received Thirty-One (31) votes
Total	Four Thousand Nine Hundred and Eighty-Five (4,985) votes

Treasurer of State - Rep

Roby Smith	Received Four Thousand Eight Hundred and Sixty-Seven (4,867) votes
Scattering	Received Forty (40) votes
Total	Four Thousand Nine Hundred and Seven (4,907) votes

Secretary of Agriculture - Rep

Mike Naig	Received Five Thousand and Sixty-Eight (5,068) votes
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Scattering Received Thirty-One (31) votes
 Total Five Thousand and Ninety-Nine (5,099) votes

Attorney General - Rep

Brenna Bird Received Four Thousand Eight Hundred and Forty-Nine (4,849) votes
 Scattering Received Thirty-Nine (39) votes
 Total Four Thousand Eight Hundred and Eighty-Eight (4,888) votes

State Senator District 1 - Rep

Rocky De Witt Received Two Thousand Two Hundred and Fourteen (2,214) votes
 Scattering Received Twenty-Four (24) votes
 Total Two Thousand Two Hundred and Thirty-Eight (2,238) votes

State Senator District 7 - Rep

Kevin Alons Received Two Thousand Seven Hundred and Eighty-Two (2,782) votes
 Scattering Received Twenty-Four (24) votes
 Total Two Thousand Eight Hundred and Six (2,806) votes

State Representative District 1 - Rep

Scattering Received Thirty-One (31) votes
 Total Thirty-One (31) votes

State Representative District 2 - Rep

Robert Henderson Received One Thousand Four Hundred and Eleven (1,411) votes
 Scattering Received Nine (9) votes
 Total One Thousand Four Hundred and Twenty (1,420) votes

State Representative District 13 - Rep

Ken E. Carlson Received Five Hundred and Seventy-Three (573) votes
 Mark Peters Received Three Hundred and Fifty-Three (353) votes
 Scattering Received Two (2) votes
 Total Nine Hundred and Twenty-Eight (928) votes

State Representative District 14 - Rep

Jacob Bossman Received One Thousand Nine Hundred and Seventy-Two (1,972) votes
 Scattering Received Seventeen (17) votes
 Total One Thousand Nine Hundred and Eighty-Nine (1,989) votes

County Board of Supervisors District 2 - Rep

Daniel A. Bittinger II Received Four Thousand Seven Hundred and Twenty-Nine (4,729) votes
 Scattering Received Thirty-Six (36) votes
 Total Four Thousand Seven Hundred and Sixty-Five (4,765) votes

We therefore declare :

Daniel A. Bittinger II to be duly nominated for the office of County Board of Supervisors District 2 - Rep.

County Board of Supervisors District 4 - Rep

Matthew A. Ung Received Five Thousand One Hundred and Thirty (5,130) votes
 Scattering Received Fifty-Two (52) votes
 Total Five Thousand One Hundred and Eighty-Two (5,182) votes

We therefore declare :

Matthew A. Ung to be duly nominated for the office of County Board of Supervisors District 4 - Rep.

County Treasurer - Rep

Tina M. Bertrand Received Five Thousand and Seventy (5,070) votes

Scattering	Received Thirty-One (31) votes
Total	Five Thousand One Hundred and One (5,101) votes

We therefore declare :

Tina M. Bertrand to be duly nominated for the office of County Treasurer - Rep.

County Attorney - Rep

Jacklyn Fox	Received Two Thousand Eight Hundred and Seventy (2,870) votes
James D. Loomis	Received Three Thousand and Twelve (3,012) votes
Scattering	Received Nine (9) votes
Total	Five Thousand Eight Hundred and Ninety-One (5,891) votes

We therefore declare :

James D. Loomis to be duly nominated for the office of County Attorney - Rep.

Motion by Radig second by Taylor to receive for signatures the canvass of the Primary Election held on June 7, 2022. Carried 5-0. Copy filed.

8. Information was presented by Heartland Greenway on proposed carbon capture project.

Motion by Radig second by Taylor to receive information for the Heartland Greenway proposed carbon capture project. Carried 5-0. Copy filed.

9a. Motion by De Witt second by Radig to approve the final pay voucher for project #STP-S-CO97(134)—5E-97. Carried 5-0. Copy filed.

9b. Motion by Radig second by De Witt to approve the project agreement for project #NHSX-020-19(175)—3H-97. Carried 5-0. Copy filed.

9c. Motion by De Witt second by Radig to receive for signatures a Resolution for the Establishment of a Yield Sign at the Intersection of 310th St. and Cass Avenue. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION FOR THE ESTABLISHMENT OF A YIELD SIGN AT THE INTERSECTION
OF 310TH STREET AND CASS AVENUE
RESOLUTION #13,446**

WHEREAS, under the provisions of Section 321.255 and 321.236 (1C)(6) of the 2021 Code of Iowa, the Board of Supervisors and County Engineer are empowered to designate the location and erection of stop and yield signs,

AND WHEREAS, the County Board and County Engineer may designate certain roads as through roads with the erection of stop or yield signs at specified locations furnishing access thereto or designation of any intersection as a stop or yield intersection and erect like signs at one or more locations of access to such intersections.

AND WHEREAS, traffic through the intersection discussed herein is unregulated now and sometimes endangered due the seasonal growth of crops at the subject intersection,

AND WHEREAS, there are currently no signs controlling traffic at the intersection,

AND WHEREAS, it is deemed a safety hazard to allow the traffic to move without some control of traffic movement,

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors of Woodbury County on this 14th day of June 2022, recognize as official the location of a yield sign at the intersections described below:

1. Located at the intersection of Cass Avenue and 310th Street, causing traffic travelling south on Cass Avenue to

be directed to yield to traffic on 310th Street.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

10. Motion by Radig second by Ung to approve the proposal for technical and advisory services for the Administration of American Rescue Plan Act Program and Master Services Agreement with UHY Consulting, Inc. Carried 5-0. Copy filed.
11. Information was presented about the partnership with St. Luke's/Unity Point to enhance EMT, Paramedic, and Ambulance Coverage in Woodbury County. Copy filed.
12. Reports on committee meetings were heard.
13. Deb Mayne, Charles Avenue, Gayle Palmquist, Lawton, and Jim Coyler, Sgt. Bluff, addressed the Board about pipeline proposals in Woodbury County.
14. Board concerns were heard.

The Board adjourned the regular meeting until June 21, 2022.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION
MEMORANDUM**

TO: Board of Supervisors
FROM: Karen James, Board Administrative Assistant
RE: Consideration of a Petition for a Tax Suspension
DATE: June 15, 2022

Please consider this request for a tax suspension for S.K. & C.K. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION
MEMORANDUM**

TO: Board of Supervisors
FROM: Karen James, Board Administrative Assistant
RE: Consideration of a Petition for a Tax Suspension
DATE: June 16, 2022

Please consider this request for a tax suspension for C.F. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION**

MEMORANDUM

TO: Board of Supervisors
FROM: Karen James, Board Administrative Assistant
RE: Responses from Members of Veteran Affairs on Consideration
of Reappointment
DATE: June 15, 2022

Veteran Affairs Commission

YES Emily Clayton, 203 Travis St., Salix, IA 51052

YES John Mansfield, 3100 Chambers, Sioux City, IA 51104

Woodbury County Personal Property Disposition Form



DATE: 6/21/22

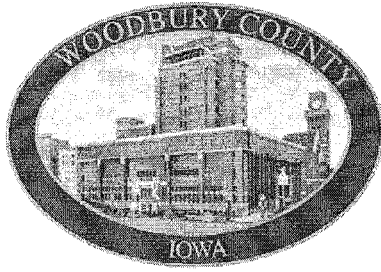
	NAME:	
	DEPARTMENT:	Building Services
	AUTHORIZED REPRESENTATIVE:	Building Services Director <input type="checkbox"/>
	PHONE:	712-279-6539

Fill in the fields below (* REQUIRED):

Item Description*	All surplus property removed from Court Administration (CH 210), jury room (CH 202), and several other Courthouse 2nd floor offices/courtrooms. Property consists of office furniture, office equipment, file cabinets, office supplies, books, etc. (The reason for the large amount of surplus is the remodel in Court Administration and furniture replacement in various areas.)
Estimated Value*	Total value will depend on auctions - estimate \$50 - \$1000 total.
Current Location*	Courthouse, 2nd floor
County Asset Number	
Serial/VIN Number	
Year	
Make/Model	
Auction Reserve	
Notes	This will require multiple auctions over several weeks. Property not sold on auction will be utilized by the County or disposed of in trash or scrap metal.

For Office Use Only:

GovDeals ID #	Multiple
Sale Price	
Date	



Tina M Bertrand
Treasurer of Woodbury County
Property Tax
822 Douglas Street Suite 102
Sioux City, IA 51101
712-279-6495

June 10, 2022

Dear Board of Supervisors,

Please abate the following taxes as they are deemed uncollectible:

Lisa Tincher	VIN-A067969	1995	Artcraft mobile home	\$194.00
	8944 32 131 906	(b//l with above mobile home)		\$111.00
YES Companies	VIN- 8835	1982	Clifton mobile home	\$81.00
		(junking certificate issued)		
Wade Sulsberger	8744 32 300 901	1980	Colt mobile home	\$187.00
		(junking certificate issued)		

Thank you for your time,

A handwritten signature in cursive script that reads "Janet L. Trimpe".

Janet L Trimpe
Woodbury County Tax Deputy

WOODBURY COUNTY, IOWA

RESOLUTION # _____

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Lisa Tincher is the titleholder of a mobile home VIN #A067969 located in Woodbury County, Iowa and legally described as follows.

VIN #A067969

1995 Artcraft 68x16

WHEREAS, the above-stated real estate has property tax interest and fees owing for the 2020 tax year, and the property is owned by Lisa Tincher and

WHEREAS, these property tax interest and fees are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these property tax interest and fees; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above real estate according to Code of Iowa, 445.16 for the property tax interest and fees owed for the 2020 tax year and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 21st day of June, 2022.

ATTEST:

WOODBURYCOUNTYBOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
And Recorder

Keith Radig, Chairman

WOODBURY COUNTY, IOWA

RESOLUTION # _____

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Yes Companies is the titleholder of a mobile VIN #8835 home located in Woodbury County, Iowa.

WHEREAS, the above-stated mobile home has taxes payable for 2020 tax year, and the mobile home is owned by Yes Companies

WHEREAS, these property tax interest and fees are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above mobile home according to Code of Iowa, 445.16 and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 21st day of June, 2022.

ATTEST:

WOODBURYCOUNTYBOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
And Recorder

Keith Radig, Chairman

WOODBURY COUNTY, IOWA

RESOLUTION # _____

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Wade Sulsberger is the titleholder of a mobile home located in Woodbury County, Iowa.

WHEREAS, the above-stated mobile home has taxes payable for 2020 tax year, and the mobile home is owned by Wade Suslberger

WHEREAS, these property tax interest and fees are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above mobile home according to Code of Iowa, 445.16 and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 21st day of June, 2022.

ATTEST:

WOODBURYCOUNTYBOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
And Recorder

Keith Radig, Chairman

RESOLUTION #
NOTICE OF PROPERTY SALE

Parcel #894721282008

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**The Middle One-Third (1/3) of the South One Hundred Ten feet (110 ft.), and the North One-half (1/2) of Lot Two (2), Cary's Sub-Division, City of Sioux City, Woodbury County, Iowa
(1118 22nd Street)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on
The **5th Day of July, 2022 at 4:35 o'clock p.m.** in the basement of the
Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a
public auction to be held on the **5th Day of July, 2022**, immediately
following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest
bidder at or above a **total minimum bid of \$334.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale"
and except for this subparagraph 4 be published as notice of the
aforesaid proposal, hearing and sale.

Dated this 21st Day of June, 2022.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Keith W. Radig, Chairman

662-2111
646-2017

REQUEST FOR MINIMUM BID

Name: Celeste Charchalac Date: 10/7/19
Address: 1120 22nd St. Phone: 454-8937

Address or approximate address/location of property interested in:
1118 22nd St.

GIS PIN # 894721282008

**This portion to be completed by Board Administration **

Legal Description:
The middle one-third (1/3) of the South Hundred Ten feet (110^{ft}) and the North one-half (N 1/2) of Lot two (2), Cary's Sub-Division, City of Sioux City, Woodbury County, Iowa

Tax Sale #/Date: #903 6/15/2015 Parcel # ---

Tax Deeded to Woodbury County on: 5/12/22

Current Assessed Value: Land \$300- Building 0 Total \$300-

Approximate Delinquent Real Estate Taxes: \$1300-

Approximate Delinquent Special Assessment Taxes: \$31,200-

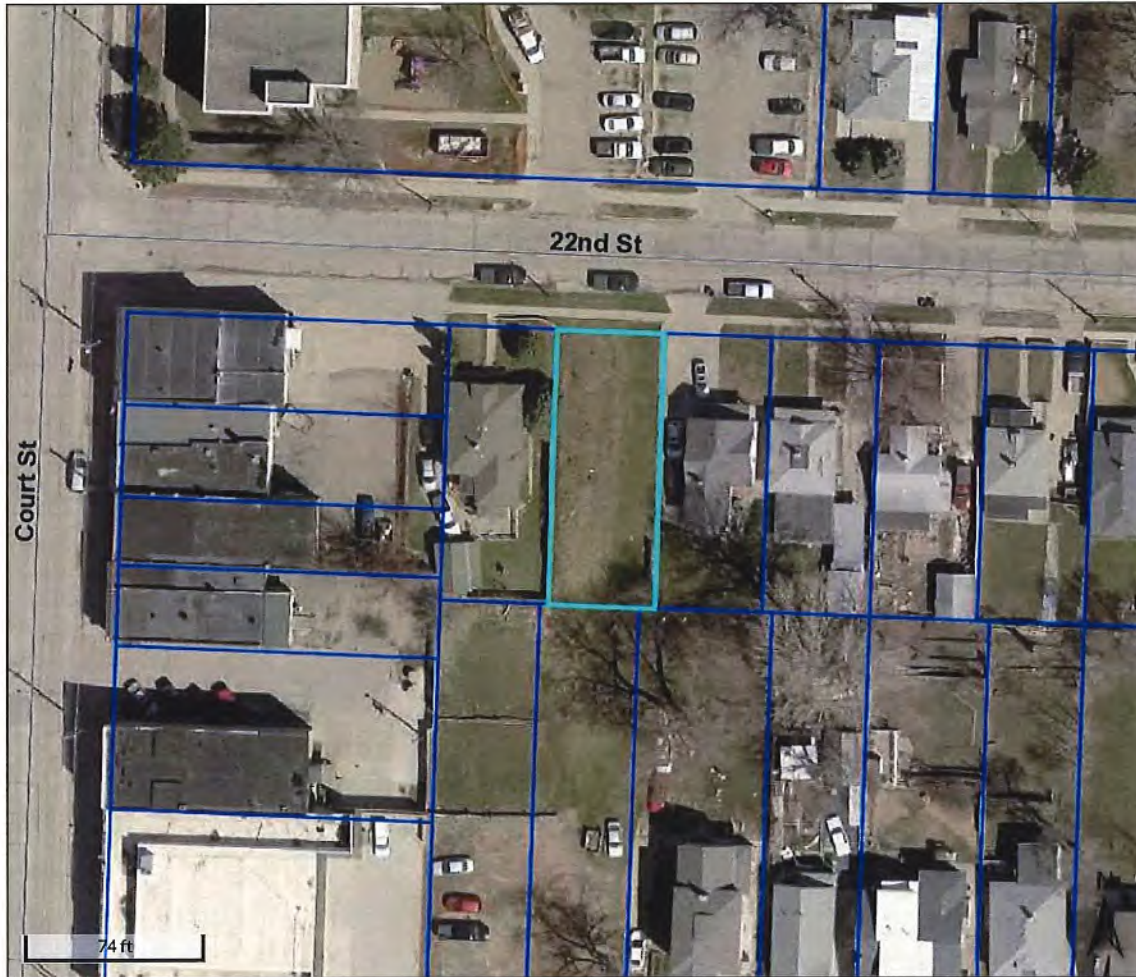
*Cost of Services: \$134-

Inspection to: Keith Radig Date: 10/8/19

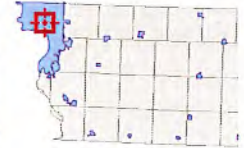
Minimum Bid Set by Supervisor: \$300.00 plus cost of services. Total: 334-

Date and Time Set for Auction: _____

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
-  Corp Boundaries
-  Townships
-  Parcels

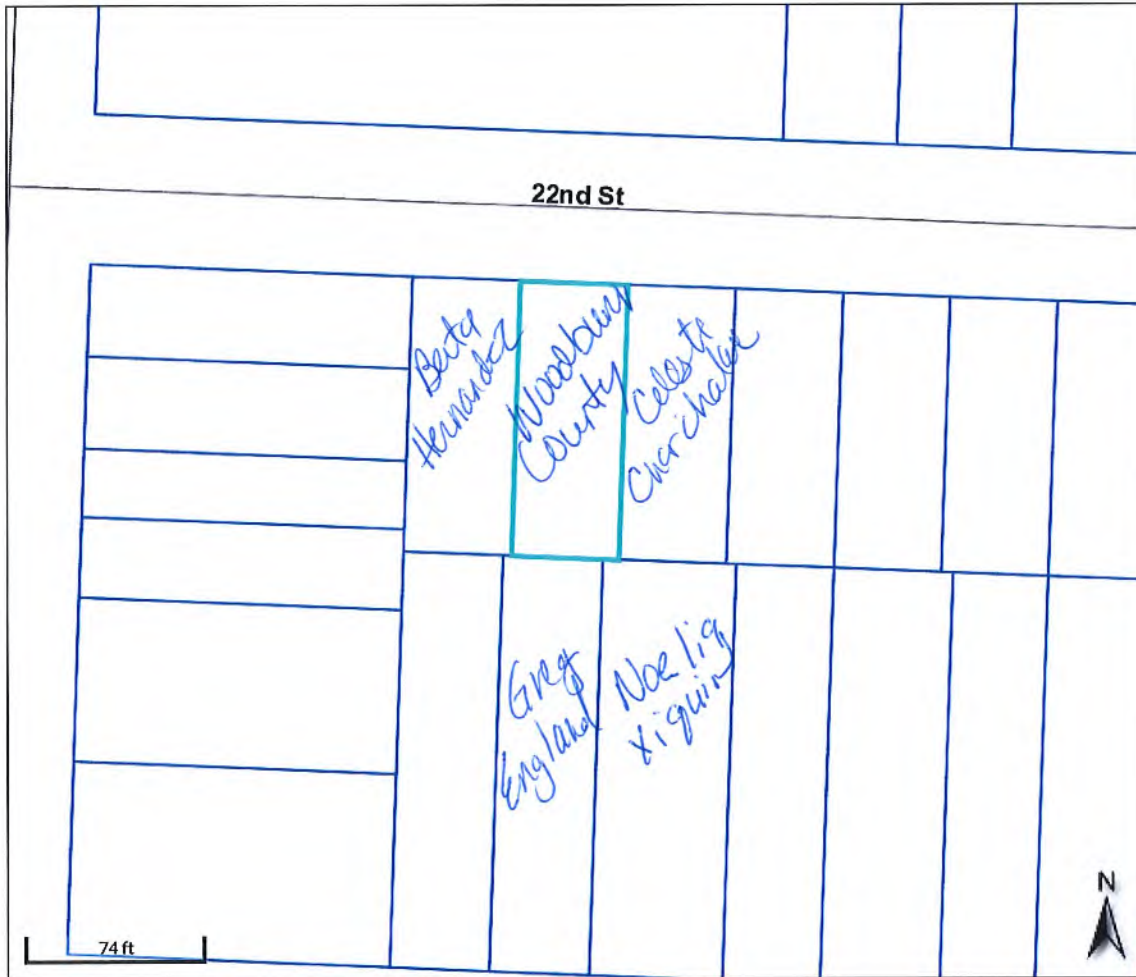
Parcel ID	894721282008	Alternate ID	90120	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1118 22ND ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	CARYS SUB DIVM 1/3 S 110 FT N 1/2 LOT 2				
	(Note: Not to be used on legal documents)				

Date created: 5/24/2022
 Last Data Uploaded: 5/23/2022 7:30:37 PM

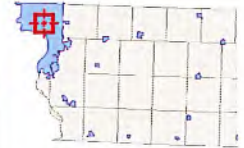
Developed by  Schneider
 GEOSPATIAL



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894721282008	Alternate ID	90120	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1118 22ND ST	Acreege	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	CARYS SUB DIVM 1/3 S 110FT N 1/2 LOT 2				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 5/24/2022
 Last Data Uploaded: 5/23/2022 7:30:37 PM

Developed by Schneider
 GEOSPATIAL

RESOLUTION #
NOTICE OF PROPERTY SALE

Parcel #894823253012

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**Lot 2 in Block 2 of North Riverside Addition to Sioux City, in the County of Woodbury and State of Iowa
(1904 Riverside Blvd.)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on
The **5th Day of July, 2022 at 4:37 o'clock p.m.** in the basement of the
Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a
public auction to be held on the **5th Day of July, 2022**, immediately
following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest
bidder at or above a **total minimum bid of \$647.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale"
and except for this subparagraph 4 be published as notice of the
aforesaid proposal, hearing and sale.

Dated this 21st Day of June, 2022.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Keith W. Radig, Chairman

REQUEST FOR MINIMUM BID

Name: Andrew Murtaugh Date: 8/24/17
Address: 698 Prairie Blvd. - Dakota Dunes Phone: 635-1651

Address or approximate address/location of property interested in:

1904 Riverside Blvd.

GIS PIN # 894823253012

**This portion to be completed by Board Administration **

Legal Description:

Lot two in Block two of
North Riverside Addition to Sioux City
Woodbury County, Iowa

Tax Sale #/Date: 1923 1/2012 Parcel # 365265

Tax Deeded to Woodbury County on: 6/8/12

Current Assessed Value: Land \$9,300- Building 0 Total \$9,300-

Approximate Delinquent Real Estate Taxes: \$2,149-

Approximate Delinquent Special Assessment Taxes: \$10,078-

*Cost of Services: \$147

Inspection to: Matthew Ong Date: 8/24/17

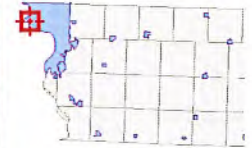
Minimum Bid Set by Supervisor: ~~\$1,000 OR~~ \$500

Date and Time Set for Auction: _____

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



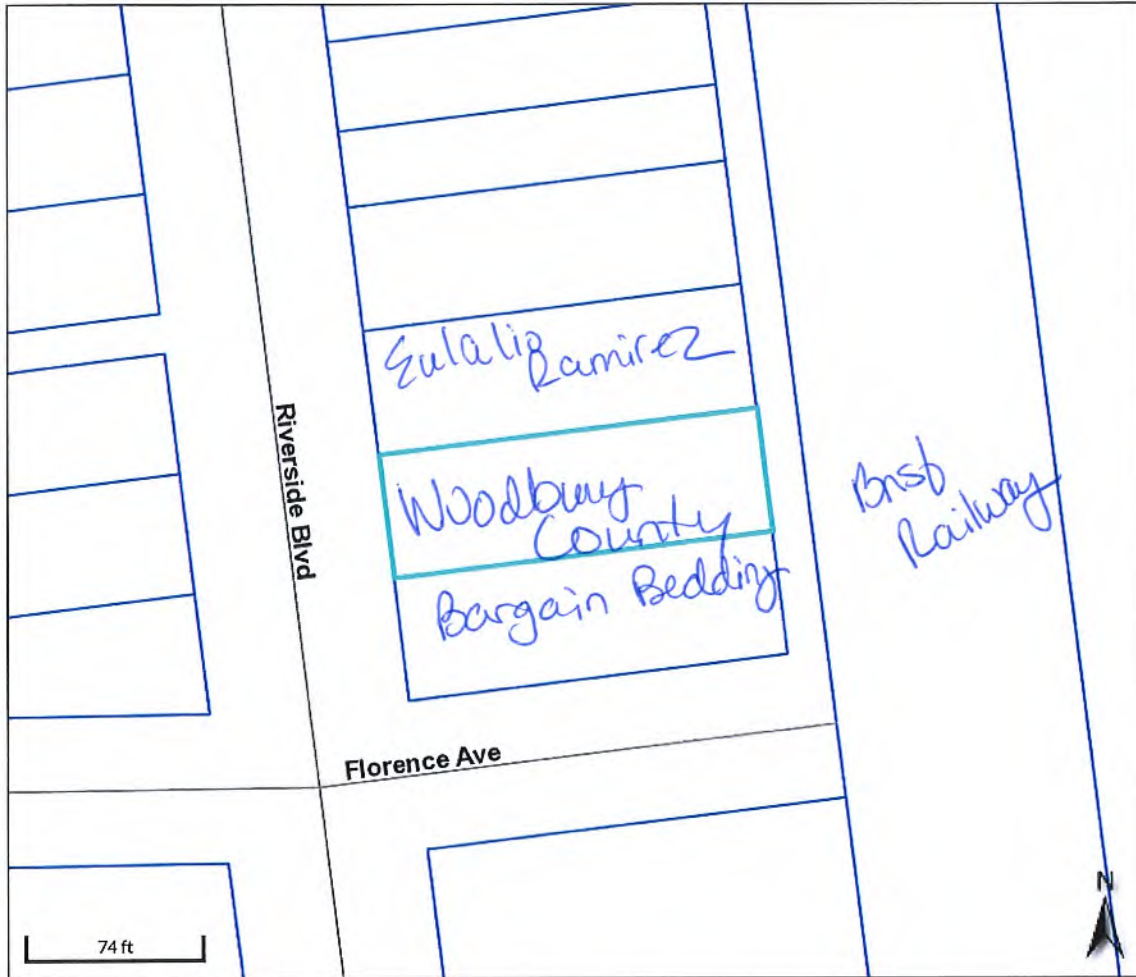
Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894823253012	Alternate ID	365265	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1904 RIVERSIDE BLVD	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	NORTH RIVERSIDE LOT 2 BLK 2				
	(Note: Not to be used on legal documents)				

Date created: 6/14/2022
 Last Data Uploaded: 6/13/2022 7:26:29 PM

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Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	894823253012	Alternate ID	365265	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1904 RIVERSIDE BLVD	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	NORTH RIVERSIDE LOT 2 BLK 2				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 6/14/2022
 Last Data Uploaded: 6/13/2022 7:26:29 PM

Developed by Schneider
 GEOSPATIAL

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: June 21, 2022

*** PERSONNEL ACTION CODE:**

A- Appointment	R-Reclassification
T - Transfer	E- End of Probation
P - Promotion	S - Separation
D - Demotion	O - Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Weaver, Charli	County Treasurer	6-13-22	% Deputy	\$75,944.75/year	12.5%= \$8,432.20/yr	R	Increase from 70% to 75% Deputy.
Andresen, Michael	Secondary Roads	6-27-22	District Foreman	\$2932.05/bi-weekly \$79,165.35/year FY 23	44%=\$901.41 /bi-weekly	P	Promotion from Equipment Operator to District Foreman.
Mitchell, Scott	Emergency Services	6-30-22	Director	\$2962.96/bi-weekly \$80,000/year FY 23		A	Job Vacancy Posted 4-20-22. Entry Level Salary: \$65,000-\$85,000.
Mogensen, Richard	Secondary Roads	7-01-22	Equipment Operator	\$25.10/hour	0%	T	Transfer from Part-time to Full-time Equipment Operator.
Warder, Madison	County Attorney	7-08-22	Assistant County Attorney			S	Resignation.
Edmundson, Rachel	County Attorney	7-15-22	Assistant County Attorney			S	Retirement.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: *Melisse Thomas*

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: June 21, 2022

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Attorney	Assistant County Attorney	AFSCME: \$64,780 - \$74,916/year (7-1-22 Wage)		
Secondary Roads	Equipment Operator	CWA: \$25.10/hour (7-1-22 Wage)		

Chairman, Board of Supervisors



WOODBURY COUNTY ATTORNEY

PATRICK "PJ" JENNINGS
COUNTY ATTORNEY

300 COURTHOUSE
620 DOUGLAS STREET
SIOUX CITY, IOWA 51101

TELEPHONE
712-279-6518
FAX # 712-279-6457

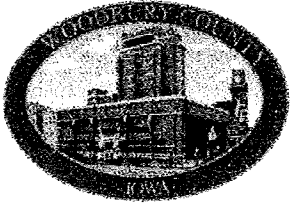
MEMORANDUM

Date: June 16, 2022
To: Board of Supervisors
From: PJ Jennings
RE: Request for New Hire

Supervisors:

On July 8, 2022, one of our indictable attorneys will be leaving to accept another position. It is vital that we get a new attorney hired as soon as possible as the duties and learning curve for a new indictable prosecutor can be quite over-whelming.

I ask that you now approve the hiring of a new indictable assistant prosecutor.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnhadra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

To: Board of Supervisors
Human Resources Department

From: Mark Nahra, Woodbury County Engineer

Date: June 10, 2022

Subject: Hornick District Staff Level – Michael Andresen promotion

With the promotion of Michael Andresen, an equipment operator position will be vacant in our District 5 unit at Hornick. This will leave the district shorthanded if the vacancy is not filled. I would like to start the hiring process immediately to minimize the time we will be shorthanded in this district.

RECOMMENDATION: It is my recommendation that we fill the vacant equipment operator position created by the promotion of Michael Andresen at Hornick immediately. Thank you for your attention.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 06/15/2022 Weekly Agenda Date: 06/21/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas HR Director

WORDING FOR AGENDA ITEM:

Approve the purchase of the Cyber Liability Insurance policy for FY 22/23

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion
Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

The proposed Cyber Liability policy provides \$3,000,000 in coverage with a \$30,000 deductible. (attached)

BACKGROUND:

The cost of the annual premium is \$35,775 and includes business interruption coverage. This is an increase of \$16,597.00. The increase is due to the growing number of cyber attacks and losses in the marketplace.

FINANCIAL IMPACT:

\$35,775

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve the motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the purchase of Cyber Insurance for FY 22/23.



Gallagher

Insurance | Risk Management | Consulting

WOODBURY COUNTY

Client Authorization to Bind Coverage

After careful consideration of Gallagher's Proposal dated June 13, 2022, you accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

COVERAGE/CARRIER	
<input checked="" type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 1 - \$3M limits ; Business Interruption Included) Premium: \$35,775.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input checked="" type="checkbox"/> Reject	TRIA (Included)
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 2 - \$3M limits ; Business Interruption NOT Included) Premium: \$31,225.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	TRIA (Included)
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 3 - \$2M limits ; Business Interruption Included) Premium: \$29,150.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	TRIA (Included)
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 4 - \$2M limits ; Business Interruption NOT included) Premium: \$22,200.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	TRIA (Included)
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 5 - \$1M limits ; Business Interruption Included) Premium: \$24,600.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Cyber Liability (Option 6 - \$1M limits ; Business Interruption NOT included) Premium: \$19,000.00
	Travelers Casualty and Surety Company of America
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	



Gallagher

Insurance | Risk Management | Consulting

Additional Recommended Coverages

Gallagher recommends that you purchase the following additional coverages for which you have exposure. By checking the box(es) below, you are requesting that Gallagher provide you with a Proposal for this coverage. By not requesting a Proposal for this coverage, you assume the risk of any uncovered loss.

Flood

The above coverage(s) does not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those listed in the Additional Recommended Coverages, please list below:

Other Services to Consider

By checking the box(es) below, you are requesting that Gallagher provide you with additional information for the following services:

Gallagher STEP

eRiskHub

Coverage Amendments and Notes:

Exposures and Values

You confirm the payroll, values, schedules, and any other information pertaining to your operations, and submitted to the underwriters, were compiled from information provided by you. If no updates were provided to Gallagher, the values, exposures and operations used were based on the expiring policies. You acknowledge it is your responsibility to notify Gallagher of any material change in your operations or exposures.

Additional Terms and Disclosures

Gallagher is not an expert in all aspects of your business. Gallagher's Proposals for insurance are based upon the information concerning your business that was provided to Gallagher by you. Gallagher expects the information you provide is true, correct and complete in all material respects. Gallagher assumes no responsibility to independently investigate the risks that may be facing your business, but rather have relied upon the information you provide to Gallagher in making our insurance Proposals.



Gallagher

Insurance | Risk Management | Consulting

Gallagher's liability to you arising from any of Gallagher's acts or omissions will not exceed \$20 million in the aggregate. The parties each will only be liable for actual damages incurred by the other party, and will not be liable for any indirect, special, exemplary, consequential, reliance or punitive damages. No claim or cause of action, regardless of form (tort, contract, statutory, or otherwise), arising out of, relating to or in any way connected with the Proposal, any of Gallagher's services or your relationship with Gallagher may be brought by either party any later than two (2) years after the accrual of the claim or cause of action.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.aig.com/privacy-policy/>.

You have read, understand and agree that the information contained in the Proposal and all documents attached to and incorporated into the Proposal, is correct and has been disclosed to you prior to authorizing Gallagher to bind coverage and/or provide services to you. By signing below, or authorizing Gallagher to bind your insurance coverage through email when allowed, you acknowledge you have reviewed and agree with terms, conditions and disclosures contained in the Proposal.

By: _____

Print Name (Specify Title)

Company

Signature

Date: _____

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 06/16/2022 Weekly Agenda Date: 06/21/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Pat Gill

WORDING FOR AGENDA ITEM:

Discussion and action to amend 03-29-22 reduction of compensation board recommendation to 44.55% due to clerical error.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

On 03-29-22, the board approved to reduce the compensation board recommendation to 44.55%.

BACKGROUND:

The minutes read "Motion by Taylor second by Wright to reduce the compensation board recommendation by 45.5%. Carried 3-2 on a roll call vote, De Witt and Ung were opposed." In review of the recorded meeting, the reduction was stated as 44.55%.

FINANCIAL IMPACT:

Zero - budget adjustments were made based on a 45.5% reduction.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve the motion to correct the clerical error.

ACTION REQUIRED / PROPOSED MOTION:

Motion by second by to correct the clerical error to read "to approve to reduce the compensation board recommendation by 44.55%"

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 05/11/22

Weekly Agenda Date: 06/21/22

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dan Heissel

WORDING FOR AGENDA ITEM:

To place into restrictive reserves, from Conservations FY 21-22 budget for motor vehicles to FY 22-23

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The Conservation Board at their May Conservation Board meeting passed by motion a resolution to put funds in the amount of \$66,119 from the FY 22-23 budget to pay for vehicles ordered and bid that will arrive in the FY23-24 budget period. See breakdown under background information.

Dennis thought this could be a Consent Agenda item??

BACKGROUND:

Bids were put out and vehicles ordered last August with Chevy and Ford. Last month Chevy cancelled our order for the 1 ton Chassis cab and we were told we need to re-bid to get the vehicle. This does not give us enough time to bid, order and get before June 30th when this budget period ends. The 1 Ton Chassis cab will be re-bid and we will place order ASAP with the low bidder. The 3/4 ton Ford is still scheduled to be built and shipped but will not arrive before June 30th. This is why we are asking these funds to be put into restrictive reserve as advised by Dennis Butler, Budget Director. We will then amend our budget next year for these amounts. See Conservation Boards motion below.

MOTION by Tom, second by Aaron.

To approve and authorize the director to request general basic restricted funds to carry over from the motor vehicles budget into next fiscal year in the amount of \$41,717 for a 1-ton chassis cab truck and \$24,402 for a ¾ ton Ford truck.22-16

VOTE: Aye: Aaron Gehling, Chris Zellmer-Zant, Cindy Bennett, Neil Stockfleth,
& Tom Limoges
Nay: None
Absent: None

FINANCIAL IMPACT:

Move funds from this fiscal period to next fiscal period to purchase motor vehicles ordered. No fiscal impact, budget will be amended to reflect.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

To approve Conservation Boards request to place funds from FY 21-22 budget into restrictive reserve in the amount of \$66,119 to purchase vehicles ordered to be paid for in the FY22-23 budget.

ACTION REQUIRED / PROPOSED MOTION:

To approve transfer of funds from FY 21-22 to restrictive reserve to FY 22-23 in the amount of \$66,119 for purchase of 1 ton Chassis cab and 3/4 pickup.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/16/22 Weekly Agenda Date: 6/21/22

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: citizen

WORDING FOR AGENDA ITEM:

Ordinance for hazardous CO2 pipelines

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Submit a model ordinance regarding hazardous CO2 pipelines

BACKGROUND:

proposed pipeline projects

FINANCIAL IMPACT:

none

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

adopt ordinances governing the oversight, construction, and permitting of hazardous CO2 pipelines in Woodbury County

ACTION REQUIRED / PROPOSED MOTION:

study proposed ordinances governing hazardous CO2 pipelines

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/14/22 Weekly Agenda Date: 6/21/22

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Tina Bertrand, County Treasurer

WORDING FOR AGENDA ITEM:

IPAIT Information Presentation

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Iowa Public Agency Investment Trust (IPAIT)

BACKGROUND:

IPAIT is a comprehensive cash management service for Iowa Cities, Counties, and City Utilities to help expand investment opportunities to best manage cash reserves in a manner that focuses on safety of principal and liquidity for operating funds.

FINANCIAL IMPACT:

None

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION:

IOWA PUBLIC AGENCY INVESTMENT TRUST (IPAIT)

A comprehensive cash management service for Iowa Cities, Counties, and City Utilities



INFORMATION STATEMENT

January 19, 2022

This booklet provides detailed information about the
Iowa Public Agency Investment Trust.
Please read it carefully and retain it for future reference.

Sponsored by the
Iowa Association of Municipal Utilities
Iowa State Association of Counties
Iowa League of Cities

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No person or entity has been authorized to give any information or to make any representations other than those contained in this Information Statement, and, if given or made, such information or representations must not be relied upon as having been authorized by IPAIT, its Trustees, the Investment Adviser, the Administrator, the Custodian, or any agent of IPAIT or the Trustees.

IOWA PUBLIC AGENCY INVESTMENT TRUST (IPAIT)

The Iowa Public Agency Investment Trust ("IPAIT" or "Trust") is a professionally managed common law trust created with the objective of providing Iowa cities, counties, city utilities, and other eligible participants (the "Participants") with a convenient method for investing their funds in a manner that focuses on safety of principal and liquidity for operating funds, while maximizing current income consistent with those parameters.

IPAIT has been established under Iowa law pursuant to Iowa Code Chapter 28E and Sections 331.555 and 384.21, which authorize Iowa cities, counties, city utilities, and other eligible participants to jointly invest monies pursuant to a joint investment agreement. IPAIT was established by adoption of a Joint Powers Agreement and Declaration of Trust establishing the Iowa Public Agency Investment Trust as of October 1, 1987 and amended as of August 1, 1988, May 1, 1993, September 1 2005, and September 1, 2017 (the "Declaration"). Iowa Code permits judicial districts and rural water districts to participate in a joint investment agreement, and such entities are authorized to participate in IPAIT upon the approval of the Board of Trustees. A city, city utility, or county which is, respectively, a member of the Iowa League of Cities, the Iowa Association of Municipal Utilities, or the Iowa State Association of Counties (the "Sponsoring Associations") or other eligible participants can become a Participant in IPAIT by submitting an application and a certified copy of the form of authorizing resolution contained therein to Iowa Public Agency Investment Trust, c/o PMA Financial Network, LLC, Trust Administrator, at 2135 CityGate Lane, 7th Floor, Naperville, IL 60563. (See "Instructions and Application Form").

IPAIT is an S&P Global Ratings ("S&P") rated money market fund pursuant to the requirements of Iowa Code 12B.10.

This Information Statement provides detailed information about IPAIT and its investment and operating policies. Please read it carefully and retain it for future reference. Additional information, a copy of the Declaration of Trust, and further assistance regarding becoming a Participant in IPAIT may be obtained by calling the IPAIT toll free number, (800) 872-4024, or by contacting Iowa Public Agency Investment Trust, c/o PMA Financial Network, LLC, Trust Administrator, at 2135 CityGate Lane, 7th Floor, Naperville, IL 60563. This Information Statement is qualified in its entirety by reference to the text of the Declaration of Trust.

RATING

IPAIT is voluntarily rated as a money market fund by S&P as a result of the requirements of Iowa Code 12B.10 stating that a joint investment trust that invests public funds either obtain a rating in one of the two highest rating classifications by a least one of the standard rating services specified under Iowa law (a "Rating Agency"), or register as an investment company under the Investment Company Act of 1940. IPAIT Diversified Portfolio holds a AAAM rating, the highest rating in the classification, although there is no guarantee that this or any rating will be maintained.

CASH MANAGEMENT

IPAIT issues Trust Units in which Participants may invest, referred to as the Diversified Portfolio ("Portfolio").

There are no minimum or maximum investments or limitations on redemptions for the Portfolio. Participants may invest any funds in their custody in the Portfolio. The Portfolio is operated according to investment and accounting standards which conform to the requirements of Statement No. 79 of the Governmental Accounting Standards Board for certain external investment pools and S&P's requirements for local government investment pools. Only funds of Participants may be invested in IPAIT.

DIVERSIFIED PORTFOLIO - The Diversified Portfolio is a professionally managed portfolio of U.S. government and federal agency securities, collateralized certificates of deposit of Iowa financial institutions, certificates of deposit and deposits insured under FDIC and permitted by Iowa Code Section 12B10(7), government-only money market funds, and collateralized perfected repurchase agreements as more fully described below. As required:

- all securities have final maturities of no greater than 397 days, and
- the Portfolio maintains a maximum average dollar weighted maturity to reset of 60 days or less, and
- the Portfolio maintains a weighted average life to final of 120 days or less.

AUTHORIZED INVESTMENTS

The objective of IPAIT is to provide Participants with safety of principal, daily liquidity and the highest possible investment yield consistent with those requirements.

Subject to the specific investment restrictions of the Portfolio described herein, assets of IPAIT will only be invested in securities specifically permitted for Participants under present Iowa law, or as may be amended from time to time, including the following types of securities and instruments ("Permitted Investments").

- (1) Securities issued or guaranteed as to payment of principal and interest by the U.S. Government. These include, for example, Treasury bills, bonds and notes which are direct obligations of the U.S. Government ("U.S. Government Securities").
- (2) Obligations issued or guaranteed as to payment of principal and interest by agencies or instrumentalities of the U.S. Government ("Federal Agency Securities"). Such agencies and instrumentalities include, for example, Federal Intermediate Credit Banks, Federal Home Loan Banks, the Federal National Mortgage Association, the Federal Home Loan Mortgage Company, and the Farmers Home Administration. Such securities will include those supported by the full faith and credit of the United States Treasury or the right of the agency or instrumentality to borrow from the Treasury, as well as those supported only by the credit of the issuing agency or instrumentality.
- (3) Collateralized perfected repurchase agreements secured by securities in the immediately foregoing categories. A repurchase agreement involves the sale of such securities to IPAIT with the concurrent agreement of the seller to repurchase them at a specified time and price to yield an agreed upon rate of interest. The securities collateralizing the agreement are held in custody and are regularly verified by the IPAIT Custodian for the benefit of IPAIT and are maintained daily in an amount equal to at least 102 percent of the value of the repurchase agreement. The collateral is delivered to the custodian (or to an independent triparty custodian) in order to perfect the security interest IPAIT holds in the securities.
- (4) Certificates of deposit ("CDs") and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to chapter 12C, or FDIC insured deposits or certificates of deposit invested pursuant to Iowa Code Section 12B10(7).
- (5) Shares of a "government only" open-end management investment company registered with the Federal Securities and Exchange Commission under the Federal Investment Company Act of 1940, 15 U.S.C. § 80a-1, and operated in accordance with 17 C.F.R § 270.2a-7.

Every Permitted Investment shall be purchased on a delivery versus payment ("DVP") basis. No other settlement procedure is allowed. All of IPAIT's portfolio holdings at any time are available on request.

CURRENT INCOME - Because of the participation of many Iowa municipalities, counties, city utilities and other Iowa governmental entities in IPAIT and the large pool of funds resulting therefrom, IPAIT can purchase securities in larger denominations, thereby improving yields and reducing transaction costs. IPAIT's size and experience will also permit the selection of securities maturing at various times which can enhance average portfolio yields. These strategies, implemented by a full-time professional portfolio manager, will maximize the current income earned by IPAIT.

RISK AND MANAGEMENT OF RISK

While investments by IPAIT will be confined to the highest quality securities and instruments with varying maturities, the complete elimination of risk is not possible. It is possible that large redemptions of Trust Units in the Portfolio could necessitate the sale of some Portfolio investments prior to maturity at current market prices. If market values have declined, a reduction in Unit value could result at the time of redemption.

MANAGEMENT POLICIES AND PROCEDURES

Following are the fundamental management policies and procedures for IPAIT. All investments are maintained in an IPAIT custodial account at U.S. Bank National Association, segregated for the Diversified Portfolio on behalf of IPAIT Participants.

- (1) IPAIT investment procedures require that each purchase or sale of a security be handled on a DVP basis. Funds for the purchase of an investment shall not be released to the seller until the security is delivered to the IPAIT Custodian. Conversely a sold security shall not be released to the buyer until funds for the purchase price of the security have been received by the IPAIT Custodian.
- (2) IPAIT investment procedures prohibit "free delivery" transactions. The Custodian shall never release assets from the IPAIT custodial accounts for purchases or sales of securities until the securities or funds are delivered. Prohibiting "free delivery" settlements precludes movement of IPAIT program investments or funds to a third party anywhere.
- (3) Any material deviation (greater than +/-0.15 percent or 0.9985 to 1.0015) from the amortized cost of investments shall be promptly reported by the Investment Adviser to the Officers. The Officers shall monitor the situation and report immediately to the Board of Trustees should the deviation exceed +/- 0.25 percent or 0.9975 to 1.0025. The Investment Adviser will recommend to the Board what action, if any, should be initiated to reasonably eliminate or reduce material dilution or other unfair results to Participants. Such action may include redemption of Trust Units in kind, selling portfolio securities prior to maturity, withholding distributions or utilizing a net asset value per Trust Unit based upon available market quotations.
- (4) The frequent trading of securities, including day trading for the purpose of realizing short-term gains, the purchase and sale of futures and options to buy or sell authorized investments, reverse repurchase agreements and other similar speculative or derivative transactions are expressly prohibited.
- (5) IPAIT may not make any investment other than Permitted Investments authorized by the provisions of the law applicable to the investment of funds by the Participants, as such laws may be amended from time to time.
- (6) IPAIT may not purchase any Permitted Investment for the Diversified Portfolio which has a maturity date of more than 397 days.
- (7) IPAIT may not purchase any Permitted Investment if the effect of such purchase by IPAIT would be to make the average dollar weighted maturity to reset of the Diversified Portfolio greater than sixty (60) days; provided, however, that in making such determination, the maturity of a Permitted Investment shall be determined as set forth under 6 above
- (8) IPAIT may not purchase any Permitted Investment if the effect of such purchase by IPAIT would be to make the average dollar weighted life of the Diversified Portfolio greater than one hundred twenty (120) days to final; provided, however, that in making such determination, the maturity of a Permitted Investment shall be determined as set forth under 6 above.
- (9) IPAIT may not borrow money or incur indebtedness whether or not the proceeds thereof are intended to be used to purchase Permitted Investments;
- (10) IPAIT may not make loans, provided that IPAIT may make Permitted Investments.

The restrictions set forth above are fundamental to the operation and activities of IPAIT and may not be changed without the affirmative approval, in writing, of a majority of the Participants entitled to vote, except that such restrictions may be changed by the Trustees so as to make them more restrictive when necessary to conform the investment program and activities of IPAIT to the laws of the State of Iowa and the United States of America as they may from time to time be amended.

IPAIT may invest in Certificates of Deposit ("CDs") and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to chapter 12C, or FDIC insured deposits or certificates

of deposit invested pursuant to Iowa Code Section 12B10(7). The Trust's Investment Adviser provides a financial assessment of each nonrated IPAIT depository to the IPAIT Board of Trustees comparing that Depository's financial ratios to those of other Iowa and regional financial institutions whose securities are rated in the highest rating category for short-term debt obligations. Pursuant to this credit analysis, each IPAIT depository's Certificates of Deposit are deemed to be First Tier securities and as such they present minimal credit risk of default based upon the credit analysis. The IPAIT Board of Trustees has directed IPAIT's Investment Adviser to monitor the credit quality of all IPAIT depositories on an ongoing basis and to advise the Board of any deterioration of credit quality of any IPAIT depository relative to rated institutions. The State of Iowa requires financial institutions in Iowa to pledge certain collateral under certain circumstances to secure public fund deposits and also the State of Iowa maintains a sinking fund for public deposits to protect against the potential loss of funds by a public body with funds on deposit in an Iowa financial institution. The State of Iowa also has assessment procedures authorized to assess all Iowa depositories holding public funds for any losses experienced by an Iowa public body in excess of the State sinking fund in the event of an Iowa depository failure. There is no assurance that the State of Iowa's collateralization requirements, the sinking fund, or assessment procedures for public deposits will be sufficient in case of bank failure.

In addition to the fundamental restrictions and procedures set forth above, as a condition of providing services to IPAIT, IPAIT presently requires that the IPAIT Custodian, the Investment Adviser, and the Administrator maintain fidelity and errors and omissions insurance coverage for IPAIT's benefit for all services provided to IPAIT.

MATURITY OF IPAIT INVESTMENTS

The Portfolio strictly adheres to Iowa law and S&P Criteria for money market mutual funds, developed to minimize risk that the value of investments in a portfolio might vary. IPAIT's investment policy as set forth herein presently limits portfolio investments to the following:

1. The remaining maturity of any individual investment may not exceed more than 397 days from the date of purchase.
2. The maximum dollar weighted average maturity to reset of all IPAIT investments may not exceed 60 days.
3. Investments are monitored daily by its Investment Adviser to assure that the value of each IPAIT investment does not materially deviate in value from its amortized cost.

MAINTENANCE OF LIQUIDITY

Investments will generally be confined to securities maturing at various times within 397 days from the date of purchase as previously described. Because of their relatively short maturities, high quality, and minimal price fluctuations, ready markets will exist for liquidating all securities in which IPAIT will invest.

As a general policy, the Portfolio will hold investments until they mature. However, in an effort to increase yields, IPAIT may sell securities and realize capital gains when there are perceived disparities between maturities for various categories of investments. Summaries of all securities trades are regularly provided to the Board of Trustees by the Investment Adviser for review.

INVESTING IN IPAIT PORTFOLIO UNITS

To become a Participant in IPAIT, the public body must adopt the Form A resolution included in the Instructions and Application Form available on the fund website, or otherwise provided by IPAIT. The resolution authorizes the public body to become a Participant, adopt the Declaration, and designate officials of the public body authorized to execute transactions with IPAIT. Following adoption of the resolution, the public body must complete and forward to the IPAIT Administrator, the investment trust application Form B along with the Form A and Form A Certificate. (See "Instructions and Application Form".)

Investments may be made at the net asset value per Unit next determined after an investment order has been received. The net asset value of Portfolio Units is determined once daily at the close of the New York Stock Exchange (currently 3:00 p.m., Central Standard Time).

PARTICIPANT RECORDKEEPING SYSTEM - The participant recordkeeping system is an internet-based participant accounting system available to IPAIT participants that allows authorized officials to view balances, initiate transactions, view historical transactions and balances, access daily confirmations and monthly statements, view daily rates, and view account information. The system allows two different levels of authorized users, users that can view and initiate transactions and those that can view only. The system also initiates an electronic notification to participants when confirmations and statements are available online through the system. The system is an added medium of communication with the IPAIT participants in addition to the toll-free phone line.

INVESTMENTS BY BANK FUNDS TRANSFER - A Participant may authorize transfers to its IPAIT account(s) by means of the Automated Clearinghouse System ("ACH"), from the Participant's local bank to IPAIT. The Participant may also have its local bank wire federal funds directly to the Custodian.

A Participant has the ability to invest in the Diversified Portfolio by the following methods:

- (1) An authorized official for the Participant may use the online shareholder recordkeeping system or telephone IPAIT at (800) 872-4024 and furnish the Participant's name, the name of the authorized official initiating the transaction, the customer identification number of the authorized official, the IPAIT account number and the amount being invested. A request for the IPAIT investment to be transferred by ACH, which will begin earning income effective the next business day, must be made by 3:00 p.m.
- (2) To make an investment by wire transfer and begin earning income effective the same business day, an authorized official may use the online shareholder recordkeeping system or telephone an IPAIT representative by 10:00 a.m., furnishing the information described above. The Participant must also instruct its local financial institution to wire funds to the IPAIT Custodian for receipt no later than 10:00 am. Please contact your IPAIT representative at (800) 872-4024 for wire instructions. Failure to properly wire the funds following the authorization for investment may result in failure of the investment or expenses incurred due to overdraft charges.
- (3) A Participant may invest in the Diversified Portfolio Units by issuing and mailing a check or other bank draft to U.S. Bank Institutional Trust & Custody, BC-MN-H5AM, 800 Nicollet Mall, Minneapolis, MN 55402. Until the check has cleared, the investment will not be completed or accepted, and no income will be earned or accrue.

INCOME DISTRIBUTIONS - Net income for the Diversified Portfolio of IPAIT is declared each business day for Participants of record immediately before 3:00 p.m. Central Standard Time. Income distributions are accrued to Participants' accounts daily and reinvested in additional Units monthly for compounded interest. Total distributions for each month are credited to Participants' accounts the first business day of the following month. Distributions are automatically reinvested in Portfolio Trust Units unless cash payment has been requested. Cash payments, if requested, will be made monthly. If a Participant redeems the entire amount in its account during the month, income distributions accrued to the account from the beginning of the month through the date of redemption, are paid into the account at that time, so a complete liquidation can be facilitated.

REDEEMING IPAIT PORTFOLIO UNITS

PORTFOLIO WITHDRAWALS - Units may be redeemed on any day on which the New York Stock Exchange is open for trading and which is not a federal holiday or a holiday officially observed by commercial banks in Iowa. Units will be redeemed at the net asset value next determined after a withdrawal request in good order is received by the Administrator.

Proceeds from the redemption of Units will be transmitted to the Participant's local financial institution by means of the ACH system or by the Federal Reserve wire system. No charge will be made for the ACH transfer of the Participant's funds; however, local financial institutions may reserve the right to charge for an incoming wire transfer. Proceeds can also be transmitted by check to the registered Participant and mailed

to the Participant's address of record.

Proceeds from the redemption of Units, which have been paid for by check, may not be transmitted to the Participant's financial institution by wire for up to a maximum of seven days after the Bank has been informed that the Participant's check has cleared, but in no event for more than 15 days after the Units have been issued and outstanding. A Participant has the ability to redeem Units from either Portfolio by the following methods:

(1) An Authorized Official may redeem all or a portion of its Units by initiating a transaction in the online participant recordkeeping system or telephoning (800) 872-4024 and furnishing the Participant's name, name of the authorized Official initiating the transaction, the customer identification number of the authorized official, the IPAIT account number, and the amount to be redeemed, and the Participant's account number to which the funds are to be transferred. A request for the redemption proceeds to be transferred by the Automated Clearing House System (ACH) the next business day, must be made by 3:00 p.m. Proceeds may be directed through the Vendor Pay program directly to an authorized vendor (following the authorizing certificate and procedure described herein).

(2) To redeem all or a portion of its Units by wire transfer to be sent the same day, an IPAIT representative must be notified or a transaction initiated through the participant recordkeeping system prior to 10:00 a.m. by a Participant's Authorized Official. The Participant must instruct the IPAIT representative to wire funds to its local financial institution on file.

(3) A Participant may redeem all or a portion of its Trust Units by instructing the Administrator by mailing a completed form to the following address: Iowa Public Agency Investment Trust, 2135 CityGate Lane, 7th Floor, Naperville, IL 60563, or emailed to fundservices@pmanetwork.com. This redemption request must be in good order, indicating the dollar amount or number of Trust Units to be redeemed, the method of redemption (i.e., ACH, check or wire) and signed by an Authorized Official of the public body.

VALUING IPAIT PORTFOLIO TRUST UNITS

The net asset value of Units is determined once each day, as of the close of the New York Stock Exchange (currently 3:00 p.m. Central Standard Time). Except for federal holidays, such other holidays that are officially observed by commercial banks in Iowa, and days on which no investments in or redemption of Units occur, the Administrator will compute the Portfolio's net asset value on each day the New York Stock Exchange is open for trading or when there is a sufficient volume of trading which might materially affect the net asset value of Portfolio securities. The net asset value of each Unit is computed by adding the value of all securities and other assets (including income receivable), subtracting liabilities (including accrued expenses) attributable to each Portfolio and dividing by the number of Units of each Portfolio outstanding.

The Administrator will compute the net asset value of Units for the Portfolio by using the amortized cost method for valuing securities. Under the amortized cost method, a security is initially valued at cost on the date of purchase and, thereafter, any discount or premium is amortized to maturity, using the constant interest method, regardless of fluctuating interest rates or the market value of the security. However, the Investment Adviser will establish procedures to stabilize the net asset value of Units at \$1.00 per Unit. These procedures include a review by the Investment Adviser as to the extent of the deviation of net asset value based upon available market quotations from the Portfolio's \$1.00 amortized cost per Unit. If such deviation exceeds +/- \$.0025, the Investment Adviser will recommend to the Board what action, if any, should be initiated to reasonably eliminate or reduce material dilution or other unfair results to Participants. Such action may include redemption of Units in kind, selling portfolio securities prior to maturity, withholding distributions or utilizing a net asset value per Unit based upon available market quotations.

If, and only if, the Trustees, with the advice of the Investment Adviser, shall determine that the amortized cost method of determining the net asset value of Units no longer represents a fair method of valuation, the Trustees may either permit such net asset value to fluctuate or may reflect the fair value thereof in the number of Units allocated to each Participant.

PORTFOLIO MANAGEMENT - Subject to policies set by the Trustees, the Investment Adviser is authorized to determine, consistent with the IPAIT Investment objectives and policies, which securities will be purchased, sold and held by IPAIT. Most securities will be purchased on a principal basis directly from the issuer, from banks, underwriters, or market makers and, thus, will not involve payment of a brokerage

commission. Such purchases may include a discount, concession or mark-up retained by an underwriter or dealer. The Investment Adviser is authorized to select the brokers or dealers that will execute the purchases and sales of securities and is directed to use its best efforts to obtain the best available price and most favorable execution on brokerage transactions.

CALCULATING YIELD - The yield on Trust Units (a 7-calendar-day historical yield) is calculated by first dividing the average daily net income per Trust Unit for that 7-day period by the average daily net asset value per Unit for the same period. This number is then annualized by multiplying the result times 365.

EXPENSES OF IPAIT

The Investment Adviser is paid an annual fee accrued daily and paid monthly based upon average daily net assets for the Portfolio of 0.09 percent for assets up to \$150,000,000, 0.07 percent for assets greater than \$150,000,000 and less than \$250,000,000 and 0.055 percent for assets greater than \$250,000,000.

The Administrator is paid an annual fee accrued daily and paid monthly based upon average daily net assets for the Portfolio of 0.10 percent for assets up to \$150,000,000, 0.09 percent for assets greater than \$150,000,000 and less than \$250,000,000 and 0.075 percent for assets greater than \$250,000,000.

The Marketer is paid a monthly program support and development fee computed at an annual rate equal to 0.06 percent of the average daily assets of the Portfolio.

Pursuant to the Trust's Plan of Distribution there is a fee computed at the annual rate of 0.075 percent of the average daily net assets of the Portfolio that is paid to the Sponsoring Associations based upon Participants attributable to each Sponsoring Association pro rata share of the IPAIT average daily net assets. This fee is paid for marketing and administrative services provided by the Sponsoring Associations to IPAIT, including clerical and administrative services in connection with meetings of the Board of Trustees, evaluation of performance of service providers, review of compliance with investment policies, providing the Board of Trustees various reports thereon, maintaining Trust records and providing marketing services. No specific expenses are paid from this fee.

The Custodian is paid an annual fee based upon average daily net assets for the Portfolio of 0.0033 percent, a flat annual account maintenance charge, and transaction processing fees. Custodial fees are accrued daily and paid monthly.

IPAIT also pays other fees and expenses incurred directly by IPAIT and its Trustees in connection with the discharge of their duties. These expenses include initial and ongoing legal and accounting fees, auditing fees, out-of-pocket expenses of Trustees and the cost of printing, mailing and other services performed independently by IPAIT. Such fees and expenses are accrued daily in an amount determined by the Board of Trustees.

From time to time, the Trust's Investment Adviser, Administrator, Marketer, Custodian and Sponsors may reduce or waive their fees to the extent they deem appropriate to enhance the Portfolio's net yield. Any fee reduction/waiver is voluntary and temporary and may be revised or terminated by these service providers and sponsors at any time without notice.

These fees and operating expenses are subject to adjustment and renegotiation as determined by the Board of Trustees and the terms of the contracts with the service providers and sponsors.

TRUSTEES AND OFFICERS

The Board of Trustees has full and complete control over the business and assets of IPAIT, subject to the rights of IPAIT Participants as provided in the Declaration of Trust. Each Participant will be entitled to vote that number of Units it owns of record the Portfolio as of the record date. The Board of Trustees is currently comprised of nine persons who are representative of the three types of Iowa public agencies (and the Sponsoring Associations – the Iowa Association of Municipal Utilities (IAMU), the Iowa League of Cities (ILC), and the Iowa State Association of Counties (ISAC) that have historically participated in IPAIT with each group having three representatives. The qualifications for the Trustees require that the person be an "official" and/or employee with an Iowa public agency. To the extent that a vacancy occurs, the Board of

Trustees will seek and nominate persons to fill the vacancy with a person associated with the group meeting the qualifications for the vacancy. Each Trustee serves a three-year term and three Trustees are reappointed each year (one each from group).

In addition, the Executive Directors of the Iowa Association of Municipal Utilities, the Iowa League of Cities, and the Iowa State Association of Counties serve as ex officio nonvoting members of the Board of Trustees and, pursuant to the Bylaws, may from time to time serve as secretary and treasurer for the Board. The names, affiliations and positions of the Board members are set forth below:

NAME	AFFILIATION	POSITION
Michelle Weidner	CFO, City of Waterloo	Chair, Trustee
Jarret Heil	Marshal County Treasurer	Second Vice Chair, Trustee
Craig Anderson	Plymouth County Board of Supervisors	Trustee
Jeff Nemmers	Finance Director, City of Fort Dodge	Trustee
Dan Zomermaand	Sioux County Treasurer	Trustee
Steven Pick	General Manager, Spencer Municipal Utilities	Trustee
Tim Stiles	Finance Director, City of West Des Moines	Trustee
Pat Mullenbach	Finance Manager & Treasurer, West Des Moines Water Works	Trustee
Mark Roberts	Director, Finance & Admin Services, Muscatine Power & Water	Trustee
Alan Kemp	Executive Director, ILC	Secretary Ex Off. Trustee
Troy DeJoode	Executive Director, IAMU	Asst. Secretary, Ex Off. Trustee
William Peterson	Executive Director, ISAC	Treasurer, Ex Off. Trustee

The current Board is made up mainly of Trustees with direct responsibility for the financial matters of their respective city, county or municipal utility. Elected public officials and Trustees with general management or administrative responsibilities comprise the rest of the Board.

Ex Officio Trustees have no voting power in connection with any actions that the Trustees may take on behalf of IPAIT. In their capacity as Trustees, the Trustees function on behalf of the Participants, as the agents and fiduciaries of the Participants, to implement and administer the Declaration, as an agreement among the Participants. The officers of IPAIT are the Chair, Vice Chair, Second Vice Chair, Secretary, Assistant Secretary, Treasurer. All officers serve on an Executive Committee. The Executive Committee may exercise all of the authority of the Board of Trustees, except that the Executive Committee cannot create a new Portfolio or a series of units or change investment policies. The Executive Committee serves as the Audit Committee, with the inclusion of a Trustee designated as the financial expert, who may be an additional member of the Audit Committee.

If, at any time after election to the Board of Trustees, a Trustee is associated with a city utility, county or city which ceases to be a Participant, such Trustee must resign.

No Trustee (whether voting or nonvoting) of IPAIT will receive any compensation from IPAIT, the Administrator, Investment Adviser or Custodian for his or her services. IPAIT will reimburse the Trustees for their reasonable expenses incurred on behalf of IPAIT.

IPAIT refers to the Trustees in their capacity collectively as Trustees and not individually or personally. All persons dealing with IPAIT must look solely to IPAIT assets for the enforcement of claims against IPAIT. The Trustees, officers and Participants do not assume any liability for obligations entered into on behalf of IPAIT.

The Joint Powers Agreement and Declaration of Trust shall not create any right, title, privilege or entitlement in any person, corporation or other legal entity except a Participant and a Person that has a direct and written contract with IPAIT. The terms and conditions of the Declaration of Trust are not intended to and shall not be construed to create any cause of action, legal or equitable, in any Person against the Participants, Trustees, officers, employees, Sponsoring Associations or agents of IPAIT, except as is provided by specific language in the Declaration or by specific language in written agreements or contracts entered into by the Trustees in implementing IPAIT. It is not intended and the terms of the Declaration shall not be construed so that any breach thereof by Participants, Trustees, officers, employees or agents of IPAIT creates an action at common law, tort, contract or otherwise. A Trustee is not personally liable for a claim

based upon an act or omission of the Trustee performed in the discharge of the Trustee's duties, except for acts or omissions which involve intentional misconduct or knowing violation of the law or for a transaction from which the Trustee derives an improper personal benefit. The Trustees are responsible for the management of IPAIT, the conduct of its affairs, and the management and distribution of IPAIT assets. Consistent with their responsibility, the Trustees have appointed an Investment Adviser, an Administrator and Custodian and have assigned to them such duties as the Trustees have deemed appropriate with regard to the investment, administration, record keeping and custody of monies and investments of IPAIT.

THE INVESTMENT ADVISER

Prudent Man Advisers, LLC d/b/a PMA Asset Management, LLC (hereinafter the "Investment Adviser") 2135 CityGate Lane, 7th Floor, Naperville, IL 60563, an Investment Adviser registered under the Investment Advisers Act of 1940, serves as the IPAIT Investment Adviser, pursuant to an Investment Adviser Agreement. The Investment Adviser has been providing investment advisory services to public sector clients since 2002 and currently has institutional and retail clients, including local government investment pools, profit-sharing plans, insurance companies, public agencies, banks, endowments and charitable institutions and individuals. As of September 30, 2021, the Investment Adviser had over \$22.9 billion in assets under management. The day-to-day management of the IPAIT portfolio is performed by the Adviser's fixed income management team.

The Investment Adviser furnishes IPAIT with advice with respect to IPAIT operations and the investment of its assets subject to and in conformance with the Declaration of Trust and the policies adopted by the Board of Trustees. The IPAIT agreement with the Investment Adviser is not assignable and may be terminated on 60 days written notice by either party without penalty.

THE ADMINISTRATOR

PMA Financial Network, LLC, an affiliate of the Investment Adviser, serves as the IPAIT Administrator, pursuant to an Administrator Agreement. The Administrator supervises all aspects of IPAIT's operations, other than those managed by IPAIT's Investment Adviser pursuant to the Investment Adviser Agreement (discussed above); acts in conformity with the Declaration of Trust and policies adopted by the Board of Trustees; determines and allocates the income of IPAIT; provides daily account services to Participants; provides all participant transaction confirmations and monthly account summaries; records all telephone calls with participants to confirm transaction details; facilitates and processes all movement of monies between IPAIT and the Participant's accounts at the Participant's local financial institutions; verifies that each transaction is initiated by an authorized representative of the Participant and, utilizing bank and trust procedures, follows procedures that assures that all IPAIT or Participant funds be moved only within a "closed system" between the Participant's preauthorized local account and the Participant's IPAIT account (except those funds which are directed by Participant to be sent to vendors under the Vendor Pay program) and assure that all monies received from or on behalf of Participants are fully collected and available; provides administrative personnel and equipment to IPAIT; determines the net asset value of IPAIT on a daily basis; and performs all related administrative services for IPAIT. The IPAIT Administrator Agreement is approved annually, is not assignable, and may be terminated on 60 days written notice by either party without penalty.

THE CUSTODIAN

U.S. Bank National Association, 800 Nicollet Mall, Minneapolis, MN 55402, acts as Custodian for IPAIT pursuant to a Custodian Agreement. The Custodian will hold in a separate account all investment instruments and monies, including cash received for each Portfolio. All IPAIT security transactions are handled on the basis of delivery versus payment of the custodian or its nominee or nominees. IPAIT's agreement with the Custodian is not assignable and may be terminated on 60 days written notice by either party without penalty.

THE MARKETER

PMA Securities, LLC, 2135 Citygate Lane, 7th Floor, Naperville, IL 60563, acts as the Marketer for IPAIT pursuant to a Marketing and Fixed Term Automated Program Agreement. The Marketer markets the IPAIT program to eligible Participants and potential participants, provides experience and resources to the IPAIT program as well as provides program support and development. IPAIT's agreement with the Marketer is approved annually, is not assignable, and may be terminated 60 days written notice by either party without penalty.

SPONSORSHIP FEE AGREEMENT

The Trust has adopted a Sponsorship Fee Agreement (“Agreement”) which permits the Trust to pay certain distribution related expenses for the sale and distribution of its Units. Because the fees are paid out of the Trust assets on an ongoing basis, over time these fees will increase the costs of your investment and may cost you more than paying other types of sales charges. Under the Agreement, the Trust pays the Sponsoring Associations a fee at the annual rate of .075 percent of average annual net assets for providing to the Trust marketing assistance and various administrative services, including clerical and administrative services in connection with meetings of the Board of Trustees, evaluation of performance of service providers, review of compliance with investment policies, providing the Board of Trustees various reports thereon, and providing marketing assistance. The Sponsoring Associations were instrumental in the establishment of the Trust which was and is intended to assist Iowa public agencies in cash management thereby lessening the burdens of government. The Executive Directors of the Sponsoring Associations serve as officers and members of the Executive Committee of IPAIT. No specific fund expenses are paid from the Agreement. The Agreement is approved annually by the Trustees only after careful consideration of whether there is a reasonable likelihood that the Agreement will benefit the Trust and the Participants.

TAXES

IPAIT and the investment income from IPAIT to Participants are exempt from federal income taxes pursuant to Section 115 of the Internal Revenue Code.

REPORTS TO PARTICIPANTS

Participants receive a daily confirmation of all transactions processed. Participants will receive a monthly statement summarizing all activity on each account opened with IPAIT. This statement will include a list of all investments currently held by IPAIT for the Participant. In addition, Participants will be provided monthly performance information illustrating historical investment performance and yield. IPAIT will issue unaudited semi-annual reports which will include a list of securities owned by IPAIT and complete financial statements. It will also issue an annual report containing a financial report audited by the IPAIT independent registered public accounting firm.

DECLARATION OF TRUST

IPAIT was established as of October 1, 1987, as a common law trust under the laws of the State of Iowa by the adoption and execution of a Joint Powers Agreement and Declaration of Trust by the Maquoketa Municipal Electric Utility, Buchanan County, and the City of Fairfield. Additional Iowa cities, counties, city utilities and the other eligible participants (including 28E organizations) may become Participants in the manner described in this Information Statement. The Joint Powers Agreement and Declaration of Trust was amended on August 1, 1988 and May 1, 1993, and restated as of September 1, 2005 and further amended as of September 1, 2017.

Each potential Participant is given a copy of the Declaration before it becomes a Participant. The summary of the Declaration given herein is qualified in its entirety by reference to the full text of the Declaration.

DESCRIPTION OF TRUST UNITS - The Declaration authorizes an unlimited number of full and fractional Trust Units which may be issued in series. All Trust Units of each series participate equally in

the allocation of distributions and have equal liquidation and other rights pertaining to that series. The Trust Units have no conversion, exchange or preemptive rights.

The Board of Trustees has determined that each Participant shall have the right to vote on a one vote per Unit basis. If submitted to Participants, the approval of a change in the fundamental investment policy requires the approval of a majority of the outstanding Units voting at the meeting. At such meetings of Participants a quorum is based on the total number Units outstanding held by Participants that are represented in person or by proxy. A quorum requires a majority of the Units of the Diversified Portfolio to be present, in person or by proxy.

PARTICIPANT LIABILITY - The Declaration provides that Participants will not be subject to any liability whatsoever in tort, contract or otherwise to any other person or persons in connection with IPAIT property or the affairs of IPAIT. Any Participant made a party to any suit or proceedings to assert or enforce any such liability shall not on account thereof be held to any personal liability.

TERMINATION OF THE DECLARATION OF TRUST - IPAIT may be terminated by the affirmative vote of a majority of Participants entitled to vote at any meeting of Participants or by an instrument in writing, without a meeting, signed by a majority of the Trustees and consented to by not less than a majority of the Participants entitled to vote.

AMENDMENT OF THE DECLARATION OF TRUST - The Declaration may be amended at any meeting of Participants or by an instrument or instruments in writing, by the affirmative vote or signed approval of a majority of the Participants. The Trustees, from time to time, by a two-thirds vote of the Trustees and after 15 days prior written notice to the Participants, may amend the Declaration without the vote or consent of the Participants, to the extent they deem necessary to conform the Declaration to the requirements of applicable laws or regulations, or any interpretation thereof by a court or other governmental agency; but the Trustees shall not be liable for failing to do so.

WITHDRAWAL - A Participant may withdraw from IPAIT at any time by notifying the Trustees as specified in the Declaration.

DEFINITIONS - Unless otherwise expressly defined herein, words that are capitalized in this Information Statement have the meaning defined in the Joint Powers Agreement and Declaration of Trust.

FIXED TERM AUTOMATED PROGRAM –The IPAIT Fixed Term Automated Program (the “FTA Program”) offers Participants the opportunity to purchase deposits from Iowa financial institutions and other fixed term securities and instruments that are permitted for Participants under the Iowa Investment Statute. IPAIT has contracted with PMA Financial Network, LLC and its affiliate, PMA Securities, LLC (together, “PMA”), to administer the FTA Program. The issuers of the instruments offered through the FTA Program are all eligible issuers that meet the credit criteria established by PMA (a “Program Provider”), and which are approved by IPAIT’s Board of Trustees.

Through the FTA Program, a Participant can contact IPAIT to purchase deposits or other fixed income instruments using monies from its IPAIT accounts, and the Program Providers then attempt to secure instruments consistent with the Participant’s investment objectives. Any instruments so purchased are held by IPAIT in trust for the benefit of the Participant. Participants may purchase instruments of varying maturities (including maturities of more than one year) issued by a variety of issuers. All deposit principal and interest is credited to a Participant’s account on the day it is received from the issuing financial institution. In all cases, principal and interest is credited on the next business day if a crediting date falls on a non-business day.

A Participant who purchases a deposit will have use of the interest earned on the deposit, including the opportunity for reinvestment of interest earned; on the date interest is credited to the Participant’s account.

IPAIT reserves the right to delay the interest payment to all investors until the full amount has been collected from the issuing financial institution.

Interest on U.S. government obligations will be posted to the investor's account on the day it is received. Interest payment dates that fall on a day other than a business day for IPAIT will be credited on the next business day.

Participants purchasing deposit products carrying only FDIC insurance through the FTA Program pay an annualized mark-up to the Program Participant that places the investment on the Participant's behalf of up to 0.25% on deposit products carrying only FDIC or NCUA insurance, with an additional fee if applicable not to exceed 0.10% annualized for any assets that require management and administration of collateral, letters of credit, other third party guarantees or reciprocal programs, exclusive of insurance costs or third party placement fees. Investors purchasing other types of instruments through the FTA Program (such as U.S. Government securities,) pay the appropriate Program Participant an annualized mark-up of up to 0.15% of the principal amount of each such investment.

INDEPENDENT REGISTERED PUBLIC ACCOUNTING FIRM

Eide Bailly LLP serves as the IPAIT Independent Registered Public Accounting Firm.

DOCUMENT COPIES

Copies of the Joint Powers Agreement and Declaration of Trust, the Administrator Agreement, the Investment Adviser Agreement, the Marketing and Fixed Term Automated Program Agreement and the Custodian Agreement can be obtained from PMA Financial Network, LLC, Trust Administrator, at 2135 CityGate Lane, 7th Floor, Naperville, IL 60563.



2021 ANNUAL REPORT



IOWA PUBLIC AGENCY INVESTMENT TRUST

DIVERSIFIED PORTFOLIO ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEARS ENDING JUNE 30, 2021 AND 2020

Shares of the Fund are NOT INSURED BY THE FDIC. Investment products involve investment risk, including the possible loss of principal. Past performance is not predictive of future results, and the composition of the Fund's portfolio is subject to change.

This annual report is not authorized for distribution unless accompanied or preceded by a current Information Statement also known as a prospectus. An investor should consider the Fund's investment objectives, risks, and charges and expenses carefully before investing or sending money. This and other important information about the investment company can be found in the Fund's Information Statement. To obtain more information, please call 800-872-4024 or visit the website IPAIT.org. Please read the Information Statement carefully before investing.



Iowa Public Agency Investment Trust
Diversified Portfolio Annual
Comprehensive Financial Report

For the Fiscal Years Ended June 30, 2021 and 2020

www.IPAIT.org

Prepared by the
Iowa Public Agency Investment Trust
Board of Trustees

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September 1, 2021

Dear Fellow IPAIT Participants:

The Iowa Public Agency Investment Trust ("IPAIT") is pleased to submit the Diversified Portfolio Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2021.

IPAIT is a common law trust established under Iowa law pursuant to Chapter 28E, Iowa Code (1987), as amended, which authorizes Iowa public agencies to jointly invest monies pursuant to a joint investment agreement following the requirements of Iowa Code 12B.10. IPAIT was established by the adoption of a Joint Powers Agreement and Declaration of Trust as of October 1, 1987, and commenced operations on November 13, 1987. The Joint Powers Agreement and Declaration of Trust was amended September 1, 1988, May 1, 1993, September 1, 2005, and again on September 1, 2017. The objective of the portfolio is to maintain a high degree of liquidity and safety of principal through investment in short-term securities as permitted for Iowa public agencies under Iowa law.

IPAIT enables eligible Iowa public agencies to effectively invest their available operating and reserve funds in a competitive rate environment that focuses on safety of principal and liquidity. The Diversified Portfolio follows money market mutual fund investment parameters per GASB 79 and has maintained a \$1 per unit net asset value since inception.

IPAIT is a 'AAAm' rated Fund and obtains an annual rating from S&P Global Ratings ("S&P"). According to S&P, a fund rated 'AAAm' demonstrates extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. 'AAAm' is the highest principal stability fund rating assigned by S&P. This is accomplished through conservative investment practices and strict internal controls. The portfolio is monitored on a weekly basis by S&P.

ABOUT THE REPORT

While IPAIT's financial statements and the related financial data contained in this report have been prepared in conformity with U.S. generally accepted accounting principles and have been audited by IPAIT's Independent Auditor, Eide Bailly LLP, the ultimate accuracy and validity of this information is the responsibility of IPAIT's Board of Trustees. To carry out this responsibility, the Board of Trustees requires its providers to maintain financial policies, procedures, accounting systems and internal controls which the Board believes provide reasonable, but not absolute, assurance that accurate financial records are maintained, and investment assets are safeguarded. The cost of a control should not exceed the benefits to be derived; the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

In addition, the three ex-officio non-voting Trustees meet with the Diversified Portfolio service providers and legal counsel to review all aspects of IPAIT performance each month. The Board of Trustees meets quarterly to similarly review Diversified Portfolio performance and compliance. In addition, the IPAIT Board of Trustees regularly subjects IPAIT to a comprehensive review of all services and costs of operation.

In the Board's opinion, IPAIT's providers internal controls are adequate to ensure that the financial information in this report presents fairly the IPAIT Diversified Portfolio operations and financial condition.

INVESTMENT SAFEGUARDS

The Diversified Portfolio continues to be focused on the investment objectives as stated in the IPAIT Investment Policy. These goals, in order of priority, are safety of invested principal, maintenance of liquidity, and maximum yield. Within these objectives, the Diversified Portfolio strives to provide participants with the best available rate of return for legally authorized investments. All security settlements within the Diversified Portfolio are settled on a delivery-versus-payment (DVP) basis. DVP settlements greatly reduce the possibility of inappropriate transmission of funds or securities.

STATEMENT OF CHANGES IN NET POSITION

For the fiscal year ending June 30, 2021 (FY 21) and the fiscal year ending June 30, 2020 (FY 20) total interest earned, total operating expenses, and net investment income were as follows:

	Interest Earned	Expenses	Net Investment Income
FY 21	\$737,773	\$663,966	\$73,807
FY 20	\$6,675,406	\$1,500,118	\$5,175,288

The decrease in year-over-year interest earned and net investment income is attributed to lower portfolio yields in FY 21. Although the fund balances were similar year-over-year, the expenses were reduced due to fees being waived by service providers in response to the lower portfolio yields in FY 21.

IPAIT operates pursuant to Service Provider agreements for all aspects of operation. Every agreement specifies the fees to be charged for each component of IPAIT services based on average daily net position. Average net positions were \$482,447,398 in FY 21, up slightly from \$477,412,215 in the previous fiscal year. More financial analysis and detailed information is included in the Management Discussion and Analysis section of this report.

OUR ECONOMY

The COVID-19 global pandemic created an economic and market shock unlike any other crisis in history. The Federal Open Market Committee (FOMC) responded in March of 2020 by reducing the Fed Funds target rate to 0% to 0.25% and the target rate remains unchanged as of their last meeting on June 16, 2021. Although the U.S. economy has recovered significantly, the U.S. Treasury yields for securities maturing one year or less, which are heavily influenced by Federal Reserve policy, continue to return depressed yields. There is more detail on the economic environment relative to the IPAIT portfolio in the Investment Commentary from our registered investment adviser found later in this report.



CERTIFICATE OF ACHIEVEMENT

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to IPAIT for its comprehensive annual financial report for the fiscal year ended June 30, 2020. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

SUMMARY

On behalf of the Board of Trustees, sponsoring associations and service providers, we thank you for your continued support of IPAIT. We encourage you to contact us with comments and suggestions regarding any improvements to the operation of IPAIT. Your involvement in IPAIT is essential in its ability to provide a competitive investment alternative and ongoing program opportunities for association members.

As we begin Fiscal Year 2021-2022, IPAIT will continue to be guided by its objectives of safety of principal, liquidity, and competitive return. In addition, IPAIT will be an excellent resource as a user-friendly investment alternative and also an educational resource. The IPAIT.org website provides monthly updates as well as access to the secure participant recordkeeping system. We collectively pledge to continue working together to provide a viable investment option for every participant during this challenging time.

Respectfully,

Michelle Weidner
Chair, Board of Trustees



Alan Kemp
Executive Director,
Iowa League of Cities
IPAIT Secretary to the Board



William Peterson
Executive Director,
Iowa State Association of Counties
IPAIT Treasurer to the Board



Troy DeJood
Executive Director,
Iowa Association of Municipal Utilities
IPAIT Assistant Secretary to the Board



Michelle Weidner
Chief Financial Officer
City of Waterloo



Tim Stiles
Finance Director
City of West Des Moines



Craig Anderson
Board of Supervisors
Plymouth County



Steven Pick
General Manager
Spencer Municipal Utilities



Jarret Heil
County Treasurer
Marshall County



Jeff Nemmers
City Clerk / Finance Director
City of Fort Dodge



Dan Zomermaand
Treasurer
Sioux County



Mark Roberts
Director, Finance and Administrative Services
Muscatine Power and Water



Pat Mullenbach
Finance Manager & Treasurer
West Des Moines Water Works

The trustees and officers are not compensated for Board service. Expenses incurred in attending meetings are paid by the Trust.

Name	Address	Position held with IPAIT	Term of Office	Length of Time Served	Principal Occupation During Past Five Years
Michelle Weidner	715 Mulberry Street Waterloo, IA 50703	Trustee Chair	Term Ending 2023	Since 2013	Chief Financial Officer, City of Waterloo
Dan Zomermaand	104 1 st Street SE Orange City, IA 51041	Trustee	Term Ending 2022	Since 2020	Sioux County Treasurer
Pat Mullenbach	1505 Railroad Ave West Des Moines, IA 50265	Trustee	Term Ending 2023	Since 2010	Finance Manager & Treasurer, West Des Moines Water Works
Craig Anderson	215 4 th Avenue SE LeMars, IA 51031	Trustee	Term Ending 2021	Since 2013	Plymouth County Board of Supervisors Self-employed Farmer
Jeff Nemmers	819 1 st Ave South Fort Dodge, IA 50501	Trustee	Term Ending 2022	Since 2019	City of Fort Dodge City Clerk / Finance Director
Mark Roberts	3205 Cedar Street Muscatine, IA 52761	Trustee	Term Ending 2021	Since 2020	Director, Finance & Administrative Services Muscatine Power & Water
Steven Pick	520 2 nd Ave E, Suite 1 Spencer, IA 51301	Trustee	Term Ending 2022	Since 2014	General Manager, Spencer Municipal Utilities
Tim Stiles	4200 Mills Civic Pkwy West Des Moines, IA 50265	Trustee	Term Ending 2021	Since 2015	Finance Director, City of West Des Moines
Jarret Heil	1 E Main Street Marshalltown, IA 50158	Trustee Vice Chair	Term Ending 2023	Since 2019	Marshall County Treasurer
Alan Kemp Ex Officio Non-Voting Trustee	500 SW 7 th Suite 101 Des Moines, IA 50309	IPAIT Secretary		Since 2007	Iowa League of Cities Executive Director
William Peterson Ex Officio Non-Voting Trustee	5500 Westown Pkwy, Ste 190 West Des Moines, IA 50266	IPAIT Treasurer		Since 1994	Iowa State Association of Counties Executive Director
Troy DeJoode Ex Officio Non-Voting Trustee	1735 NE 70th Ave. Ankeny, IA 50021	IPAIT Assistant Secretary		Since 2014	Iowa Association of Municipal Utilities Executive Director

The trustees and officers are not compensated for Board service. Expenses incurred in attending meetings are paid by the Trust.

Sponsoring Associations



IOWA
ASSOCIATION OF MUNICIPAL
UTILITIES

Iowa Association of Municipal Utilities
1735 NE 70th Avenue
Ankeny, IA 50021-9353
Troy DeJooode, Executive Director
tdejooode@iamu.org
515-289-1999



Iowa State Association of Counties
5500 Westown Parkway, Suite 190
West Des Moines, IA 50266-8202
William Peterson, Executive Director
bpeterson@iowacounties.org
515-244-7181



Iowa League of Cities
500 SW 7th Street, Suite 101
Des Moines, IA 50309
Alan Kemp, Executive Director
alankemp@iowaleague.org
515-244-7282

Legal Counsel



AHLERS & COONEY, P.C.
100 Court Avenue, Suite 600
Des Moines, IA 50309
Elizabeth Grob 515-246-0305
egrob@ahlerslaw.com



Administrator
PMA Financial Network, LLC

Investment Adviser
PMA Asset Management, LLC

Marketer
PMA Securities, LLC

4200 University Ave, Suite 114
West Des Moines, IA 50266
800-783-4273

Jim Davis, CEO
jdavis@pmanetwork.com
Charlie Czachor, SVP, LGIP Investment Director
cczachor@pmanetwork.com
Paul Kruse, SVP, Director – Iowa
pkruise@pmanetwork.com
630-657-6400

Custodian

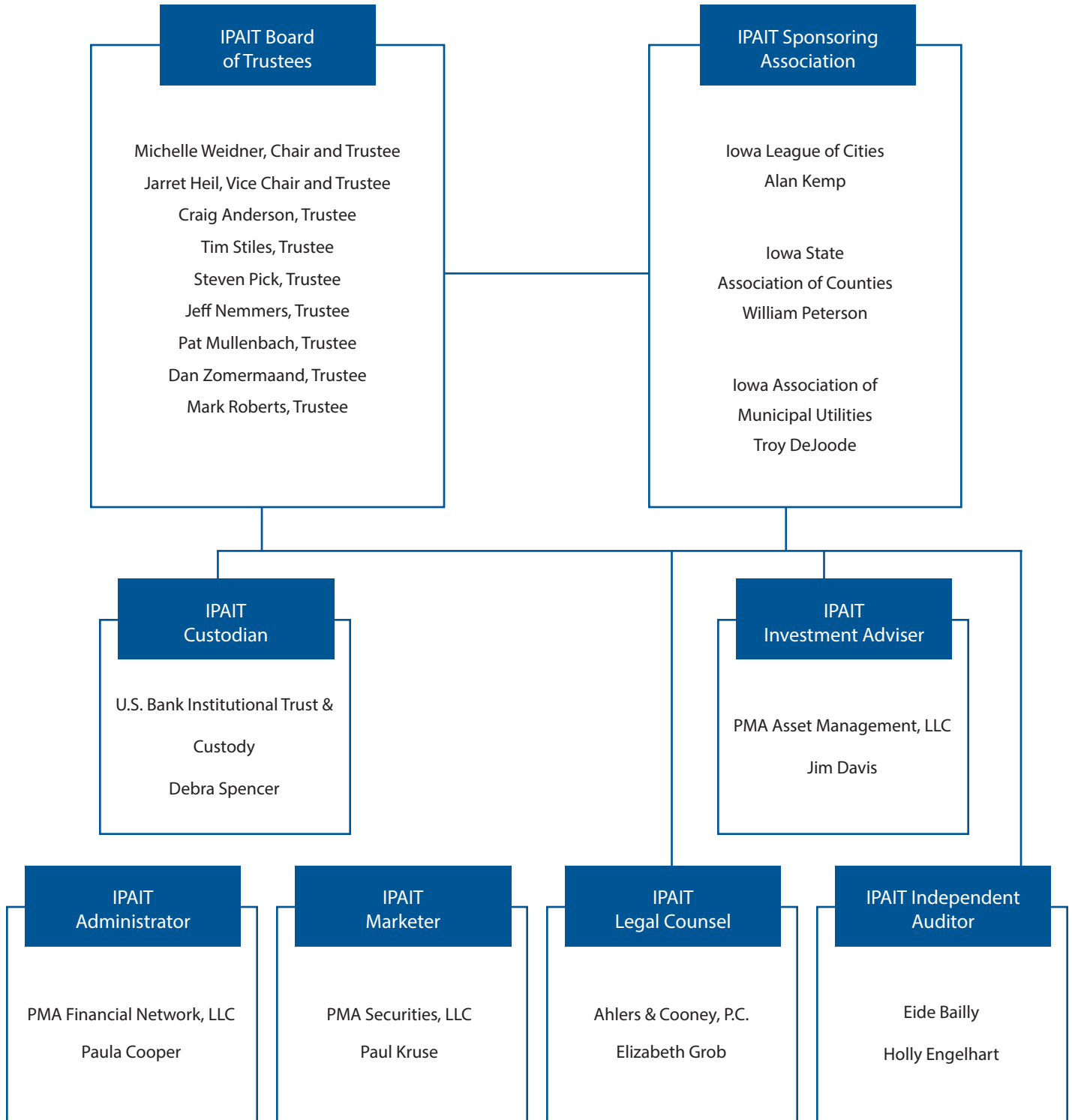


U.S. Bank Institutional Trust & Custody
800 Nicollet Mall
Minneapolis, MN 55402
Debra Spencer 612-303-7943
debra.spencer1@usbank.com

Independent Auditor



Eide Bailly LLP
24 2nd Avenue SW
Aberdeen, SD 57401
Holly Engelhart 605-622-4215
hengelhart@eidebailly.com



See the IPAIT schedule of fees and expenses presented later in this report.



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

Iowa Public Agency Investment Trust

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

This section of the Iowa Public Agency Investment Trust (IPAIT) Diversified Portfolio's Comprehensive Annual Financial Report presents Management's Discussion and Analysis of the financial position and results of operations for the fiscal years ended June 30, 2021 (FY 21) and 2020 (FY 20). This information is being presented to provide additional information regarding the activities of IPAIT's Diversified Portfolio, pursuant to the requirements of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, Statement No. 37, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus, and Statement No. 38, Certain Financial Statement Note Disclosures (Statements Nos. 34, 37, and 38). This discussion and analysis should be read in conjunction with the Independent Auditors' Report, Eide Bailly LLP, the Financial Statements, and the accompanying notes.

OVERVIEW OF THE FINANCIAL STATEMENTS

The Management's Discussion and Analysis provides an introduction to and overview of the basic financial statements of IPAIT's Diversified Portfolio. The following components comprise the financial statements: 1) Statements of Fiduciary Net Position, 2) Statements of Changes in Fiduciary Net Position, and 3) Notes to Financial Statements.

- The Statements of Fiduciary Net Position shows the financial position (assets and liabilities) of the portfolio as of the date of the two most recent fiscal year ends.
- The Statements of Changes in Fiduciary Net Position display the results of operations (income and expenses), additions (net investment income, unit sales, and reinvestments) and deductions (dividends and unit redemptions) of the portfolio for the two most recent fiscal years.
- The Notes to Financial Statements describe significant accounting policies and disclose summary security transaction amounts and fund expenses of the portfolio.

CONDENSED FINANCIAL INFORMATION AND FINANCIAL ANALYSIS

Year-over-year changes in most financial statement amounts reported in IPAIT's Diversified Portfolio are most significantly impacted by the level of average net position (which fluctuates based on the overall levels of pool participant/unitholder invested balances). The pool is the portfolio. Additionally, changes in the short-term interest rate environment (which follows the general trend established by monetary policy set by the Federal Reserve) contribute to year-over-year variances in the amount of investment income earned by the portfolio. Over the twelve months ended June 30, 2021, the Federal Reserve's Federal Open Market Committee made no changes to the Fed Funds rate which has remained at 0.25 percent since March 16, 2020. The Federal Reserve reacted to the economic impact of the COVID-19 pandemic by decreasing the Fed Funds rate by 1.00 percent on March 16, 2020.

Condensed financial information and variance explanations for FY 21, as compared to FY 20, follow.

Net Position	June 30, 2021	Percent Change	June 30, 2020
Total investments	\$ 486,809,844	6%	\$ 461,370,233
Other assets	368,954	74%	211,762
Total assets	487,178,798	6%	461,581,995
Total liabilities	(8,768,025)	8,556%	(101,295)
Net position held in trust for pool participants	\$ 478,410,773	4%	\$ 461,480,700
Average Net Position	\$ 482,447,398	1%	\$ 477,412,215

Total investments increased 6 percent comparing June 30, 2021 and June 30, 2020 amounts due to higher participant investments in the Diversified Portfolio at the end of FY 21. Other assets were 74 percent higher at the end of FY 21 due to increased interest receivables. The increase in total liabilities at the end of FY 21 was due to payables for investment purchases that had not settled as of June 30, 2021.

Change in Net Position for the years ended	June 30, 2021	Percent Change	June 30, 2020
Investment Income	\$ 737,773	-89%	\$ 6,675,406
Total Expenses	(663,966)	-56%	(1,500,118)
Dividends to unitholders from net investment income	(73,807)	-99%	(5,175,288)
Net increase in assets derived from unit transactions	16,930,073	-37%	26,853,243
Net position held in trust for pool participants at the beginning of the period	461,480,700	6%	434,627,457
Net position held in trust for pool participants at the end of the period	\$ 478,410,773	4%	\$ 461,480,700

During the 12-month periods in FY 21 and FY 20, the Fed Funds target rate decreased from 2.25 to 0.25 percent resulting in decreases in investment income of 89 percent and dividends to unitholders of 99 percent. The Fed Funds target rate is an economic indicator for short-term investments which significantly impacts the investment income earned by the Diversified Portfolio. The Fed Funds target rate has remained at 0.25 percent since March 16, 2020. Total expenses are derived based on the net position of the Diversified Portfolio. Even though the net position increased 4 percent, total expenses decreased 56 percent during FY 21 compared to FY 20 due to service providers and sponsors waiving a significant portion of their fees.

Condensed financial information and variance explanations for FY 20, as compared to FY 19, follow.

Net Position	June 30, 2020	Percent Change	June 30, 2019
Total investments	\$ 461,370,233	4%	\$ 442,402,523
Other assets	211,762	-81%	1,097,051
Total assets	461,581,995	4%	443,499,574
Total liabilities	(101,295)	-99%	(8,872,117)
Net position held in trust for pool participants	\$ 461,480,700	6%	\$ 434,627,457
Average Net Position	\$ 477,412,215	18%	\$ 406,056,830

Total investments increased 4 percent comparing June 30, 2020 and June 30, 2019 amounts due to higher participant investments in the Diversified Portfolio at the end of FY 20. During FY 20, participant investments remained at the higher levels experienced at the end of FY19 resulting in an average net position increase of 18 percent. The increase in other assets over liabilities during FY 20 was due to a decrease in the dividends payable to participants and an investment purchase payable that had not settled as of June 30, 2019.

Change in Net Position for the years ended	June 30, 2020	Percent Change	June 30, 2019
Investment Income	\$ 6,675,406	-31%	\$ 9,623,230
Total Expenses	(1,500,118)	9%	(1,377,193)
Dividends to unitholders from net investment income	(5,175,288)	-37%	(8,246,037)
Net increase in assets derived from unit transactions	26,853,243	-60%	66,557,131
Net position held in trust for pool participants at the beginning of the period	434,627,457	18%	368,070,326
Net position held in trust for pool participants at the end of the period	\$ 461,480,700	6%	\$ 434,627,457

During the 12-month periods in FY 20 and FY 19, the Fed Funds target rate decreased from 2.50 to 0.25 percent resulting in decreases in investment income of 31 percent and dividends to unitholders of 37 percent. The Fed Funds target rate is an economic indicator for short-term investments which significantly impacts the investment income earned by the Diversified Portfolio. Total expenses are derived based on the net position of the Diversified Portfolio. These expenses increased 9 percent during FY 20 compared to FY 19 due to the 18 percent increase in the average net position.



Independent Auditor's Report

To the Trustees and Participants
Iowa Public Agency Investment Trust

Report on the Financial Statements

We have audited the accompanying financial statements of Iowa Public Agency Investment Trust, which comprise the statement of fiduciary net position and the schedule of investments, as of June 30, 2021, and the related statement of changes in fiduciary net position for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Iowa Public Agency Investment Trust as of June 30, 2021, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 10-12 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Iowa Public Agency Investment Trust's financial statements. The introductory section, schedule of financial highlights, investment section, and statistical section are presented for purposes of additional analysis and are not a required part of the financial statements. The supplemental schedule of financial highlights for the year ended June 30, 2021, on page 25 is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental schedule of financial highlights is fairly stated, in all material respects, in relation to the basic financial statements as a whole. The introductory section on pages 3-9, investment section on pages 26-39, and statistical section on pages 40-43 have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

The financial statements and schedule of investments of Iowa Public Agency Investment Trust as of and for the year ended June 30, 2020 and the schedule of financial highlights for each of the years in the four-year period ended June 30, 2020, were audited by other auditors, whose report dated September 2, 2020, expressed an unmodified opinion on those statements.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 1, 2021, on our consideration of Iowa Public Agency Investment Trust's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Iowa Public Agency Investment Trust's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Iowa Public Agency Investment Trust's internal control over financial reporting and compliance.



Aberdeen, South Dakota
September 1, 2021

Iowa Public Agency Investment Trust - Diversified Portfolio
Statements of Fiduciary Net Position - June 30, 2021 and June 30, 2020

	<u>2021</u>	<u>2020</u>
Assets		
Investments in securities, at amortized cost:		
U.S. Treasury Notes	\$ 90,276,206	\$ 149,944,481
U.S. Government Agency Obligations	115,628,453	43,619,424
Certificates of Deposit	-	5,158,894
Money Market Mutual Funds	147,312,481	77,609,818
Deposit Accounts	86,892,704	160,037,616
Repurchase Agreements	46,700,000	25,000,000
Total investments in securities	<u>486,809,844</u>	<u>461,370,233</u>
Interest receivable	368,954	211,762
Total assets	<u>487,178,798</u>	<u>461,581,995</u>
 Liabilities		
Investment advisory fees payable	6,060	17,957
Administrative fees payable	7,543	22,257
Marketing fees payable	5,269	15,437
Custody fees payable	5,605	18,907
Sponsorship fees payable	6,585	19,297
Dividends payable	-	7,440
Payable to brokers for investments purchased	8,736,963	-
Total liabilities	<u>8,768,025</u>	<u>101,295</u>
 Net Position Held in Trust for Pool Participants	<u>\$ 478,410,773</u>	<u>\$ 461,480,700</u>
 Units of beneficial interest outstanding	<u>478,410,773</u>	<u>461,480,700</u>
 Net asset value - offering and redemption price per share	<u>\$ 1.0000</u>	<u>\$ 1.0000</u>

Iowa Public Agency Investment Trust - Diversified Portfolio
Statements of Changes in Fiduciary Net Position for the Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Additions		
Investment Income:		
Interest	\$ 737,773	\$ 6,675,406
Expenses:		
Investment advisory fees	332,846	330,748
Administrative fees	414,335	411,394
Marketing fees	289,469	287,029
Sponsorship fees	361,836	358,785
Custody fees	9,720	32,060
Administrative expenses	83,220	129,198
Total expenses	<u>1,491,426</u>	<u>1,549,214</u>
Less: Expenses voluntarily reduced/waived		
Investment advisory fees	(196,773)	(11,729)
Administrative fees	(245,063)	(14,566)
Marketing fees	(171,388)	(10,135)
Sponsorship fees	(214,236)	(12,666)
Total expenses voluntarily reduced/waived	<u>(827,460)</u>	<u>(49,096)</u>
Net expenses	<u>663,966</u>	<u>1,500,118</u>
Net investment income	73,807	5,175,288
Unitholder transaction additions:		
(at constant net asset value of \$1 per unit)		
Units sold	1,217,933,075	1,402,445,182
Units issued in reinvestment of dividends from net investment income	81,248	5,918,269
Total unitholder transaction additions	<u>1,218,014,323</u>	<u>1,408,363,451</u>
Total additions	<u>1,218,088,130</u>	<u>1,413,538,739</u>
Deductions		
Dividends to unitholders from:		
Net investment income	(73,807)	(5,175,288)
From unit transactions:		
Units redeemed	<u>(1,201,084,250)</u>	<u>(1,381,510,208)</u>
Total deductions	<u>(1,201,158,057)</u>	<u>(1,386,685,496)</u>
Change in fiduciary net position	16,930,073	26,853,243
Net position held in trust for pool participants at beginning of period	<u>461,480,700</u>	<u>434,627,457</u>
Net position held in trust for pool participants at end of period	<u>\$ 478,410,773</u>	<u>\$ 461,480,700</u>

Iowa Public Agency Investment Trust - Diversified Portfolio
Notes to Financial Statements Years ended June 30, 2021 and 2020

(1) ORGANIZATION

Iowa Public Agency Investment Trust (the "Trust") is a common law trust established under Iowa law pursuant to Chapter 28E and Sections 331.555 and 384.21, Iowa Code (1987), as amended, which authorizes Iowa public agencies to jointly invest monies pursuant to a joint investment agreement. IPAIT is an S&P Global Ratings 'AAAm' rated money market fund pursuant to the requirements of Iowa Code 12B.10. IPAIT was established by the adoption of a Joint Powers Agreement and Declaration of Trust as of October 1, 1987 and commenced operations on November 13, 1987. The Joint Powers Agreement and Declaration of Trust was amended on August 1, 1988, and May 1, 1993, and September 1, 2005; and further amended as of September 1, 2017. The accompanying financial statements include activities of the Diversified Portfolio. The objective of the Diversified Portfolio is to maintain a high degree of liquidity and safety of principal through investment in short-term securities as permitted for Iowa public agencies under Iowa law. U.S. Bank Institutional Trust & Custody (US Bank) serves as the Custodian. Companies collectively known as PMA Financial Network (PMA) serve as the Administrator, Investment Adviser and Marketer. PMA Financial Network, LLC serves as the Administrator, PMA Asset Management, LLC serves as the Investment Adviser, and PMA Securities, LLC serves as the Marketer.

In 2010, the Board of Trustees approved a resolution ceasing the investment operations of the Direct Government Obligation Portfolio and transferring assets to the Diversified Portfolio. The transfer was facilitated through SEC Rule 17a-7 at fair value. The Direct Government Obligation Portfolio remains available for future investment if IPAIT participants should request it in the future.

(2) SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed by IPAIT are as follows:

Basis of Accounting

An investment trust fund, which is a type of fiduciary fund, is used to account for the investment pool and the accounts of the Trust. The accompanying statements are prepared based on the flow of economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned and realized. Expenses are recognized in the period incurred. Fiduciary net position is reported as net position held in the Trust for pool participants.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the U.S. requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of increase (decrease) in net assets resulting from operations during the reporting period. Actual results could differ from those estimates.

Fair Value Measurements

The framework for measuring fair value establishes a fair value hierarchy that prioritizes the inputs used in the valuation techniques to measure fair value. The hierarchy gives the highest priority to Level 1 measurements and the lowest priority to Level 3 measurements. These inputs are summarized into three broad levels as described below:

Level 1 – quoted prices in active markets for identical securities;

Level 2 – other significant observable inputs (including quoted prices for similar securities, interest rates, and evaluated quotations obtained from pricing services); or

Level 3 – significant unobservable inputs (including IPAIT's own assumptions in determining the fair value of investments).

There are no investments in the Diversified Portfolio measured at fair value on a recurring or non-recurring basis since all investments are carried at amortized cost. Money market mutual funds are considered Level 1 and all remaining investments are considered Level 2.

Investments in Securities

The Diversified Portfolio measures its investments at amortized cost on the Statement of Fiduciary Net Position pursuant to criteria established in Governmental Accounting Standards Board (GASB) Statement No. 79, Certain External Investment Pools and Pool Participants. The criteria in GASB Statement No. 79 specifies that an external investment pool must transact with their participants at a stable net asset value per share and meet requirements for portfolio maturity, portfolio quality, portfolio diversification, portfolio liquidity, and shadow pricing. The Diversified Portfolio meets all of the necessary criteria in GASB Statement No. 79 to measure all of the investments in the Diversified Portfolio at amortized cost, which approximates fair value. This involves valuing a portfolio security at its original cost on the date of purchase, and thereafter amortizing any premium or discount on the interest method. The net asset value of the Diversified Portfolio is calculated daily. Investment policies are followed to maintain a constant net asset value of \$1.00 per unit for the portfolio.

Security transactions are accounted for on the trade date. Interest income, including the accretion of discount and amortization of premium, is accrued daily as earned. Purchases of portfolio securities for the Diversified Portfolio aggregated \$18,650,230,050 and \$35,059,899,160 for the years ended June 30, 2021 and 2020, respectively. Proceeds from the maturity and sale of securities for the Diversified Portfolio aggregated \$18,624,161,086 and \$35,153,745,959 for the years ended June 30, 2021 and 2020, respectively.

The Diversified Portfolio is authorized by investment policy and statute to invest public funds in obligations of the U.S. government, its agencies and instrumentalities; certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Chapter 12B of the Code of Iowa; federally insured depository institutions through the Insured Cash Sweep (ICS) service regardless of location pursuant to Chapter 12C of the Code of Iowa; and repurchase agreements, provided that the underlying collateral consists of obligations of the U.S. government, its agencies and instrumentalities and that the Diversified Portfolio's custodian takes delivery of the collateral either directly or through an authorized custodian.

In connection with transactions in repurchase agreements, it is the Diversified Portfolio's policy that the value of the underlying collateral securities exceeds the principal amount of the repurchase transaction, including accrued interest at all times. If the seller were to default on its repurchase obligation and the value of the collateral declines, realization of the collateral by the Diversified Portfolio may be delayed or limited. At June 30, 2021 and 2020, the securities purchased under repurchase agreements to resell were collateralized by U.S. Government Agency Securities with a fair value of \$47,634,000 and of \$25,500,707, respectively, with maturities ranging from November 1, 2032 to May 25, 2060.

ICS is a network of banks offering demand deposit accounts below the standard FDIC insurance maximum so that principal and interest are eligible for full FDIC insurance. As of June 30, 2021, the Diversified Portfolio held \$86,848,030 in the ICS program.

Income Tax Status

The Trust is exempt from both state and federal incomes taxes pursuant to Section 115 of the Internal Revenue Code.

Distributions to Participants

Dividends declared and accrued daily from net investment income and net realized gains, if any, are paid in cash or reinvested in the Trust based upon each participant's pro rata participation in the pool.

Investment and Redemption Provisions

The Diversified Portfolio allows participants to purchase and redeem units on a daily basis, subject to limitations whereby liquidity of the fund may require redemptions to be delayed until applicable investments have matured or are liquidated.

(3) FEES AND EXPENSES

PMA Financial Network receives 0.190 percent of the average daily net asset value up to \$150 million, 0.160 percent from \$150 to \$250 million, and 0.130 percent exceeding \$250 million for investment adviser and administrative fees. For the years ended June 30, 2021 and 2020, the Diversified Portfolio paid \$305,345 and \$715,847, respectively, to PMA for services provided net of waivers. For the years ended June 30, 2021 and 2020, PMA voluntarily waived investment adviser and administrative fees of \$441,836 and \$26,295, respectively. Future waivers may not be required and are determined on market yields and other market considerations.

PMA Financial Network receives 0.060 percent of the average daily net asset value of the portfolio for marketing fees. For the years ended June 30, 2021 and 2020, the Diversified Portfolio paid \$118,081 and \$276,894, respectively, to PMA for services provided net of waivers. During the years ended June 30, 2021 and 2020, PMA voluntarily waived marketing fees of \$171,388 and \$10,135, respectively. Future waivers may not be required and are determined on market yields and other market considerations.

US Bank receives approximately 0.010 percent of the average daily net asset value of the portfolio for custody fees. For the years ended June 30, 2021 and 2020, the Diversified Portfolio paid \$9,720 and \$32,060, respectively, to US Bank for services provided.

Under a distribution plan, the public agency associations collectively receive an annual fee of 0.075 percent of the average daily net asset value for sponsorship fees. For the years ended June 30, 2021 and 2020, the Diversified Portfolio paid \$66,945 and \$149,732 to the Iowa League of Cities, \$62,286 and \$150,004 to the Iowa State Association of Counties, and \$18,369 and \$46,383 to the Iowa Association of Municipal Utilities, respectively, net of waivers. During the years ended June 30, 2021 and 2020, public agency associations voluntarily waived a portion of their fees. The Iowa League of Cities waived \$95,540 and \$5,911, the Iowa State Association of Counties waived \$92,259 and \$5,157, and the Iowa Association of Municipal Utilities waived \$26,437 and \$1,598, respectively. Future waivers may not be required and are determined on market yields and other market considerations.

In addition, the Trust is responsible for other operating expenses incurred directly by the Trust. The estimated annual other operating expenses are accrued and have averaged between 0.02 percent and 0.03 percent of the average daily net asset value and totaled \$83,220 and \$129,198 for the years ended June 30, 2021 and 2020, respectively. The daily accrued expenses are paid from the Diversified Portfolio to the IPAIT Administrative Fund each month. The IPAIT Administrative Fund pays the direct expenses of IPAIT such as audit, insurance, legal, ratings fees, and other miscellaneous items. The IPAIT Administrative Fund also holds Board designated reserve funds for specific purposes. The IPAIT Administrative Fund is governed by the IPAIT Board of Trustees who approves the annual budget and reviews and approves the transaction activity and balances at each quarterly meeting.

All fees are computed daily and paid monthly. Fees waived in prior periods cannot be recovered in future periods.

(4) INVESTMENTS

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Trust limits the exposure to credit risk in the Diversified Portfolio by investing only in obligations issued or guaranteed by the U.S. Government and collateralized perfected repurchase agreements. The following table provides information on the credit ratings of the Diversified Portfolio investments as of June 30, 2021 and 2020:

Security Type	Credit Rating		June 30, 2021	
	Moody's	S&P	Carrying Value	Percent of Investments
U.S. Government agencies	Aaa	AA+	\$ 115,628,453	23.75%
U.S. Treasury notes and bills *	N/A	N/A	90,276,206	18.54
Repurchase agreements (underlying securities)				
U.S. Government agencies	A1	A+	46,700,000	9.59
Money market mutual funds	Aaa-mf	AAAm	147,312,481	30.27
FDIC insured bank products	Not rated	Not rated	86,892,704	17.85
			<u>\$ 486,809,844</u>	<u>100.00%</u>

Security Type	Credit Rating		June 30, 2020	
	Moody's	S&P	Carrying Value	Percent of Investments
U.S. Government agencies	Aaa	AA+	\$ 43,619,424	9.45%
U.S. Treasury notes and bills *	N/A	N/A	149,944,481	32.50
Repurchase agreements (underlying securities)				
U.S. Government agencies	Aa3	AA-	15,000,000	3.25
U.S. Government agencies	A1	A+	10,000,000	2.17
Money market mutual funds	Aaa-mf	AAAm	77,609,818	16.82
FDIC insured bank products	Not rated	Not rated	165,196,510	35.81
			<u>\$ 461,370,233</u>	<u>100.00%</u>

* U.S. Treasury issues are explicitly guaranteed by the United States government and are not considered to have credit risk.

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Trust will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Repurchase agreements are required to be collateralized by at least 102 percent of their value, and the collateral is held in the name of the Diversified Portfolio. The Diversified Portfolio or its agent does not release cash or securities until the counterparty delivers its side of the transaction.

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Management attempts to limit the Diversified Portfolio's exposure to interest rate risk and believes this is addressed by the fact that securities are limited by S&P Global guidelines as well as by investment policy to investments of high quality with durations not to exceed 397 days. Significant changes in market interest rates are not expected to present long-term risks to the Diversified Portfolio.

The following table provides information on the weighted average maturities for various asset types of the Diversified Portfolio as of June 30, 2021 and 2020:

Security Type	June 30, 2021		June 30, 2020	
	Carrying Value	WAM (Days)	Carrying Value	WAM (Days)
U.S. Government agencies	\$ 115,628,453	107	\$ 43,619,424	121
U.S. Treasury notes and bills	90,276,206	110	149,944,481	87
Repurchase agreements	46,700,000	1	25,000,000	1
Money market mutual funds	147,312,481	1	77,609,818	1
FDIC insured bank products	86,892,704	1	165,196,510	2
	<u>\$ 486,809,844</u>	46	<u>\$ 461,370,233</u>	40

Concentration credit risk is the risk of loss attributed to the magnitude of the Trust's investments in a single issuer. Management does not believe the Diversified Portfolio has concentration risk. Securities are limited by investment policy to obligations issued or guaranteed by the U.S. Government. The Diversified Portfolio investments at June 30, 2021 included 23.8 percent in U.S. Government agencies, 18.5 percent in U.S. Treasury notes, 9.6 percent in repurchase agreements collateralized by U.S. Government Agency securities, 30.3 percent in money market mutual funds invested in U.S. Government securities, and 17.8 percent in bank products fully insured by the Federal Deposit Insurance Corporation (FDIC).

Foreign currency risk is the risk that changes in exchange rates will adversely affect the value of an investment or deposit. The Diversified Portfolio does not hold interests in foreign currency of interests valued in foreign currency.

(5) **RISK MANAGEMENT**

The Trust is exposed to various risks of loss related to torts; theft of, damage to, and destructions of assets; errors and omissions; and natural disasters.

The Trust maintains insurance coverage for fidelity and errors and omissions exposures. There have been no claims or settlements under the Trust insurance coverage since its organization in 1987.

(6) **COVID-19**

The impact of the coronavirus ("COVID-19") outbreak on the financial performance of the Diversified Portfolio's investments will depend on the duration and spread of the outbreak. COVID-19's ultimate impact on financial markets and the overall economy is highly uncertain. If the financial markets and the economy are impacted for an extended period, the Diversified Portfolio's investment results could be materially affected.

(7) **SUBSEQUENT EVENTS**

IPAIT has evaluated the effects of events that occurred subsequent to June 30, 2021, and there have been no material events that would require recognition in the financial statements or disclosure in the notes to the financial statements.



SCHEDULE OF INVESTMENTS

Iowa Public Agency Investment Trust - Diversified Portfolio Schedule of Investments - June 30, 2021

<u>Name of Issuer</u>	<u>Yield at Time of Purchase *</u>	<u>Due Date</u>	<u>Par Value</u>	<u>Amortized Cost</u>
U.S. Government Securities - 42.30%				
Federal Farm Credit Bank - 5.37%	0.06%	07/02/21	\$ 3,000,000	\$ 3,000,220
	0.05%	09/20/21	1,420,000	1,428,719
	0.05%	09/24/21	3,000,000	3,001,051
	0.12%	11/16/21	2,500,000	2,500,000
	0.07%	11/22/21	2,000,000	2,012,136
	0.09%	12/13/21	2,050,000	2,066,488
	0.02%	12/15/21	2,500,000	2,499,802
	0.04%	01/18/22	2,571,000	2,607,042
	0.05%	02/07/22	2,500,000	2,499,233
	0.06%	04/08/22	2,500,000	2,506,134
	0.02%	05/26/22	2,000,000	1,999,950
				<u>26,120,775</u>
Federal Home Loan Bank - 14.09%				
	0.12%	07/07/21	2,400,000	2,400,695
	0.13%	07/08/21	2,250,000	2,250,011
	0.10%	07/14/21	4,095,000	4,096,496
	0.02%	07/21/21	4,000,000	3,999,967
	0.01%	07/28/21	2,500,000	2,499,981
	0.15%	08/16/21	2,500,000	2,500,018
	0.10%	08/20/21	2,500,000	2,500,084
	0.01%	08/20/21	3,000,000	2,999,958
	0.15%	08/25/21	2,250,000	2,250,000
	0.06%	09/10/21	2,000,000	2,000,263
	0.05%	09/16/21	2,000,000	1,999,786
	0.04%	09/29/21	2,500,000	2,499,979
	0.08%	09/30/21	2,000,000	2,000,212
	0.06%	10/12/21	9,260,000	9,336,782
	0.12%	10/27/21	2,400,000	2,400,048
	0.04%	10/29/21	2,500,000	2,499,952
	0.07%	11/19/21	2,000,000	2,011,920
	0.06%	11/29/21	4,375,000	4,407,628
	0.06%	12/20/21	2,905,000	2,926,297
	0.06%	03/11/22	2,000,000	2,030,368
	0.06%	03/17/22	4,000,000	3,999,668
	0.07%	03/29/22	2,000,000	1,999,840
	0.06%	05/10/22	3,000,000	2,999,975
				<u>68,609,928</u>
Freddie Mac - 0.89%				
	0.13%	08/12/21	1,802,000	1,804,068
	0.09%	01/13/22	2,500,000	2,530,767
				<u>4,334,835</u>
Fannie Mae - 3.40%				
	0.10%	08/17/21	1,810,000	1,812,699
	0.05%	10/07/21	7,000,000	7,024,722
	0.07%	01/05/22	5,168,000	5,218,885
	0.02%	04/07/22	2,500,000	2,506,609
				<u>16,562,915</u>
Treasury Securities - 18.55%				
	0.02%	07/01/21	5,000,000	5,000,000
	0.02%	07/08/21	4,000,000	3,999,984
	0.13%	07/15/21	2,250,000	2,249,885
	0.05%	07/20/21	2,500,000	2,499,939
	0.02%	07/29/21	5,000,000	4,999,922
	0.02%	08/05/21	5,000,000	4,999,927
	0.03%	08/31/21	3,000,000	2,999,873
	0.06%	09/02/21	3,500,000	3,499,654
	0.05%	09/09/21	5,000,000	4,999,506
	0.02%	09/14/21	3,000,000	2,999,875
	0.03%	09/16/21	1,540,600	1,540,518
	0.05%	09/23/21	3,500,000	3,499,633

Iowa Public Agency Investment Trust - Diversified Portfolio
Schedule of Investments - June 30, 2021

<u>Name of Issuer</u>	<u>Yield at Time of Purchase *</u>	<u>Due Date</u>	<u>Par Value</u>	<u>Amortized Cost</u>
	0.05%	09/30/21	\$ 2,500,000	\$ 2,499,684
	0.03%	10/05/21	5,000,000	4,999,600
	0.08%	10/07/21	2,500,000	2,499,486
	0.04%	10/28/21	2,000,000	1,999,769
	0.05%	11/02/21	3,000,000	2,999,504
	0.09%	11/04/21	2,500,000	2,499,238
	0.03%	11/12/21	2,500,000	2,499,758
	0.03%	11/18/21	2,500,000	2,499,708
	0.07%	12/02/21	5,000,000	4,998,594
	0.04%	12/09/21	2,500,000	2,499,553
	0.04%	12/16/21	4,000,000	3,999,253
	0.06%	12/23/21	2,500,000	2,499,332
	0.08%	02/24/22	2,000,000	1,998,916
	0.07%	03/24/22	2,500,000	2,498,707
	0.06%	05/19/22	2,500,000	2,498,770
	0.07%	06/16/22	3,500,000	3,497,618
				<u>90,276,206</u>
Total U.S. Government Securities (fair value \$205,899,626)				<u>205,904,659</u>
Money Market Mutual Funds - 30.26%				
Blackrock Liquid - Money Market - 4.24%	0.03%		20,657,392	20,657,392
Dreyfus Govern Cash - Money Market - 8.44%	0.03%		41,099,207	41,099,207
Fed Govt Obligation - Money Market - 8.85%	0.03%		43,072,288	43,072,288
First American Govt - Money Market - 0.01%	0.02%		64,711	64,711
JP Morgan US Govt - Money Market - 8.72%	0.03%		42,418,883	42,418,883
Total Money Market Mutual Funds (fair value \$147,312,481)				<u>147,312,481</u>
Deposit Accounts - 17.85%				
Community State Bank - ICS Savings - 1.09%	0.24%		5,285,568	5,285,568
FNB Omaha - ICS Demand - 0.22%	0.03%		1,091,365	1,091,365
Hills B&T Company - ICS Demand - 15.50%	0.30%		75,436,801	75,436,801
SENB - ICS Demand - 1.03%	0.35%		5,034,296	5,034,296
US Bank NA - Bank Dep - 0.01%	0.10%		44,674	44,674
Total Deposit Accounts (fair value \$86,892,704)				<u>86,892,704</u>
Repurchase Agreements - 9.59%				
BMO Capital Markets LLC - 9.59% (fair value \$46,700,000) (Purchased on 6/30/21; proceeds at maturity \$46,700,052; collateralized by \$76,668,566 U.S. Government Agencies with maturities ranging from 08/01/33 to 07/01/51, collateral worth \$47,634,000)	0.04%	07/01/21	46,700,000	46,700,000
				<u>46,700,000</u>
Total Investments - 100.00% (fair value \$486,804,811)				<u>\$ 486,809,844</u>

* Time-weighted rate of return based on the market rate of return



SCHEDULE OF INVESTMENTS

Iowa Public Agency Investment Trust - Diversified Portfolio Schedule of Investments - June 30, 2020

<u>Name of Issuer</u>	<u>Yield at Time of Purchase</u>	<u>Due Date</u>	<u>Par Value</u>	<u>Amortized Cost</u>
U.S. Government Securities - 41.95%				
Federal Farm Credit Bank - 1.85%	0.21%	10/02/20	\$ 600,000	\$ 602,491
	0.17%	01/15/21	1,300,000	1,309,640
	0.19%	01/29/21	1,000,000	1,011,882
	0.19%	04/05/21	5,500,000	5,598,385
				<u>8,522,398</u>
Federal Home Loan Bank - 4.37%	0.06%	07/17/20	9,000,000	9,000,160
	0.09%	09/28/20	4,500,000	4,499,503
	0.32%	12/11/20	670,000	678,353
	0.20%	12/11/20	1,000,000	1,022,414
	0.12%	03/12/21	5,000,000	5,000,000
				<u>20,200,430</u>
Freddie Mac - 1.35%	0.18%	09/29/20	4,065,000	4,079,353
	0.16%	11/17/20	2,139,000	2,152,843
				<u>6,232,196</u>
Fannie Mae - 1.88%	0.20%	07/30/20	1,429,000	1,430,480
	0.32%	04/13/21	5,175,000	5,263,289
	1.16%	06/01/21	1,956,301	1,970,631
				<u>8,664,400</u>
Treasury Securities - 32.50%	0.13%	07/14/20	10,000,000	9,999,548
	0.14%	07/30/20	10,000,000	9,998,886
	0.16%	08/11/20	6,000,000	5,998,934
	0.12%	08/18/20	10,000,000	9,998,400
	0.16%	08/20/20	4,000,000	3,999,130
	0.16%	08/27/20	6,000,000	5,998,518
	0.14%	09/01/20	4,000,000	3,999,029
	0.16%	09/08/20	6,000,000	5,998,203
	0.16%	09/15/20	6,000,000	5,998,005
	0.14%	09/17/20	8,000,000	7,997,686
	0.17%	09/22/20	6,000,000	5,997,718
	0.15%	09/24/20	6,000,000	5,997,872
	0.16%	10/01/20	6,000,000	5,997,547
	0.16%	10/06/20	6,000,000	5,997,413
	0.14%	10/08/20	6,000,000	5,997,674
	0.14%	10/13/20	2,000,000	1,999,197
	0.15%	10/20/20	4,000,000	3,998,150
	0.17%	10/27/20	6,000,000	5,996,753
	0.15%	10/29/20	6,000,000	5,997,040
	0.17%	11/03/20	6,000,000	5,996,448
	0.18%	11/10/20	6,000,000	5,996,095
	0.15%	11/19/20	4,000,000	3,997,611
	0.15%	11/27/20	6,000,000	5,996,399
	0.17%	12/03/20	6,000,000	5,995,608
	0.19%	12/10/20	2,000,000	1,998,330
	0.19%	12/17/20	2,000,000	1,998,287
				<u>149,944,481</u>
Total U.S. Government Securities (fair value \$193,576,859)				<u>193,563,905</u>
Certificate of Deposit - 1.12%				
FNB Omaha - CDARS Deposit - 1.12% (fair value \$5,158,894)	1.90%	08/06/20	5,158,894	5,158,894

Iowa Public Agency Investment Trust - Diversified Portfolio
Schedule of Investments - June 30, 2020

<u>Name of Issuer</u>	<u>Yield at Time of Purchase</u>	<u>Due Date</u>	<u>Par Value</u>	<u>Amortized Cost</u>
Money Market Mutual Funds - 16.82%				
Blackrock Liquid - Money Market - 7.35%	0.09%		\$ 33,917,149	\$ 33,917,149
Dreyfus Govern Cash - Money Market - 0.02%	0.08%		99,207	99,207
Fed Govt Obligation - Money Market - 0.02%	0.07%		72,288	72,288
First American Govt - Money Market - 0.01%	0.06%		64,711	64,711
JP Morgan US Govt - Money Market - 9.42%	0.15%		43,456,463	43,456,463
Total Money Market Mutual Funds (fair value \$77,609,818)				<u>77,609,818</u>
Deposit Accounts - 34.69%				
Community State Bank - ICS Savings - 1.14%	0.55%		5,265,478	5,265,478
FNB Omaha - ICS Demand - 8.27%	0.40%		38,143,399	38,143,399
Hills B&T Company - ICS Demand - 16.28%	0.55%		75,088,176	75,088,176
SENB - ICS Demand - 1.09%	0.50%		5,013,727	5,013,727
US Bank NA - Bank Dep - 7.91%	0.10%		36,526,836	36,526,836
Total Deposit Accounts (fair value \$160,037,616)				<u>160,037,616</u>
Repurchase Agreements - 5.42%				
RBC Capital Markets LLC - 3.25%	0.07%	07/01/20	15,000,000	15,000,000
BMO Capital Markets LLC - 2.17%	0.05%	07/01/20	10,000,000	10,000,000
Total Repurchase Agreements (fair value \$25,000,000) (Purchased on 6/30/20; proceeds at maturity \$25,000,043; collateralized by \$179,554,892 U.S. Government Agencies with maturities ranging from 11/01/32 to 06/25/60, collateral worth \$25,500,707)				<u>25,000,000</u>
Total Investments - 100.00% (fair value \$461,383,187)				<u>\$ 461,370,233</u>

* Time-weighted rate of return based on the market rate of return

See accompanying notes to financial statements.

Selected Data for Each Unit of Portfolio
Outstanding Through Each Year Ended June 30,

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Net Asset Value, Beginning of Period	\$1.0000	\$1.0000	\$1.0000	\$1.0000	\$1.0000
Net Investment Income	0.0002	0.0108	0.0203	0.0105	0.0029
Dividends Distributed	(0.0002)	(0.0108)	(0.0203)	(0.0105)	(0.0029)
Net Asset Value, End of Period	\$1.0000	\$1.0000	\$1.0000	\$1.0000	\$1.0000
Total Return*	0.02%	1.12%	2.04%	1.06%	0.26%
Ratio of Expenses to Average Net Position, After Waivers	0.14%	0.31%	0.34%	0.35%	0.36%
Ratio of Net Investment Income to Average Net Position, After Waivers	0.02%	1.08%	2.03%	1.05%	0.29%
Ratio of Expenses to Average Net Position, Before Waivers	0.31%	0.32%	0.34%	0.35%	0.37%
Ratio of Net Investment Income to Average Net Position, Before Waivers	-0.16%	1.07%	2.03%	1.05%	0.29%
Net Position, End of Period (000 Omitted)	\$478,411	\$461,481	\$434,627	\$368,070	\$374,567

* Total return is calculated by taking the ending value of an initial \$1,000 investment including monthly reinvested dividends, minus the initial investment, divided by the initial \$1,000 investment.

Diversified Portfolio Facts
as of June 30, 2021
(unaudited)

Investment Strategy/Goals: To provide a safe, liquid, effective investment alternative for the operating funds, reserve funds, and bond proceeds for Iowa's municipalities, counties, municipal utilities, and other eligible public agencies by jointly investing participant funds in a professionally managed portfolio of short-term, high-quality, legally authorized, marketable securities.

Date of Inception: November 13, 1987

Total Net Assets: \$478 million

Benchmarks: Money Market Index, Iowa Code Chapter 74A 32-89 day Public Funds Rates, and Iowa Code Chapter 74A 90-179 day Public Funds Rates.

Performance Objective: To provide the highest level of current income from investment in a portfolio of U.S. government and agency securities, certificates of deposit in Iowa financial institutions, and other authorized securities collateralized by U.S. government and agency securities as is consistent with, in order of priority, preservation of principal and provision of necessary liquidity.

Investment Adviser: PMA Asset Management, LLC.

Management Fees: Sliding scale from nine basis points (0.09%) to five and one-half basis points (0.055%)

Total Expense Ratio: Sliding scale from twelve basis points (0.12%) to thirty-three basis points (0.33%)

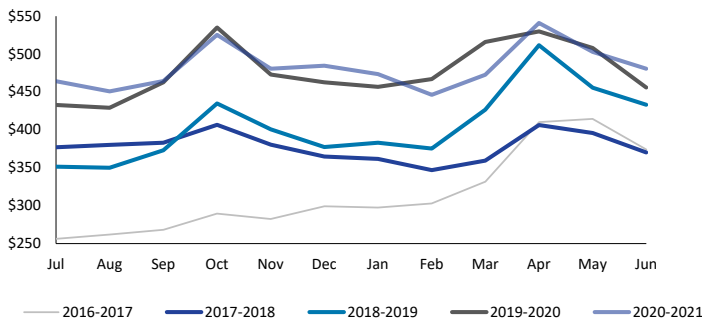
Actual Expense Ratio FYE 2021: The actual fee ratio charged during FYE 2021 was fourteen basis points (0.14%).

INTRODUCTION

The IPAIT Diversified Portfolio (the “Fund”) is a short-term investment pool of high-quality money market instruments. In 2016, the Fund began obtaining an annual rating from S&P Global Ratings (“S&P”) and has maintained a rating of ‘AAAm’ since that time.

The Fund is made up of a professionally managed portfolio of FDIC-insured demand deposits, SEC registered government money market mutual funds, U.S. government and federal agency securities, and fully collateralized repurchase agreements, the latter collateralized by U.S. government and federal agency securities. The Fund is typically used for the investment of public funds subject to the Iowa public funds statutory provisions invested by a participant unless other participant-specific investment restrictions exist.

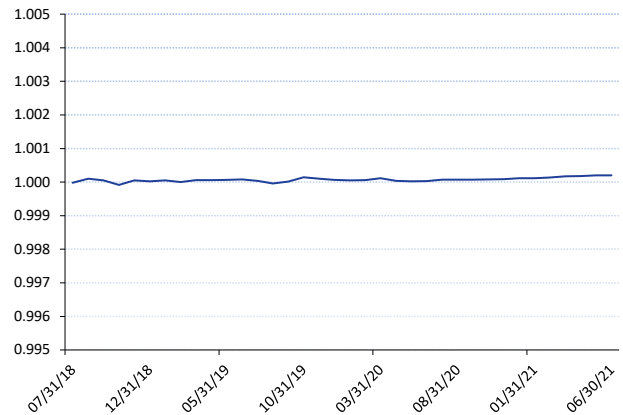
HISTORICAL PORTFOLIO CASH FLOW (expressed in millions) IPAIT DIVERSIFIED PORTFOLIO



The Fund is managed by PMA Asset Management, LLC, a registered investment adviser. Aggregate cash flows are monitored daily and compared to respective Fund cash flow patterns of previous periods. Fund cash flow patterns throughout the fiscal period, as compared to previous years, have traditionally been repetitive. Over thirty years of operating history create a very helpful tool to gauge necessary pool liquidity needs.

The investment objective of the Fund is to provide as high a level of current income as is consistent with preservation of invested principal and provision of adequate liquidity to meet participants’ daily cash flow needs. As a general policy, all purchased securities will be held until they mature. Summaries of all security trades for the Fund are provided quarterly to the IPAIT Board of Trustees for review.

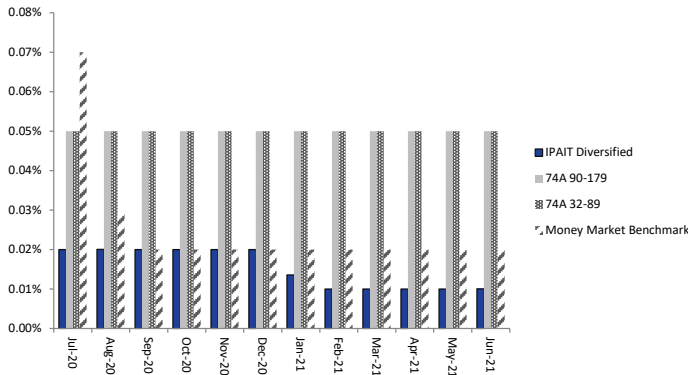
AMORTIZED COST VS. FAIR VALUE PER SHARE JULY 2018 - JUNE 2021 IPAIT DIVERSIFIED PORTFOLIO



The Fund accrues interest income daily and pays accrued income monthly to participant accounts. Interest is paid on the first business day of the month following accrual. Daily income amounts and investment returns are calculated using the interest method. Under this method, a security is initially valued at cost on the date of purchase and, thereafter, any premium or discount is amortized using the interest method.

The IPAIT Adviser values the Fund’s portfolio weekly at current fair value, based upon actual market quotations. The Fund’s current market valuation is compared to that Fund’s current amortized cost basis. IPAIT uses the Amortized Cost Method of Valuation along with IPAIT’s internal controls and procedures; any deviation in net asset value based upon available market quotations from the Fund’s \$1.00 amortized cost per unit is carefully monitored. Deviations may never exceed 0.5 percent. Illustrated above is the amortized cost versus fair value per unit comparison for the past three fiscal years.

IPAIT DIVERSIFIED PORTFOLIO VS. IOWA CHAPTER 74A (90-179 & 32-89 DAY) & MONEY MARKET BENCHMARK US GOVERNMENT & AGENCY JULY 2020 - JUNE 2021



The Fund’s investment performance is regularly compared to three established benchmarks: the Money Market Benchmark average rate for money market funds investing in U.S. government securities; and the Iowa Code Chapter 74A rate for 32-89; and 90-179 day certificates of deposit issued by Iowa financial institutions for public funds in the state.

The Iowa Code Chapter 74A rates are distributed monthly by the state Treasurer’s office for various investment periods and are intended to be the minimum rates at which Iowa financial institutions can accept public funds for timed deposits. While a public body must commit funds for minimum periods of time to access Chapter 74A rates, IPAIT may offer rates at or above the Chapter 74A benchmarks with complete daily liquidity.

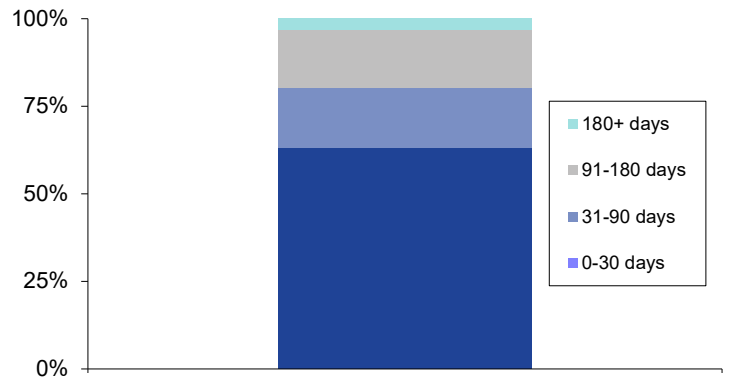
RISK PROFILE

The Fund is low in risk profile. Portfolio investments are limited to:

1. No single portfolio investment may exceed the 397 days to maturity as outlined in GASB Statement No. 79.
2. The weighted average maturity (WAM) of the portfolio may never exceed 60 days.

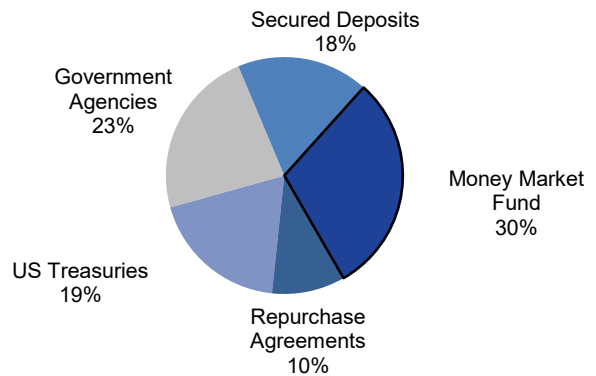
In addition to the above investment maturity restrictions, the Fund limits itself to U.S. government and federal agency securities, perfected repurchase agreements collateralized by U.S. government and federal agency securities, Iowa financial institution certificates of deposit and other evidences of deposit, and shares of an SEC-registered government money market fund. This combination of those average maturities and high-quality credit instruments provides eligible Iowa public fund investors with a safe, effective investment alternative.

**MATURITY ANALYSIS AS OF JUNE 30, 2021
IPAIT DIVERSIFIED PORTFOLIO**



As noted previously, the Fund carefully limits itself to high credit-quality securities. In addition, IPAIT monitors a broad array of economic indicators as well as activities of the Federal Open Market Committee to be able to position the Fund’s WAM to take advantage of projected interest rate environments.

DISTRIBUTION BY SECURITY TYPE AS OF JUNE 30, 2021 (AMORTIZED COST AND FAIR VALUE)



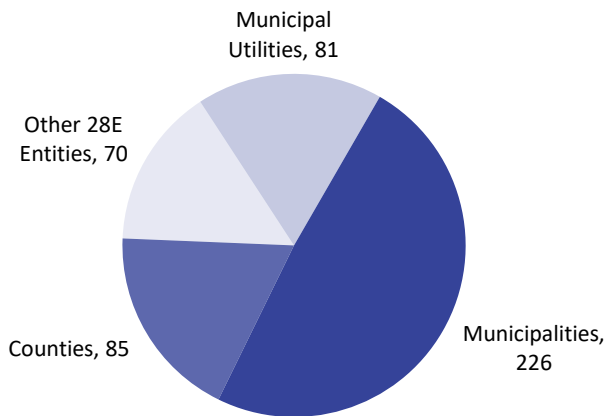
See the schedule of investments in the financial statements section of the report for a complete list of the portfolio holdings.

IPAIT DIVERSIFIED PORTFOLIO

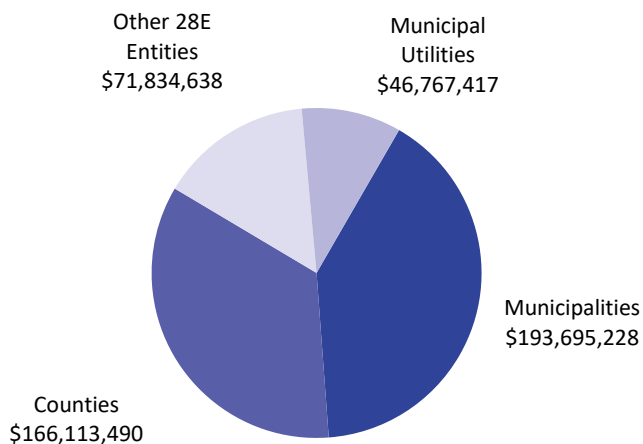
It is important to note that portfolio liquidity needs for IPAIT must control evaluation of alternative portfolio management opportunities at all times. For example, if historical cash flow analysis indicates that participants will need to withdraw funds, material extension of the Fund’s portfolio is not a viable alternative.

Participation membership by affiliation concentration is illustrated in the following graph.

PARTICIPANT MEMBERSHIP AS OF JUNE 30, 2021
IPAIT DIVERSIFIED PORTFOLIO



OWNERSHIP ANALYSIS AS OF JUNE 30, 2021
IPAIT DIVERSIFIED PORTFOLIO

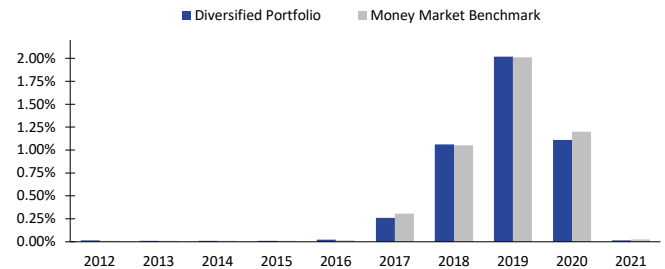


PERFORMANCE SUMMARY

For the one-year period ended June 30, 2021, the Fund reported a ratio of net investment income to average net assets of 0.02 percent, net of all operating expenses. These figures compare relative to the money market benchmark average, which returned 0.02 percent for the fiscal period.

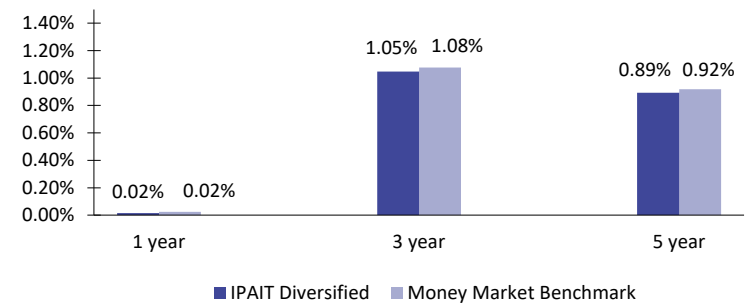
ANNUAL TOTAL RETURNS

IPAIT DIVERSIFIED PORTFOLIO VS. MONEY MARKET BENCHMARK
(time-weighted rate of return)



Also illustrated below are the historical returns for the Fund for the most recent one, three, and five year periods.

ANNUALIZED TOTAL RETURNS
IPAIT DIVERSIFIED PORTFOLIO VS. MONEY MARKET BENCHMARK



FUND EXPENSES

It is important for you to understand the impact of costs on your investment. All mutual funds have operating expenses. As a shareholder of the fund, you incur ongoing costs, including management fees, distribution and service fees, and other fund expenses. Expenses, which are deducted from a fund's investment income, directly reduce the investment return of the fund.

A fund's expenses are expressed as a percentage of its average net assets. This figure is known as the expense ratio. The following examples are intended to help you understand the ongoing costs (in dollars) of investing in your fund and compare these costs with those of other mutual funds. The examples are based on an investment of \$1,000 made at the beginning of the period and held for the entire period from January 1, 2021 to June 30, 2021. The table illustrates your fund's costs in two ways:

1. BASED ON ACTUAL FUND RETURN.

This section helps you to estimate the actual expenses that you paid over the period. The "Ending Account Value" shown is derived from the fund's actual return, and the third column shows the dollar amount that would have been paid by an investor who started with \$1,000 in the fund. You may use the information here, together with the amount you invested, to estimate the expenses that you paid over the period.

2. BASED ON HYPOTHETICAL 5 PERCENT RETURN.

This section is intended to help you compare your fund's costs with those of other mutual funds. It assumes that the fund had a return of 5 percent before expenses during the period shown, but that the expense ratio is unchanged. In this case, because the return used is not the fund's actual return, the results do not apply to your investment. The example is useful in making comparisons because the Securities and Exchange Commission requires all mutual funds to calculate expenses based on a 5 percent return. You can assess your fund's costs by comparing this hypothetical example with the hypothetical examples that appear in shareholder reports of other funds.

Your fund does not carry a "sales load" or transaction fee. The calculations assume no shares were bought or sold during the period. Your actual costs may have been higher or lower, depending on the amount of your investment and timing of any purchases or redemptions.

You can find more information about the fund's expenses, including annual expense ratios for the past five years, in the Financial Highlights section of this report. For additional information on operating expenses and other shareholder costs, please refer to the Information Statement.

Example	Beginning Account Value 1/01/2021	Ending Account Value 6/30/2021	Expenses Paid During Period 1/01/21 to 6/30/21	Annualized Expense Ratio
Based on Actual Fund Return				
IPAIT Diversified Portfolio	\$1,000.00	\$1,000.05	\$0.54	0.11%
Based on Hypothetical 5 Percent Return				
IPAIT Diversified Portfolio	\$1,000.00	\$1,024.26	\$0.54	0.11%

Expenses are equal to the fund's annualized expense ratio listed in the table above, multiplied by the average account value over the period, multiplied by 181, the number of days in the most recent fiscal half-year, divided by 365, to reflect the one-half year period.

FEES AND EXPENSES
as of June 30, 2021

All fees are calculated by basis points per net assets.

<u>Entity</u>	<u>Fee Type</u>	<u>Fee</u>	
PMA Asset Management, LLC	Adviser	0.090%	up to \$150MM;
		0.070%	on \$150 - \$250MM;
		0.055%	on assets exceeding \$250MM
PMA Financial Network, LLC	Administrator	0.100%	up to \$150MM;
		0.090%	on \$150 - \$250MM;
		0.075%	on assets exceeding \$250MM
PMA Securities, LLC	Marketer	0.060%	
Sponsoring Associations ¹	Sponsoring Associations	0.075%	
U.S. Bank	Custody	0.010%	estimate (includes fixed & variable fees)
Administration Fund	Other fees & expenses	0.028%	estimate (includes fixed & variable fees)

¹Includes Iowa League of Cities, Iowa State Association of Counties, Iowa Association of Municipal Utilities

This fiscal year's actual expense ratio net of waivers for the IPAIT Diversified Portfolio was 0.14 percent of average net assets based on a sliding fee scale.

ACTUAL:

For the fiscal year ended June 30, 2021, the following actual expenses were incurred by the Fund:

	<u>Diversified Portfolio</u>	
Adviser	\$	136,073
Administrator		169,272
Marketing		118,081
Sponsoring Associations		147,600
Custody		9,720
Other fees and expenses		83,220
Total	\$	<u>663,966</u>



STATEMENT OF ADDITIONAL INFORMATION (unaudited)

OTHER INFORMATION

Units of IPAIT's Diversified Portfolio are not insured by the FDIC or the U.S. Government. Investment products involve investment risk, including the possible loss of principal. Past performance is not predictive of future results, and the composition of the Fund's portfolio is subject to change.

PARTICIPANT MEETING RESULTS

No participant meetings were held during the fiscal year ended June 30, 2021, for proposals requiring participant approval.

The COVID-19 global pandemic created an economic and market shock unlike any other crisis and officially pushed the U.S. economy into a recession in February 2020 according to the National Bureau of Economic Research. While the U.S. economy officially emerged from the recession in April 2020, total U.S. economic output did not return to pre-pandemic levels until the second quarter of 2021. This long time to recovery highlights the depth of the economic downturn caused by the pandemic. The economy has recovered significantly during the reporting period, but not evenly across all sectors nor for all individuals.

The reporting period began with a tremendous economic rebound in the third calendar quarter of 2020, largely a reflection of the staggering downturn in the second quarter. Gross domestic product grew at 33.8% and 4.5% during the third and fourth quarters of 2020, respectively. Economic growth has remained strong in 2021 as GDP rose 6.3% and 6.5% during the first and second quarters. While the growth momentum has been positive in 2021, recovery in the labor market has slowed compared to rapid labor market gains in the second half of 2020. The unemployment rate fell from 6.7% in December 2020 to 5.9% in June 2021.

The consumer remains the primary driver of U.S. economic growth. Recognizing this, multiple stimulus packages including the American Rescue Plan Act of 2021, aided households through direct economic impact payments during the pandemic. Stimulus payments boosted income and savings nationally. A multitude of new government programs also aided Americans during the pandemic. Personal consumption growth of 11.8% led second quarter 2021 GDP growth despite a decline in direct stimulus payments to households for the quarter. Other programs including loans and grants to businesses increased in the second quarter. These other programs included assistance provided to local governments through the American Recovery Plan Act funds, which have already been distributed to many governments, bolstering economic growth.

Inflation continues to be a primary risk in the market today, as inflationary pressures continue to build within the economy. In March, headline and core consumer price indices (CPI) were just 2.6% and 1.6% year-over-year, respectively. In June, headline and core inflation surged to 5.4% and 4.5%, respectively. Consumers experienced price increases everywhere – from the gas pump to the grocery store and home prices. While the Fed continues to believe the current inflation pressures are transitory, near-term inflationary pressures could be more pervasive than consensus expectations. In our view, inflation surprises and anticipated changes to liquidity and Fed policy are potential catalysts for increased market volatility in the year ahead.

At their June 16th meeting, the Federal Open Market Committee (FOMC) kept the fed funds target rate unchanged at 0-0.25%. Their statement was revised to reflect recent high inflation data. FOMC officials are now expecting the core personal consumption expenditure (PCE) measure of inflation to be 3.4% by end of this year compared to a median forecast of only 1.8% in December. Inflation forecasts for 2022 and 2023 were revised up slightly to 2.0% and 2.1%, respectively, reinforcing the Fed's view that the surge in inflation will prove temporary.

As the economy gradually reopened in 2021, investors have continued to enjoy strong returns. Positive fundamental and technical factors have pushed valuations higher across most asset classes and certain sectors of the market are quite frothy. Equity returns have been particularly robust as corporate earnings rebounded to pre-pandemic levels faster than we expected. Earnings projections continue to increase with current S&P 500 expectations of 35% growth for the upcoming fiscal 12 months and 10% growth expectations for the subsequent two years. U.S. equity markets posted strong returns for the year ended June 30. The S&P 500 index, a proxy for the broad U.S. equity market returned 40.8% including dividends for the year ended June 30, while the U.S. bond market as measured by the Bloomberg Barclays U.S. Aggregate Bond Index, returned -0.33% over the same period. Rising market interest rates have placed downward pressure on bond prices. The 10-year U.S. Treasury yield rose 0.81% between June 30, 2020, and June 30, 2021, to close at 1.47%. The 2-year U.S. Treasury yield rose only 0.10% during the same period, closing at 0.25%. Treasury yields for securities maturing one year or less, which are heavily influenced by Federal Reserve policy, declined by 0.05% to 0.09% during the period. The 1-year U.S. Treasury yield was less than 0.07% at June 30, 2021.

PMA Financial Network, LLC

The views expressed herein are provided for informational purposes only and are believed to be correct, but accuracy and completeness cannot be guaranteed and should not be relied upon for legal or investment decision purposes. All expressions of opinion and predictions presented are subject to change without notice. Neither the information presented nor any opinion expressed constitutes a solicitation for the purchase or sale of any security. Past performance is not a guarantee of future results.

SECTION 1 - SCOPE OF INVESTMENT POLICY

The Investment Policy of the Iowa Public Agency Investment Trust (IPAIT) shall apply to all funds invested on behalf of participants accounted for in the IPAIT financial statements. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

This Investment Policy is intended to comply with Iowa Code chapters 28E, 12B, 12C and sections 331.555 and 384.21.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The IPAIT Board of Trustees.
2. All IPAIT depository institutions or fiduciaries.
3. The auditor engaged to audit any fund of IPAIT.

SECTION 2 – FUNDAMENTAL INVESTMENT RESTRICTIONS

A. Unless otherwise specified below, none of the portfolios will:

1. Invest more than 5 percent of the value of their total assets in the securities of any one federally insured Iowa depository institution (other than securities of the U.S. government or its agencies or instrumentalities).
2. Invest 25 percent or more of the value of their total assets in the securities of issuers conducting their principal business activities in any one industry, including financial institutions. This restriction does not apply to securities of the U.S. government or its agencies and instrumentalities and repurchase agreements relating thereto.
3. Mortgage, pledge or hypothecate their assets.
4. Make short sales of securities or maintain a short position.
5. Purchase any securities on margin.
6. Write, purchase or sell puts, calls or combinations thereof.
7. Purchase or sell real estate or real estate mortgage loans.
8. Invest in restricted securities or invest more than 10 percent of the Portfolio's net assets in repurchase agreements with a maturity of more than seven days, and other liquid assets, such as securities with no readily available market quotation.
9. Underwrite the securities of other issuers.

B. Prohibited Investments

Assets of IPAIT shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.
3. Any security with a remaining maturity exceeding 397 days.

C. Prohibited Investment Practices

The following investment practices are prohibited:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Investing pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.

3. If a fiduciary or other third party with custody of public investment transaction records of IPAIT fails to produce requested records when requested by IPAIT or its agents within a reasonable time, IPAIT shall make no new investment with or through the fiduciary or third party and shall not renew maturity investments with or through the fiduciary or third party.

D. Management Policies and Procedures

Following are the fundamental management policies and procedures for IPAIT. All investments shall be maintained in separate IPAIT custodial accounts, segregated by Portfolio on behalf of IPAIT Participants.

1. Each purchase or sale of a security must be handled on a delivery versus payment (DVP) basis. Funds for the purchase of an investment shall not be released to the seller until the security is delivered to the IPAIT Custodian. Conversely, a sold security shall not be released to the buyer until funds for the purchase price of the security have been received by the IPAIT Custodian.
2. "Free delivery" transactions are prohibited. The Custodian shall never release assets from the IPAIT custodial accounts until the funds for the investment are delivered.
3. Any material deviation (greater than 0.5 percent) from the amortized cost of investments shall be promptly reported by the Adviser to the Board of Trustees. If such deviation exceeds 0.5 percent, the Adviser will consider what action, if any, should be initiated to reasonably eliminate or reduce material dilution or other unfair results to Participants. Such action may include redemption of Trust Units in kind, selling portfolio securities prior to maturity, withholding distributions or utilizing a net asset value per Trust Unit based upon available market quotations.
4. The frequent trading of securities, including day trading for the purpose of realizing short-term gains, the purchase and sale of futures and options to buy or sell authorized investments, reverse repurchase agreements, and other similar speculative transactions are expressly prohibited.
5. IPAIT may not make any investment other than Permitted Investments authorized by the provisions of the law applicable to the investment of funds by the Participants, as such laws may be amended from time to time.
6. IPAIT may not purchase any Permitted Investment if the effect of such purchase by IPAIT would be to make the average dollar weighted maturity of a portfolio greater than sixty (60) days.
7. IPAIT may not borrow money or incur indebtedness whether or not the proceeds thereof are intended to be used to purchase Permitted Investments.
8. IPAIT may not make loans, provided that IPAIT may make Permitted Investments.

The restrictions set forth above are fundamental to the operation and activities of IPAIT and may not be changed without the affirmative approval, in writing, of a majority of the Participants entitled to vote, except that such restrictions may be changed by the Trustees so as to make them more restrictive when necessary to conform the investment program and activities of IPAIT to the laws of the State of Iowa and the United States of America as they may from time to time be amended.

The above investment restrictions shall not be changed without the vote of a majority of the Participants in a Portfolio. "Majority" means the lesser of (a) 67 percent of the Trust's or a Portfolio's outstanding Trust Units voting at a meeting of the Participants at which more than 50 percent of the outstanding Trust Units are represented in person or by proxy or (b) a majority of the Trust's or a Portfolio's outstanding Trust Units.

Provided, however, the Trust may invest Portfolio assets pursuant to the maximum extent possible by Iowa law governing investments by public agencies and any change in the restrictions of the Iowa law governing investments by public agencies shall be deemed to be adopted by the Trust, and such change shall not require the approval of the Participants.

Any investment restrictions or limitations referred to above which involves a maximum percentage of securities or assets shall not be considered to be violated unless an excess over the percentage occurs immediately after an acquisition of securities or utilization of assets and results there from.

SECTION 3 – DELEGATION OF AUTHORITY

The responsibility for conducting IPAIT investment transactions resides with the IPAIT Board of Trustees. Certain responsibilities have been delegated to the Administrator(s), the Adviser(s), and the Custodian (the “Service Providers”) pursuant to the Administrator Agreement(s), the Adviser Agreement(s), the Custodian Agreement, with amendments as may be adopted from time to time, and the current Information Statement (the “Documents”).

Each Service Provider shall individually notify the IPAIT Board of Trustees in writing within thirty days of receipt of all communications from the auditor of any Service Provider or any regulatory authority of the existence of a material weakness in internal control structure of the Service Provider or regulatory orders or sanctions regarding the type of services being provided to IPAIT by the Service Provider.

The records of investment transactions made by or on behalf of IPAIT are public records and are the property of IPAIT whether in the custody of IPAIT or in the custody of a fiduciary or other third party.

SECTION 4 – OBJECTIVES OF INVESTMENT POLICY

The primary objectives, in order of priority, of all investment activities involving the financial assets of IPAIT shall be the following:

1. Safety: Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. Liquidity: Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. Return: Obtaining a reasonable return is the third investment objective.

SECTION 5 – PRUDENCE

The Board of Trustees, when providing for the investment of deposit of public funds in the IPAIT program, shall exercise the care, skill, prudence, and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 4 investment objectives.

SECTION 6 – INSTRUMENTS ELIGIBLE FOR INVESTMENT

Assets of IPAIT may be invested in the following, all as more fully described in the IPAIT Information Statement:

- Obligations of the United States government, its agencies and instrumentalities.
- Certificates of deposit (“CDs”) and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to chapter 12C.
- Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and that the Custodian takes delivery of the collateral either directly or through a third party custodian.
- Insured deposits or certificates of deposit, invested pursuant to Iowa Code Section 12B10(7), in an amount above any insured portion of the public funds on deposit at a federally insured Iowa depository institution approved and secured pursuant to Iowa Code chapter 12C.
- Shares of a “government only” open-end management investment company registered with the federal Securities and Exchange Commission under the federal Investment Company Act of 1940, 15 U.S.C. §80a-1, and operating in accordance with 17 C.F.R. §270.2a-7.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including Section 7, Diversification and Investment Maturity Limitations.

SECTION 7 – DIVERSIFICATION AND INVESTMENT MATURITY LIMITATIONS

It is the policy of IPAIT to diversify portfolio investments in the Diversified Portfolio. As described in the Information Statement, portfolio investments in the Diversified Portfolio are limited to the following:

1. No individual investment with maturity in excess of 397 days.
2. The maximum average maturity of all portfolio investments may not exceed 60 days. Pursuant to IPAIT policies as disclosed in the Documents, Participants may also individually invest in Fixed Term Program investments.

SECTION 8 – SAFEKEEPING AND CUSTODY

All invested assets of Participants in the Portfolios or in the Fixed Term Program shall be held in accordance with the Custodian Agreement.

All invested assets eligible for physical delivery shall be secured by having them held at a third party custodian. All purchased investments shall be held pursuant to a written third party custodial agreement requiring delivery versus payment. No assets may be delivered out of the IPAIT account without full payment (no “free deliveries” shall be permitted).

SECTION 9 – REPORTING

The Service Providers shall submit all reports required in the Documents.

SECTION 10 – INVESTMENT POLICY REVIEW AND AMENDMENT

This Investment Policy shall be reviewed annually or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in Section 1.

SECTION 11 – EFFECTIVE DATE

This Investment Policy shall be effective as of September 1, 2017.

Passed and approved this 30th day of August, 2017.

Amended effective November 1, 2003, August 26, 2009, August 25, 2010, August 28, 2013, and August 30, 2017.



INVESTING AND NON-INVESTING PARTICIPANTS DIVERSIFIED PORTFOLIO (unaudited)

\$0-\$50,000 Assets Invested

Adams County
 Benton County Solid Waste Disposal Commission
 Bremer County
 Buena Vista County Solid Waste Commiss
 Cascade Municipal Utilities
 City of Afton
 City of Ankeny
 City of Badger
 City of Bellevue
 City of Breda
 City of Cedar Rapids
 City of Clarinda
 City of Coralville
 City of Earlville
 City of Elk Horn
 City of Fort Dodge
 City of Grundy Center
 City of Hiawatha
 City of Logan
 City of Lovilia
 City of Malvern, Iowa
 City of Manchester
 City of Marengo
 City of Martensdale
 City of Melcher-Dallas
 City of Monroe
 City of New London
 City of New Virginia
 City of Panora
 City of Polk City
 City of Springbrook
 City of Walnut
 City of Wellman
 City of Wesley
 City of West Des Moines
 City of West Liberty
 City Utility of Eagle Grove
 City Utility of Martensdale
 City Utility of New Hampton
 City Utility of Orient
 City Utility of Pella
 County of Des Moines
 County of Dickinson
 County of Fremont
 County of Greene
 County of Hardin
 County of Howard
 County of Monona
 County of Polk
 County of Scott
 County of Union
 County of Winneshiek
 Dallas County Hospital
 Durant Municipal Electric Plant
 Fontanelle Municipal Utility
 Gowrie Municipal Utilities
 Lamoni Municipal Utilities
 Maquoketa Municipal Electric Utility
 North Central Iowa Regional SWA
 Orange City Area Health System
 Ottumwa Water Works
 Palo Alto County Hospital
 Second Judicial Dist Dept. of Correct
 Spencer Municipal Utility
 Stuart Municipal Utilities
 Town of Graf
 Webster County Telecommunications Board
 West Des Moines Water Works
 Winterset Municipal Utilities

\$50,000-\$250,000 Assets Invested

Central IA Reg Trans Planning Alliance
 City of Auburn
 City of Boone
 City of Clinton
 City of Dike
 City of Fairbank
 City of Grant
 City of Grimes
 City of Hospers

City of Indianola
 City of Iowa City
 City of Keokuk
 City of Lewis
 City of Mason City
 City of Maynard
 City of Morning Sun
 City of Moulton
 City of Nora Springs
 City of Orange City
 City of Parnell
 City of Red Oak
 City of Riverdale
 City of Shelby
 City of Shenandoah
 City of Sioux Center
 City Utility of Fredericksburg
 City Utility of Melcher-Dallas
 City Utility of Middletown
 County of Audubon
 County of Boone
 County of Carroll
 County of Franklin
 County of Kossuth
 County of Muscatine
 County of Plymouth
 County of Tama
 County of Worth
 Fifth Judicial District
 Hiawatha Water Department
 Iowa County Attorneys Case Management Project
 Iowa Precinct Atlas Consortium
 IPAIT Administration Fund
 ISAC Group Unemployment Fund
 La Porte City Utility
 Lenox Municipal Utilities
 Southeast Iowa Regional Planning Commiss
 Urbandale Sanitary Sewer District
 Villisca Municipal Power Plant
 Warren County

\$250,000-\$500,000 Assets Invested

Algona Municipal Utilities
 City of Algona
 City of Corydon
 City of Early
 City of Montezuma
 City of Pella
 City of Readlyn
 City of Ringsted
 City Utility of Corydon
 City Utility of Dike
 City Utility of Traer
 County of Butler
 County of Ringgold
 Grundy Center Municipal Utilities
 Iowa Counties Technology Services
 SIMECA
 South Iowa Area Crime Commission
 South Iowa Detention Service Agency

\$500,000-\$1,000,000 Assets Invested

City of Adel
 City of Clive
 City of Gilmore City
 City of Griswold
 City of Independence
 City of Keokuk
 City of Orleans
 City of Prairie City
 City of Traer
 City of Washington
 City Utility of Montezuma
 City Utility of Readlyn
 City Utility of Shelby
 County of Cerro Gordo
 County of Emmet
 County of Page
 County of Wright
 Greenfield Municipal Utilities
 Iowa Public Power Agency

Knoxville Utility
 Lakewood Benefited Rec. Lake District
 Montezuma Municipal Light and Power
 Prairie Solid Waste Agency

\$1,000,000-\$5,000,000 Assets Invested

Broadlawns Medical Center
 Buena Vista Regional Medical Center
 Cedar Falls Utilities
 City of Altoona
 City of Bettendorf
 City of Colfax
 City of Denison
 City of Eagle Grove
 City of Ely
 City of Knoxville
 City of Mitchellville
 City of Mount Pleasant
 City of Slater
 City of Urbandale
 City of Waverly
 City Utility of Urbandale
 Corning Municipal Utilities
 County of Adair
 County of Calhoun
 County of Cass
 County of Cedar
 County of Crawford
 County of Louisa
 County of Marshall
 County of Osceola
 County of Washington
 County of Wayne
 Denison Municipal Utilities
 Des Moines Area MPO
 Des Moines County Regional Solid Waste Commission
 Ellsworth Municipal Hospital dba Hansen Family Hos
 Greater Regional Medical Center
 Hawarden Regional Healthcare
 IAMU Insurance Trust
 Iowa County Treasurer's E-Government Alliance
 Mt. Pleasant Municipal Utilities
 NIMECA
 Northwest Iowa Area Solid Waste Agency
 Resale Power Group of Iowa
 Ringgold County Hospital
 Shelby County Chris A. Myrtue Memorial Hospital
 Southwest Iowa Planning Council
 Sumner Municipal Light Plant
 Waterloo Water Works
 Xenia Rural Water District

Over \$5,000,000 Assets Invested

Adair County Memorial Hospital
 City of Bondurant
 City of Council Bluffs
 City of Davenport
 City of Jefferson
 City of Johnston
 City of Marion
 City of Muscatine
 City of Oskaloosa
 City of Ottumwa
 City of Sioux City
 City of Storm Lake
 City of Waterloo
 City of Windsor Heights
 County of Appanoose
 County of Black Hawk
 County of Buchanan
 County of Hamilton
 County of Henry
 County of Jackson
 County of Madison
 County of O'Brien
 County of Poweshiek
 County of Sioux
 County of Story
 County of Wapello
 IMWCA Group C

Madison County Memorial Hospital
Muscatine Power and Water

Non-Investing Participants

Allamakee County
Alta Municipal Utilities
Anita Municipal Utilities
Audubon County Memorial Hospital
Brooklyn Municipal Utilities
Cass County Environment Control Agency
Cass County Memorial Hospital
Cedar Rapids/Linn County SWA
City of Ackley
City of Agency
City of Albert City
City of Alton
City of Ames
City of Anamosa
City of Atlantic
City of Audubon
City of Bedford
City of Bloomfield
City of Brandon
City of Burlington
City of Burt
City of Bussey
City of Callender
City of Camanche
City of Carlisle
City of Carson
City of Carter Lake
City of Cascade
City of Cedar Falls
City of Center Point
City of Centerville
City of Central City
City of Charles City
City of Cherokee
City of Clear Lake
City of Colo
City of Conrad
City of Corning
City of Correctionville
City of Cresco
City of Creston
City of Cumming
City of Dallas Center
City of Dayton
City of Denver
City of Des Moines
City of DeWitt
City of Dubuque
City of Dunkerton
City of Dyersville
City of Dysart
City of Earlham
City of Eldon
City of Eldridge
City of Elk Run Heights
City of Ellsworth
City of Epworth
City of Fairfield
City of Forest City
City of Fort Madison
City of Garner
City of Gilbertville
City of Grand Mound
City of Grand River
City of Greenfield
City of Grinnell
City of Guttenberg
City of Harlan
City of Hartley
City of Hawarden
City of Hazleton
City of Hudson
City of Humboldt
City of Inwood
City of La Porte City
City of Lake Mills
City of Lamont

City of Lehigh
City of Lenox
City of Leon
City of Letts
City of Lisbon
City of Livermore
City of Lohrville
City of Mallard
City of Manning
City of Maquoketa
City of Marble Rock
City of Marshalltown
City of Massena
City of McCausland
City of Missouri Valley
City of Montezuma Fire Department
City of Mount Ayr
City of Mount Vernon
City of Murray
City of Nevada
City of New Hampton
City of Newton
City of Osage
City of Osceola
City of Ossian
City of Parkersburg
City of Peosta
City of Pleasantville
City of Pocahontas
City of Prescott
City of Preston
City of Primghar
City of Riverside
City of Ruthven
City of Sac City
City of Sheldon
City of Shueyville
City of Spencer
City of Spirit Lake
City of St. Charles
City of State Center
City of Stratford
City of Sumner
City of Swisher
City of Tiffin
City of Tipton
City of Treynor
City of Underwood
City of Urbana
City of Van Meter
City of Villisca
City of Vinton
City of Webster City
City of West Branch
City of West Burlington
City of Westfield
City of Wilton
City of Woodbine
City Utility of Alton
City Utility of Anamosa
City Utility of Bloomfield
City Utility of Colfax
City Utility of Coon Rapids
City Utility of Creston
City Utility of Denver
City Utility of Harlan
City Utility of Hawarden
City Utility of Lake Mills
City Utility of Laurens
City Utility of LeClaire
City Utility of Lohrville
City Utility of Murray
City Utility of Prairie City
City Utility of Preston
City Utility of Sac City
City Utility of Sanborn
City Utility of Slater
City Utility of St. Charles
City Utility of Story City
City Utility of Wahpeton
Clay County

Clayton County
Clear Lake Sanitary District
Clinton County Area Solid Waste Agency
Council Bluffs Airport Authority
County of Buena Vista
County of Chickasaw
County of Clarke
County of Decatur
County of Dubuque
County of Floyd
County of Greene-Medical Center
County of Grundy
County of Hancock
County of Harrison
County of Iowa
County of Jasper
County of Linn
County of Lyon
County of Marion
County of Mills
County of Mitchell
County of Monroe
County of Pocahontas
County of Sac
County of Webster
County of Winnebago
Crawford County Memorial Hospital
Dallas County
Des Moines Utility
Eighth Judicial Dist. Dept. of Correct.
Evansdale Water Works
Geode Resource Conserv. & Develp., Inc.
Gilbertville Community Day, Inc.
Guthrie County
Hamilton County Public Hospital dba Van Diest Medi
Humboldt County
Ia County
Iowa Agency For Municipal Wind
Iowa Cities E-payment Aggregation System
Iowa Lakes Regional Water
Iowa Northland Reg. Council of Gov.
Iowa Stored Energy Plant Agency
Jefferson County Hospital
Johnson Township Barnum Community Fire D
Lee County
Lucas County
Manilla Municipal Gas Dept.
Manning Municipal Gas Department
Manning Municipal Utilities
Mid Iowa Regional Housing Authority
Midas Council of Governments
Mid-Iowa Development Association COG
Mitchell County Regional Health Center
Monroe County Hospital
Montgomery County
Newton Waterworks
North Central Reg. Emerg. Resp. Com.
North Iowa Area Council of Govts.
Page County Landfill Association
Plymouth County Solid Waste Agency
Poweshiek Water Association
Seventh Judicial District
South Central Iowa Solid Waste Agency
Tama County Solid Waste Disposal Commission
Third Judicial District
Van Buren County Hospital
Washington County Hospital
Waverly Health Center
Waverly Light and Power
Webster County Solid Waste Commission
Wilton Municipal Light and Power

MAJOR PARTICIPANTS

	Top Ten Participants		Top Twenty Participants		Top Fifty Participants	
	Percent	Total Assets	Percent	Total Assets	Percent	Total Assets
2021	42%	\$ 201,594,021	62%	\$ 295,959,539	87%	\$ 417,686,406
2020	40%	182,900,116	57%	261,009,096	83%	385,256,254
2019	37%	161,605,066	54%	236,539,043	81%	352,331,979
2018	46%	168,416,226	65%	240,333,289	90%	329,536,816
2017	57%	215,009,724	76%	284,390,898	93%	349,860,884
2016	57%	145,931,857	74%	189,449,434	91%	232,777,667
2015	61%	180,639,805	75%	222,927,515	91%	269,435,729
2014	59%	186,561,809	75%	236,583,802	91%	286,164,072
2013	66%	299,996,375	78%	353,591,054	93%	421,950,854
2012	73%	393,342,100	82%	445,695,043	94%	509,409,879

INVESTMENT ADVISER

As of June 30, 2021, PMA had a total of \$20 billion in assets under management, representing a diverse group of institutional and individual clients.

CONSULTANTS

IPAIT does not employ the use of any professional consultants beyond those service providers detailed in the Notes to Financial Statement Section.

BROKERS

IPAIT does not employ the use of brokers in the operation of its various investment alternatives.

CHANGES IN PARTICIPANT NET ASSETS UNDER MANAGEMENT

	Diversified Portfolio		Annual Change		Diversified Portfolio		Annual Change
06/21	\$	478,406,813	3.67%	06/16	\$	255,479,618	-14.04%
03/21		583,811,252	-0.28%	03/16		364,963,704	10.20%
12/20		483,227,624	5.09%	12/15		326,977,936	1.05%
09/20		544,249,244	-4.29%	09/15		364,276,704	8.96%
06/20		461,480,700	6.18%	06/15		297,197,204	-5.82%
03/20		585,474,022	8.93%	03/15		331,184,599	-11.49%
12/19		459,834,664	18.64%	12/14		323,576,257	-29.38%
09/19		568,626,032	32.04%	09/14		334,312,995	-25.80%
06/19		434,627,457	18.08%	06/14		315,577,872	-30.75%
03/19		537,469,738	32.06%	03/14		374,179,071	-27.30%
12/18		387,587,755	4.45%	12/13		458,174,841	-7.39%
09/18		430,643,418	2.98%	09/13		450,571,900	-11.64%
06/18		368,070,326	-1.73%	06/13		455,697,315	-15.97%
03/18		406,990,284	-1.46%	03/13		514,663,471	-0.62%
12/17		371,057,747	22.84%	12/12		494,742,322	-6.04%
09/17		418,190,545	36.70%	09/12		509,924,527	-0.28%
06/17		374,566,738	46.61%	06/12		542,322,659	3.49%
03/17		413,014,790	13.17%	03/12		517,894,507	1.09%
12/16		302,073,072	-7.62%	12/11		526,528,050	17.33%
09/16		305,913,700	-16.02%	09/11		511,342,006	2.58%

MONTHLY AVERAGE YIELD COMPARISON

Date	Diversified Portfolio Net Rate	Money Market Benchmark	Chapter 74A 32-89 Day	Chapter 74A 90-179 Day
06/2021	0.01%	0.02%	0.05%	0.05%
05/2021	0.01%	0.02%	0.05%	0.05%
04/2021	0.01%	0.02%	0.05%	0.05%
03/2021	0.01%	0.02%	0.05%	0.05%
02/2021	0.01%	0.02%	0.05%	0.05%
01/2021	0.01%	0.02%	0.05%	0.05%
12/2020	0.02%	0.02%	0.05%	0.05%
11/2020	0.02%	0.02%	0.05%	0.05%
10/2020	0.02%	0.02%	0.05%	0.05%
09/2020	0.02%	0.02%	0.05%	0.05%
08/2020	0.02%	0.03%	0.05%	0.05%
07/2020	0.02%	0.07%	0.05%	0.05%

AVERAGE ANNUAL YIELD COMPARISON

	Diversified Portfolio Net Rate	Money Market Benchmark
2021	0.02%	0.02%
2020	1.11%	1.20%
2019	2.03%	2.01%
2018	1.05%	1.05%
2017	0.29%	0.31%
2016	0.02%	0.02%
2015	0.01%	0.01%
2014	0.01%	0.01%
2013	0.01%	0.01%
2012	0.02%	0.01%

TOTAL NET INVESTMENT INCOME FOR THE FISCAL YEARS
ENDED JUNE 30,

	Diversified Portfolio
2021	\$ 73,807
2020	5,175,288
2019	8,246,037
2018	3,974,423
2017	908,266
2016	69,219
2015	31,597
2014	39,545
2013	50,683
2012	81,377

FOR THE YEARS ENDED JUNE 30,
 (dollars in thousands)

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
DIVERSIFIED PORTFOLIO					
ADDITIONS					
From investment activities:					
Net investment income	\$ 74	\$ 5,175	\$ 8,246	\$ 3,974	\$ 908
From unit transactions:					
Units sold	1,217,933	1,402,445	1,295,266	921,202	826,913
Units issued in reinvestment of dividends from net investment income	81	5,918	7,974	3,667	731
Total additions	<u>1,218,088</u>	<u>1,413,538</u>	<u>1,311,486</u>	<u>928,843</u>	<u>828,552</u>
DEDUCTIONS					
Dividends to unitholders from:					
Net investment income	(74)	(5,175)	(8,246)	(3,974)	(908)
From unit transactions:					
Units redeemed	<u>(1,201,084)</u>	<u>(1,381,510)</u>	<u>(1,236,683)</u>	<u>(931,366)</u>	<u>(708,557)</u>
Total deductions	<u>(1,201,158)</u>	<u>(1,386,685)</u>	<u>(1,244,929)</u>	<u>(935,340)</u>	<u>(709,465)</u>
Changes in fiduciary net position	16,930	26,853	66,557	(6,497)	119,087
Net position at beginning of period	<u>461,480</u>	<u>434,627</u>	<u>368,070</u>	<u>374,567</u>	<u>255,480</u>
Net position at end of period	<u>\$ 478,410</u>	<u>\$ 461,480</u>	<u>\$ 434,627</u>	<u>\$ 368,070</u>	<u>\$ 374,567</u>
DIVERSIFIED PORTFOLIO					
ADDITIONS					
From investment activities:					
Net investment income	\$ 69	\$ 32	\$ 40	\$ 51	\$ 81
From unit transactions:					
Units sold	707,855	778,834	794,889	791,827	959,524
Units issued in reinvestment of dividends from net investment income	60	29	40	51	95
Total additions	<u>707,984</u>	<u>778,895</u>	<u>794,969</u>	<u>791,929</u>	<u>959,700</u>
DEDUCTIONS					
Dividends to unitholders from:					
Net investment income	(69)	(32)	(40)	(51)	(81)
From unit transactions:					
Units redeemed	<u>(749,632)</u>	<u>(797,244)</u>	<u>(935,048)</u>	<u>(878,504)</u>	<u>(941,313)</u>
Total deductions	<u>(749,701)</u>	<u>(797,276)</u>	<u>(935,088)</u>	<u>(878,555)</u>	<u>(941,394)</u>
Changes in fiduciary net position	(41,717)	(18,381)	(140,119)	(86,626)	18,306
Net position at beginning of period	<u>297,197</u>	<u>315,578</u>	<u>455,697</u>	<u>542,323</u>	<u>524,017</u>
Net position at end of period	<u>\$ 255,480</u>	<u>\$ 297,197</u>	<u>\$ 315,578</u>	<u>\$ 455,697</u>	<u>\$ 542,323</u>

GLOSSARY OF INVESTMENT TERMS

Accrued interest - interest accumulated on all securities in a portfolio since the most recent payment date for each security.

Administrator - entity that carries out IPAIT policies and provides participant recordkeeping services.

Amortized Cost - method of accounting that gradually reduces a security's discount or premium on a straight-line basis.

Assets - items in financial statement with current fair value owned by IPAIT.

Certificate of Deposit - debt instrument issued by a financial institution with an interest rate set by competitive forces in the marketplace.

Collateral - U.S. government or agency securities pledged to IPAIT until investment is repaid. For instance, the security for a collateralized certificate of deposit issued by an Iowa financial institution.

Compound Rate - interest calculation based upon investment of principal plus reinvestment of interest earned from previous period(s). IPAIT portfolio interest is compounded or reinvested monthly.

Custodian - bank that maintains custody of all IPAIT assets.

Discount - the dollar amount by which the par value of a bond exceeds its market price.

Diversified - spreading of risk by investing assets in several different categories of investment and assorted maturities within those categories.

Investment Adviser - Securities and Exchange Commission registered firm that provides investment advice to IPAIT.

Iowa Code Chapter 74A Rates - Minimum rates at which Iowa financial institutions may accept deposits of public funds for various periods.

Liabilities - claims on the assets of IPAIT.

Fair Value - the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Net Investment Income - income from IPAIT investments distributed to participants after payment of program operating expenses.

Nominal Rate - simple interest calculation based only upon the principal amount invested without reinvestment of earned interest.

Par Value - value of IPAIT investments at maturity.

Portfolio - all investments owned by IPAIT.

Premium - the dollar amount by which the market price of a bond exceeds its par value.

Redemptions - withdrawal of funds by participants from IPAIT.

Repurchase Agreement - agreement between IPAIT and a seller of U.S. government securities, whereby the seller agrees to repurchase the securities at an agreed upon price at a stated time. The transaction is collateralized by U.S. government or U.S. agency securities with a fair value of at least 102% of the value of the repurchase agreement.

Straight-Line - conservative accounting procedure to reduce a security's premium or discount in equal daily increments over its remaining period to maturity.

U.S. Government Agencies - securities issued by U.S. government sponsored corporations such as the Federal Home Loan Bank and Federal National Mortgage Association.

U.S. Government Securities - direct obligations of the U.S. government, such as Treasury bills, notes and bonds.

Yield Curve - graph plotting yields of securities of similar quality on vertical axis and maturities ranging from shortest to longest on horizontal axis.



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Iowa Public Agency Investment Trust
c/o PMA Financial Network, LLC
4200 University Ave, Suite 114
West Des Moines, IA 50266
800-783-4273
www.IPAIT.org

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/14/22 Weekly Agenda Date: 6/21/22

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Tina Bertrand, County Treasurer

WORDING FOR AGENDA ITEM:

IPAIT Resolution

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Iowa Public Agency Investment Trust (IPAIT)

BACKGROUND:

In order to participate and utilize IPAIT services a resolution must be passed

FINANCIAL IMPACT:

None

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend to approve resolution authorizing the approval of and participation in a joint powers agreement and declaration of trust for the Iowa Public Agency Investment Trust.

ACTION REQUIRED / PROPOSED MOTION:

Approve and sign resolution

**IOWA PUBLIC AGENCY INVESTMENT TRUST (IPAIT)
RESOLUTION**

FORM A

Date 6/14/22

A RESOLUTION AUTHORIZING THE APPROVAL OF AND PARTICIPATION IN A JOINT POWERS AGREEMENT AND DECLARATION OF TRUST FOR THE IOWA PUBLIC AGENCY INVESTMENT TRUST, AUTHORIZING INVESTMENTS THROUGH THE FIXED TERM AUTOMATED INVESTMENT PROGRAM OF IPAIT AND AUTHORIZING IPAIT TO DESIGNATE AND NAME DEPOSITORIES.

WHEREAS, Iowa Code section 28E.1 permits political subdivisions to make efficient use of their powers by enabling them to provide joint services with other Public Agencies and to cooperate in other ways of mutual advantage, and to exercise and enjoy jointly any powers, privileges or authority exercised or capable of being exercised by one Public Agency of this state or private agencies for the joint or cooperative action; and

WHEREAS, Iowa Code sections 331.555 and 384.21 empowers Cities, City Utilities, and Counties to invest their monies pursuant to a joint investment agreement; and

WHEREAS, the City of Fairfield, the Maquoketa Municipal Utility, and Buchanan County are political subdivisions organized and existing under and by virtue of the laws and Constitution of the State of Iowa and have approved the Joint Powers Agreement and Declaration of Trust and thereby they have established the Iowa Public Agency Investment Trust as of October 1, 1987, and amended as of the first day of August, 188, and as of the 1st day of May, 1993, and further amended the first day of September, 2005; and further amended as of the 1st day of September 2017; and

WHEREAS, this Governing Body desires to adopt and enter into the Joint Powers Agreement and Declaration of Trust, and it is in the best interest of this Governing Body to participate in the Iowa Public Agency Investment Trust for the purpose of joint investment of monies with other cities, city utilities and counties to enhance investment earnings to each; and

WHEREAS, this Governing Body deems it to be advisable for this Public Agency to make use, from time to time, of the Fixed Term Automated Investment Program available to Participants of IPAIT;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The Joint Powers Agreement and Declaration of Trust is approved and adopted. This Public Agency joins with the other public agencies in accordance with the Joint Powers Agreement and Declaration of Trust, as amended, (the "Declaration of Trust") which is incorporated herein by reference with the same effect as if it had been set out in this resolution by becoming a Participant of IPAIT. The Joint Powers Agreement and Declaration of Trust is filed in the minutes of the meeting at which this Resolution is adopted. The authorized officials of this Public Agency are directed and authorized to take such actions and execute documents as may be deemed necessary and appropriate to effect the entry of this Public Agency into the Declaration of Trust and adoption thereof by this Public Agency and to carry out the intent and purpose of this Resolution.

Section 2. This Public Agency is authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust and the Fixed Term Automated Investment Program of IPAIT.

Payment for any investments made within the Fixed Term Automated Investment Program is authorized from the Public Agency's specified IPAIT Account. Interest and principal payments must be credited to the Public Agency's designated Trust Account. The Custodian will hold investments in the name of IPAIT for the account of the Public Agency.

The following officers and officials of this Public Agency and their respective successors in office each are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies with this Public Agency from time to time in accordance with the Joint Powers Agreement and Declaration of Trust.

Tina Bertrand

Printed Name

Woodbury County Treasurer

Title

Charli Weaver

Printed Name

Deputy Bookkeeper

Title

Printed Name

Title

IPAIT must be advised of any changes in Authorized Officials in accordance with procedures established by IPAIT.

Section 3. The Trustees of IPAIT are designated as having official custody of this Public Agency's monies which are invested in accordance with the Joint Powers Agreement and Declaration of Trust and any monies invested in accordance with the Trust's Fixed Term Automated Investment Program.

Section 4. IPAIT is authorized to designate and name depositories, to execute documents, and to take actions as may be necessary to purchase and make payment, sell, secure, or take payment of principal and interest. Certificates of deposit must be purchased only from financial institutions designated by IPAIT which are approved depositories as prescribed by Iowa Code chapters 12B and 12C.

Section 5. Authorization is given for members and officials of this Public Agency to serve as Trustees of IPAIT from time to time if selected as such pursuant to the provisions of the Declaration of Trust.

Section 6. Unless otherwise expressly defined, words that are capitalized in the Resolution have meanings defined in the Joint Powers Agreement and Declaration of Trust.

Passed and approved this _____ day of _____, _____

Name of Public Agency

Signature of Presiding Officer

ATTEST:

Clerk/Secretary

Please deliver this form and the certification and a completed application form to the following address:

gps@pmanetwork.com

or

PMA Financial Network, LLC

Attn: Fund Administration

2135 CityGate Lane, 7th Floor

Naperville, IL 60563

IOWA PUBLIC AGENCY INVESTMENT TRUST

FORM A CERTIFICATE

STATE OF IOWA)
) SS:
COUNTY OF)

I, the undersigned of Woodbury County, State of Iowa, do certify that
(Name of Public Agency)

attached is a complete copy of the portion of the records of the Governing Body of the named Public Agency, and the same is a complete copy of the action taken by the Governing Body of the Public Agency with respect to this matter at the meeting held on this date; these proceedings remain in full force and effect and have not been amended or rescinded in any way; that this meeting and all action was publicly held in accordance with notice of public meeting and tentative agenda, a copy of which was timely served on each member of the Governing Body of the Public Agency and posted on a bulletin board or other prominent place easily accessible to the public clearly designated for that purpose, at the principal office of the Governing Body and in accordance with the provisions of Iowa Code chapter 21, with at least 24 hours advance notice to the public and media as required by law and with members of the public present in attendance.

I further certify that the individuals named therein were on this date lawfully possessed of their respective offices as indicated, that no vacancy existed except as may be stated in proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the Public Agency or the right of the individuals named herein as officers to their respective positions.

WITNESS my hand hereto affixed this _____ day of _____, _____

By _____
(Clerk/Secretary for Public Agency)

Subscribed and sworn to before me on this _____ day of _____, _____.

By _____
(Notary Public)

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/15/2022 Weekly Agenda Date: 6/21/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Prairie Hills County Home Demolition Project- Approve plans, specifications, & form of contract
Set Public Hearing Date, Public Notice.

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion
Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

Approve plans, specifications, form of contract, & seek competitive bids for the Prairie Hills Demolition.
Set a Public Hearing Date, Time, Place, and approve Public Notice.

BACKGROUND:

Impact 7G has completed plans, specifications, & form of contract to be utilized is the Prairie Hills Demolition Project competitive bid process.
3/15/2022- Board Approves Impact7G Inc. Professional Services Agreement/ Engineering Services Contract
10/26/2021- Board approves an Environmental Services Agreement with Impact7G.

FINANCIAL IMPACT:

2022 CIP Project- CIP-PH DEMO
Project Cost- Determined by the Competitive Bid Process
Environmental Assessment (Approved 10/26/2021)- \$7,400.00
Impact7G Inc. Professional Services Agreement/ Engineering Services Contract (Approved 3/15/2022)- \$19,970.00

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve Motions
"A" approve plans specifications and form of contract to be used in the competitive bid process
"B" Set a Public Hearing for July 5th, 4:40 pm, Woodbury County Board of Supervisors Meeting & Public Notice.

ACTION REQUIRED / PROPOSED MOTION:


Motion "A" - approval of the Prairie Hills Demolition plans, specifications, form of contract & authorization to seek competitive bids.
Motion "B" - approval setting a public hearing date of July 5th, 4:40 pm, at the Woodbury County Board of Supervisors Meeting and Public Notice thereof.

PROJECT MANUAL

SPECIFICATIONS FOR PRAIRIE HILLS COUNTY HOME DEMOLITION

Prairie Hills County Home Demolition
1600 County Home Road
Sergeant Bluff, IA 51054

Prepared For:
Woodbury County
620 Douglas Street
Sioux City, IA 51101

	<p>I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA</p> <p><i>James Edmond</i> <i>6/8/22</i></p> <p>JIM EDMOND IOWA LICENSE NO. 10232 DATE</p> <p>MY LICENSE RENEWAL DATE IS DECEMBER 31, 2022</p> <p>PAGES OR SHEETS COVERED BY THIS SEAL: ALL SHEETS</p>
---	--

June 8, 2022

CERTIFICATIONS PAGE

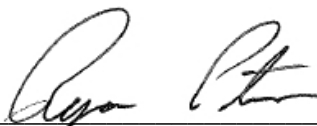
PROJECT MANUAL

for

Specifications for Prairie Hills County Home Demolition

Prairie Hills County Home
1600 County Home Road
Sergeant Bluff, IA 51054

Specifications Prepared By:



Ryan Peterson
Impact7G, Inc.

Accredited by the State of Iowa for Asbestos Project Design
License #22-8145 Expires 02-11-2023

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Appendix 4 – Iowa DNR 10-Day Notification Form
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NOTICE TO BIDDERS
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

Time and Place for Filing Sealed Proposals: Sealed bids for the work consisting of demolition as stated below must be filed before 3:00 P.M. on July 21, 2022, in the Woodbury County Courthouse Board of Supervisors Office (Room 104), 620 Douglas Street, Sioux City, Iowa 51101. Bidder must provide acknowledgement of addenda, if issued. The proposal shall be sealed in an envelope, properly identified as the Proposal with the project title and the name and address of the bidder and delivered at or before the time and at the place provided in the Notice and Instruction to Bidders. It is the sole responsibility of the bidder to see that its proposal is delivered prior to the time for opening bids, along with the appropriate bid security sealed in the separate envelope identified as Bid Security, if required, and attached to the outside of the bid proposal envelope. Any proposal received after the scheduled time for the receiving of proposals will be returned to the bidder unopened and will not be considered. Bidder shall include verification of license to remove asbestos meeting the requirements of Iowa Code, Chapter 88B.

Time and Place Sealed Proposals Will be Opened and Considered: Sealed proposals will be opened, and bids tabulated at 3:00 P.M. on July 21, 2022, in the Woodbury County Courthouse Board of Supervisors Office (Room 104), 620 Douglas Street, Sioux City, Iowa 51101. Bid Proposals will be officially "Received" and acted upon July 21, 2022, 4:40 pm Woodbury County Board of Supervisors Meeting, Woodbury County Courthouse Lower Level. Woodbury County reserves the right to reject any and all bids.

Time for Commencement and Completion of Work: Work on the improvement shall commence upon approval of the contract by Woodbury County, and as stated in the Notice to Proceed. The contractor shall have the project complete by November 4, 2022 (105 days after the Notice to Proceed).

Bid Security. Each bidder shall accompany its bid with bid security, as defined in Section 26.8 of the Iowa Code in the amount equal to 5 percent of the total amount of the bid.

Pre-Bid Meeting: A **MANDATORY** pre-bid meeting and walkthrough is scheduled for at 10:00 A.M. on Thursday July 14, 2022. Bidders will be invited to ask questions and tour the facility. Bidders will be required to sign an attendance form at the meeting.

Contract Documents: The Project Manual governing the demolition which has been made a part of this Notice and the proposed contract are on file with the Woodbury County Building Services Office located at 401 8th Street, Sioux City, Iowa 51101; phone 712-279-6539. The Project Manual can be obtained from Impact7G at 8951 Windsor Parkway, Johnston, IA 50131; phone 515-473-6256 or via email from jreis@impact7g.com. Complete digital project bidding documents are available for free by entering QUEST project #8237935 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

Public Hearing: A public hearing will be held by Woodbury County on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 4:40 P.M. on Tuesday July 5, 2022, at the Woodbury County Courthouse, 620 Douglas St., Room 104, Sioux City, IA 51101.

Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. Woodbury County will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract.

Payment. Woodbury County will provide payment of the base bid amount from Bid Forms Proposal Attachment Part C upon successful of each bid line item minus a 10% retainage. The mobilization will be paid upon execution of the signed contract. The 10% retainage will be paid once final documentation has been provided.

PROJECT DESCRIPTION: The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

This Notice is given by authority of Woodbury County

Keith Radig, Chairman, Woodbury County Board of Supervisors

*****END OF SECTION*****

REQUEST FOR QUALIFICATIONS
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

The bidder is required to submit the Qualification and Bidder Reference Form including documentation. If a bidder fails to complete the form and meet the qualifications requirements, their bid will not be considered. In addition to the qualification requirements on this form, the bidder is required to meet all additional bonding and insurance requirements in the bid documents and attend the pre-bid meeting.

Qualifications Information: List 3 distinct demolition projects similar to this completed within the previous 5 years.

1. Project Name & Owner: _____
Project Address: _____
Project Value: _____
Date of Project Completion: _____

2. Project Name & Owner: _____
Project Address: _____
Project Value: _____
Date of Project Completion: _____

3. Project Name & Owner: _____
Project Address: _____
Project Value: _____
Date of Project Completion: _____

List all surety/bonding companies utilized in the past five (5) years:

1. _____
2. _____
3. _____
4. _____
5. _____

BIDDER REFERENCE FORM

Fill out this form and include it in the proposal. Three (3) distinct projects completed within the previous 5 years are required. All boxes must be checked and all fields completed for the proposal to be considered responsive.

Reference Project #1: _____
(Name of Project, City, State)

Reference Questions:

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did your firm perform the demolition? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did demolition occur within the past 5 years? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is the demolition complete? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Was demolition completed with no damage claims?
(includes any claims settled privately or submitted to insurance) |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | The name of the company, contact person, and phone/email of |

project owner is provided here: _____

Reference Project #2: _____
(Name of Project, City, State)

Reference Questions:

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did your firm perform the demolition? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did demolition occur within the past 5 years? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is the demolition complete? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Was demolition completed with no damage claims?
(includes any claims settled privately or submitted to insurance) |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | The name of the company, contact person, and phone/email of |

project owner is provided here: _____

Reference Project #3: _____
(Name of Project, City, State)

Reference Questions:

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did your firm perform the demolition? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Did demolition occur within the past 5 years? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is the demolition complete? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Was demolition completed with no damage claims?
(includes any claims settled privately or submitted to insurance) |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | The name of the company, contact person, and phone/email of |

project owner is provided here: _____

I, Bidder, certify that all responses on this form are correct: _____

INSTRUCTIONS TO BIDDERS
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

Contractors must read the Project Manual in its entirety and comply with the requirements. Please be certain that all documents have been completed properly, as failure to complete and sign all documents and to comply with the requirements listing within the Project Manual can cause your bid not to be read.

I. BID SECURITY

- A. The bid security must be in the minimum amount of 5% of the total bid amount including all add alternates (do not deduct the amount of alternates). Bid security shall be in the form of a cashier's check, a certified check drawn on a FDIC insured bank in Iowa or drawn on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond executed by a corporation authorized to contract as a surety in Iowa or satisfactory to the Jurisdiction.
- B. The bid bond must be submitted on the enclosed Bid Bond form as no other bid bond forms are acceptable. All signatures on the bid bond must be original signatures in ink; facsimile (fax) of any signature on the bid bond is not acceptable.
- C. Bid security other than said bid bond shall be in accordance with Chapter 26 of the Iowa Code.

II. PRE-BID ACCESS TO THE SITE

- A. A MANDATORY pre-bid meeting will be held on site, 1600 County Home Road, Sergeant Bluff, Iowa at 10:00 A.M. on Thursday July 14, 2022.

III. SUBMISSION OF THE PROPOSAL AND IDENTITY OF BIDDER

- A. Sealed bids for the work consisting of demolition as stated below must be filed before 3:00 P.M. on July 21, 2022, in the Woodbury County Courthouse Board of Supervisors Office (Room 104), 620 Douglas Street, Sioux City, Iowa 51101. Bidder must provide acknowledgement of addenda, if issued. The proposal shall be sealed in an envelope, properly identified as the Proposal with the project title and the name and address of the bidder and delivered at or before the time and at the place provided in the Notice and Instruction to Bidders. It is the sole responsibility of the bidder to see that its proposal is delivered prior to the time for opening bids, along with the appropriate bid security sealed in the separate envelope identified as Bid Security, if required, and attached to the outside of the bid proposal envelope. Any proposal received after the scheduled time for the receiving of proposals will be returned to the bidder unopened and will not be considered. Bidder shall include verification of license to remove asbestos meeting the requirements of Iowa Code, Chapter 88B.

B. The following documents shall be completed, signed and returned in the Proposal envelope. The bid cannot be read if any of these documents are omitted from the Proposal envelope.

1. REQUEST FOR QUALIFICATIONS – Complete each of the following parts:

- Request for Qualifications
- Bidder Reference Form

2. PROPOSAL – Complete each of the following parts:

- Part B – Acknowledgment of Addenda, if any have been issued;
- Part C – Bid Items, Quantities and Prices
- Part F – Identity of Bidder;

Sign the proposal. The signature on the proposal and all proposal attachments must be an original signature in ink signed by the same individual who is the Company Owner or an authorized Officer of the Company; copies, facsimiles, or electronic signatures will not be accepted.

The following documents must be submitted as printed. No alterations, additions, or deletions are permitted. If the Bidder notes a requirement in the contract documents which the Bidder believes will require a conditioned or unsolicited alternate bid, the Bidder must immediately notify Jon Reis, of Impact7G in writing. Impact7G will issue any necessary interpretation by an addendum for Woodbury County.

C. Bidder shall include verification of license to remove asbestos meeting the requirements of Iowa Code, Chapter 88B.

IV. PROSECUTION AND PROGRESS OF THE WORK

A. The work is located outside of Sergeant Bluff in Woodbury County.

Work shall commence upon approval of the contract by the Woodbury County Board of Supervisors, and as stated in the Notice to Proceed. All work under the Contract must be substantially complete on or before 105 days after the Notice to Proceed.

B. Each successful bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by Woodbury County and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless Woodbury County from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two years from and after acceptance of the contract.

C. Woodbury County, in accordance with Title VI of the Civil Rights Act of 1964, as Amended, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be

afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

- D. Once Contractor has mobilized to begin construction, Contractor shall remain on-site until Project is substantially complete as determined by Woodbury County or their Consultant.

V. PREFERENCE OF PRODUCTS AND LABOR

- A. Preference shall be given to domestic construction materials by the contractor, subcontractors, material, men, and suppliers in performance of the contract and further, by virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected

VI. TAXES

- A. Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. Woodbury County will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract.
- B. Income Tax:
 - a. Successful Bidder is subject to payment of Iowa income tax on income from this work in amounts prescribed by law.
 - b. If successful bidder is a non-Iowa partnership, individual or association, he shall furnish evidence prior to execution of contract that bond or securities have been posted with the Iowa Department of Revenue in the amount required by law.

******END OF SECTION******

BID FORMS
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

PROPOSAL: PART A – SCOPE

Woodbury County, hereinafter called "COUNTY", has need for a permitted contractor to complete the work comprising the below referenced improvement. The undersigned Bidder hereby proposes to complete the work as specified in the contract documents, at the prices hereinafter provided in Part C of the Proposal, for the following described improvements:

PROJECT DESCRIPTION: The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

PROPOSAL: PART B – ACKNOWLEDGMENT OF ADDENDA

The Bidder hereby acknowledges that all addenda become a part of the contract documents when issued, and that each such addendum has been received and utilized in the preparation of this bid. The Bidder hereby acknowledges receipt of the following addenda by inserting the number of each addendum in the blanks below:

ADDENDUM NUMBER _____ ADDENDUM NUMBER _____
ADDENDUM NUMBER _____ ADDENDUM NUMBER _____

PROPOSAL: PART C – BID ITEMS AND QUANTITIES

This is a **LUMP SUM PRICE CONTRACT**. The Quantities shown on the Proposal Attachment: Part C – Bid Items and Quantities are approximate only but are considered sufficiently adequate for the purpose of comparing bids. The COUNTY shall use the Total Price and any selected alternates for comparison of bids.

PROPOSAL: PART D – GENERAL

The Bidder hereby acknowledges that the COUNTY, in advertising for bids for this project, reserves the right to:

1. Reject any or all bids. Award of the contract, if any, to be to the lowest responsive, responsible bidder; and
2. Reject any or all alternates in determining the items to be included in the contract. Designation of the lowest responsive, responsible bidder to be based on the base bid and selected alternatives, if any; and
3. Make such alterations in the contract documents or in the proposal quantities as it determines necessary in accordance with the contract documents after execution of the contract. Such alterations shall not be considered a waiver of any conditions of the contract documents, and shall not invalidate any of the provisions thereof; and

The Bidder hereby agrees to:

1. Commence the work upon written Notice to Proceed, and
2. Complete the project by November 4, 2022 (105 days after the Notice to Proceed).

PROPOSAL: PART E – NON-COLLUSION AFFIDAVIT

The Bidder hereby certifies:

1. That this proposal is not affected by, contingent on, or dependent on any other proposal submitted for any improvement with COUNTY; and
2. That no individual employed by the Bidder has employed any person to solicit or procure the work on this project, nor will any employee of the Bidder make any payment or agreement for payment of any compensation in connection with the procurement of this project; and
3. That no part of the bid price received by the Bidder was or will be paid to any person, corporation, firm, association, or other organization for soliciting the bid, other than the payment of their normal compensation to persons regularly employed by the Bidder whose services in connection with the construction of the project were in the regular course of their duties for the Bidder; and
4. That this proposal is genuine and not collusive or sham; that the Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to submit a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought, by agreement or collusion, or communication or conference, with any person, to fix the bid price of the Bidder or of any other bidder, and that all statements in this proposal are true; and
5. That the individual(s) executing this proposal have the authority to execute this proposal on behalf of the Bidder.

PROPOSAL: PART F – IDENTITY OF BIDDER

The bidder shall indicate whether the bid is Submitted by a/an:

Individual,
Sole Proprietorship

Partnership

Corporation

Limited Liability Company

Joint-venture; all parties must
join-in and execute all documents

Other

Bidder

Signature

By _____
Name (Print/Type)

Title

Street Address

City, State, Zip Code

Telephone Number

**Type or print the name and title of the
company's owner, president, CEO, etc. if
a different person than entered above**

Name

Title

NOTE: The signature on this proposal must be an original signature in ink by the same individual who is the Company Owner or authorized Officer of the Copy; copies, facsimiles, or electronic signatures will not be accepted.

PROPOSAL ATTACHMENT: PART C – BID ITEMS, QUANTITIES, AND PRICES

This is a **LUMP SUM PRICE CONTRACT**. The Quantities shown on the Proposal Attachment: Part C – Bid Items and Quantities are approximate only but are considered sufficiently adequate for the purpose of comparing bids. The COUNTY shall use the Total Price and any selected alternates for comparison of bids.

Materials and quantities are approximate only but are considered adequate for the purpose of this Project Manual. The contractor is responsible for verification of all materials and quantities listed below. No additions to the contract will be allowed for additional ACMs or hazardous materials discovered that amount to less than ten percent (10%) of each material listed below. If additional amounts greater than ten percent (10%) are identified, contractor is to stop work and notify the COUNTY and/or COUNTY'S consultant immediately. No compensation for removal of suspect ACMs or hazardous materials without prior authorization by COUNTY and/or COUNTY'S consultant will be approved. All materials and quantities are subject to revision by the COUNTY.

BASE BID PRICE BREAKDOWN INFORMATION

ITEM	DESCRIPTION	TOTAL PRICE
1	Mobilization	\$
2	Asbestos Abatement and Disposal & Hazardous Materials Removal and Disposal	
3	Building Demolition and Disposal	
TOTAL AMOUNT BID		

ASBESTOS CONTAINING MATERIAL LIST

Sample #	Material Substance	Color	Floor	Location	Asbestos Content	Est. Quantity
13 ABC	Fire Door Insulation	White	3	Mid Hall Stairway	10% Amosite 5% Chrysotile	7 EA
26	Linoleum Flooring	Beige	3	NE Stairway	20% Chrysotile	250 SF
34	2' x 2' Ceiling Tile (Pins Long Gouge)	Gray/White	2	W Bathroom	<1% Chrysotile	750 SF
45	Linoleum Flooring	Yellow	2	SE Room	20% Chrysotile	250 SF
50	Sink Undercoat	Black	1	NE Med Room	2% Chrysotile	2 EA
64	9" x 9" Floor Tile	Beige	1	Kitchen S Room	2% Chrysotile	250 SF
66	Sink Undercoat	Black	1	Kitchen	2% Chrysotile	(See 50)
71	12" x 12" Floor Tile	Beige	1	Connector E Room	2% Chrysotile	340 SF
84	Roof Paper-Mid Layer	Black	Roof	Gym Roof	25% Chrysotile	3,750 SF

Sample #	Material Substance	Color	Floor	Location	Asbestos Content	Est. Quantity
89	Vent Caulk	Black	Roof	Gym Roof	3% Chrysotile	100 LF
98 A	Boiler Insulation	White	Basement	Boiler Room	20% Amosite 2% Chrysotile	210 SF
98 B	Boiler Insulation	White	Basement	Boiler Room	10% Amosite 10% Chrysotile	(See 98A)
98 C	Boiler Insulation	White	Basement	Boiler Room	2% Amosite 20% Chrysotile	(See 98A)
104	Overhang Concrete Board	Gray	Exterior	S Addition	20% Chrysotile	290 SF
107	Expansion Joint Compound	Gray/Tan	Exterior	Building 1 N Side Above Window	2% Chrysotile	510 LF

Nine samples were identified by the laboratory with a concentration <1% asbestos when analyzed via point count analysis. Therefore, these materials are not regulated by the EPA. Iowa OSHA would consider disturbance of these nine materials as unclassified asbestos work. The materials are identified in the Asbestos Containing Materials Inspection Report in Appendix 2.

NOTE: IT IS UNDERSTOOD THAT THE QUANTITIES OF ACMS DOCUMENTED WITHIN THIS PROJECT MANUAL ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES SHALL BE VERIFIED BY CONTRACTOR PRIOR TO SUBMISSION OF BID.

HAZARDOUS BUILDING MATERIALS AND EQUIPMENT LIST

Product Name/Description	Quantity	Comments
Appliances	6	Washer, dryers, water heaters, dehumidifier
Batteries	13	
Biohazard	2	Containers of used urine sample cups
CFC Units	35	Air conditioners, refrigeration units, ice makers
CRT Monitors	21	Computer monitors & televisions
Emergency Lights	17	
Elevator	1	Hydraulic operated
Exit Signs	45	
Fire Extinguishers	45	Included kitchen fire suppression system
Lamp, Ballasts	358	
Lamp, Fluorescent	1,171	
Lamp, HID	24	
Mercury Devices/Suspect Devices	41	Thermostats & controls
Microwaves	5	
PCB Devices/Suspect Devices	1	Exterior transformer
Radioactive Devices; Smoke Detectors	65	
Radioactive Devices; X-Ray	1	
Vessels larger than 100 Gallons	4	Boilers, pressure tanks and 500-gallon diesel AST

NOTE:

IT IS UNDERSTOOD THAT THE QUANTITIES OF HAZARDOUS BUILDING MATERIALS AND EQUIPMENT DOCUMENTED WITHIN THIS PROJECT MANUAL ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES SHALL BE VERIFIED BY CONTRACTOR PRIOR TO SUBMISSION OF BID.

Bidder Name

CONTRACTING FORMS AND SUPPLEMENTS
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

THIS CONTRACT, made and entered into at _____ this _____ day of _____, by and between Woodbury County (COUNTY), and _____, hereinafter called the "Contractor".

WITNESSETH:

The Contractor hereby agrees to complete the work comprising of demolition as specified in the contract documents, which are officially on file with the Woodbury County Building Services Office located at 401 8th Street, Sioux City, Iowa 51101. This contract includes all such contract documents. The Contractor further agrees to complete the work in strict accordance with said contract documents, and to guarantee the work as required by law, for the time required in said contract documents, after its acceptance by COUNTY.

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment: Bid Items and Quantities which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvements:

PROJECT DESCRIPTION: The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

The Contractor agrees to perform said work for and in consideration of COUNTY'S payment of the bid amount of _____ dollars (\$ _____).

Work on the improvement shall commence upon approval of the contract by COUNTY, and as stated in the Notice to Proceed. The contractor shall complete the project by November 4, 2022.

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

COUNTY

CONTRACTOR:

By _____
Keith Radig, Woodbury County Board
of Supervisors, Chairman

(Seal)
ATTEST:

By _____
Contractor's Contact Name
Contractor's Title

Patrick Gill, Woodbury County Auditor

Street Address

City, State, Zip Code

Telephone

NOTICE TO PROCEED

Jurisdiction: Woodbury County, Iowa

Contractor:

Effective Date of
Contract:

Engineer:

Project: Prairie Hills Center Demolition

TO CONTRACTOR:

Jurisdiction hereby notifies Contractor that the Contract Times under the above Contract will commence to run on _____, 20_____.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Contract, the number of calendar days to achieve Substantial Completion and readiness for final payment is 90.

Before starting any work at the Site, Contractor must comply with the following:

[Note any access limitations, security procedures, or other restrictions]

Jurisdiction: Woodbury County, Iowa

Authorized Signature

By: Keith Radig

Title: Woodbury County Board of Supervisors, Chairman

Date Issued:

Copy: Woodbury County Building Services Office

**BOND FORMS FOR
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGENT BLUFF, IA 51054**

KNOW ALL BY THESE PRESENTS:

That we, _____ as Principal, and _____, as Surety, are held and firmly bound unto Woodbury County, Iowa, as Obligee (hereinafter referred to as the "Jurisdiction"), in the penal sum of _____ dollars (\$ _____), or _____ % of the amount bid in lawful money of the United States, for which payment said Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

The condition of the above obligation is such that whereas the Principal has submitted to the Jurisdiction a certain proposal, in a separate envelope, and hereby made a part hereof, to enter into a contract in writing, for the following described improvements;

The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

The Surety hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Jurisdiction may accept such bid or execute such Contract; and said Surety does hereby waive notice of any such extension.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Woodbury County, State of Iowa. If legal action is required by the Jurisdiction against the Surety or Principal to enforce the provisions of the bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Surety or Principal agrees to pay the Jurisdiction all damages, costs, and attorney fees incurred by enforcing any of the provisions of this Bond. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers and remedies given to the Jurisdiction,

by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against Principal or whether Principal is joined in any such action or actions or not.

NOW, THEREFORE, if said proposal by the Principal be accepted, and the Principal shall enter into a contract with the Jurisdiction in accordance with the terms of such proposal, including the provision of insurance and of a bond as may be specified in the contract documents, with good and sufficient surety for the faithful performance of such contract, for the prompt payment of labor and material furnished in the prosecution thereof, and for the maintenance of said improvements as may be required therein, then this obligation shall become null and void; otherwise, the Principal shall pay to the Jurisdiction the full amount of the bid bond, together with court costs, attorney's fees, and any other expense of recovery.

**PERFORMANCE, PAYMENT, AND MAINTENANCE BOND FOR
PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGENT BLUFF, IA 51054**

KNOW ALL BY THESE PRESENTS:

That we, _____, as Principal (hereinafter the "Contractor" or "Principal"), and _____, as Surety, are held and firmly bound unto Woodbury County, Iowa, as Obligee (hereinafter referred to as the "Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of _____

dollars (\$_____), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction bearing date the _____ day of _____, 20____ (hereinafter the "Contract"), wherein said Contractor undertakes and agrees to construct the following described improvements:

The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

The Contractor agrees to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this Bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
 - a. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of two year(s) from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
 - b. To keep all work in continuous good repair; and
 - c. To pay the Jurisdiction's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.
4. **GENERAL:** Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
 - a. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - b. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this Bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this Bond shall then be released as to such excess increase; and
 - c. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

- d. That no provision of this Bond or of any other contract shall be valid that limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- e. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this Bond shall not exceed 125% of the penal sum of this Bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be Woodbury County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this _____ day of _____, 20_____.

Surety Countersigned By:

PRINCIPAL:

Signature of Agent

Contractor

By: _____
Signature

Printed Name of Agent

Title

Company Name

SURETY:

Company Address

Surety Company

City, State, Zip Code

By: _____
Signature Attorney-in-Fact Officer

Company Telephone Number

Printed Name of Attorney-in-Fact Officer

Company Name

FORM APPROVED BY:

Company Address

City, State, Zip Code

Attorney for Jurisdiction

Company Telephone Number

NOTE:

1. All signatures on this Bond must be original signatures in ink; copies, facsimile, or electronic signatures will not be accepted.
2. This Bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this Bond must be valid on its face and sealed with the Surety's raised, embossing seal.

The name and signature of the Surety's Attorney-in-Fact/Officer entered on this Bond must be exactly as listed on the Certificate or Power of Attorney accompanying this Bond.

SECTION 00 73 19
HEALTH AND SAFETY REQUIREMENTS

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
1. Health and Safety requirements.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 DESCRIPTION

- A. Contractor is responsible for implementation and enforcement of safe work practices including, but not limited to, personnel exposure to refuse, hazardous materials; use of trenching, sheeting, and shoring; scaffolding; materials handling; operation of equipment; and safety of public during progress of work.

1.04 QUALITY ASSURANCE

- A. Regulatory Requirements:
1. Contractor shall plan for and ensure personnel comply with basic provisions of OSHA Safety and Health Standards (29 CFR 1910), and General Construction Standards (29 CFR 1926) as appropriate.
 2. Comply with applicable laws and regulations of any public body having jurisdiction for safety of persons or property.

1.05 OPERATIONS AND EQUIPMENT SAFETY

- A. Contractor is responsible for initiating, maintaining, and supervising safety precautions and programs in connection with work. Contractor shall take necessary precautions for safety of employees on Project site and other persons and organizations who may be affected by Project.
- B. Contractor's duties and responsibilities for safety in connection with work shall continue until such time as work is complete as applicable under the Contract.

1.06 HEALTH AND SAFETY

- A. Contractor is responsible for implementation and enforcement of health and safety requirements, as well as compliance with all applicable state and federal laws, and will take necessary precautions and provide protection for following.
1. Personnel working on or visiting Project site, irrespective of employer.
 2. Work and materials or equipment to be incorporated in work area on- or off-site.
 3. Other property at or adjacent to Project site.
 4. Public exposed to job related operations or potential release of toxic or hazardous materials.
- B. Contractor shall prepare site-specific health and safety plan (HASP) following the

requirements of 29-CFR 1910.120, and 29-CFR 1910.146. Such plan shall include appropriate measures for confined space entry as project conditions warrant. If Contractor does not have capability to prepare HASP, Contractor shall employ consultants with appropriate capabilities. Contractor is solely responsible for adequacy of HASP's preparation, monitoring, management, and enforcement. At minimum, Contractor's HASP shall address following.

1. Site description and history.
2. Project activities, including coordination with other Contractors.
3. Hazard evaluation.
4. On-site safety responsibilities.
5. Work zones.
6. Personnel training.
7. Medical monitoring.
8. Atmospheric monitoring.
9. Personal protection, clothing, and equipment.
10. Decontamination procedures.
11. Emergency procedures.

1.07 CONSULTANT'S RESPONSIBILITIES

- A. When Consultant is required to be present on Project site to perform consulting services, Consultant will comply with Contractor's safety plans, programs, and procedures.
- B. If Consultant determines Contractor's safety plans, programs, and procedures do not provide adequate protection for Consultant, Consultant may direct its employees to leave Project site or implement additional safeguards for Consultant's employees. If taken, these actions will be in furtherance of Consultant's responsibility to its own employees only, and Consultant will not assume responsibility for protection of any other persons affected by work.
- C. If Consultant observes situations which appear to have potential for immediate and serious injury to persons, Consultant may warn persons who appear to be affected by such situations and shall advise Contractor and COUNTY of its actions. Such warnings, if issued, shall be given based on general humanitarian concerns, and Consultant will not, by issuance of any such warning, assume responsibility to issue future warnings or any general responsibility for protection of persons affected by work.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

(Not Used)

END OF SECTION

SECTION 01 00 00
GENERAL REQUIREMENTS

PRAIRIE HILLS COUNTY HOME DEMOLITION
1600 COUNTY HOME ROAD
SERGEANT BLUFF, IA 51054

1. DEFINITION AND INTENT
2. GENERAL PROVISIONS AND COVENANTS
3. WORK REQUIRED
4. SALVAGE OF MATERIALS AND EQUIPMENT
5. PLANS AND SPECIFICATIONS
6. CONSTRUCTION FACILITIES
7. SUBMITTALS
8. STANDARDS AND CODES
9. DEFINITIONS
10. RIGHT-OF-WAYS
11. EMPLOYMENT PRACTICES
12. WORK HOURS
13. DUST ABATEMENT
14. QUANTITIES
15. MAINTENANCE BOND AND WARRANTY PERIODS (if required)
16. MEASUREMENT AND PAYMENT
17. INSURANCE REQUIREMENTS
18. INCIDENTAL CONTRACT ITEMS
19. EXISTING UTILITIES
20. PROJECT SUPERVISION
21. COORDINATION WITH OTHERS
22. CONSTRUCTION LIMITS
23. CONSTRUCTION SCHEDULE
24. DISPOSAL
25. TEMPORARY FENCES
26. RESPONSIBILITY OF CONTRACTOR

1. DEFINITION AND INTENT

- A. The Technical Specifications that apply to the materials and construction practices for this project are defined as follows:
 - 1. Omissions of words or phrases such as “the Contractor shall”, “in accordance with”, “shall be”, “as noted on the Plans”, “according to the Plans”, “a”, “an”, “the” and “all” are unintentional; supply omitted words or phrases by inference.
 - 2. “COUNTY”, and shall mean Woodbury County (COUNTY), or contracting agent.
 - 3. “Person” shall mean any individual, partnership, limited partnership, joint venture, society, association, joint stock company, corporation, limited liability company, estate, receiver, trustee, assignee, or referee, whether appointed by a court or otherwise, and any combination of individuals.
 - 4. “Consultant” shall mean COUNTY or designated agent.
 - 5. The intent of the Technical Specifications is to describe the construction desired, performance requirements, and standards of materials and construction.
 - 6. “Work” shall mean the work to be done and the equipment, supplies, and materials to be furnished under the contract unless some other meaning is indicated by the context.
 - 7. “Or equal” shall follow manufacturers names used to establish standards and, if not stated, is implied.
- B. Consultant: Impact7G, Inc., 8951 Windsor Parkway, Johnston, IA 50131, (515) 473-6256, fax (515) 528-8005.

2. GENERAL PROVISIONS AND COVENANTS

- A. Procedures outlined herein are not intended to fully cover all special construction procedures but are offered as an aid to the Contractor in planning work.
- B. Cooperate with the COUNTY to minimize inconvenience to property owners, other jurisdictions and motorists and to prevent delays in construction and interruption to continuous operation of utility services and site access.
- C. The Contractor is expected to provide adequate personnel and equipment to perform work within specified time of construction.
- D. Install and maintain a six-foot temporary chain-link safety fence around the demolition site and maintain it for the duration of the demolition work and until the site has been backfilled.

3. WORK REQUIRED

- A. Work under this contract includes all materials, equipment, transportation, labor, disposal and associated work for the asbestos abatement project.
- B. This project consists of one contract for all Work described.

4. SALVAGE OF MATERIALS AND EQUIPMENT

- A. The Owner retains first right of refusal for retaining any existing materials removed by the construction.
- B. The Contractor shall carefully remove, in a manner to prevent damage, all materials and equipment specified or indicated as salvage. The Contractor shall protect and store items specified.

- C. Any items damaged in removal, storage, or handling through carelessness or improper procedures shall be replaced by the Contractor in kind with new items.
5. PLANS AND SPECIFICATIONS
- A. Upon request, the Consultant will furnish 5 sets of the Project Manual to the Contractor after award of the contract.
6. CONSTRUCTION FACILITIES
- A. Provide telephone numbers where Contractor's representative can be reached during workdays and on nights and weekends in event of emergency.
 - B. Provide and maintain suitable sanitary facilities for construction personnel for duration of Work; remove upon completion of Work.
 - C. Do not store construction equipment, employee's vehicles, or materials on streets open to traffic. Location for storage of equipment by Contractors is subject to approval of COUNTY.
 - D. The contractor shall provide suitable storage facilities necessary for proper storage of materials and equipment.
 - E. The Contractor will be required to make arrangements for all services required during the construction period and pay for such services at no additional cost to the COUNTY.
7. SUBMITTALS
- A. Provide construction schedule showing dates of starting and completing various portions of Work.
 - B. Include all other submittals:
 - 1. Copy of 10-day notification
 - 2. Waste Manifests (no later than one (1) week after completion date)
 - 3. Certificate of Insurance
 - 4. Payment and Performance Bond
8. STANDARDS AND CODES
- A. Construct improvements with best present-day construction practices and equipment.
 - B. Conform with and test in accordance with applicable sections of the following standards and codes.
 - 1. Title 29 Code of Federal Regulations Section 1910.1001, General Industry Standard for Asbestos.
 - 2. Title 29 Code of Federal Regulations Section 1926.1101, Construction Industry Standard for Asbestos.
 - 3. Title 29 Code of Federal Regulations Section 1910.134, General Industry Standard for Respiratory Protection.
 - 4. Title 29 Code of Federal Regulations Section 1910.2, Access to Employee Exposure and Medical Records.
 - 5. Title 29 Code of Federal Regulations Section 1910.1200, Hazard Communication Rule.

6. Title 40 Code of Federal Regulations Part 61 Subpart A and Subpart M (revised Subpart B), National Emissions Standard for Hazardous Air Pollutants.
 7. Iowa Administrative Code Section 875 Chapter 155, Asbestos Removal & Encapsulation.
 8. Title 49 Code of Federal Regulations Part 171 - 180, Department of Transportation, Transportation of Hazardous Waste.
- C. The following standards, regulations, codes and other applicable documents are additional requirements of asbestos abatement projects.
1. E.P.A. Guidance Document: Asbestos Waste Management Guidance (Blue Book).
- D. The most recent edition of any relevant regulation, standard, document or code shall be in effect. Where conflict among the requirements or with these Specifications exists, the most stringent requirements shall be utilized.
9. DEFINITIONS

ABATEMENT: Procedures to control fiber release from asbestos containing materials. Includes removal, encapsulation, enclosure, and repair.

ACBM: Asbestos Containing Building Material.

ACM: Asbestos Containing Material

ACCREDITED: Refers to a person or laboratory means that such person or laboratory is accredited in accordance with section 206 of Title II of the Toxic Substance Control Act.

ADDENDA: are written or graphic instruments issued by the COUNTY prior to the execution of the Contract which modify or interpret the Bidding Documents by addition, deletions, clarifications or corrections.

ACGIH: American Conference of Governmental Industrial Hygienists, 6500 Glenway Avenue, Building D-5, Cincinnati, OH 45211.

AGGRESSIVE METHOD: Removal or disturbance of building material by sanding, abrading, grinding, or other method that breaks, crumbles, or disintegrates intact ACM.

AHERA: Asbestos Hazard Emergency Response Act.

AIHA: American Industrial Hygiene Association, 475 Wolf Ledges Parkway, Akron, OH 44311.

AIR LOCK: A system for permitting passage with minimal air movement between a contaminated and an uncontaminated area.

ALTERNATE BID: (or alternate) is an amount stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the alternate bid.

AMENDED WATER: Water to which a surfactant has been added.

ANSI: American National Standards Institute, 1430 Broadway, New York, NY 10018.

ASBESTOS CONTAINING WASTE MATERIAL: Asbestos containing material or

asbestos contaminated objects requiring disposal.

ASTM: American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19103.

AUTHORIZED VISITOR: The COUNTY (and any designated representatives) and any representatives of a regulatory or other agency having jurisdiction over the project.

BASE BID: is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the base bid.

BID: is a complete and properly signed proposal to do the Work or designated portion thereof for the sums stipulated therein, submitted in accordance with the Bidding Documents.

BIDDER: A person or entity who submits a bid.

BIDDING DOCUMENTS: Include the Instructions to Bidders, the bid form, other sample bidding and contract forms, and the proposed Contract Documents including Addenda issued prior to receipt of bids.

BRAND METHOD: A differential pressure containment system that does not infringe on the patent rights of GPAC, Inc's Reduced Pressurization and Filtration System.

BUILDING OWNER: COUNTY, or an authorized representative

CEILING CONCENTRATION: The concentration of an airborne substance that shall not be exceeded.

CLASS I ASBESTOS WORK: Activities involving the removal of TSI and Surfacing ACM and PACM.

CLASS II ASBESTOS WORK: Activities involving the removal of ACM which is not TSI or surfacing material. This includes, but is not limited to, the removal of asbestos containing wallboard, floor tile and sheeting, roofing and siding shingles, and construction mastics.

CLASS III ASBESTOS WORK: Repair and maintenance operations, where ACM, including TSI and surfacing material is likely to be disturbed.

CLASS IV ASBESTOS WORK: Maintenance and custodial activities during which employees contact ACM and PACM, and activities to clean up waste and debris containing ACM and PACM.

CLEAN ROOM: An uncontaminated area which is a part of the worker decontamination containment system with provisions for storage of workers' street clothes and clean protective equipment.

COMPETENT PERSON: One who is capable of identifying existing asbestos hazards in the workplace and selecting the appropriate control strategy for asbestos exposure, who has the authority to take prompt corrective measures to eliminate them. In addition, for Class I and Class II work who is specially trained in a training course which meet the criteria of EPA's Model Accreditation Plan for project designer or supervisor, or its

equivalent and, for Class III and Class IV work, who is trained in an Operations & Maintenance (O&M) course developed by EPA.

CONSULTANT: Impact7G, Inc., 8951 Windsor Parkway, Johnston, Iowa 50131.

CONTRACTOR: The individual and/or business with the COUNTY arranges to perform the asbestos abatement and demolition.

CURTAINED DOORWAY: A device to allow passage from one room to another while permitting minimal air movement between the rooms, by placing two overlapping sheets of plastic in doorway with both secured at top and opposite vertical edges. This doorway is to be used only by GPAC, Inc. approved licensees.

DECONTAMINATION CONTAINMENT SYSTEM: A series of connected rooms separated from the Work area and from each other by airlocks, for the decontamination of workers and equipment.

DEMOLITION: The wrecking or taking out of any building component, system, finish or assembly of a facility together with any related handling operations.

DISTURBANCE: Contact which releases fibers from ACM or PACM or debris containing ACM or PACM. This term includes activities that disrupt the matrix of ACM or PACM, render ACM or PACM friable, or generate visible debris. Disturbance includes cutting away small amounts of ACM or PACM, no greater than the amount which can be contained in one standard sized glove bag or waste bag in order to access a building component. In no event shall the amount of ACM or PACM so disturbed exceed that which can be contained on one glove bag or waste bag which shall not exceed 60 inches in length and width.

ENCAPSULANT: A material that surrounds or embeds asbestos fibers in an adhesive matrix, to prevent release of fibers.

BRIDGING ENCAPSULANT: an encapsulant that forms a discrete layer on the surface of an in situ asbestos matrix.

PENETRATING ENCAPSULANT: an encapsulant that is absorbed by the in situ asbestos matrix without leaving a discrete surface layer.

ENCLOSURE: An airtight, impermeable barrier made of enclosure material to control release of asbestos fibers from contaminated building surfaces.

ENCLOSURE MATERIAL: Polyethylene sheeting or spray applied water-based strippable coating.

EQUIPMENT ROOM: A contaminated area which is part of the worker decontamination containment system with provisions for storage of contaminated clothing and equipment.

EPA: U.S. Environmental Protection Agency, 401 M Street S.W., Washington, D.C. 20460.

FRIABLE ASBESTOS: Asbestos containing material which can be crumbled to dust (when dry) under hand pressure.

HVAC: Heating, ventilation and air conditioning system.

HEPA FILTER: A High Efficiency Particulate Air filter capable of removing particles .3 microns in diameter with 99.97% efficiency.

HEPA VACUUM: A vacuum system equipped with HEPA filtration.

HOMOGENEOUS AREA: An area of surfacing material, thermal system insulation material, or miscellaneous material that is uniform in color and texture.

LEAD-BASED PAINT: Any paint or surface coating that contains lead equal to or exceeding one milligram per square centimeter (1.0 mg/cm²) or 0.5% by weight.

NEGATIVE EXPOSURE ASSESSMENT: A demonstration by the employer, that the employee exposure during an operation is expected to be consistently below the PEL's.

NESHAP: The National Emission Standards for Hazardous Air Pollutants (40 CFR Part 61).

NIOSH: The National Institute for Occupational Safety and Health, CDC-NIOSH, Building J. N.E. Room 3007, Atlanta, GA 30033.

NIST: National Institute of Standards and Technology.

NPE: Negative Pressure Enclosure

OSHA: The Occupational Safety and Health Administration, 200 Constitution Avenue, Washington, D.C. 20210.

OWNER'S REPRESENTATIVE: Impact7G, Inc., 8951 Windsor Parkway, Johnston, IA 50131.

PACM: Presumed asbestos containing material.

PAT PROGRAM: Proficiency Analytical Testing Program.

PEL: Permissible Exposure Limit, for asbestos currently 0.1 f/cc for an 8-hour TWA.

PROTECTION FACTOR: The ratio of the ambient concentration of an airborne substance to the concentration of the substance inside the respirator at the breathing zone of the wearer. The protection factor is a measure of the degree of protection provided by a respirator to the wearer.

REMOVAL: The stripping of any asbestos containing material from surfaces or components of a facility.

REPAIR: Overhauling, rebuilding, reconstructing, or reconditioning of structures or substrates, including encapsulation or other repair of ACM or PACM attached to structures or substrates.

SHOWER ROOM: A room between the clean room and the equipment room in the worker decontamination containment with hot and cold or warm running water controllable at the top and suitably arranged for complete showering during decontamination.

STAGING AREA: Either the holding area or some area near the waste transfer airlock where containerized asbestos waste has been placed prior to removal from the Work area.

STRIP: To take off friable asbestos materials from any part of the facility.

SURFACTANT: A chemical wetting agent added to water to improve penetration.

TEM: Transmission electron microscope.

TIME WEIGHTED AVERAGE (TWA): The average concentration of a contaminant in air during a specific time period.

TSI: Thermal System Insulation.

UNIT PRICE: is an amount stated in the Bid as a price per unit of measurement for materials or services as described in the Bidding Documents or in the proposed Contract Documents.

VISIBLE EMISSIONS: Any emissions containing particulate asbestos material that are visually detectable without the aid of instruments. This does not include condensed, uncombined water vapor.

WASTE GENERATOR: The individual and/or business who performs the asbestos abatement.

WASTE TRANSFER AIRLOCK: A decontamination system utilized for transferring containerized waste from inside to outside of the Work area.

WET CLEANING: The process of eliminating asbestos contamination from building surfaces and objects by using cloth, mops, or other cleaning utensils which have been dampened with water and afterwards thoroughly decontaminated or disposed of as asbestos contaminated waste.

WORK AREA: Designated rooms, spaces, or areas of project in which asbestos abatement actions are to be undertaken or which may become contaminated as a result of such abatement actions. A contained Work area is a Work area which has been sealed, plasticized, and equipped with a decontamination containment system. A non-contained Work area is an isolated or controlled-access Work area which has not been plasticized nor equipped with a decontamination containment system.

10. RIGHT-OF-WAYS

- A. None of the Work on this project will be within County Right-of-Way or Easements, though the work will be completed on County-owned property.

11. EMPLOYMENT PRACTICES

- A. Neither the Contractor nor the Contractor's Subcontractors shall employ any person whose physical or mental condition is such that this employment will endanger the health and safety of anyone employed on the Project.
- B. The Contractor shall not commit any of the following employment practices and agrees to include the following clauses in any Subcontracts:
 - 1. To discharge from employment or refuse to hire any individual because of sex, race, color, religion, national origin, sexual orientation, marital status, age, or

disability unless such disability is related to job performance of such person or employee.

2. To discriminate against any individual in terms, conditions, or privileges or employment because of sex, race, color, creed, religion, national origin, sexual orientation, gender identify, age, or disability unless such disability is related to job performance of such person or employee.

12. WORK HOURS

- A. There are no limits to the Contractor's Work hours.

13. DUST ABATEMENT

- A. The Contractor shall make all reasonable efforts to control dust and assure dust does not become a problem. Anytime ACM debris is disturbed, Contractor is required, at a minimum, to mist the area to minimize airborne fibers and ensure no visible emissions. The Consultant reserves the right to stop Contractor's operations whenever dust becomes a problem on the project and direct the Contractor to submit a revised operations plan to solve the dust problem.

14. QUANTITIES

- A. The Contractor is to realize some of the quantities on this Project are best estimates and may vary from actual conditions at time of construction of the Project. Quantities must be regarded as approximate only, and are given as a guide to the Bidder and for comparison of Bids. The COUNTY reserves the right to increase or decrease these quantities as designated in the Contract, and the Contractor will be paid for only as much Work as the Contractor is required to do by the COUNTY at the unit prices stated in the Proposal.

15. MAINTENANCE BOND AND WARRANTY PERIODS (IF REQUIRED)

- A. The requirements of the Payment, Performance and Maintenance Bond warranty period are modified as follows:
 1. To remedy any and all defects that may develop in or result from Work to be performed under the Contract within two years from the date of acceptance of the Work under the Contract, by reason of defects in workmanship or materials used in construction of said work.

16. MEASUREMENT AND PAYMENT

- A. Contract unit or lump sum prices are full compensation for furnishing all materials, equipment, tools, transportation, and labor necessary to construct and complete each item of Work as specified. No separate payment will be made for Work included in this project except as set forth in the bid item reference notes. Refer to the C sheets for bid items reference notes. All other items of Work are incidental to construction. All additional Work must be in writing as a detailed change order signed by the COUNTY.

17. INSURANCE REQUIREMENTS

- A. The Contractor shall purchase and maintain insurance to protect the Contractor and the Jurisdiction against all hazards herein enumerated throughout the duration of the contract. Said insurance shall be provided by an insurance company or companies, "admitted" or "non-admitted" to do business in the State of Iowa, having an A.M. Best rating of no less than "B+."

- B. Except for workers compensation insurance, the Contractor shall purchase and maintain such insurance as will protect the Contractor and the Jurisdiction as set forth below, which may arise out of or result from the Contractor's operations under the contract, whether such operations be by the Contractor, its subcontractors or consultants, suppliers, third parties, or the agents, officers, or employees of any of them. In addition, the Contractor shall purchase and maintain workers compensation insurance to cover its employees.

The limits shall be not less than the following amounts or greater where required by Laws and Regulations:

Commercial General Liability	
General Aggregate Limit	\$500,000
Products – Completed Aggregate	\$500,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Workers Compensation	
Bodily Injury by Accident	\$1,000,000 (each accident)
Bodily Injury by Disease	\$1,000,000 (each accident)
Bodily Injury by Disease	\$1,000,000 (policy limit)
Automobile Liability	
Bodily Injury	\$300,000 (each person)
Bodily Injury	\$300,000 (each accident)
Property Damage	\$300,000 (each accident)
Excess or Umbrella Liability	
Each Occurrence	\$2,000,000
Aggregate	\$2,000,000

18. INCIDENTAL CONTRACT ITEMS

- A. The following list includes, but is not limited to, major items that are incidental to the project and will not be paid for as separate bid items. Other items may be designated as incidental under certain bid items.
- Capping any utilities
 - Connections to existing storm sewer structures and pipes unless specified for separate payment
 - Construction and removal of temporary access roads
 - Construction fencing
 - Construction staging & phasing
 - Coordination and cooperation with affected property owners
 - Coordination and cooperation with the COUNTY
 - Coordination and cooperation with other Contractors
 - Coordination and cooperation with other projects in the area
 - Coordination and cooperation with utility companies
 - Dewatering and handling storm water flow during construction
 - Dust control measures
 - Excavation, verification and protection of existing utilities
 - Field and wood fence removal

- Maintenance and watering for seeding and sodding
- Maintenance of erosion control measures
- Monitoring weather conditions
- Protection of existing hydrant(s) and valve(s)
- Protection of existing trees and plantings not shown as removals
- Protection of existing utilities and light poles
- Protection of historical and existing building elements to be left in place or removed under a separate contract.
- Removing and reinstalling existing signs
- Removal means and methods of hazardous materials (including slow unmanned elevator operations)
- Reseeding
- Site cleanup/restoration
- Temporary safety closures
- Temporary street closure

19. EXISTING UTILITIES

- A. Any location of utility lines, mains, cables and appurtenances shown on plans are from information provided by utility companies and the COUNTY.
- B. Prior to construction, contact all utility companies and have all utility lines and services located. The Contractor is responsible for exposing utilities in order to confirm their locations ahead of the Work.
- C. Contractor is solely responsible for damage to utilities or private or public property due to utility disruption.
- D. The Contractor shall notify utility company immediately if utility infrastructure is damaged during construction.
- E. Contractor will contact and work with utility companies to relocate utility infrastructure in direct conflict with line and grade of the work during construction. Support and protect all utilities that are not moved.
- F. Utility services are not generally shown on plans; protect and maintain services during construction. Notify COUNTY and Consultant 48 hours prior to any planned utility service interruptions.
- G. COUNTY must be notified 48-hours prior to any disruption of electrical utilities.
- H. If utility Work does occur during the construction period, Work schedules from the contractor and from the utility companies will be submitted to the Consultant for coordination to obtain mutual acceptable schedules, if possible.
- I. No claims for additional compensation or time extension will be allowed to the Contractor for interference or delay caused by utility companies.
- J. Actual locations of capped/stopped utilities must be surveyed and documented on Record Drawings/As-Builts.

20. PROJECT SUPERVISION

- A. The Contractor shall be represented in person at the construction site at all times that construction operations are proceeding by a qualified superintendent or other designated, qualified representative capable of providing adequate supervision. The

superintendent or representative must be duly authorized to receive and execute instructions, notices and written orders from the COUNTY.

- B. Issues that arise during construction relating to traffic control and construction staging, etc. are the responsibility of the Contractor.
- C. Bi-weekly progress meetings, if specified at the preconstruction meeting, with the Contractor and Consultant will be held at the project site to review the updated project schedule and progress, coordinate activities, resolve conflicts and coordinate the construction Work. The day and time for this meeting will be set at the preconstruction meeting.

21. COORDINATION WITH OTHERS

- A. Cooperate and coordinate construction with Construction Manager, Consultant, utility companies, affected property Jurisdictions and other contractors working in vicinity of this project.
- B. It is the Contractor's responsibility to schedule and coordinate Work to minimize construction delays and conflicts.
- C. Coordinate with property owners prior to beginning Work that will affect their parcel.

22. CONSTRUCTION LIMITS

- A. Confine the construction operations within the construction limits shown on the plans.
- B. Do not store equipment, vehicles or materials within the right-of-way of any streets open to traffic or on temporary access roads at any time.
- C. Areas disturbed outside of construction limits shall be restored at the contractor's expense to the satisfaction of the COUNTY. Contractor shall protect trees, fences, and landscaping within the construction limits not marked as remove.
- D. Contractor shall park all vehicle, trailers and storage containers in designated areas only during the project.

23. CONSTRUCTION SCHEDULE

- A. The Contractor will prepare and submit to the Consultant for approval a project schedule that will assure the completion of the project within the time specified.
- B. Adequate equipment and forces shall be made available by the Contractor to start Work immediately upon receipt of the Notice to Proceed
- C. Submit construction schedule at the preconstruction meeting and periodically update it as requested by the Consultant.
- D. The Contractor shall be required to meet the final completion date as specified in the written Notice to Proceed.
- E. Notify the COUNTY and property owners at least 48 hours prior to any street closures.
 - 1. Notify all property owners, residential and business, affected by the street closures by written notice placed on the front door. Include the following items in the notice:
 - a. The street name, location and proposed date of street closure
 - b. The estimated schedule for completion of Work
 - c. The estimated date for reopening of the street

- d. Procedure for garbage collection, recycling and postal service

24. DISPOSAL

- A. Dispose of materials in accordance with applicable laws and ordinances.
 - 1. Burning of brush and other debris is permitted on-site but must comply with local codes and fire preventions.
 - 2. Dispose of broken concrete, asphalt, granular material, rubble, excess or unsuitable excavated material. Contractor is responsible for selecting disposal site.
 - 3. Cooperate with all applicable county, state and federal agencies concerning disposal of materials.
 - 4. The COUNTY has the first right to any excess materials from construction.

25. TEMPORARY FENCES

- A. Contractor to provide temporary fences and barriers as required by OSHA.

26. RESPONSIBILITY OF CONTRACTOR

- A. Supervision of the Work.
- B. Protection of all property from injury or loss resulting from construction operations.
- C. Replace or repair objects sustaining any such damage, injury or loss to satisfaction of COUNTY or Consultant.
- D. Cooperate with COUNTY, Consultant, and representatives of utilities in locating underground utility lines and structures. Incorrect, inaccurate or inadequate information concerning location of utilities or structures shall not relieve the Contractor of responsibility for damage thereto caused by construction operations. Contractor shall field verify all utility locations.
- E. Keep cleanup current with construction operations.
- F. Comply with all federal, State of Iowa, and the Woodbury County, Iowa laws and ordinances.

END OF SECTION

SECTION 01 10 00

SUMMARY

PART 1 GENERAL

1.01 PROJECT DESCRIPTION

- A. Project: Prairie Hills County Home Demolition
1600 County Home Road
Sergeant Bluff, IA 51054
- B. COUNTY: Woodbury County
Address: 401 8th Street
Contact: Kenny Schmitz
Phone: 712-279-6539
Email: kschmitz@woodburycountyiowa.gov
- Consultant: Impact7G, Inc.
Contact: Jon Reis
Address: 8951 Windsor Parkway, Johnston, IA 50131
Phone: 515-473-6256
Email: jreis@impact7g.com
- C. The Work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

1.02 CONTRACTS

- A. Perform Work under a lump sum cost contract with the COUNTY. Contractor may subcontract a portion or portions of Work as provided in these specifications to fulfill the terms of the Contract. Under no circumstances does the subcontracted Work relieve the Contractor from fulfilling the terms of the Contract.

1.03 COMMENCEMENT OF THE WORK

- A. The Contractor shall not commence Work nor allow Subcontractors or Sub-subcontractors to commence Work until:
1. The Agreement has been fully executed.

2. The COUNTY has approved the Contractor's Performance and Maintenance and Payment Bonds, if required.
3. The COUNTY has approved evidence of the Contractor's Liability Insurance and other insurance required to be purchased by the Contractor. A complete description of the policy is required in addition to the COUNTY being listed as an additional insured. COUNTY'S Hold Harmless Agreement must be executed prior to contract execution.
4. The COUNTY has issued a Notice to Proceed.
5. The COUNTY has the right to postpone demolition or delay the construction schedule as it relates to the demolition.

1.04 COMPLETION TIME

- A. Work under the proposed Contract Documents shall commence immediately after receipt of the Notice to Proceed and shall be completed and ready for use or operation, subject to any extension of time which may be granted by the COUNTY, as defined in the Contract as completed by November 4, 2022 (105 days after notice to proceed).

1.05 OWNER OCCUPANCY

- A. The COUNTY shall have the right to take possession of and use any completed or partially completed portions of the building upon completion of air testing.

1.06 CONTRACTOR USE OF SITE AND PREMISES

- A. General: Contractor shall have full use of premises for construction operations, including use of Project site, during construction period. Contractor's use of premises is limited only by COUNTY'S right to perform Work or to retain other contractors on portions of Project.
- B. Use of Site: Limit use of premises to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 1. Limits: Confine constructions operations to within parcel as detailed on plans.
 2. Driveways and Entrances: Keep driveways, access easements, and entrances serving premises clear and available at all times. Do not use these areas for parking or storage of materials.

1.07 WORKING HOURS

- A. The Contractor's hours of operations are as indicated in the Special Provisions.
- B. The Contractor is responsible for all additional expenses due to additional Work hours outside of standard Work hours. This includes, but is not limited to: COUNTY'S Consultant, Testing Laboratory personnel, etc. Such additional charges shall be a subsidiary obligation of Contractor and no extra payment shall be made by COUNTY on account of such overtime Work.
- C. Contractor shall secure the site when not working or working after standard working hours.

1.08 WORK RESTRICTIONS

- A. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by adjacent owners, tenants, or others unless permitted under the following conditions and

then only after arranging to provide temporary utility services according to requirements indicated.

1. Notify COUNTY not less than 48-hours in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without COUNTY'S written permission.

B. Haul Routes:

1. Notify COUNTY of all haul routes to disposal sites.
2. In accordance with Section 02 81 00 – Transportation and Disposal of Hazardous Materials.

1.09 WORK SEQUENCE

- A. Coordinate construction schedule and operations with COUNTY.

1.10 PERMITS, FEES AND NOTICES

- A. The Contractor shall secure and pay for all permits and governmental fees, licenses and inspections for the proper execution and completion of the Work which are customarily secured after execution of the Contract and which were legally required at the time bids were received.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

(Not Used)

END OF SECTION

SECTION 01 30 00
ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
 - 1. Materials Survey.
 - 2. Meetings.
 - 3. Submittals.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

3.01 MATERIALS SURVEY

- A. Project is based on known items and quantities as of the time and date of this project manual. The Contractor is to verify all quantities identified within the Project Manual. Costs for additional survey services shall be the responsibility of the Contractor.

3.02 PRECONSTRUCTION MEETING

- A. Consultant will schedule a meeting after Notice of Award.
- B. Attendance Required:
 - 1. COUNTY.
 - 2. Consultant.
 - 3. Contractor.
 - 4. Contractor's Superintendent.
 - 5. Major Subcontractors.
- C. Agenda:
 - 1. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
 - 2. Designation of personnel representing the parties in Contract and the Consultant.
 - 3. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
 - 4. Use of premises by COUNTY and Contractor.

5. COUNTY'S requirements.
 6. Facilities and controls provided by COUNTY.
 7. Temporary utilities provided by COUNTY/Contractor.
 8. Security and housekeeping procedures.
 9. Scheduling.
 10. Procedures for maintaining record documents.
- D. Consultant shall record minutes and distribute copies within seven days after meeting to participants, with copies to COUNTY, participants, and those affected by decisions made.

3.03 PROGRESS MEETINGS

- A. Contractor to schedule and administer meetings throughout progress of the Work on a bi-weekly interval.
- B. Contractor to make arrangements for meetings, prepare agenda with copies for participants, preside at meetings, record minutes, and distribute copies within seven days to Consultant, COUNTY, participants, and those affected by decisions made.
- C. Attendance Required: Job superintendent, major Subcontractors and suppliers, COUNTY, Consultant, as appropriate to agenda topics for each meeting.
- D. Agenda:
 1. Review minutes of previous meetings.
 2. Address public concerns and complaints.
 3. Review of Work progress.
 4. Field observations, problems, and decisions.
 5. Identification of problems which impede planned progress.
 6. Review of submittals schedule and status of submittals.
 7. Maintenance of progress schedule.
 8. Corrective measures to regain projected schedules.
 9. Planned progress during succeeding Work period.
 10. Coordination of projected progress.
 11. Maintenance of quality and Work standards.
 12. Effect of proposed changes on progress schedule and coordination.
 13. Other business relating to Work.
 14. Schedule next meeting.
- E. Contractor shall record minutes and distribute copies within seven days after meeting to participants, with copies to Consultant, COUNTY, participants, and those affected by decisions made.

3.04 SUBMITTALS

- A. Required submittals are specified in individual sections.

3.05 NUMBER OF COPIES OF SUBMITTALS

A. Documents for Review:

1. Submit the number of copies which the Contractor requires, plus three copies which will be retained by the Consultant.

B. Documents for Information: Submit two copies.

3.06 SUBMITTAL PROCEDURES

A. Transmit each submittal with Contractor's standard submittal form, if provided.

B. Schedule submittals to expedite the Project and deliver. Coordinate submission of related items.

3.07 RE-SUBMITTALS

- A. Re-submittals will be handled in the same manner as first submittals. On re-submittals, direct specific attention, in writing on the transmittal letter and on re-submitted shop drawings by use of revision triangles or other similar methods, to revisions other than the corrections requested by the Consultant, on previous submissions. Any such revisions which are not clearly identified shall be made at the risk of the Contractor. Make corrections to any Work done because of this type revision that is not in accordance to the Contract Documents as may be required by the Consultant.

END OF SECTION

SECTION 01 50 00
TEMPORARY FACILITIES AND CONTROLS

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes:

1. Temporary construction facilities for Consultant and Contractor including telephone, water, sanitary, security, temporary fencing, parking and field office.
2. Requirements to minimize pollution of air, water, or land, control of noise, and the disposal of solid waste materials.
 - a. Solid waste disposal.
 - b. Control of chemical waste.
 - c. Control of dust.
 - d. Control of noise.
 - e. Protection of roadways.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 QUALITY ASSURANCE

- A. Items provided under this section shall be listed and labeled by UL or other Nationally Recognized Testing Laboratory (NRTL).
1. Term "NRTL" shall be as defined in OSHA Regulation 1910.7.
 2. Terms "listed" and "labeled" shall be as defined in National Electrical Code, Article 100.
- B. Comply with federal, state, and local codes and regulations, and with utility company requirements.

1.04 SUBMITTALS

- A. Submit in accordance with Section 01 30 00 – Administrative Requirements.

PART 2 PRODUCTS

2.01 TEMPORARY UTILITIES

- A. COUNTY shall provide and pay for all electrical power and lighting required for construction purposes if able to be reconnected at the project site unless otherwise notified by Consultant.

2.02 TEMPORARY TELEPHONE SERVICE

- A. A cellular phone shall be acceptable as temporary phone service. Provide telephone number(s) at which responsible representatives of Contractor can be reached evenings, weekends and holidays.

2.03 TEMPORARY WATER SERVICE

- A. Contractor shall provide and pay for water service and all water used unless otherwise notified by Consultant.

2.04 TEMPORARY SANITARY FACILITIES

- A. Contractor to provide and maintain temporary toilet facilities and enclosures for Contractor's workers, Consultant's personnel, COUNTY'S personnel and testing firm personnel working at project site. Provide at time of project mobilization and maintain until project completion.
- B. Portable toilets with hand sanitizer shall be acceptable. Comply with all applicable codes and regulations. Arrange for regular cleaning and/or replacement of portable toilets.
- C. Maintain daily in clean and sanitary condition.

2.05 TEMPORARY FENCE AND GATES

- A. Provide temporary fencing as required by OSHA or as needed to prevent unauthorized entry to construction areas and to protect existing facilities and adjacent properties from damage from construction operations.
- B. Materials shall be sufficiently durable to be effective for duration of construction period.

2.06 FIELD OFFICES AND BUILDINGS

- A. Contractor is not required to have a temporary field office on-site.

PART 3 EXECUTION

3.01 GENERAL

- A. Employ and utilize environmental protection methods, obtain all necessary permits, and fully observe all local, state, and federal regulations. Contractor shall be responsible for any and all fines imposed by any regulatory agency due to the Contractors activities.

3.02 WATER CONTROL

- A. Conform to the regulations and requirements of legally authorized surface water management agencies.
- B. Protect site from puddling or running water. Provide water barriers as required to protect property from water damage.
- C. Water utilized for asbestos removal must be containerized and properly disposed of at a permitted facility unless field filtered in accordance with local, state and federal regulations.

3.03 SOLID WASTE DISPOSAL

- A. Contractor Generated:
 - 1. Collect solid waste on a daily basis.
 - 2. Dispose of non-hazardous waste generated on-site at an approved facility.
 - 3. Solid waste generated off-site shall not be brought onto or accepted at the site as part of this Contract.

4. Refer to individual specification sections for disposal requirements for other solid waste, debris, and ACM.

3.04 CONTROL OF DUST

- A. The control of dust shall mean that no construction activity shall take place without applying all such reasonable measures as may be required to prevent particulate matter from becoming airborne so that it remains visible beyond the limits of construction.
- B. Utilize methods and practices of construction to eliminate dust in full observance of agency regulations.
- C. The Consultant will determine the effectiveness of the dust control program and may request the Contractor to provide additional measures, at no additional cost to COUNTY.

3.05 PROTECTION OF AIR QUALITY

- A. Minimize air pollution by requiring use of properly operating combustion emission control devices on construction vehicles and equipment and encourage shutdown of motorized equipment not in use.
- B. Burning of brush and other debris is permitted on-site but must comply with local codes and fire preventions.

3.06 CONTROL OF NOISE

- A. There are no existing COUNTY noise ordinances limiting equipment operation between certain hours.
- B. Conduct operations to cause least annoyance to residents in vicinity of Work and comply with applicable local ordinances.
- C. Equip compressors, hoists, and other apparatus with mechanical devices necessary to minimize noise and dust. Equip compressors with silencers on intake lines.
- D. Equip gasoline or oil-operated equipment with silencers or mufflers on intake and exhaust lines.
- E. Route vehicles carrying soil, debris, or other material over such streets as will cause least annoyance to public and do not operate on public streets outside of times specified in General Requirements

3.07 PROTECTION OF ROADWAYS & PARKING AREAS

- A. Contractor is responsible for maintenance and restoration of public roads used for hauling of materials and equipment to and from the site.
- B. Contractor shall clean debris resulting from his operations from the haul roads on a daily basis, or as instructed by the Consultant.
- C. The Contractor shall not utilize local storm sewer inlets to wash and remove debris from the haul roads.
- D. All hauling operations on- and off-site shall be completed in a manner that minimizes deposition of litter and debris on adjacent roadways

3.08 SECURITY

- A. Provide security and facilities to protect Work, existing facilities, and COUNTY'S operations from unauthorized entry, vandalism, or theft.

- B. Coordinate with COUNTY'S security program (if available).

3.09 CLEAN UP

- A. Building:

1. Contractor is to remove any debris generated from the demolition on daily basis and may not stockpile job related materials in common areas of the building during the project.

3.10 REMOVAL OF UTILITIES, FACILITIES, AND CONTROLS

- A. Remove temporary utilities, equipment, facilities and materials prior to Final Application for Payment inspection.
- B. Clean and repair damage caused by installation or use of temporary Work.
- C. Restore new permanent facilities used during construction to specified condition.

3.11 COMPLETION OF WORK

- A. Upon completion of Work, leave area in a clean, natural looking condition.
- B. Remove all signs of temporary construction and activities incidental to construction of required permanent Work

END OF SECTION

SECTION 02 41 00
DEMOLITION

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes:

1. Traffic control measures during activities adjacent to public streets and sidewalks, and during hauling operations.
2. Disconnection, capping, and protection of existing utilities.
3. Permanent fencing on the property.
4. Removal of trees and vegetation.
5. Onsite trucking on the property.
6. Demolition and removal of all remaining building structure, contents, and debris.
7. Demolition and removal of site improvements and debris adjacent or integral to building or structures to be demolished.
8. Restoration of the property.

B. Related Sections:

1. Section 01 50 00 – Temporary Facilities and Controls.
2. Section 02 81 00 – Transportation and Disposal of Hazardous Materials.
3. Section 02 82 00 – Asbestos Remediation.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 SUBMITTALS

- A. Identification of demolition firm and subcontractors, and qualifications to be submitted prior to award.
- B. Demolition Plan to include
1. Summary of safety procedures.
 2. Proposed environmental protection and dust-control measures: Indicate proposed measures for use, proposed locations, and proposed time frame for their operation. Identify options if proposed measures are later determined to be inadequate.
 3. Site Plan showing/describing:
 - a. Location and construction of fences.
 - b. Areas for temporary construction and field offices.
 - c. Areas for temporary and permanent placement of removed materials.
 - d. Extent of demolition.
 - e. Locations of temporary protection and means of egress, including for other

tenants of property affected by building demolition operations.

- C. Copies of permits required for demolition.
- D. Project schedule:
 - 1. Detailed sequence of Work, with starting and ending dates for each activity.
 - 2. Coordination for shutoff, capping, and continuation of utility services.
- E. Disposal locations and haul routes:
 - 1. In accordance with Section 02 81 00 – Transportation and Disposal of Hazardous Materials.
- F. Disposal Records:
 - 1. In accordance with Section 02 81 00 – Transportation and Disposal of Hazardous Materials.
- G. Hazardous Material Disposal, Testing, and Air Monitoring:
 - 1. Maintain records on site for review by governing authorities as required by other sections, authorities, or jurisdictions for demolition activities.
- H. Project Record Documents (Close Out):
 - 1. Survey and record actual locations of capped utilities.
- I. Health and Safety Plan:
 - 1. In accordance with Section 00 73 19 – Health and Safety Requirements.

1.04 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: An experienced firm that has specialized knowledge in demolition and contaminated site Work similar in material and extent to that indicated for this project.
 - 1. As indicated in 00 11 53 – Request for Qualifications.
- B. Regulatory Requirements: Comply with governing OSHA (29 CFR 1926), IDNR and U.S. EPA notification regulations before beginning demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- C. Standards: Comply with ANSI A10.6, and NFPA 241 (51B).
- D. Pre-demolition Conference. Attend conference at project site.
- E. Only the Contractor and its employees are allowed to demolish, dismantle, detach or dispose of any part of the demolition structure or its contents.

1.05 DESCRIPTION OF WORK

- A. Unless directed otherwise in the Contract Documents, the Contractor shall:
 - 1. Disconnect and permanently cap/stop all utility services at right-of-way before demolition.
 - 2. Remove and dispose of one existing underground storage tank (UST). The UST is a fuel oil tank and anticipated to be 1,200 gallons in size. The installation date is unknown.
 - 3. Remove all subsurface construction (ie. foundation footings, basements slabs, and

any tunnels or crawl spaces, etc.).

4. Remove and properly dispose of hazardous and non-hazardous materials that cannot be co-disposed with building demolition materials prior to demolition, including but not limited to: ACM material, universal waste, polychlorinated biphenyl (PCB)-containing equipment and materials, petroleum products, compressed gases, flammable liquids, potentially radioactive materials, and containers with unknown materials.
5. Remove and properly dispose of all structures, contents of structures, trash, and rubbish in accordance with federal, state and local regulations.
6. Backfill all existing tunnels, basements, etc.
7. Complete rough site grading.
8. Perform site clearance.

1.06 PROTECTION OF THE PUBLIC AND PROPERTIES

A. Litter:

1. Remove any demolition debris or mud from any street, alley or right-of-way resulting from the execution of the demolition Work. Any cost incurred by the Owner in cleaning up any litter or mud shall be charged to the Contractor and be deducted from funds due for the Work.
2. Littering of the site shall not be permitted.
3. All waste materials shall be promptly removed from the site.

B. Street Closure:

1. Conduct demolition and debris removal operations to ensure minimum interference with roads, streets, walkways, and other adjacent occupied and used facilities.

C. Protection of the Public:

1. Sidewalks: The Contractor shall be responsible for any damage to public sidewalks and roadways abutting or adjacent to the demolition properties resulting from the execution of the demolition Work. The cost of repair or replacement shall be considered incidental to the Work and the Contractor shall obtain all permits and pay any fees.
2. Pedestrian Access: Place and construct the necessary warning signs, barricades, fencing and temporary pedestrian sidewalks, as directed by the Owner; and to maintain alternate pedestrian access for sidewalks around the demolition site. The cost of these items shall be considered incidental to the Work.
3. Temporary Fence: Erect a temporary chain-link safety fence at a height of a minimum of six feet around the demolition site to prevent access to the public. Such fence shall be consistently restrictive from top to grade, and without horizontal openings wider than two inches. The fence shall be erected before demolition and shall not be removed until the site has been backfilled.
 - a. The temporary fence material and posts shall remain the property of the Contractor.
 - b. Refer to fence requirements in Section 01 50 00 – Temporary Facilities and

Controls.

D. Demolition Hours:

1. Comply with any restrictions to working hours as included in the General Requirements.
2. Comply with all applicable ordinances and restrictions of the Jurisdiction.

E. Noise Pollution:

1. There are no existing COUNTY noise ordinances limiting equipment operation between certain hours.
2. Conduct operations to cause least annoyance to residents in vicinity of Work and comply with applicable local ordinances.
3. Equip compressors, hoists, and other apparatus with mechanical devices necessary to minimize noise and dust. Equip compressors with silencers on intake lines.
4. Equip gasoline or oil-operated equipment with silencers or mufflers on intake and exhaust lines.
5. Route vehicles carrying soil, debris, or other material over such streets as will cause least annoyance to public and do not operate on public streets outside of times specified in General Requirements.

F. Dust Control: Comply with applicable air pollution control requirements of the Jurisdiction. Contractor shall take appropriate actions to minimize atmospheric pollution. To minimize atmospheric pollution, the Owner shall have the authority to require that reasonable precautions be taken to prevent particulate matter from becoming airborne. Such reasonable precautions shall include, but not be limited to:

1. The use of water or chemicals for control of dusts in the demolition of existing buildings or structures, construction operations, the grading of roads, or the clearing of land.
2. Covering, at all times when in motion, open-bodied trucks transporting materials likely to give rise to airborne dusts.

G. Requirements for Reduction of Fire Hazards:

1. Removal of Material: Before demolition of any part of any building, remove all volatile or flammable materials, such as gasoline, kerosene, benzene, cleaning fluids, paints or thinners in containers, and similar substances.
2. Fire Extinguishing Equipment: Maintain the correct type and class of fire extinguisher on site. When a cutting torch or other equipment that might cause a fire is being used, a fire extinguisher shall be placed close at hand for instant use.
3. Fires: No fires of any kind will be permitted in the demolition Work area.
4. Hydrants: No material obstructions or debris shall be placed or allowed to accumulate within fifteen feet of any fire hydrant. All fire hydrants shall be accessible at all times.
5. Debris: Debris shall not be allowed to accumulate on roofs, floors, or in areas outside of and around any structure being demolished. Excess debris and materials shall be removed from the site as the Work progresses.

6. Telephone Service: Arrange for access to and use of, during working hours, one or more telephones (cell phones are sufficient) in the vicinity of the Work site for the purposes of making calls in case of fire or other emergencies, and shall keep all personnel on the job, and the local jurisdiction informed of the location of such telephones. The Contractor's foreman, or at least one regular member of each shift, shall be charged with the responsibility of promptly calling emergency services when necessary. The same person shall be required to inspect the building and the site frequently for possible fires or fire-producing conditions and to apply appropriate corrective action, particularly at the close of Work each working day.
- H. Protection of Public Utilities: The Contractor shall not damage existing fire hydrants, street lights, traffic signals, power poles, telephone poles, fire alarm boxes, wire cables, pole guys, underground utilities or other appurtenances in the vicinity of the demolition sites. The Contractor shall pay for temporary relocation of utilities, which are relocated at the Contractor's request for his convenience:
- I. Protection of Adjacent Property:
1. Conduct operations to minimize effects on and interference with adjacent structures.
 2. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
 3. Protect adjacent walkways, loading docks, building entries, and other building facilities during demolition operations.
 4. Do not damage any public right-of-way, structures, parking lots, drives, streets, sidewalks, utilities, lawns or any other property adjacent to demolition project. Cost of repair or replacement shall be considered incidental to the Work and the Contractor shall obtain all permits and pay any fees.
 5. Provide such sheeting and shoring as required to protect adjacent property during demolition. Prevent the spread of dust and flying particles.

1.07 RISK OF LOSS

- A. Contractor shall accept the site in its present condition and shall inspect the site for its character and the type of structures to be demolished.
- B. Jurisdiction assumes no responsibility for the condition of existing buildings, structures, and other property within the demolition area, or the condition of the property before or after the solicitation for proposals. No adjustment of proposal price or allowance for any change in conditions that occur after the acceptance of the lowest responsible, responsive proposal will be allowed.

1.08 PROPERTY OWNERSHIP

- A. Unless otherwise indicated in the Contract Documents, upon execution of the contract, all rights, title, and interest of the Jurisdiction in and to buildings, structures and other property to be demolished and/or removed by the Contractor on part or all of said project area as described in the Contract Documents, shall be deemed to be vested in the Contractor.
- B. Land: No property rights, title, or interest of any kind whatsoever, in or to the land or premises upon which such buildings or structures stand, is created, assigned, conveyed, granted, or transferred to the Contractor, or any other person or persons, except only the license and right of entry to remove such buildings and structures in strict accordance

with the Contract Documents. Contractor shall not use the land or premises, or allow any other party to use the land or premises, for any purpose other than activities in direct support of the demolition of the building.

1.09 RELEASE OF SITE

- A. The demolition area shall be released to the Contractor upon Award of Contract and Notice to Proceed.
- B. The Contractor shall have full control of the demolition progress and clearance of the site, subject to the provisions of the Contract Documents.

1.10 PERMITS AND FEES

- A. The Contractor shall obtain all the necessary permits and pay all permit fees that are required by the Jurisdiction in conjunction with the demolition Work.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

3.01 GENERAL

- A. Obtain required permits.
- B. Survey existing conditions and correlate with contract requirements. Inventory and record the condition of items to be removed and salvaged.
- C. Existing Utilities: Locate, identify, disconnect, and seal or cap off utilities serving buildings and structures to be demolished. Utilities must be capped/stopped at the right-of-way. Do not start demolition Work until utility disconnecting and sealing/capping have been completed and verified in writing by the utility company. Survey and record actual locations of capped utilities on Record Drawings.
- D. Temporary Shoring: Provide and maintain interior and exterior shoring, bracing, or structural support to preserve stability and prevent unexpected movement or collapse of structure being demolished.
 - 1. Strengthen or add new supports when required during progress of demolition.
 - 2. Shoring and bracing design, construction, and removal shall be the responsibility of the Contractor.
- E. Remove asbestos containing materials (ACM) prior to demolition.
 - 1. In accordance with Section 02 82 00 – Asbestos Remediation.
- F. Remove hazardous materials prior to demolition.
 - 1. In accordance with Section 02 80 00 – Facility Remediation.
- G. Provide the Owner with a minimum of 48 hours advance notification prior to beginning the execution of demolition of any structure.

3.02 TRAFFIC CONTROL MEASURES

- A. Determine haul routes and obtain approval of agency having jurisdiction over proposed

roadway.

- B. Street or lane closures shall be coordinated with the appropriate Jurisdiction authority. It shall be the Contractor's responsibility to acquire the necessary obstruction permits and to place adequate barricades and warning signs.
 - 1. Street closings shall be kept to the minimum time necessary to complete the work. The Jurisdiction authority or Engineer will determine how many streets or parts of streets may be closed by the Contractor at one time, and may refuse to allow the closing of additional streets or portions of streets until some of the improvement is finished and open to traffic.
 - 2. Notify the Engineer 48 hours in advance (excluding weekends) of closing any roads, streets, or public thoroughfares. No road or street shall be closed without prior approval from the Engineer.
- C. Arrange and pay for traffic control measures, such as temporary barricades, signage and signals, to minimize interference with pedestrian and vehicular traffic and to provide protection for and from Contractor on-site operations and hauling to/from the project site.
 - 1. As required by local, state and/or federal requirements, such as specified by the Federal Highway Administration Manual on Uniform Traffic Control Devices, 2009, plus supplements, and the Iowa Manual on Uniform Traffic Control Devices (MUTCD).
 - 2. Erect and maintain from initiation of project through final completion, as necessary.
- D. During construction, areas to be maintained for traffic shall be kept clear of all hazardous materials, including but not limited to construction debris, dust, and mud.
- E. Existing Permanent Signage
 - 1. Do not remove, relocate, or reset any permanent Jurisdictional traffic control devices unless authorized to do so by the Engineer or contract documents. If a sign must be removed or relocated for any phase of construction, notify the Engineer of the necessity for removal. The Engineer shall arrange for the removal, relocation, or resetting of permanent traffic control devices by Jurisdictional personnel as needed to allow the work to proceed. If Jurisdictional personnel are not available, the authorized Jurisdictional representative may give authorization to the Contractor to remove, relocate, or reset the permanent traffic control devices.
 - 2. In the event the Contractor removes or relocates a traffic control sign without prior notice to or authorization from the Engineer, the Contractor shall bear all responsibility and liability to any person sustaining bodily injury or property damage on account thereof.

3.03 EXISTING UTILITIES

- A. Coordinate work with utility companies; notify before starting work and comply with their requirements, to include obtaining and complying with required permits.
 - 1. Contractor shall field verify all utility locations.
 - 2. Provide notice to each utility sufficiently in advance of such operations to allow the utility time to mark the location of, relocate, adjust, or otherwise protect their facilities. Reach an agreement with each utility on appropriate action necessary to protect or relocate the utility facilities. The cost of such action to protect the facilities shall be borne by the Contractor. Utilize Iowa Utility One-Call at 800-292-8989 or 811 for

locates for those utilities which subscribe to this service.

3. At all times conduct operations so that necessary clearances are maintained and said utility facilities are protected. Comply with all local, state, and federal or other regulations in performing work near utility facilities.
 4. Should the Contractor damage any of the utility facilities during Contractor's operations or determine the work cannot be performed safely, the Contractor shall immediately notify the utility involved and cease work until arrangements are made to prevent further damage or a serious accident. Contractor is responsible for the cost to repair any damage, including disruption of service, to any utility facility resulting from Contractor's operation.
 5. Do not disrupt public utilities without permit from authority having jurisdiction.
- B. Utilities must be capped/stopped at the right-of-way.
- C. Locate and mark utilities to remain; mark using highly visible tags or flags, with identification of utility type; protect from damage due to subsequent construction, using substantial barricades if necessary.
- D. Sanitary Sewer and Water Service Disconnection: All sanitary sewer and water services shall be disconnected and property abandoned by a licensed plumber, and inspected and approved by COUNTY prior to covering.
1. Abandonment shall occur at the edge of the demolition area in accordance with Owner's requirements.
 2. Coordinate procedures, schedule, and inspections with COUNTY.
- E. Mark location of terminated utilities physically and on Record Drawings.
- F. Work must be reviewed and approved by COUNTY.

3.04 DEMOLITION AND REMOVALS

- A. Demolish foundation footings and other below-grade construction.
1. Remove below-grade construction, including foundation footings, basement slabs, and any tunnels or crawl spaces completed, unless indicated otherwise on the Drawings.
- B. Abandoned buried pipes and conduits that are exposed during the structure demolition shall be removed in entirety.
- C. Fences:
1. Fences, guardrails, bumpers, signs, clotheslines, and similar facilities shall be completely removed from the boundary of the demolition area.
- D. Partially Buried Objects: All piping, posts, reinforcing bars, anchor bolts, railings and all other partially buried objects protruding from the ground shall be entirely removed from the ground.
- E. Vegetation:
1. The Contractor shall remove vegetation necessary to conduct demolition activities unless specifically stated otherwise by the Owner. All trees within the boundary of the demolition area are to remain.

2. Brush and other debris may be burned on-site, but must comply with local codes and fire preventions.
- F. If hazardous materials (not identified and removed as part of the initial abatement) are discovered during removal operations, stop Work and notify Owner.
- G. Engineering Surveys to detect hazards that may result from building demolition activities are not required. Contractor is responsible in determining method of demolition and ensuring work is completed in a safe manner.
- H. Dust Suppression:
1. Use water mist and other suitable methods to limit spread of dust and dirt.
 2. Comply with governing environmental-protection regulations. Do not use water when it may damage adjacent construction or create hazardous or objectionable conditions, such as ice, flooding, and pollution.

3.05 DEBRIS/WASTE MANAGEMENT

- A. Dispose or recycle demolition materials, with the exception of any items specifically designated for salvage by Owner. All building materials and equipment resulting from this Work shall be removed from the premises at once. Salvaged material shall be removed immediately from the premises, right-of-way, streets or alleys.
- B. Storage or sale of removed items or materials on-site is not permitted.
- C. Remove debris, rubbish, and trash from exterior grounds.
- D. Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to federal, state and local requirements, pertaining to legal disposal of all construction and demolition waste materials, ACM, and other hazardous materials.
- E. Except for items or materials indicated to be salvaged or otherwise indicated to remain Owner's property, remove demolished materials from project site and legally dispose or recycle them at an approved facility licensed in accordance with state and/or local regulations, laws, and zoning. Do not allow demolished materials to accumulate on-site. The Contractor shall be responsible to pay all fees for waste disposal. Submit to the Owner copies of all disposal tickets which identify the specific address of the origin of the debris associated with each ticket. The cost of all disposal fees shall be considered incidental to the demolition.
1. Maintain public streets, alleys, or other thoroughfares used in carrying out disposal free of litter or debris attributable to this operation. Equip and load trucks or other vehicles to prevent leakage, blowing off, or other escape of any portion of debris whatsoever.
 2. Methods of trash/debris/waste disposal that are not acceptable are:
 - a. Burying on the project site.
 - b. Dumping or burying on other property, public or private.
 - c. Other illegal dumping or burying.

3.06 BACKFILL, GRADING, AND CLEAN UP

- A. All voids (basements, tunnels, crawl spaces, etc...) must be backfilled.

- B. Final Cleaning Up: Before acceptance of the demolition Work, the Contractor shall remove all unused material and rubbish from the site of the Work, remedy any objectionable conditions the Contractor may have created on private property, and leave the right-of-way in a neat and presentable condition. The Contractor shall not make agreements that allow salvaged or unused material to remain on private property. All ground occupied by the Contractor in connection with the Work shall be restored.
- C. At the end of each workday, the Contractor shall clean sidewalks, streets, and private property of any debris caused by the demolition operation.
- D. Uniformly rough grade area of demolished construction to a smooth surface, free from irregular surface changes. Provide a smooth transition between adjacent existing grades and new grades.
- E. Final cleaning up shall be subject to approval of the Owner and in accordance with applicable regulations.

3.07 RESTORATION

- A. Restore existing surface features that are to remain in equal or better condition than existed prior to Work.
- B. Restore existing asphalt pavement that is to remain in equal or better condition than existed prior to Work.
- C. Damage to the existing asphalt is to be repaired using a hot mix asphalt consisting of HMA Standard Traffic (ST) intermediate/surface, 1/2", PG-58S mix.

END OF SECTION

SECTION 02 65 00
UNDERGROUND STORAGE TANK REMOVAL

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
1. Underground storage tank closure activities.
 2. Applicable Standards and Guidelines.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 DESCRIPTION

- A. An assumed 1,200 gallon heating oil underground storage tank (UST) is present on site and must be removed. Though the heating oil tank is exempt from regulation as it was for consumptive use on the site where it is stored, the COUNTY is treating the heating oil tank as a regulated tank using the assumption contamination will be found during underground storage tank removal.
1. Contractor is responsible for cleaning and disposal of the tank and any associated piping.
 2. Contractor must collect soil and groundwater samples for laboratory analysis.
- B. Provide services for proper removal and disposal of soils if contaminated soil is encountered on site.

1.04 COMPLIANCE WITH LAWS AND STANDARDS

- A. Ensure that all Work is performed in strict compliance with applicable federal, state, county and municipal codes, laws, ordinances, rules or regulations.
- B. Remove UST and clean according to industry standards:
1. Follow all pre-removal activities (disconnect electrical, drain piping/tank, purging/inerting tank) as outlined in IDNR's Underground Storage Tank Closure Guidance dated May 2021.
 2. API RP 1604, Removal and Disposal of Used Underground Petroleum Storage Tanks.
 3. API Publication 2015, Cleaning Petroleum Storage Tanks.
 4. API RP 1631, Interior Lining of Underground Storage Tanks.
 5. The National Institute for Occupational Safety and Health (NIOSH) *Criteria for a Recommended Standard...Working in Confined Space* may be used as a guidance for conducting safe closure procedures at some hazardous substance tanks.
 6. NFPA 326: Standard for the Safeguarding of Tanks and Containers for Entry, Cleaning, or Repair.
 7. NFPA 30: Flammable and Combustible Liquids Cod, 30-93.

1.05 NOTIFICATIONS AND PERMITS

- A. Obtain all required permits and submit the property notifications to federal, state, and local regulatory agencies.
- B. Utilize Iowa Utility One-Call at 800 292 8989 or 811 for locates for those utilities which subscribe to this service at least 48 hour prior to removal of UST.
- C. Submit DNR Form 542-1308 Notification of Tank Closure or Change-in-Service (IDNR Form 542-1308 – July 2012) to IDNR at least 30 days prior to removal of UST. Must be signed by a licensed UST remover and include certified groundwater professional (CGP) information.
- D. Notify IDNR Field Office 3 – (712) 262-4177 24 hours prior to removal of UST.

1.06 SUBMITTALS

- A. Complete and submit UST Closure Report – Tank and/or Piping Removal (DNR Form 542-1303, May 2021) to IDNR within 45 days of UST removal.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

3.01 SUMMARY

- A. Remove UST and clean tank according to industry standards.
- B. Perform environmental sampling as required for UST closure.

3.02 TANK CLOSURE ACTIVITIES

- A. Tank Removal:
 - 1. All tank closure activities must be overseen by a licensed UST Remover and CPG.
 - 2. Drain and flush piping into the tank, and disconnect piping from the tank. Remove product piping.
 - 3. Empty the tank and purge all combustible vapors by inerting or venting through the vent line.
 - 4. Monitor the tank for combustibility with a combustible gas meter until the tank atmosphere is less than 10% of the lower flammable or explosive limit (LFL/LEL).
 - 5. Remove tank appurtenances (gauge pipes, fill pipes, turbines, etc.). Leave vent line connected until the tank is purged.
 - 6. Plug the openings and remove the tank from the excavation. Place it on a level surface and block it, or fill the tank to 100 percent capacity with an inert material.
 - 7. Clean and remove the tank according to industry standards.
- B. Sampling:
 - 1. Collect and PID approximately two (2) soil samples from beneath the UST as outlined in IDNR's Underground Storage Tank Closure Guidance. Analyze for

benzene, toluene, ethylbenzene, and xylenes (BTEX) via Iowa Method OA-1 and total extractable hydrocarbons (TEHs) via Iowa Method OA-2.

2. Collect and PID one (1) soil sample from beneath any piping connection and from every 10 feet of piping run as outlined in IDNR's Underground Storage Tank Closure Guidance. Analyze for BTEX via Iowa Method OA-1 and TEHs via Iowa Method OA-2.
3. Install, log, and PID a groundwater monitoring well in the presumed downgradient direction and within 20 feet of the tank basin as outlined in IDNR's Underground Storage Tank Closure Guidance. Property purge the well of stagnant water, collect groundwater sample, and analyze for BTEX via Iowa Method OA-1 and TEHs via Iowa Method OA-2.

END OF SECTION

SECTION 02 80 00
FACILITY REMEDIATION

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes:

1. Removal, Cleanup and Disposal of Hazardous Materials.
2. Applicable Standards and Guidelines.

1.02 MEASUREMENT AND PAYMENT

A. Work specified in this section is included in the lump sum contract price.

1.03 DESCRIPTION

- A. For this project, hazardous materials include hazardous waste, universal waste, and non-hazardous materials that require, or may require special handling and cannot be co-disposed with building demolition materials or municipal solid waste. This includes but is not limited to: universal waste (batteries, emergency lighting, thermostats, and fluorescent lamps under 40 CFR 273), PCB-containing equipment and materials, petroleum products, compressed gasses, flammable liquids, potentially radioactive materials, containers with unknown materials, and underground storage tanks.
1. Contractor is responsible for determining the extent of removal, appropriate disposal, and to provide adequate profiling (testing) of the material as may be necessary for transportation and acceptance at an approved disposal facility. No additional compensation will be made for materials not included in Contractor's lump sum bid.
 2. Removal and disposal of ACM is address in Section 02 82 00 – Asbestos Remediation.
- B. Provide Services for proper removal and disposal of hazardous materials as present on site.
1. Work shall be completed prior to building demolition.
 2. Segregate materials in DOT hazard classes to comply with the EPA mandated categories. If necessary, test material to determine property hazard class for disposal.
 3. The hazardous materials shall be profiled as applicable. Profiling analysis, when needed, will be at the expense of the Contractor as to determine the exact makeup of any or all specified materials designated for disposal.
 4. Chemicals shall be lab-packaged/bulked according to DOT and EPA Regulations. Packaging materials shall comply with EPA, DOT, local regulations and the individual disposal facility requirements.
 5. Container inventories shall be prepared, containers property labeled, and waste manifests prepared.

6. Materials shall be removed and safely transported to the disposal facility per DOT requirements. Refer to Section 02 81 00 – Transportation and Disposal of Hazardous Materials.
7. Disposal: Refer to Section 02 81 00 – Transportation and Disposal of Hazardous Materials.

1.04 COMPLIANCE WITH LAWS AND STANDARDS

- A. Ensure that all Work is performed in strict compliance with applicable federal, state, county and municipal codes, laws, ordinances, rules or regulations.
- B. COUNTY or contracting agent may stop Work in the event that the Contractor fails to comply with the provisions or specifications of any applicable federal, state, or local regulations. Any cost incurred to the Contractor as a result of Work stoppage shall be borne by the Contractor.

1.05 NOTIFICATIONS AND PERMITS

- A. Obtain all required permits and submit the property notifications to federal, state, and local regulatory agencies.

1.06 SUBMITTALS

- A. Submit a Work plan within ten (10) calendar days of award of the contract. Plan shall provide the specific information detailing the proposed methods of profiling, lab packing, transporting, storing and disposing of the hazardous materials.
- B. Copies of required notifications to regulatory agencies.
- C. A copy of the hazardous waste hauler registration number.
- D. A list of hazardous waste disposal and treatment facilities that will be utilized by the Contractor.
- E. Evidence that employees have been instructed of chemical hazards and any other hazardous materials to be used or possibly encountered in the Work project.
 1. Hazard Communication Standard: 29 CFR 1910.120 and 40 CFR 264.16, 265.16.
- F. Evidence that employees have received instruction in respiratory protection and fit testing.
 1. OSHA Regulation 29 CFR 1910.134
- G. Current 40-hour OSHA Training for Hazardous Waste Operations for all supervisors, Haz/Mat technicians, and lab-packing personnel.
 1. OSHA – 29 CFR 1910.12(h)(2)
 2. OSHA – 29 CFR 1910.120 (e)
 3. EPA – RCRA 40 CFR 264.16
- H. Evidence that supervisors, technicians, or other employees who will monitor Work have received or have been certified in competency to manage Work.
 1. OSHA – 29 CFR 1910.12(e)
- I. Current medical certificates for all personnel that will be working on project in accordance with OSHA 29 CFR 1910.120(e).

1. Personal Protective Equipment: 29 CFR 1910 Subpart I, 1910.132 – 1910.140.
- J. An emergency plan for situations, including an emergency response team for emergency spill cleanup, medical and fire emergencies, etc.
 1. EPA – 40 CFR 264.30, 264.56, 265.30, 265.55
 2. OSHA – 29 CFR 1910.120
- K. A Work schedule detailing the time periods to complete inventory, profiling, lab-packing, transporting, storage and disposal phases of project.
- L. At project closeout, submit copies of all chemical inventory sheets, manifests, documentation, notifications, daily Work log, any incident reports, waste treatment standards, locations of disposal facilities where wastes were transported to, and any other documents affiliated with the Work project.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

3.01 SUMMARY

- A. Survey existing conditions and correlate with requirements indicated to determine extent of hazardous material removal.
- B. Inventory and record the condition of items to be removed.

3.02 ACCIDENT PREVENTION

- A. Site safety shall be the top priority and responsibility of the Contractor. The Contractor and all subcontractors shall monitor their personnel at all times.
- B. Supply and use personal protective equipment, fire extinguishers, chemical detection tubes, and other safety equipment required to complete the Work.
- C. Erect any necessary barricades/barrier warning tapes to isolate Work areas from unauthorized persons.
 1. Maintain any barricades/barrier tapes throughout the Work project as needed.
 2. Ensure that Work areas are always secured from unauthorized persons.

3.03 SPILLS

- A. Contractor shall exercise extreme care when performing the Work to be done as to avoid spills or contaminating the site or surrounding environment.
- B. Report spills of any kind immediately to the COUNTY or contracting agency and promptly implement containment and cleanup action as necessary or as directed.
- C. Provide all necessary equipment, materials, and labor to clean up any spills released while performing any Work in these specifications. All costs related to spills, including but not limited to contract delays, monitoring and waste disposal, will be borne by the Contractor.

3.04 GENERAL PROCEDURES

- A. Isolate, seal, post, and secure Work areas in accordance with OSHA Regulation 29 CFR 1910.120.
- B. Prior to start of Work, Work area is to be inspected for proper isolation, posting, and proper enclosures, if needed.
- C. Ensure that all hazardous waste materials and chemicals, including any unknowns, are properly identified, profiled, lab-packed, and disposed of at an approved disposal facility.
- D. Leave Work area free of any materials and equipment used during the Work project.
- E. The Contractor and the COUNTY or contracting agent shall conduct a visual walkthrough when all hazardous materials are removed.
- F. Refer to Section 02 99 00 – Transportation and Disposal of Hazardous Materials for manifesting and disposal requirements.

END OF SECTION

SECTION 02 81 00
TRANSPORTATION AND DISPOSAL OF HAZARDOUS MATERIALS

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes:

1. Requirements for the transportation and disposal of materials generated during this project which require off-site disposal and/or treatment. Materials that will or may be found on-site requiring off-site recycling or disposal include:
 - a. Rubbish, trash, and miscellaneous garbage.
 - b. Asbestos containing materials (ACM).
 - c. Miscellaneous building debris and rubble.
- B. Furnish all labor, equipment, materials and incidentals required to transport all materials required to be recycled or disposed of off-site.

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 SUBMITTALS

A. Within 10 days after Notice to Proceed:

1. Names and locations of all facilities proposed to be used for the disposal of materials off-site.
2. Acceptance criteria, if any for each type of waste stream at each facility proposed.
3. Sampling and analytical criteria, if any, for each type of waste stream at each facility proposed.
4. Any other restrictions which may be imposed by each of the proposed facilities.

B. As the Work proceeds:

1. Blank sample of shipping documents and disposal manifests for each type of waste stream a minimum of three days prior to their proposed date of use.
2. Copies of all waste profile forms, waste disposal manifests, and bills of lading required by the disposal facilities.
3. Copies of certificates of disposal, destruction, treatment, recycling as applicable and as issued by the disposal facility following acceptance and final disposition of the various waste streams.
4. Proposed transportation routes and alternate transportation routes to each disposal facility.

C. At Contract Closeout:

1. Summary spreadsheet of all waste and recyclable materials hauled from the site, quantities, and identification of the disposal, recycle, or salvage facility.

1.04 QUALITY ASSURANCE

- A. Ensure each facility possess all necessary permits required for accepting and disposing of wastes and that these permits are current.
- B. Use only disposal facilities previously approved by COUNTY for performance of Work.
- C. Contractor shall have responsibility to meet requirements of these Specifications, and acceptance of bid does not constitute nor imply approval of proposed off-site waste disposal facility(ies). COUNTY shall have right to deny approval of any/all facility(ies) that does not comply with these Specifications.
- D. COUNTY may schedule inspections of disposal facility, as appropriate, to assess compliance status.
- E. In event that identified and approved facility ceases to accept stated waste materials or facility ceases operations, it is Contractor's responsibility to locate alternate approved and permitted facility for accepting waste materials. Contractor is responsible for making necessary arrangements to utilize facility, and alternate facility must be approved by COUNTY in same manner and with same information as for original facility.
- F. Originate, maintain, and provide COUNTY or COUNTY'S Consultant with copies of waste shipment manifest records for all waste materials transported off-site. Contractor shall verify nature and quantity of wastes shipped on each load. Manifest forms and records shall be consistent with requirements of RCRA, U.S. DOT regulations, and state requirements. COUNTY shall be designated generator for purposes of transport manifest.
 - 1. Provide COUNTY with written documentation verifying receipt of each load at designated treatment or disposal facility and verification of proper treatment or disposal.
 - 2. Notify COUNTY immediately if Contractor fails to receive "Notification of Receipt" of any waste shipment within reasonable time frame approved by COUNTY or COUNTY'S Consultant. Contractor shall undertake whatever actions are necessary to determine status of shipment and remedy situation.

1.05 REFERENCE STANDARDS

- A. Comply with all applicable federal, state and local laws, codes and ordinances which govern or regulate waste transportation and disposal. Regulations regarding transportation and final disposal of wastes at minimum include but are not limited to the following:
- B. United States Federal Government – Code of Federal Regulations (CFR)
 - 1. 29 CFR Occupational Safety and Health Standards
 - 2. 49 CFR 387 (46 CFR 30874, 47073)
 - 3. Department of Transportation DOT-E 8876
 - 4. 40 CFR 136 Guidelines Establishing Test Procedures for Analysis of Pollutants
 - 5. 40 CFR 261 Identification and Listing of Hazardous Waste
 - 6. 40 CFR 262 Standards Applicable to Generators of Hazardous Waste
 - 7. 40 CFR 263 Standards Applicable to Transporters of Hazardous Waste
 - 8. 40 CFR 264 Standards for Owners and Operators of Hazardous Waste Treatment, Storage and Disposal Facilities

9. 40 CFR 265 Interim Status Standards for Owners and Operators of Hazardous Waste Treatment, Storage, and Disposal
10. 40 CFR 266 Standards for the Management of Specific Hazardous Wastes and Specific Types of Hazardous Waste Management Facilities
11. 40 CFR 268 Subparts (C) and (D) Land Disposal Restrictions
12. 40 CFR 279 Standards for the Management of Used Oil
13. 49 CFR 107 Hazardous Materials Program Procedures
14. 49 CFR 171 General Information, Regulations and Definitions
15. 49 CFR 172 Hazardous Materials Table, Special Provisions, Hazardous Materials Communications, Emergency Response Information and Training Requirements
16. 49 CFR 173 Shippers – General Requirements for Shipments and Packaging
17. 49 CFR 177 Carriage by Highway
18. 49 CFR 178 Specifications for Packaging

PART 2 PRODUCTS

2.01 PACKING MATERIALS

- A. Provide all of the materials and equipment required for packaging, labeling, placarding and transportation of waste streams from the site in conformance with department of transportation, federal, state and local regulations.

PART 3 EXECUTION

3.01 NOTIFICATION

- A. Notify all applicable federal, state and local representatives, or any other authority which has jurisdiction over the mode and route of transport, in advance of commencing waste stream transport. Obtain all required approvals from those parties having jurisdiction over the transport.

3.02 MANIFESTING

- A. Provide and prepare manifests as required for the transportation and disposal of the waste streams from the site. Waste manifests shall be completed in a form acceptable to the state and federal regulatory agencies. After completion by the Contractor, all waste manifests shall be signed by the COUNTY or COUNTY'S Consultant.

3.03 LABELING

- A. Upon removal of all contaminated materials, properly label all containers or transports prior to transporting these materials for disposal. Contractor shall be responsible for labeling all containers and transports in accordance with applicable federal and state regulations.

3.04 TRANSPORTATION AND ENTRY/EXIT REQUIREMENTS

- A. Transport all waste streams from the site in conformance with department of transportation, federal, state and local regulations governing the type of waste stream

being transported. This includes, but not limited to, requirements for operator training and requirements for packaging, labeling, marking, placarding of various waste shipments.

- B. All waste streams shall be transported directly to the disposal facility from the site. Neither the route nor the mode of transportation shall deviate from the approved route without prior written approval from the COUNTY or COUNTY'S Consultant.
- C. Inspect existing roadways immediately adjacent to the site and document their condition prior to project start-up. Any/all repairs or improvements, including permits and/or approvals, to accommodate off-site transportation of wastes shall be responsibility of Contractor. Provide documentation to COUNTY or COUNTY'S Consultant prior to any hauling operations.
- D. Document all entry/exit procedures for transports in Off-Site Transportation and Disposal Plan and shall instruct and provide written instructions to all transporters as to these procedures. Contractor shall see that all personnel are provided with adequate protective equipment in accordance with Contractor's health and safety plan.

3.05 LOADING OF MATERIALS INTO TRANSPORT CONTAINERS

- A. Waste streams will be loaded into transport containers in a manner which minimizes the spilling of materials. Materials which have been segregated on site shall not be mixed in transport containers unless characterized as same waste type. Waste streams shall be secured in transport containers in accordance with the regulations which govern the transportation of these materials. At a minimum, each load of excavated material must be covered prior to leaving the site. Materials shall be loaded into transport containers in manner which does not damage any polyethylene sheeting or other protective liner installed. Transport vehicles shall not be driven over waste streams stockpiled on site or contaminated material which will be excavated during the completion of the Work.
- B. Furnish, install, and maintain any on-site temporary loading facilities as required.
- C. Provide equipment, personnel, and on-site facilities necessary to handle and load waste materials designated for off-site transport.
- D. Ensure that all waste materials loaded for off-site transportation have been accurately identified and are in compliance with appropriate state and federal regulations.
- E. Each container shall be visually inspected upon loading to ensure it is properly sealed and there are no signs of spillage or leakage. All vehicles hauling bulk wastes from the site shall be inspected by the Contractor prior to leaving the site. Contractor shall certify proper containerization for each transporter leaving the site.
- F. Containers found to be leaking or bulk transports found leaking shall not be loaded until source of leaking is located and source contained. Area where leaking occurred, and any contaminated equipment shall be decontaminated.
- G. Contractor shall be responsible for any and all cleanup activities involving waste spilled in transit or during loading operations and shall be at the Contractor's expense.
- H. Contractor shall be responsible for verifying appropriate container sizes for off-site disposal in accordance with Federal Department of Transportation (DOT), state, and local regulations. Any requirements and expenses for oversize load are Contractor's responsibility.

3.06 HAULING REQUIREMENTS

- A. Implement hauling or transport schedule which minimizes congestion on and around site.
- B. Obtain and prepare manifest forms, obtain waste code numbers, and complete waste shipment records as required by State of Iowa and 40 CFR 261 for verifying waste type and quantity of each load transported off-site. Manifest form shall be verified by COUNTY or COUNTY'S Consultant and copies of each manifest retained by COUNTY or COUNTY'S Consultant following shipment.
- C. COUNTY or COUNTY'S Consultant will provide hazardous waste generator identification number and/or EPA identification number (for hazardous waste only) pursuant to 40 CFR 261 for use on manifest, if required.
- D. COUNTY or COUNTY'S Consultant will sign hazardous waste manifest as generator.
- E. Transport waste from site only to those facilities listed on manifest.
- F. Routes and timing must be coordinated with appropriate state regulatory agencies. All highway and road restrictions shall be adhered to by Contractor.
- G. Use transporter(s) approved by COUNTY. Any use of substitute or additional transporters shall have previous approval of the COUNTY.

3.07 VEHICLE DECONTAMINATION

- A. Decontaminate transport vehicles and containers in a designated decontamination area prior to their leaving the site. Decontamination shall include the removal of material on the tires and axles of trucks and any other material on the vehicle as a result of loading operations.

3.08 OFF-SITE DISPOSITION

- A. Dispose the various waste streams at COUNTY preapproved facilities. All waste facilities must have a valid facility permit from the regulating authority (U.S. or state) for that type of facility and for the type of waste which will be received. All disposal facilities must be constructed in a manner which meets or exceeds the requirements of federal regulations governing the type of disposal facility. No change in disposal facility for any type of waste stream shall be allowed without prior written approval of the COUNTY or COUNTY'S Consultant.

END OF SECTION

SECTION 02 82 00
ASBESTOS REMEDIATION

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes:

1. Removal, Cleanup and Disposal of Asbestos Containing Material (ACM).
2. Applicable Standards and Guidelines.

1.02 MEASUREMENT AND PAYMENT

A. Work specified in this section is included in the lump sum contract price.

1.03 DESCRIPTION

A. The work includes demolition of the former County Home building and additions located at 1600 County Home Road, Sergeant Bluff, Iowa 51504. The property includes a 3-story building with a base area of 9,220 square feet (sf); a 12,472-sf base area addition, a 1,600-sf base area addition, a 640-sf base area addition, and two 40-sf base area additions. All buildings, with the exception of the 12,472-sf base area addition (1975), were constructed in 1921. The 9,200-sf building and 1,600-sf addition each have a gable roof covered by shingles. All other structures have a built-up, flat roof. All structures are brick. Demolition includes removal of foundation footings, basement slabs, and any tunnels or crawl spaces. The work includes removal and disposal of Asbestos Containing Materials (ACMs), hazardous and non-hazardous materials, designated structures, and one underground storage tank on the property. Specifications for asbestos removal includes both friable and non-friable ACMs. All ACMs removed from the Property must be disposed of at a permitted facility that accepts asbestos. All materials removed from the property shall be done in accordance with local, state, and federal regulations. The work also includes backfilling of all existing tunnels, basements, etc... associated with the demolition and rough site grading.

1. Contractor is responsible for verifying all quantities.
2. No additional compensation will be made for materials not included in Contractor's lump sum bid.

1.04 REFERENCE STANDARDS

- A. Title 29, Code of Federal Regulations, Sections 1910.1001, 1910.134, 1910.2, 1910.1200 and 1926.58. Occupational Safety and Health Administration (OSHA), US Department of Labor.
- B. Title 40, Code of Federal Regulations, Part 61, Subparts A and M, National Emission Standards for Hazardous Air Pollutants. U.S. Environmental Protection Agency.
- C. Title 40, Code of Federal Regulations, Part 763, Subparts E and G, Asbestos Abatement Project.
- D. Chapter 88B of the Code of Iowa, removal or Encapsulation of Asbestos.
- E. Chapter 81 of the Iowa Administrative Code, Asbestos Control Procedures, Iowa Bureau of Labor.

- F. Iowa Bureau of Labor Guidelines for removal of Asbestos, Chapter 155.
- G. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.
- H. Title Code of Federal Regulations Part 763, Asbestos Containing Materials in Schools.
- I. EPA Guidance Document: Asbestos Waste Management Guidance (Blue Book).

1.05 SUBMITTALS

A. Pre-Abatement

1. Provide COUNTY with a copy of written notification to federal and state agencies (IDNR 10-Day Notification).
2. Submit a list of all personnel who will be involved in the abatement activity including, supervisors, workers, and any other personnel or agent who may be responsible for any aspect of the abatement activities. The list shall include all personnel's Asbestos Abatement Certification numbers and expiration dates. No personnel may be on-site if not certified.
3. Submit shop drawings for layout and construction of decontamination enclosure systems and barriers for isolation of the Work areas detailed in this Specification and required by applicable regulations if necessary.
4. With the COUNTY or COUNTY'S consultant, inspect the premises wherein all abatement and abatement related activities will occur and submit a statement signed by both, agreeing on property condition prior to the commencement of the Work.

B. Abatement activities:

1. Contractor shall submit, as required by the COUNTY, job progress reports detailing abatement activities.
2. Contractor shall keep daily copies of Work site entry logbooks with information on worker and visitor access. This must include the names and certification numbers and an outline of Work accomplished by those who enter.
3. Contractor shall submit a copy of emergency procedures.
4. Contractor shall record a log of all personnel who enter the Work area which will be made available to the COUNTY or COUNTY'S consultant upon request.
5. Submit copies of all transport manifests, trip tickets and disposal receipts for all asbestos waste materials removed from the Work area during the abatement process within seven (7) calendar days of completion of project.
6. The Project will not be considered complete until all submittals are received by the COUNTY, which will affect payment for the project.

1.06 QUALITY ASSURANCE

- A. Asbestos Firm Qualifications: An experienced firm that has specialized in asbestos abatement Work similar in size and scope to that indicated for this Project.
 1. Asbestos abatement workers must be licensed by the Iowa Division of Labor for the purpose of removal, encapsulation, enclosure, demolition, and maintenance of structures or components covered by or composed of asbestos containing materials.
- B. Regulatory Requirements: Comply with governing OSHA, IDNR and U.S. EPA notification regulations before beginning renovation or demolition activities. Comply with

hauling and disposal regulations of authorities having jurisdiction.

- C. Pre-Abatement Conference: Attend conference at Project site.

PART 2 PRODUCTS

2.01 MATERIALS

- A. The Contractor shall provide all materials and supplies necessary to complete the project.
- B. Store all materials so as to prevent damage or contamination.
- C. Damaged or deteriorating materials shall not be used.
- D. Containment materials shall be a minimum of 4 mil thick for walls and covering stationary objects. Containment materials for floors and other uses shall be at least 6 mil in thickness.
- E. Disposal bags shall be a minimum of 6 mil in thickness, pre printed with labels as required by 40 CFR 61.22(j)(3)(i)(C) and 49 CFR Part 172.
- F. Disposal drums shall be metal or fiberboard with locking ring tops. Stick on labels conforming to (E) shall be applied.
- G. Warning signs as specified by OSHA 29 CFR 1910.1001(j)(1)(ii) shall be used.
- H. Surfactant shall be a 50/50 mixture of polyoxyethyleneether and polyoxyethylene ester, or quivalent, mixed 1 fluid ounce to 5-gallon proportion, or as specified by the manufacturer.

2.02 EQUIPMENT

A. General

- 1. The Contractor shall supply all tools and equipment necessary to complete the project.
- 2. A sufficient quantity of HEPA filtered air filtration units must be utilized to maintain required air exchanges.
- 3. Full body disposable protective clothing impenetrable to asbestos shall be provided to authorize personnel as needed.
- 4. Approved safety equipment shall be provided as needed.
- 5. Equipment needed to complete the project such as scaffolds (may not be wood per the Fire Prevention Bureau (FPB) Policy 2011-3), ladders, and hand tools, and other tools shall be provided as needed.
- 6. HEPA filtered vacuums shall be available as needed during the project.

B. Respiratory Equipment

- 1. Respiratory protection in compliance with applicable OSHA regulations shall be provided.
- 2. For Class I work, the abatement workers and supervisors shall wear, at a minimum, powered air-purifying respirators with appropriate HEPA filters until such time that personal and short-term excursion limit samples show airborne asbestos levels of

0.3 f/cc or less. After these levels are achieved, the abatement workers and supervisors may switch to 1/2 face negative pressure respirators. If airborne asbestos levels reach a level of over 0.3 f/cc, PAPR's must again be utilized.

C. Protective Clothing

1. Disposable clothing including head, and foot protection shall be provided in sufficient quantities and adequate sizes for all workers and authorized visitors.
2. Launderable clothing, if required, shall be provided in sufficient quantities and adequate sizes for all workers and authorized visitors.
3. Hard hats, protective eyewear, gloves, rubber boots, and/or other footwear shall be provided as required for workers and authorized visitors. Safety shoes may be required for some activities.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Survey existing conditions and correlate with requirements indicated to determine extent of asbestos abatement required.
- B. Contractor to verify all quantities of ACM.

3.02 PREPARATION

- A. The Contractor shall post signs at all entrances to the job site, or 20 feet from the Work area at 30-foot intervals around the perimeter of the job site. 24-hour site security should be provided to eliminate unauthorized entry to the Work area.
- B. The Contractor will shut off and lock out all electric power feeding the job site. The Contractor will then provide temporary power together with ground fault circuit interrupters to supply the electrical needs of the project. The COUNTY will provide electrical power if able to be reconnected at the project site.
- C. All alterations to the Work area for purposes of containment set up or removal shall be the responsibility of the Contractor unless agreed upon previously with the COUNTY.
- D. The Contractor will shut down and lock out all HVAC systems that supply or pass through the Work area. Seal all vents with tape and two layers of six mil polyethylene (poly).
- E. The Contractor will arrange for sanitary facilities for abatement personnel outside the Work area and maintain them in a sanitary condition.
- F. The Contractor is responsible for providing water for project purposes.
- G. The Contractor will preclean all movable objects in the Work area and remove them to an uncontaminated area.
- H. The Contractor shall preclean all fixed objects and surfaces in the Work area. After precleaning, enclose fixed objects in at least six mil poly sheeting and seal securely with tape. Use the precleaning form in this specification to record the date, method, area, and identity of the supervisor.
- I. The Contractor shall cover floors in the work area with two layers of six mil poly. Floor material shall extend at least 12 inches up side walls. Seams that may allow leakage will be minimized and staggered.

- J. The Contractor shall cover walls in the work area with two layers of six mil containment material. Wall material shall overlap floor materials by at least 12 inches.
- K. The Contractor shall provide a worker decontamination system where workers will enter and exit the work area.

3.03 GENERAL PROCEDURES

A. Removal of ACM

1. Wet all asbestos containing material with water or an amended water solution using equipment capable of providing a fine spray mist, in order to reduce airborne fiber concentrations when the material is disturbed. Saturate the material, however, do not allow excessive water to accumulate in the Work area. Keep all removed material wet enough to prevent fiber release until it can be containerized for disposal. Wetting procedures are not equally effective on all types of asbestos containing materials but shall be used in all cases.
2. Saturated asbestos containing material shall be removed in manageable sections. Removed material should be containerized before moving to a new location for continuance of Work. Surrounding areas shall be periodically sprayed and maintained in a wet condition until visible material is cleaned up.
3. Material removed from each Work area shall not be dropped or thrown into disposal trucks or bins. Material should be removed as intact sections or components whenever possible and carefully lowered to the truck or bin container.
4. Each Work area shall be cleaned until it is free of ACM and/or contaminated debris or until approved by Consultant. Should any visible residue remain, including nails or staples, it will be assumed to be asbestos and the work area will be recleaned by the Contractor and reinspected. A visual inspection form will be signed by the Contractor and Consultant following passing of a visual inspection.
5. Following successful completion of the visual inspection, the Consultant will conduct PCM clearance air monitoring. Number and placement of clearance samples will be determined by the Consultant. All clearance samples will indicate concentrations of 0.01 fibers per cubic centimeter (f/cc) or lower with a 95% upper confidence limit for release of the work area for phase contrast analysis.
6. Areas exceeding 0.01 f/cc for phase contrast analysis will be recleaned and retested until satisfactory levels are measured.
7. After acceptable clearance sample levels have been achieved, the containment material may be removed. Exposed surface may then be wet cleaned or HEPA vacuumed as needed.

B. Disposal of ACM

1. As the Work progresses, to prevent exceeding available storage capacity on-site, sealed and labeled containers of asbestos containing waste shall be removed and transported to the prearranged disposal location.
2. Disposal must occur at an authorized site in accordance with regulatory requirements of NESHAPS and applicable state and local guidelines and regulations.
3. All Waste Shipment Records shall be delivered to the COUNTY. A recommended record keeping format utilizes the Waste Shipment Record (WSR) which includes

the names and addresses of the Generator (COUNTY), Contractor, Transporter, and Disposal Site, the estimated quantity of the asbestos waste and the type of containers used. The form should be signed by the Contractor, the Transporter and the Disposal Site Operator, as the responsibility for the material changes hands. Instructions can be found with the Waste Shipment Records.

4. The Contractor and Transporter should retain a copy of the WSR upon completing their portion of it. The Disposal Site Operator should retain a copy and return a completed copy to the Generator within 45 days of the ACM leaving the Project Area.
5. All ACM that is readied for transport must be labeled with the name of the waste generator and the location at which the waste was generated. The contractor is responsible for providing the label.
6. Once debris have been removed from the Work area, they shall be loaded into a lined or enclosed truck for transportation.
7. The enclosed cargo area of the truck shall be free of debris and lined with six mil poly sheeting to prevent contamination from leaking or spilled containers. Floor sheeting shall be installed first and extend up the side walls. Wall sheeting shall be overlapped and taped into place.
8. Any debris or residue observed on containers or surfaces outside of the Work area resulting from cleanup or disposal activities shall be immediately cleaned up using HEPA filtered vacuum equipment and/or wet methods as appropriate.

3.04 ABATEMENT PROCEDURES

A. Class I Work

1. Removal of Asbestos Containing Materials
 - a. The Contractor shall wet all asbestos materials with amended water and saturate it to the substrate. Saturate the asbestos material sufficiently so that at no time will there be fiber release from dry asbestos. Misting or spraying may be used to assist in fiber settling.
 - b. Immediately following removal, wet asbestos shall be packed into bags or drums. Seal containers and move them to the waste container airlock. Bags should not be overfilled. Asbestos waste with sharp components shall be contained in drums before removal from the Work area.
 - c. Asbestos material shall not be dropped or thrown to the floor. Material should be removed as intact sections or components whenever possible and carefully lowered to the floor. If this cannot be done for materials greater than 50-feet above the floor, a dust-tight chute shall be constructed to transport the material to containers on the floor or the material may be containerized at elevated levels (e.g., on scaffolds) and carefully lowered to the ground by mechanical means. For materials between 15 and 50 feet above the ground, they may be containerized at elevated levels or dropped onto inclined chutes or scaffolding for subsequent collection and containerization.
 - d. Bags of asbestos waste shall be removed from Work area at the end of each shift to prevent water leakage.
 - e. Surfaces from which asbestos was stripped shall be brushed or hand cleansed until no visible asbestos residue remains.

- f. Special circumstances (e.g., live electrical equipment or live steam lines) may prohibit the adequate use of wet methods to reduce fiber concentrations. For these situations, a dry removal may be required. The contractor will have to acquire special permits, different from those mentioned herein from the NESHAP enforcement agency.
2. Clean-up Procedures
 - a. Collect and containerize all visible accumulations of asbestos containing materials and debris.
 - b. Wet clean all surfaces in the Work area using rags, mops, or sponges, as appropriate.
 - c. Remove all containerized waste from the Work area and waste container airlock.
 - d. Decontaminate and remove all unnecessary tools and equipment.
 - e. Inspect the Work area for visible residue. If any accumulation of residue is observed, it will be assumed to be asbestos and the Work area shall be recleaned.
 - f. Apply a thin coating of an encapsulating agent to all surfaces in the Work area to seal in non-visible residue. The Contractor shall verify the compatibility of any encapsulating agent with future replacement material.
 - B. Class II Asbestos Work - Flooring
 1. Resilient flooring shall be removed by wetting the sharp point where the material will be cut and during delamination. Rip-up of resilient flooring is prohibited.
 2. Mechanical chipping is prohibited unless performed in a NPE.
 3. Tiles shall be removed intact unless the employer demonstrates that intact removal is not possible.
 4. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.
 - C. Class II Asbestos Work - Roofing
 1. Roofing material shall be removed intact to the extent possible.
 2. Cutting machines shall be continuously misted during use, unless misting substantially decreases worker safety.
 3. All loose dust left from cutting operations must be immediately HEPA vacuumed.
 4. Unwrapped or unbagged roofing material must immediately be lowered to the ground via covered, dust-tight chute, crane or hoist, or wrapped in plastic sheeting and lowered to the ground no later than the end of the Work shift.
 5. Upon being lowered to the ground, unwrapped material shall be transferred to a closed receptacle in such a manner as to preclude the dispersion of dust.
 6. Roof level heating and ventilation air intake sources shall be isolated or the ventilation system shall be shut down.
 7. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.
 - D. Class II Asbestos Work - Siding, shingles, or transite panels

1. Cutting, abrading, or breaking of these materials shall be prohibited unless the employer can demonstrate that other methods less likely to release asbestos fibers cannot be used.
2. Each panel or shingle shall be sprayed with amended water prior to removal.
3. Unwrapped or unbagged panels or shingles must immediately be lowered to the ground via covered, dust-tight chute, crane or hoist, or wrapped in an impervious waste bag or wrapped in plastic sheeting and lowered to the ground no later than the end of the Work shift.
4. Nails shall be removed intact. If determined they are not able to be removed intact, Contractor may cut with flat, sharp instruments.
5. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.

E. Class II Asbestos Work - Gaskets

1. If a gasket is unlikely to be removed intact, removal shall be undertaken within a glovebag.
2. The gasket shall be thoroughly wetted with amended water prior to removal.
3. The wet gasket shall immediately be placed in a disposal container.
4. Any scraping to remove residue must be performed wet.
5. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.

F. Class II Asbestos Work - Other

1. The material must be thoroughly wetted with amended water prior to removal.
2. The material shall be removed in an intact manner unless the employer demonstrates that intact removal is not possible.
3. Cutting, abrading, or breaking of these materials shall be prohibited unless the employer can demonstrate that other methods less likely to release asbestos fibers cannot be used.
4. ACM removed, shall be immediately bagged or wrapped, or kept wetted until transferred to a closed receptacle, no later than the end of the Work shift.
5. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.

G. Class III Asbestos Work

1. Work shall be performed using wet methods.
2. To the extent feasible, the Work shall be performed using local exhaust ventilation.
3. Where the disturbance involves drilling, cutting, abrading, sanding, chipping, breaking, or sawing of TSI or surfacing material, the employer shall use impermeable drop cloths, and shall isolate the area using mini-containments or glovebags.
4. The employer shall contain the area using impermeable drop cloths and plastic barriers or their equivalent, or shall build an NPE.
5. The regulated areas are to be established and all removal workers are to wear

appropriate respirators and protective clothing.

H. Class IV Asbestos Work

1. ACM or PACM debris will be promptly cleaned using wet methods and/or HEPA vacuuming.
2. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing.
3. In areas where friable TSI or surfacing materials are located, waste and debris must be assumed to contain asbestos.

3.05 GLOVEBAG PROCEDURES

- A. Glovebagging may not be performed on pipes whose temperature exceeds 150 degrees Fahrenheit.
- B. The regulated areas are to be established and all removal workers are to wear appropriate respirators and protective clothing
- C. At least two persons shall perform the work on each individual glovebag.
- D. A protective shroud of at least six mil poly shall be placed under the glovebag area. A plastic barrier shall be utilized if the glovebag area is occupied.
- E. Loose and friable material adjacent to the glovebag is to be wrapped and sealed in two layers of six mil poly.
- F. Glove bags must be installed so that they completely cover the pipe or other structure where asbestos removal work is to be done. Glove bags shall be installed by cutting the sides of the glove bag to fit the size of the pipe form which asbestos is to be removed. The glove bag is attached to the pipe by folding the open edges together, stapling them, and securely sealing them with tape. All openings in the glove bag must be sealed with duct tape or equivalent to prevent any leakage from the bag.
- G. Each glove bag is to be smoke tested after installation on the pipe prior to beginning removal. Smoke testing will be done by the Consultant by inserting the smoke tube through a small hole in the glove bag. The glove bag is then filled with smoke, the tube is removed, and the hole patched with duct tape. The glove bag is then squeezed. If smoke escapes from the glove bag, the leak is to be sealed. Removal may begin after approval by Consultant.
- H. The employees who are performing the asbestos removal with the glove bag must don at least a half mask dual-cartridge HEPA filtered respirator and wear disposable protective clothing. Respirators should be worn by employees who are in close contact with the glove bag and who may thus be exposed as a result of small gaps in the seams of the bag or holes punched through the bag by a razor knife or a piece of wire mesh.
- I. A HEPA filtered vacuum is to be inserted into the glovebag and left running continuously during the glovebag removal.
- J. The material to be removed must be adequately wetted with a wetting agent prior to removal. The removed asbestos material from the pipe or other surface must be thoroughly wetted with a wetting agent (applied with a sprayer wand inserted through a small hole cut in the bag with an airtight seal).
- K. A wetting agent must then be used to spray any layer of dry material that is exposed beneath the mesh, the surface of the stripped underlying structure, and the inside of the

glove bag.

- L. After removal of the layer of asbestos containing material, the pipe or surface from which asbestos has been removed must be thoroughly cleaned with a brush and wet wiped with a wetting agent until no traces of the asbestos containing material can be seen.
- M. Any asbestos containing insulation edges that have been exposed as a result of the removal or maintenance activity must be encapsulated with bridging encapsulant to ensure that the edges do not release asbestos fibers to the atmosphere after the glove bag has been removed.
- N. When the asbestos removal and encapsulation have been completed, the bag may be removed from the pipe and sealed with tape to keep the asbestos materials safely in the bottom of the bag. The glove bag must then be double bagged in a labeled six mil bag, sealed, and removed from the work area to be disposed of properly.

3.06 SCOPE OF WORK

A. Fire Door Insulation Removal

1. Remove the asbestos containing fire door insulation. All asbestos removal Work is to be done as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly. The containments must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A single cell decontamination unit must be attached to the containment.

The asbestos containing material is to be wetted before and during removal. The fire doors are to be removed intact to the extent possible. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

B. Linoleum Removal

1. Remove the asbestos containing linoleum. All asbestos removal Work is to be done as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly. The containments must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A single cell decontamination unit must be attached to the containment.

The asbestos containing material is to be wetted before and during removal. The linoleum is to be removed intact to the extent possible. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

C. Ceiling Tile Removal (Dispose of Track)

1. Remove the asbestos containing ceiling tile. All asbestos removal work is to be done as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly. The containments must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A full three chamber decontamination unit must be attached to the containment.

The floor(s) in the containment area are to have a minimum of two layers of six mil poly. The walls are to have a minimum of two layers of four mil poly.

The asbestos containing material is to be wetted before and during removal. The linoleum is to be removed intact to the extent possible. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

D. Sink Insulation Removal

1. Remove the asbestos containing sink insulation. All asbestos removal Work is to be done as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly. The Contractor is to drape one layer of six mil poly on the ground immediately underneath the removal area. The containments must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A single cell decontamination unit must be attached to the containment.

The asbestos containing material is to be wetted before and during removal. The sink and insulation is to be removed intact to the extent possible. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

E. Floor Tile Removal

1. Remove the asbestos containing floor tile. All asbestos removal Work is to be done

as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly. The containments must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A single cell decontamination unit must be attached to the containment.

The asbestos containing floor tile is to be wetted before and during removal. The floor tile is to be removed in an intact manner if possible. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

F. Roof Paper Removal

1. Remove the asbestos containing roof paper. All asbestos removal Work is to be done as per this specification. The asbestos containing material is to be wetted before and during removal. The roof paper is to be removed intact to the extent possible. Roof level heating and ventilation air intake sources shall be isolated, or the ventilation system shall be shut down.

Cutting machines shall be continuously misted during use, unless misting substantially decreases worker safety. All loose dust left from cutting operations must be immediately HEPA vacuumed. Unwrapped or unbagged roofing material must immediately be lowered to the ground via covered, dust-tight chute, crane or hoist, or wrapped in plastic sheeting and lowered to the ground no later than the end of the Work shift. Upon being lowered to the ground, unwrapped material shall be transferred to a closed receptacle in such a manner as to preclude the dispersion of dust.

The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

G. Roof Paper Removal

1. Remove the asbestos containing roof paper. All asbestos removal Work is to be done as per this specification. The asbestos containing material is to be wetted before removal. The roof paper is to be removed intact to the extent possible. Roof level heating and ventilation air intake sources shall be isolated, or the ventilation system shall be shut down.

Cutting machines shall be continuously misted during use, unless misting substantially decreases worker safety. All loose dust left from cutting operations must be immediately HEPA vacuumed. Unwrapped or unbagged roofing material must

immediately be lowered to the ground via covered, dust-tight chute, crane or hoist, or wrapped in plastic sheeting and lowered to the ground no later than the end of the Work shift. Upon being lowered to the ground, unwrapped material shall be transferred to a closed receptacle in such a manner as to preclude the dispersion of dust.

The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

H. Caulking / Expansion Joint Compound Removal

1. Remove the asbestos containing caulking/expansion joint compound. All asbestos removal Work is to be done as per this specification. The Contractor is to drape one layer of six mil poly on the ground immediately underneath the removal area. The poly is to be draped in such a manner as to catch any asbestos debris that may be caused by the removal process.

The asbestos containing material is to be wetted before and during removal. All of the asbestos containing material which is removed is to be appropriately double bagged or double wrapped in six mil poly. The disposal bags or poly are to be appropriately labeled with OSHA, DOT, and waste generator labels. All asbestos containing material is to be properly disposed of at an approved landfill.

The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

I. Thermal System Insulation Removal In-Containment

1. Remove the asbestos containing thermal system insulation. All asbestos removal Work is to be done as per this specification. The Contractor is to remove all movable objects in the containment area. All objects which must remain in the containment areas are to be sealed with a minimum of one layer of six mil poly.

The Contractor is to seal all critical barriers. Any HVAC critical barriers are to be sealed with a minimum of two layers of six mil poly applied as described in this specification. The walls are to have a minimum of two layers of at least six mil poly applied as described in this specification. The floors are to have a minimum of two layers of six mil poly applied as described in this specification. The containment must have a minimum of four air changes per hour and a differential pressure of 0.02 column inches of water. A full three chamber decontamination unit must be attached to the containment.

The asbestos containing material is to be wetted before and during removal. The

asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

J. Overhang Concrete Board

1. Remove the asbestos containing overhang concrete board. All asbestos removal Work is to be done as per this specification.

The asbestos containing material is to be wetted before and during removal. The overhang concrete board is to be removed in an intact manner. The Contractor is to drape one layer of six mil poly on the ground around the perimeter of the building beneath the overhang concrete board. The poly is to be draped in such a manner as to catch any asbestos debris that may be caused by the removal process. Nail or staples shall be removed intact. If determined they are not able to be removed intact, the Contractor may cut with flat, sharp instruments.

The asbestos containing material is to be wetted before and during removal. The asbestos containing material must immediately be placed in six mil poly bags with the appropriate OSHA, DOT, and waste generator labels affixed. If the contractor is using barrels, barrels must be cleaned prior to removal from the contained area. The asbestos containing material is to be disposed of at an approved landfill.

The Contractor is responsible for cleaning up the ACM debris in the removal area by wet methods, HEPA-filtered vacuums, or a combination of each. All waste materials generated by cleaning activities must be properly packaged, labeled, and properly disposed of at an approved landfill that accepts asbestos waste materials

END OF SECTION

SECTION 31 10 00
SITE CLEARING

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
 - 1. Protecting existing vegetation to remain.
 - 2. Removing existing vegetation.
 - 3. Clearing and grubbing.
 - 4. Stripping and stockpiling topsoil.
 - 5. Removing above and below grade site improvements.
 - 6. Disconnecting, capping or sealing, and removing site utilities.
 - 7. Temporary erosion- and sedimentation-control measures.
- B. Related Sections
 - 1. Section 01 10 00 – Summary
 - 2. Section 01 50 00 – Temporary Facilities and Controls
 - 3. Section 02 41 00 – Demolition

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 DESCRIPTION

- A. For this project, the site will need to be cleared of existing utilities. Vegetation to remain and known utilities are identified on the Drawings.
- B. Utilize Iowa Utility One-Call at 800 292 8989 or 811 for locates for those utilities which subscribe to this service.
- C. Do not commence site clearing operations until temporary erosion control and plant protection measures are in place.
- D. Soil stripping, handling, and stockpiling shall be performed only when the topsoil is dry or slightly moist.

PART 2 PRODUCTS

(Not Used)

PART 3 EXECUTION

3.01 VEGETATION

- A. Locate and clearly identify trees to remain. Flag tree trunks at 54 inches above the ground.

3.02 EXISTING UTILITIES

- A. Contractor will arrange for disconnecting and sealing utilities that serve existing structures before site clearing.
- B. Locate, identify, disconnect, and seal or cap utilities indicated to be removed. Verify utilities are sealed or capped prior to proceeding with site clearing.
- C. Excavate for and remove underground utilities indicated to be removed.

END OF SECTION

SECTION 31 23 00
EXCAVATION AND FILL

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
 - 1. Excavation.
 - 2. Fill material.
 - 3. Site grading.
 - 4. Topsoil.
 - 5. Seeding.
- B. Related Sections
 - 1. Section 01 10 00 – Summary
 - 2. Section 01 50 00 – Temporary Facilities and Controls
 - 3. Section 02 41 00 – Demolition
 - 4. Section 31 10 00 – Site Clearing

1.02 MEASUREMENT AND PAYMENT

- A. Work specified in this section is included in the lump sum contract price.

1.03 SUBMITTALS

- A. Product data for each type of product indicated.
- B. Certification of grass seed from seed vendor for each grass-seed mono-stand or mixture stating the botanical and common name and percentage by weight of each species and variety, and percentage of purity, germination, and weed seed. Include the year of production and date of packaging.
- C. Product certificates for fertilizers, signed by product manufacturer.
- D. Planting schedule indicating anticipated planting dates for each type of planting.

1.04 DESCRIPTION

- A. Contractor is responsible for excavation of the site and backfilling voids. Backfill must consist of appropriate materials. Contractor is responsible for the final grading, addition of topsoil, and seeding.

1.05 QUALITY ASSURANCE

- A. Deliver grass seed mixture in original, sealed, labeled, containers. Seed in damaged packaging is not acceptable.
- B. Proceed with planting only when existing and forecasted weather conditions permit.
- C. Guarantee seeded area for duration of one year after seeding to be alive and in satisfactory growth at end of guarantee period.

1. For purpose of establishing acceptable standard, scattered bare spots, none larger than 1 square feet will be allowed up to maximum of 3% seeded area.
 2. Acceptance will be based upon meeting this standard one year after substantial completion or after reseeding.
 3. No weed seeds allowed. If excessive weeds grow, Contractor may be required to spray and reseed at COUNTY'S discretion.
 4. During the warranty period, correct and reseed as originally specified, any defects in the seeded areas and grass stand, such as weedy areas, eroded areas, and bare spots, until all affected areas are accepted by the Engineer.
 5. Areas reseeded under the warranty shall be warranted for an additional one-year period.
- D. The following ASTM International standards may be referenced in this section.
1. D698, Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Standard Effort (12 400 ft-lb/ft³ (600 kN-m/m³)).
 2. D4253, Standard Test Methods for Maximum Index Density and Unit Weight of Soils Using a Vibratory Table.

PART 2 PRODUCTS

2.01 MATERIALS

- A. Fill material may consist of approved material acquired from excavations or material hauled from off-site sources.
1. Low plasticity cohesive soil characterized as lean clay free of rubble and organic material.
 2. On-site topsoil material is material excavated from the top 12 inches of the site.
- B. Suitable material identified on-site shall be used first for backfill.
- C. Excess excavated native soils which are not used as backfill shall become the property of the Contractor and shall be disposed of off-site by the Contractor in a location.
- D. Provide fresh, clean, new crop, certified seed complying with tolerance for germination and purity and free of poa annua, bent grass, and noxious weed seed. Furnish all seeds from an established seed dealer or certified seed grower. All materials and suppliers are to follow Iowa Seed Law and Iowa Department of Agriculture and Land Stewardship regulations.
1. Use fertilizer of the grade, type, and form specified that complies with rules of the Iowa Department of Agriculture and Land Stewardship.
 2. Use a sticking agent that is a commercial material recommended by the manufacturer to improve adhesion of inoculant to the seed. For small quantities less than 50 pounds, the sticking agent need not be a commercial agent, but it must be approved by the Consultant and must be applied separately, prior to application of inoculant.
 3. Mulch may only consist of the following options:

- a. Straw mulch: provide air-dry, clean, mildew- and seed-free, salt hay or threshed straw of wheat, rye, oats, or barley.
- b. Fiber mulch: biodegradable, dyed-wood, cellulose-fiber mulch; nontoxic; free of plant-growth or germination inhibitors; with maximum moisture content of 15 percent and a pH range of 4.5 to 6.5.
- c. Non-asphaltic tackifier: colloidal tackifier recommended by fiber-mulch manufacturer for slurry application; nontoxic and free of plant-growth or germination inhibitors.

PART 3 EXECUTION

3.01 GENERAL EXCAVATION

- A. Excavation operations shall be conducted so that material outside of Work area will not be disturbed.
- B. All excess suitable material excavated from the site and not used for backfill shall be removed from the site and become property of the Contractor.

3.02 BACKFILL

- A. Scarify existing material within 8 inches of top of backfill elevation.
- B. Excavation must be backfilled and graded to drain immediately after demolition and excavation phases are completed.
- C. Excavation areas shall not sit empty nor allow stormwater to collect in excavated areas.
- D. Compacted backfill shall be placed to 4" below finished grade.

3.03 GRADING

- A. 4" topsoil shall be placed and fine graded to match existing site grade at the edges of the site. Grade shall be restored to original drainage or such as to not allow accumulation of precipitation.

3.04 SEEDING

- A. Seed mix shall be permanent contractor seed mix applied by seed drill with a no till attachment or a hydraulic-seeding.
- B. Provide mulch and water to establish an acceptable stand of grass.
 - 1. Use enough water to keep the soil and mulch moist to a depth of 1 inch and ensure growth of the seed. For turfgrass seeding areas, sufficiently water to keep the soil moist for a minimum of 21 days. If natural rainfall is adequate to keep the soil and mulch moist, artificial watering may not be needed.

END OF SECTION

DRAWINGS

APPENDIX 1 – Hazardous Materials Inspection Report

APPENDIX 2 – Asbestos Containing Materials Inspection Report

APPENDIX 3 – Asbestos Diagrams and Field Forms

**APPENDIX 4 – Iowa DNR 10-Day
Notification Form**

APPENDIX 5 – Bid Plans

APPENDIX 6 – Woodbury County Home Blueprints – 1980

APPENDIX 1 – Hazardous Materials Inspection Report

HAZARDOUS MATERIALS INVENTORY



**Prairie Hills Center
1600 County Home Road
Sergeant Bluff, IA 51054**

Prepared for:
**Woodbury County
401 8th Street
Sioux City, IA 51101**

Prepared by:



**9550 Hickman Road, Suite 105
Clive, IA 50325**

December 9, 2021



HAZARDOUS MATERIALS INVENTORY

**Prairie Hills Center
1600 County Home Road
Sergeant Bluff, IA 51054**

Inspected and Prepared by:

A handwritten signature in black ink, appearing to read "Matt B.", written over a horizontal line.

Senior Project Manager

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APPENDICES

- APPENDIX 1 – Aerial Photograph
- APPENDIX 2 – Hazardous Materials Inventory
- APPENDIX 3 – Site Photographs

1.0 EXECUTIVE SUMMARY

Impact7G, Inc. (Impact7G), performed a Hazardous Materials Inventory on November 18, 2021, of the designated buildings located at 1600 County Home Road, Sergeant Bluff, IA 51054 (Property). The purpose of this hazardous materials inventory is to document the presence of hazardous materials and assist Woodbury County (Client) in facilitating the demolition of the buildings.

The buildings were inspected for:

- Universal Waste
- PCB-Containing Equipment
- Products containing hazardous materials
- Other items of environmental concern

Hazardous materials were documented at the Property during this inspection. Appendix 2 of this report identifies the items that require attention before demolition.

2.0 INTRODUCTION

Property Information

Prairie Hills
1600 County Home Road
Sergeant Bluff, IA 51054

Client Information

Kenny Schmitz
401 8th Street
Sioux City, IA 51101
Office: 712-279-6539 / 712-253-3745
Email: kschmitz@woodburycountyiowa.gov

Personnel

Project Manager: Matt Deutsch, CSP, CHMM
Inspector: Matt Deutsch, CSP, CHMM

Inspection Plan

Inspect the designated structure for the presence of hazardous materials including universal waste (batteries, lamps, mercury-containing equipment, aerosol cans), PCB-containing equipment and materials, low-level radioactive materials, CFC-containing equipment, building components, products containing hazardous materials, and other items of environmental concern.

3.0 PROPERTY DESCRIPTION

The scope of the project included inspection of the former county residential home, the training facility, and the maintenance/mechanical space. The previous use of the buildings included a residential facility, inmate detention space, and a law enforcement training facility.

4.0 INSPECTION LIMITATIONS

An inspection limitation, for this report, is any action or task that is limited from the original scope of work. The overall reason for any limitation is the protection of Impact7G personnel. Examples

of limitations can range from a lack of accessibility to an area of the Property, unsafe work areas, collecting additional samples, etc.

The scope of this inspection was limited to the county home, training center, mechanical/maintenance structures, and the property grounds in the immediately adjacent area. Impact7G encountered some locked doors in the county home building and was unable to complete the inventory for those spaces. No other limitations were encountered.

5.0 INSPECTION ACTIVITIES

Impact7G inspectors completed the facility inventory on November 18, 2021, with all work performed under the guidance of a Certified Hazardous Materials Manager (CHMM). The inspection process included visually inspecting each interior space (room, hallway, entryway, and/or stairwell) within the structure as well as the structure exterior. Appendix 2 contains a list of hazardous building materials and abandoned chemicals. Where possible, the material name, quantity, container size, physical state, and container type were noted. Impact7G did not perform any testing to attempt to identify any unknowns.

Universal Waste

Batteries

Thirteen (13) batteries (deep cycle, rechargeable, and interruptible power supplies) were identified as part of the inspection. Also, forty-five (45) wall-mounted emergency lighting units were identified, which likely still contain lead-acid batteries. These should be removed before demolition and managed as universal waste.

Thermostats

Forty-one (41) thermostats and control switches were identified during the inspection. All thermostats should be inspected before disposal to verify the presence/absence of mercury and managed as universal waste.

Fluorescent Lamps

Approximately 1,171 fluorescent lamps (potentially mercury-containing) were identified during the inspection. An additional 24 HID lamps were identified in the gymnasium, maintenance shop, and building exterior. These should be removed without breakage before the removal of fixtures and managed as universal waste.

PCB-containing Equipment and Materials

Fluorescent Lamp Ballasts

Approximately 358 fluorescent lamp ballasts were identified during the inspection. The ballasts were not readily accessible during the survey because they were internally mounted. All ballasts should be inspected before disposal to verify the presence or absence of PCBs. Ballasts should be assumed to be PCB-containing unless specified by the manufacturer's label as containing "No PCBs".

Electrical Transformers

One (1) large electrical transformer was observed during the inspection. No additional information was available as the unit was secured with a padlock. The unit should be inspected before disposal to verify the presence/absence of PCBs.

Hazardous Materials

Low-Level Radioactive Materials

Forty-five (45) illuminated exit signs were identified. Not all signs were evaluated for the presence of tritium, thus all illuminated exit signs should be inspected before disposal.

Sixty-five (65) smoke detectors were identified. There are numerous differing kinds and types of units which should be evaluated for the presence of low-level radioactive materials or batteries before disposal.

CFC Containing Equipment

Thirty-five (35) refrigeration, ice makers, and air conditioning units were identified which are likely to contain chlorofluorocarbons (CFCs). Each unit should also be assumed to contain compressor oil and refrigerant.

Storage Tanks

At the time of the inspection, there was one (1) 250-gallon aboveground storage tank identified. This tank requires triple-rinse cleaning before disposal at a permitted facility.

Other Items of Concern

The inspection also identified:

- 6 appliances (washer, dryers, oven, water heaters, and dehumidifiers)
- 5 microwave ovens
- 21 cathode ray tube (CRT) monitors/televisions
- 11 portable fire extinguishers
- 1 kitchen fire suppression system (charged)
- 1 X-ray inspection unit
- 1 hydraulic operated elevator
- 4 vessels larger than 100 gallons (boilers, pressure tanks, and a 500-gallon diesel fuel tank)
- Abandoned hazardous chemicals in various sizes, quantities, and chemical hazards

6.0 CONCLUSIONS / RECOMMENDATIONS

The following conclusions and recommendations are summarized as follows:

- Hazardous materials were identified throughout the structures inspected at 1600 County Home Road, Sergeant Bluff, IA 51054. Items include materials that are classified as hazardous building materials/items (CFCs, batteries, fuel/storage tanks, hydraulic fluids, dielectric fluids, products containing mercury, radioactive materials, appliances and electronic materials, and waste oil). The facility also contains numerous abandoned chemicals (compressed gases, flammable liquids, toxics, and corrosives). Based on the results of the data collected during the inspection, the structures require further action before demolition.

Impact7G recommends the removal of all hazardous materials located within the structures slated for demolition. All handling, packaging, temporary storage, and transportation to a permitted disposal facility shall be completed per all local, state, and federal regulations designed to protect human health and the environment. A visual inspection is recommended upon completion of removal work to document that all hazardous materials within the scope of the project have been removed.

7.0 CONDITIONS & LIMITATIONS

The United States Environmental Protection Agency (EPA) requires hazardous waste generators to complete and submit EPA Form 8700-23 to obtain an EPA ID number. Short-term construction or demolition qualifies as an episodic event, which cannot last more than 60 days beginning on the first day episodic hazardous waste is generated and concluding on the day the hazardous waste is removed from the generator's site.

Impact7G has performed the tasks contained within this report in a thorough and professional manner consistent with commonly accepted standard industry practices. The results, findings, conclusions, and recommendations expressed in this report are based on conditions observed during our survey of the property. Impact7G cannot guarantee and does not warrant, that this report has identified all adverse environmental factors and/or conditions affecting the subject property. This report is not a bidding document or project specification as it does not contain the necessary components. Impact7G cannot warrant the work of any third party that may have aided in the completion of this report. This report has been prepared on behalf of and exclusively for use by the City of Ames for specific application to their project as discussed. Contractors, consultants, or other third parties reviewing this report must draw their own conclusions regarding data contained within the report, further investigation, or required remediation.

APPENDIX 1
Aerial Photograph



Aerial Photograph
1600 County Home Road
Sergeant Bluff, IA 51054



APPENDIX 2
Hazardous Materials Inventory

TABLE 1 - HAZARDOUS BUILDING MATERIALS AND EQUIPMENT

Product Name/Description	Quantity	Comments
Appliances	6	Washer, dryers, water heaters, dehumidifier
Batteries	13	
Biohazard	2	Containers of used urine sample cups
CFC Units	35	Air conditioners, refrigeration units, ice makers
CRT Monitors	21	Computer monitors & televisions
Emergency Lights	17	
Elevator	1	Hydraulic operated
Exit Signs	45	
Fire Extinguishers	12	Included kitchen fire suppression system
Lamp, Ballasts	358	
Lamp, Fluorescent	1,171	
Lamp, HID	24	
Mercury Devices/Suspect Devices	41	Thermostats & controls
Microwaves	5	
PCB Devices/Suspect Devices	1	Exterior transformer
Radioactive Devices; Smoke Detectors	65	
Radioactive Devices; X-Ray	1	
Vessels larger than 100 Gallons	4	Boilers, pressure tanks and 500g diesel AST

TABLE 2 - ABANDONED CHEMICALS

Product Name/Description	Quantity	Container Size	Physical State	Container Material	Hazard Class
3M General Trimming Adhesive	1	18.1 oz	Aerosol	Aerosol Can	2: Compressed Gas
Acetylene	1	35 lbs	Gas	Gas Cylinder	2: Compressed Gas
All purpose Fast Dry Enamel	1	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Backwoods insect repellent	1	6 oz	Aerosol	Aerosol Can	2: Compressed Gas
Barfix Hysan Germicidal Spray	1	16 oz	Aerosol	Aerosol Can	2: Compressed Gas
Betco GLYBET Disinfectant	23	16 oz	Aerosol	Aerosol Can	2: Compressed Gas
Betco TB Plus Spray Disinfectant	2	15.5 oz	Aerosol	Aerosol Can	2: Compressed Gas
Bonide Wasp and Hornet Killer	2	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Claire Cinnamon Air freshener	1	10 oz	Aerosol	Aerosol Can	2: Compressed Gas
Claire Citrus Cream Air Freshener	2	10 oz	Aerosol	Aerosol Can	2: Compressed Gas
Claire Disinfectant Bathroom Cleaner	11	19 oz	Aerosol	Aerosol Can	2: Compressed Gas
Claire Dust Up	1	14 oz	Aerosol	Aerosol Can	2: Compressed Gas
Cong-r dust	2	17 oz	Aerosol	Aerosol Can	2: Compressed Gas
Coppertone sunscreen	2	7.5 oz	Aerosol	Aerosol Can	2: Compressed Gas
Ecolab 81-50 Pesticide	2	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Janitor Depot Glass Cleaner	1	19 oz	Aerosol	Aerosol Can	2: Compressed Gas
KingCo Duct Line Spray Adhesive	1	14 oz	Aerosol	Metal	2: Compressed Gas
Liceanator Aerosol Lice Killer	6	13 oz	Aerosol	Aerosol Can	2: Compressed Gas
MAP Pro	1	16 OZ	Gas	Gas Cylinder	2: Compressed Gas
Off! Bug spray	2	6 oz	Aerosol	Aerosol Can	2: Compressed Gas
Off! Deep woods	1	6 oz	Aerosol	Aerosol Can	2: Compressed Gas
Off! Deep woods	1	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Oxygen	1	50 lbs	Gas	Gas Cylinder	2: Compressed Gas
Pledge Furniture Polish	1	12.5 oz	Aerosol	Aerosol Can	2: Compressed Gas
Raid Flying Insect Killer	1	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Rust-Oleum High Performance Enamel	1	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Spartan F-6 Flying insect killer	1	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Spartan TnT	1	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Spartan TnT Disinfectant Cleaner	1	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Spray Paint	1	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Super stripe traffic paint	3	16 oz	Aerosol	Aerosol Can	2: Compressed Gas
Tri-Flow Synthetic Oil	2	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
WD-40	1	15 oz	Aerosol	Aerosol Can	2: Compressed Gas
Wind Jammer	1	12 oz	Aerosol	Aerosol Can	2: Compressed Gas
Zinsser Stain Sealing Ceiling Paint	3	13 oz	Aerosol	Aerosol Can	2: Compressed Gas
Goof Off The Ultimate Remover	1	1 gal	Liquid	Metal	3: Flammable Liquid
High-Gloss Floor Finish	1	1 gal	Liquid	Plastic	3: Flammable Liquid
Liquid Nails Adhesive	1	10.2 oz	Liquid	Fiber	3: Flammable Liquid
Minwax Polyshades	1	32 oz	Liquid	Metal	3: Flammable Liquid
Minwax Wood Finish	1	32 oz	Liquid	Metal	3: Flammable Liquid
Oatey PVC Cement	1	16 oz	Liquid	Metal	3: Flammable Liquid

TABLE 2 - ABANDONED CHEMICALS

Product Name/Description	Quantity	Container Size	Physical State	Container Material	Hazard Class
Oatey PVC Cleaner	1	4 oz	Liquid	Metal	3: Flammable Liquid
Oatey PVC Cleaner	1	16 oz	Liquid	Metal	3: Flammable Liquid
PL 200 Adhesive	1	10.2 oz	Liquid	Fiber	3: Flammable Liquid
Powerhold 500 Contact Cement	1	32 oz	Liquid	Metal	3: Flammable Liquid
Purell Instant Hand Sanitizer	10	800 ml	Liquid	Plastic	3: Flammable Liquid
Quickbond Latex Contact Cement Adhesive	1	32 oz	Liquid	Metal	3: Flammable Liquid
Rectorseal Pipe Thread Sealant	1	4 oz	Liquid	Metal	3: Flammable Liquid
Rust-Oleum	1	8 oz	Liquid	Metal	3: Flammable Liquid
Sentinel 747 Floor Adhesive Remover	1	1 gal	Liquid	Plastic	3: Flammable Liquid
Sherwin Williams Wood Classics	1	32 oz	Liquid	Metal	3: Flammable Liquid
Sher-Wood	1	1 gal	Liquid	Metal	3: Flammable Liquid
Spartan Glass Cleaner	3	32 oz	Liquid	Plastic	3: Flammable Liquid
Sunnyside paint thinner	1	1 gal	Liquid	Plastic	3: Flammable Liquid
Zinsser B I N Primer Sealer	1	1 gal	Liquid	Metal	3: Flammable Liquid
Amine 400 Weed Killer	1	2.5 gal	Liquid	Plastic	6: Toxic
Barrier Year-long Vegetation Killer	1	2.5 gal	Liquid	Plastic	6: Toxic
Broad Spectrum Crawling Bug Killer	10	24 oz	Liquid	Plastic	6: Toxic
United Mec Amine-D Turf Herbicide	1	1 gal	Liquid	Plastic	6: Toxic
Urine Sample Containers (used)	2	5 gal	Liquid	Plastic	6: Toxic
Advanced Water Company Inc. 3551	2	5 gal	Liquid	Plastic	8: Corrosive
Betco Ax-It Plus	1	5 gal	Liquid	Plastic	8: Corrosive
Betco Mad	1	1 gal	Liquid	Plastic	8: Corrosive
Betco Restroom Cleaner	1	32 oz	Liquid	Plastic	8: Corrosive
Betco Stix	2	1 qt	Liquid	Plastic	8: Corrosive
Crew Shower, Tub & Tile Cleaner	1	1 gal	Liquid	Plastic	8: Corrosive
Dishforce	1	9 lbs	Solid	Plastic	8: Corrosive
Kleen Solutions LT 525 Chlorine Destainer	2	5 gal	Liquid	Plastic	8: Corrosive
Lime-A-Way	1	16 oz	Liquid	Plastic	8: Corrosive
NexGuard Boiler Water Treatment	1	5 gal	Liquid	Plastic	8: Corrosive
Pink Pearl Heavy Duty Restroom & Fixture Cleaner	13	32 oz	Liquid	Plastic	8: Corrosive
Pros Edge Pink Pearl Deodorizer	1	32 oz	Liquid	Plastic	8: Corrosive
Scram Liquid Drain Opener	2	32 oz	Liquid	Plastic	8: Corrosive
Spartan SparCling Restroom Disinfectant	1	32 oz	Liquid	Plastic	8: Corrosive
Super Clean Multi-Purpose Cleaner	2	32 oz	Liquid	Plastic	8: Corrosive
Surflex Delimer Heavy Duty Liquid Lime Scale Remover	1	1 gal	Liquid	Plastic	8: Corrosive
Turtle Wax	2	14 oz	Solid	Plastic	8: Corrosive
BASF Silicone	9	10.1 oz	Liquid	Fiber	Non-Hazardous
DAP Silicone	10	10.1 oz	Liquid	Plastic	Non-Hazardous
Ajax Oxygen Bleach Cleaner	2	21 oz	Solid	Fiber	Non-Hazardous
All purpose bleach	3	1 gal	Liquid	Plastic	Non-Hazardous
Aloe Vera	1	12 oz	Liquid	Plastic	Non-Hazardous

TABLE 2 - ABANDONED CHEMICALS

Product Name/Description	Quantity	Container Size	Physical State	Container Material	Hazard Class
ArmorAll Original Protectant	1	16 oz	Liquid	Plastic	Non-Hazardous
ArmorAll Original Protectant	1	64 oz	Liquid	Plastic	Non-Hazardous
Auto Kleen Rinse Aid	3	5 gal	Liquid	Plastic	Non-Hazardous
Bare Bones	1	5 gal	Liquid	Plastic	Non-Hazardous
Betco Floor Sealer	2	5 gal	Liquid	Plastic	Non-Hazardous
Betco New Push Liquid Bacterial/Digester/Spotter	1	1 gal	Liquid	Plastic	Non-Hazardous
Betco Quat-Stat	1	1 gal	Liquid	Plastic	Non-Hazardous
Betco Winning Hands Hair & Body Shampoo	4	1 gal	Liquid	Plastic	Non-Hazardous
Betco Winning Hands Hair & Body Shampoo	1	100 ml	Solid	Fiber	Non-Hazardous
Black Jack Pourable Driveway Crack Filler	1	1 gal	Liquid	Plastic	Non-Hazardous
Black Jack Drive-Seal 200 Filler & Sealer	87	5 gal	Liquid	Plastic	Non-Hazardous
Buckeye XL-100 Heavy Duty Cleaner-Degreaser	1	1 gal	Liquid	Plastic	Non-Hazardous
Cheese Powder	1	50 lbs	Solid	Fiber	Non-Hazardous
Chlor-Tab B-T-F Disinfectant	1	25 oz	Solid	Plastic	Non-Hazardous
Clorox Bleach	1	1 gal	Liquid	Plastic	Non-Hazardous
CLR	1	28 oz	Liquid	Plastic	Non-Hazardous
Coppertone sunscreen	1	8 oz	Liquid	Plastic	Non-Hazardous
Devoc Tru-Glaze 4418	1	6.4 oz	Liquid	Metal	Non-Hazardous
Diamond Vogel	1	1 gal	Liquid	Metal	Non-Hazardous
Dutch Boy Polyurethane Gloss	2	1 gal	Liquid	Metal	Non-Hazardous
Ecolab Super Trump	3	1 gal	Liquid	Plastic	Non-Hazardous
evap-Pow'r C	1	1 gal	Liquid	Plastic	Non-Hazardous
Febreze	1	1 gal	Liquid	Plastic	Non-Hazardous
FlameSeal	1	12 oz	Liquid	Plastic	Non-Hazardous
Foaminator Non-Acid Biodegradable Condenser Coil Cleaner	4	1 gal	Liquid	Plastic	Non-Hazardous
Fresh Bio Conqueror 105	1	1 gal	Liquid	Plastic	Non-Hazardous
Gunk Purple Cleaner Degreaser	1	32 oz	Liquid	Plastic	Non-Hazardous
H-20 95 Water Soluble Tinning Flux	1	8 oz	Solid	Plastic	Non-Hazardous
Harvey's Plumber Putty	1	14 oz	Solid	Plastic	Non-Hazardous
Hydrogen Peroxide 3%	1	16 oz	Liquid	Plastic	Non-Hazardous
Luxor Antimicrobial Cleaner	1	1 gal	Liquid	Plastic	Non-Hazardous
Penetrating Silicone Grout Sealer	1	32 oz	Liquid	Plastic	Non-Hazardous
PineSol	1	28 oz	Liquid	Plastic	Non-Hazardous
Pink lotion Hand Soap	2	1 gal	Liquid	Plastic	Non-Hazardous
Pros edge Diamond Coat	2	5 gal	Liquid	Plastic	Non-Hazardous
ProTek-100 Propylene Glycol Heat Transfer Fluid	1	5 gal	Liquid	Plastic	Non-Hazardous
Rain-X foaming Car Wash concentrate	1	100 oz	Liquid	Plastic	Non-Hazardous
Serene Elements Shampoo	190	0.75 oz	Liquid	Plastic	Non-Hazardous
Sheetrock All Purpose Joint Compound	1	1 gal	Solid	Plastic	Non-Hazardous
Sheetrock All Purpose Joint Compound	2	61.7 lbs	Solid	Plastic	Non-Hazardous
Sheetrock All Purpose Joint Compound	4	4.5 gal	Solid	Plastic	Non-Hazardous

TABLE 2 - ABANDONED CHEMICALS

Product Name/Description	Quantity	Container Size	Physical State	Container Material	Hazard Class
Sheetrock Sand Finish Paint Additive	1	8 oz	Liquid	Plastic	Non-Hazardous
Sherwin Williams pre-catalyzed waterbased epoxy	1	123 oz	Liquid	Metal	Non-Hazardous
Soft Spot Rinse Injector	1	1 gal	Liquid	Plastic	Non-Hazardous
Spartan Spraybuff	1	32 oz	Liquid	Plastic	Non-Hazardous
Splash Premium RV & Marine Antifreeze	3	1 gal	Liquid	Plastic	Non-Hazardous
SplashWash	2	1 gal	Liquid	Plastic	Non-Hazardous
Spread Ultra	1	4 gal	Liquid	Plastic	Non-Hazardous
StepOne Drywall Primer/Sealer	1	5 gal	Liquid	Plastic	Non-Hazardous
StoneMason Liquid Concrete Crack Filler	1	1 gal	Liquid	Plastic	Non-Hazardous
Super Iron Out Rust and Stain Remover	1	1 lbs 2 oz	Solid	Plastic	Non-Hazardous
Super spec Semi-Gloss	2	5 gal	Liquid	Metal	Non-Hazardous
Surflex Green Apple Pot & Pan Manual Dishwashing Detergent	1	1 gal	Liquid	Plastic	Non-Hazardous
Vapor Barrier Primer/Sealer	1	1 gal	Liquid	Metal	Non-Hazardous
Whitlam Select Unyte	1	8 oz	Liquid	Metal	Non-Hazardous
Windex	1	32 oz	Liquid	Plastic	Non-Hazardous
Zep Commercial All-in-1 Premium Pressure Washing Concentrate	1	1.35 gal	Liquid	Plastic	Non-Hazardous
Various medications,over the counter	1	Various		Plastic	Non-Hazardous
Unknown	1	32 oz	Liquid	Plastic	Unknown
Buyers Hydraulic Fluid	1	32 oz	Liquid	Plastic	Used Oil
LubeForce Light Hydraulic Fluid	1	5 gal	Liquid	Plastic	Used Oil
Lubricating Oil	1	6 oz	Liquid	Metal	Used Oil
Lucas Heavy Duty Oil Stabilizer	1	32 oz	Liquid	Plastic	Used Oil
Mag1 Premium ATF	1	1 qt	Liquid	Plastic	Used Oil

APPENDIX 3
Site Photographs



Photograph 1: Appliances.



Photograph 2: Appliances

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 3: Water heater



Photograph 4: Batteries (elevator backup power supply)

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 5: Batteries (interruptible power supply)



Photograph 6: Biohazard (used urine specimen cups)

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 7: CFC containing unit (water fountain)



Photograph 8: CFC containing unit (commercial refrigerator)

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 9: CRT monitors



Photograph 10: Emergency lighting, typical

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 11: Elevator, hydraulic pump



Photograph 12: Exit sign, typical

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 13: Portable fire extinguisher, typical.



Photograph 14: Kitchen fire suppression system

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 15: Mercury-containing devices (thermostat), multiple variations.



Photograph 16: Microwave oven, typical

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 17: Electrical equipment



Photograph 18: Smoke detector, typical

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 19: X-ray inspection unit



Photograph 20: Diesel fuel AST

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 21: Boiler



Photograph 22: Pressure tanks

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021





Photograph 23: Over-the-counter medication & personal care items.



Photograph 24: Over-the-counter medication & medical supplies

Site Photographs
1600 County Home Road
Sergeant Bluff, IA 51054

Photograph Date:
11/18/2021



APPENDIX 2 – Asbestos Containing Materials Inspection Report

ASBESTOS CONTAINING MATERIALS INSPECTION



**Prairie Hills
1600 County Home Road
Sergeant Bluff, Iowa 51504**

Prepared for:

**Woodbury County
401 8th Street
Sioux City, Iowa 51101**

Prepared by:



**600 4th Street, Suite 808
Sioux City, IA 51101**

December 10, 2021



ASBESTOS CONTAINING MATERIALS INSPECTION

Prairie Hills

1600 County Home Road

Sergeant Bluff, Iowa 51504

Inspected and Prepared by:

A handwritten signature in black ink, appearing to read "Tyler Silverthorn".

Tyler Silverthorn
Project Manager
Iowa Certified Asbestos Inspector: 21-5537

Reviewed by:

A handwritten signature in black ink, appearing to read "Jon Reis".

Jon Reis
Sr. Project Manager
Iowa Certified Asbestos Inspector: 21-6932

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2.0	INTRODUCTION	2
3.0	PROPERTY DESCRIPTION	3
4.0	INSPECTION LIMITATIONS	3
5.0	INSPECTION ACTIVITIES	3
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LIST OF TABLES

Table 1 – Asbestos Containing Materials Sample List

Table 2 – Non-Asbestos Containing Material Sample List

APPENDICES

APPENDIX A – Qualifications

APPENDIX B – Laboratory Reports/Chain of Custody Documentation

APPENDIX C – Photographs

APPENDIX D – Positive Summary Map(s)

1.0 EXECUTIVE SUMMARY

Impact7G, Inc. (Impact7G), completed an Asbestos Containing Materials (ACM) Inspection on November 18 and 22, 2021 of Building 1 and associated additions located at 1600 County Home Road, Sergeant Bluff, Iowa (Property). The purpose of this ACM Inspection is to document the presence of asbestos containing materials and assist Woodbury County (Client) in facilitating demolition activities of the structure.

Asbestos was detected in seventeen (17) of the one-hundred fifty-two (152) samples collected from various building components within the Property's interior and exterior. See Table 1 for additional information. ACMs include:

- Fire Door Insulation(s)
- Linoleum Flooring(s)
- Ceiling Tile
- Sink Undercoat(s)
- Floor Tile(s)
- Roof Paper
- Vent Caulk
- Boiler Insulation
- Overhang
- Expansion Joint Compound

All building materials similar in appearance, color, and/or texture to those determined to contain asbestos must be assumed to contain asbestos throughout this building.

Based on these results, the Property requires further action prior to any demolition activities.

2.0 INTRODUCTION

A. Property Information

Location:

Prairie Hills
1600 County Home Road
Sergeant Bluff, Iowa 51504

Contact Person:

Woodbury County
Kenny Schmitz
401 8th Street
Sioux City, Iowa 51101

B. Personnel

Sr. Project Manager: Jon Reis	State of Iowa License	21-6932
Inspector: Tyler Silverthorn	State of Iowa License	21-5537

C. Sampling Plan

According to the Client, the scope of this ACM Inspection includes a 3-story building and associated additions.

This ACM Inspection is in accordance with OSHA Regulation 1926.1101. All samples collected in the field were sent to EMSL, an NVLAP certified laboratory. The samples were analyzed via the polarized light microscopy (PLM) method for asbestos content. If requested by Client, samples were further analyzed via the transmission electron microscopy (TEM) method or PLM 400 Point Count analysis method.

D. Regulation Review

The U.S. EPA qualifies asbestos containing materials (ACM) as materials with an asbestos content greater than 1%. According to Iowa OSHA, ACM is any material found to contain asbestos, regardless of its concentration, and shall be regulated as hazardous waste. The following definitions are taken from Section 61.141 of Subpart M, Part 61 of Title 40: Protection of Environment of the Code of Federal Regulations (CFR).

- “Category I nonfriable asbestos-containing material (ACM)” is defined as asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than 1% asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy (PLM).
- “Category II nonfriable ACM” is defined as any material, excluding Category I nonfriable ACM, containing more than 1% asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1, PLM that, when dry, **cannot** be crumbled, pulverized, or reduced to powder by hand pressure.
- “Friable asbestos material” is defined as any material containing more than 1% asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1, PLM that when dry, **can** be crumbled, pulverized, or reduced to powder by hand pressure. If the asbestos content is less than 10% as determined by a method other than point counting by PLM, verify the asbestos content by point counting using PLM.

3.0 PROPERTY DESCRIPTION

The Property consists of a 3-story building and associated additions constructed in 1921.

4.0 INSPECTION LIMITATIONS

An Inspection limitation, for the purpose of this report, is any action or task that is limited from the original scope work. The overall reason for any limitation is the protection of Impact7G personnel. Examples of limitations can range from a lack of accessibility to an area of the Property, unsafe work areas, collecting additional samples, etc.

There were no limitations encountered during this ACM Inspection.

5.0 INSPECTION ACTIVITIES

Iowa certified asbestos inspectors from Impact7G collected 152 samples on November 18 and 22, 2021. The samples were collected from various accessible building components located throughout the Property. Upon completion of bulk sampling activities, samples were sent to EMSL, an NVLAP certified laboratory.

Materials that are “suspected” to contain asbestos are divided into the following three categories:

1. **Surfacing materials** are materials that are sprayed or troweled on for acoustical, decorative, or fireproofing purposes. Examples are textured ceilings or drywall, exterior stucco and structural steel fireproofing;
2. **Thermal System Insulation (TSI)** is insulation used to inhibit heat transfer from pipes, boilers, tanks, ducts, and various other components of hot and cold-water systems and HVAC systems. Examples are hard cementitious “mud” type insulation on pipes, boilers and flues; and,
3. **Miscellaneous** materials are mostly non-friable products and materials such as floor tile, drywall, ceiling tile and roofing felt.

The following tables show samples positively identified by the laboratory to be asbestos containing materials (ACM) and samples that were analyzed as non-ACM. The complete analytical results can be found in Appendix B.

Table 1 – Asbestos Containing Materials Sample List

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content	Point Count Analysis	Est. Quantity
13 ABC	Fire Door Insulation	Misc	Y	White	3	Mid Hall Stairway	10% Amosite 5% Chrysotile	N/A	7 EA
26	Linoleum Flooring	Misc	N	Beige	3	NE Stairway	20% Chrysotile	N/A	250 SF
34	2' x 2' Ceiling Tile (Pins Long Gouge)	Misc	Y	Gray/White	2	W Bathroom	<1% Chrysotile	1.25%	750 SF
35 AB	Pipe Elbow	TSI	Y	White	2	W Bathroom	<1% Amosite	0.25% Amosite	N/A
35 C	Pipe Elbow	TSI	Y	White	2	W Bathroom	<1% Amosite	0.50% Amosite	N/A
44 A	Pipe Elbow	TSI	Y	White	2	S Hall E Closet	<1% Amosite	<0.25% Amosite	N/A
44 B	Pipe Elbow	TSI	Y	White	2	S Hall E Closet	<1% Amosite	0.25% Amosite	N/A
44 C	Pipe Elbow	TSI	Y	White	2	S Hall E Closet	<1% Amosite	0.50% Amosite	N/A
45	Linoleum Flooring	Misc	N	Yellow	2	SE Room	20% Chrysotile	N/A	250 SF
50	Sink Undercoat	Misc	N	Black	1	NE Med Room	2% Chrysotile	N/A	2 EA
64	9" x 9" Floor Tile	Misc	N	Beige	1	Kitchen S Room	2% Chrysotile	N/A	250 SF
66	Sink Undercoat	Misc	N	Black	1	Kitchen	2% Chrysotile	N/A	(See 50)
71	12" x 12" Floor Tile	Misc	N	Beige	1	Connector E Room	2% Chrysotile	N/A	340 SF
73	Window Caulk	Misc	N	Brown	1	Connector	<1% Chrysotile	<0.25% Chrysotile	N/A
78	Door Caulk	Misc	N	Beige	1	S Addition N Entry	<1% Chrysotile	0.4% Chrysotile	N/A
84	Roof Paper-Mid Layer	Misc	N	Black	Roof	Gym Roof	25% Chrysotile	N/A	3,750 SF
89	Vent Caulk	Misc	N	Black	Roof	Gym Roof	3% Chrysotile	N/A	100 LF
97 A	Plaster Skim Coat	Surf	Y	Gray/White	1	S Addition S Storage	<1% Chrysotile	<0.25% Chrysotile	N/A
98 A	Boiler Insulation	TSI	Y	White	Basement	Boiler Room	20% Amosite 2% Chrysotile	N/A	210 SF
98 B	Boiler Insulation	TSI	Y	White	Basement	Boiler Room	10% Amosite 10% Chrysotile	N/A	See 98a
98 C	Boiler Insulation	TSI	Y	White	Basement	Boiler Room	2% Amosite 20% Chrysotile	N/A	See 98a
104	Overhang Concrete Board	Misc	Y	Gray	Exterior	S Addition	20% Chrysotile	N/A	290 SF

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Est. Quantity** – SF=Square foot, LF=Linear foot, EA=Each

Asbestos Containing Materials Sample List Continued on Next Page

Table 1 – Asbestos Containing Materials Sample List (Continued)

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content	Point Count Analysis	Est. Quantity
107	Expansion Joint Compound	Misc	N	Gray/Tan	Exterior	Building 1 N Side Above Window	2% Chrysotile	N/A	510 LF

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Est. Quantity** – SF=Square foot, LF=Linear foot, EA=Each

Asbestos Containing Material (ACM) is defined as any material containing greater than one percent (>1%) asbestos. Building materials containing equal to one percent (1%) or less than one percent (<1%) asbestos by point count analysis are not classified as Regulated Asbestos Containing Material (RACM) by the EPA.

Seventeen (17) bulk material samples were analyzed greater than 1% asbestos. Ten (10) of the remaining building material samples were detected with a concentration of <1% asbestos. ACMs include fire door insulation, linoleum flooring(s), ceiling tile, pipe elbows, sink undercoat(s), floor tile(s), window caulk, door caulk, roof paper, vent caulk, plaster skim coat, boiler insulation, overhang concrete board, and expansion joint compound. If during demolition or renovation activities additional areas of identified ACM are discovered, they should be abated accordingly. Laboratory analytical reports are provided in Appendix B.

Additional testing was performed using the 400 Point Count procedure on the ten (10) bulk material samples that were originally reported to have less than one percent (<1%) asbestos by polarized microscopy. Nine (9) out of the ten (10) bulk sample materials tested with concentrations of less than one percent (<1%) asbestos, therefore these nine materials are not regulated by the EPA. Iowa OSHA would consider disturbance of these nine (9) materials as unclassified asbestos work.

Though an asbestos abatement contractor is not required to remove materials containing 1% or less asbestos, these materials must be removed wet and promptly contained and disposed of in leak-tight containers. Materials containing 1% or less asbestos are not required to be disposed of at an approved landfill as asbestos waste material.

Employers of those engaging in the disturbance of 1% or less asbestos are required to provide their workers with Asbestos Awareness training of at least two hours prior to disturbance of said materials. Further, those removing materials containing 1% or less asbestos must maintain documentation proving that breathing zone exposures do not exceed either OSHA's permissible exposure limit or short-term excursion limit.

It is important to note that these are estimated quantities; therefore, the abatement contractors and the client representative should discern between the estimated quantity above and future exploration of the property at the pre-bid walk-through to determine the final quantity during abatement procedures.

Table 2 – Non-Asbestos Containing Material Sample List

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content
01	2' x 4' Ceiling Tile (Pins Large Gouges)	Misc	Y	Gray	3	West Room	ND
02 ABC	Ceiling Insulation	TSI	Y	Gray	3	West Room	ND
03 ABC	Ceiling Insulation	TSI	Y	White	3	West Room	ND
04	Sheet Rock Thick	Misc	N	Gray	3	West Room	ND
05	Sheet Rock Thin	Misc	N	Gray	3	West Room	ND
06 ABC	Plaster Rough Coat	Surf	Y	Gray	3	West Room	ND
07 ABC	Plaster Skim Coat	Surf	Y	White	3	West Room	ND
08	Corner Guard Mastic	Misc	N	Beige	3	West Room	ND
09	Window Exterior Covering	Misc	N	Brown	3	West Room	ND
10	Window Interior Covering	Misc	N	White	3	West Room	ND
11	Window Covering Fiberglass Insulation	Misc	N	Yellow	3	West Room	ND
12	Duct Fiberglass Insulation	Misc	N	Yellow	3	West Room	ND
14	Duct Vibration Damper	Misc	N	Black	3	Mid Hall	ND
15	Pipe Wrap	Misc	N	White/Silver	3	Mid Hall	ND
16	Fiberglass Pipe Insulation	Misc	N	Yellow	3	Mid Hall	ND
17	2' x 4' Ceiling Tile (Pins Long Gouge)	Misc	Y	Brown	3	Mid Hall	ND
18	2' x 4' Ceiling Tile (Pins Small Gouge)	Misc	Y	Gray	3	Mid Hall	ND
19	Floor Mastic	Misc	N	Brown	3	Mid Hall	ND
20	Cove Base Mastic	Misc	N	Yellow	3	Mid Hall	ND
21	Wallpaper	Misc	N	Beige	3	Mid Hall	ND
22	Fiberglass Duct Insulation	Misc	N	Pink	3	N Hall	ND
23	Linoleum Flooring	Misc	N	Beige	3	N Hall Bathroom	ND
24	Cove Base	Misc	N	Black	3	N Hall Bathroom	ND
25	Cove Base Mastic	Misc	N	Yellow	3	N Hall Bathroom	ND

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Asbestos Content** – ND=None Detected

Table 2 – Non-Asbestos Containing Material Sample List (Continued)

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content
27	Linoleum Flooring Mastic	Misc	N	Yellow	3	NE Stairway	ND
28	Sink Caulk	Misc	N	Clear	3	NE Stairway	ND
29	Drywall	Misc	N	White	3	Mid Hall	ND
30	Drywall Tape	Misc	N	Beige	3	Mid Hall	ND
31 ABC	Drywall Mud	Surf	Y	White	3	Mid Hall	ND
32	Fuse Backer	Misc	N	Gray	2	W Room	ND
33	Panel Mastic	Misc	N	Yellow	2	W Bathroom	ND
36	2' x 2' Ceiling Tile (Rough Texture)	Misc	Y	Gray	2	NE Lounge	ND
37	Carpet Mastic	Misc	N	Yellow	2	NW Kitchen	ND
38	12" x 12" Floor Tile	Misc	N	Beige	2	NW Bathroom	ND
39	Floor Tile Mastic	Misc	N	Yellow	2	NW Bathroom	ND
40	Cove Base	Misc	N	Brown	2	NW Bathroom	ND
41	Cove Base	Misc	N	Brown	2	N Entry	ND
42	Cove Base Mastic	Misc	N	Yellow	2	N Entry	ND
43	Window Caulk	Misc	N	Brown	2	N Entry	ND
46 ABC	Plaster Skim Coat	Surf	Y	White	2	SW Room	ND
47 ABC	Plaster Rough Coat	Surf	Y	Gray	2	SW Room	ND
48 ABC	Texture	Surf	Y	White	1	W Room	ND
49	12" x 12" Floor Tile	Misc	N	Beige	1	Mid Hall Closet	ND
51	Linoleum Flooring	Misc	N	Beige	1	N Med Room	ND
52	Countertop Mastic	Misc	N	Beige	1	N Med Room	ND
53	Cove Base	Misc	N	Gray	1	N Med Room Office	ND
54	Cove Base Mastic	Misc	N	Beige	1	N Med Room Office	ND
55	2' x 2' Ceiling Tile (Fiberglass)	Misc	Y	Yellow	1	NW Bathroom	ND
56	Drywall	Misc	N	White	1	NW Bathroom	ND

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Asbestos Content** – ND=None Detected

Table 2 – Non-Asbestos Containing Material Sample List (Continued)

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content
57	Drywall Tape	Misc	N	Beige	1	NW Bathroom	ND
58 ABC	Drywall Mud	Surf	Y	White	1	NW Bathroom	ND
59 ABC	Texture	Surf	Y	White	1	NW Bathroom	ND
60 ABC	Floor Leveler	Surf	Y	White	1	E Storage	ND
61	12" x 12" Floor Tile	Misc	N	Gray	1	E Storage	ND
62	Floor Tile Mastic	Misc	N	Yellow	1	E Storage	ND
63	Cove Base	Misc	N	Green	1	E Storage	ND
65	Floor Tile Mastic	Misc	N	Black	1	Kitchen S Room	ND
67	Pipe Wrap	Misc	N	Brown	1	Kitchen	ND
68 ABC	Pipe Insulation	TSI	Y	Beige	1	Kitchen	ND
69 ABC	Pipe Fitting	TSI	Y	White	1	Kitchen Utility Room	ND
70 ABC	Tank Insulation	TSI	Y	White	1	Kitchen Utility Room	ND
72	Floor Tile Mastic	Misc	N	Black	1	Connector E Room	ND
74	12" x 12" Floor Tile	Misc	N	Beige	1	S Addition Training Room	ND
75	Floor Tile Mastic	Misc	N	Yellow	1	S Addition Training Room	ND
76 ABC	Pipe Insulation	TSI	Y	White	1	S Addition Training Room Kitchen	ND
77	Floor Tile Mastic	Misc	N	Black	1	S Addition Training Room Kitchen	ND
79	2' x 2' Ceiling Tile, Rough Texture	Misc	Y	Beige	1	S Addition W Office	ND
80	2' x 2' Ceiling Tile, Medium Texture	Misc	Y	Gray	1	S Addition W Office Closet	ND
81	2' x 4' Ceiling Tile (Pins Gouges)	Misc	Y	Beige	1	S Addition Hallway	ND
82 ABC	Stucco	Surf	Y	Gray	Exterior	Building 1/Boiler Overhang	ND
83	Window Caulk	Misc	N	Black	Exterior	Building 1	ND
85	Roof Tar Mid Layer	Misc	N	Black	Roof	Gym Roof	ND

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Asbestos Content** – ND=None Detected

Table 2 – Non-Asbestos Containing Material Sample List (Continued)

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content
86	Roof Insulation Board	Misc	Y	Brown	Roof	Gym Roof	ND
87	Roof Paper Bottom Layer	Misc	N	Black	Roof	Gym Roof	ND
88	Roof Tar Bottom Layer	Misc	N	Black	Roof	Gym Roof	ND
90	Roof Caulk	Misc	N	Black	Roof	Gym Roof	ND
91	Roof Caulk	Misc	N	Beige	Roof	Addition Roof	ND
92	Vent Tar	Misc	N	Black	Roof	Addition Roof	ND
93	Roof Paper	Misc	N	Black	Roof	S Addition Storage Roof	ND
94	Roof Tar	Misc	N	Black	Roof	S Addition Storage Roof	ND
95	Shingle	Misc	N	Black	Roof	Boiler Room Roof	ND
96	Tar Paper	Misc	N	Black	Roof	Boiler Room Roof	ND
97 BC	Plaster Skim Coat	Surf	Y	Gray	1	S Addition Storage Room	ND
99	Boiler Wrap	Misc	N	Beige	Basement	Boiler Room	ND
100	Boiler Gasket	Misc	N	White	Basement	Boiler Room	ND
101	Door Caulk	Misc	N	Brown	Exterior	Boiler Room Entry Door	ND
102	Expansion Joint Compound	Misc	N	Beige	Exterior	S Addition S Side	ND
103	Drain Caulk	Misc	N	Beige	Exterior	S Addition S Side	ND
105	Window Caulk	Misc	N	Brown	Exterior	Connector	ND
106	Vent Caulk	Misc	N	Brown	Exterior	Building 1 S Side	ND
108	Window Glazing	Misc	N	Gray	Exterior	Building 1 S Side	ND
109	Expansion Joint Compound on Ground	Misc	N	Beige	Exterior	S Addition E Entry	ND
110	Window Caulk	Misc	N	White	Exterior	Boiler Room N Side	ND

Material Type – Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Asbestos Content** – ND=None Detected

6.0 CONCLUSIONS / RECOMMENDATIONS

The following conclusions and recommendations are summarized as follows:

- Asbestos was detected in seventeen (17) of the bulk material samples collected from the building located at 1600 County Home Road, Sergeant Bluff, Iowa. ACMs include fire door insulation, linoleum flooring(s), ceiling tile, sink undercoat(s), floor tile(s), roof paper, vent caulk, boiler insulation, overhang concrete board, and expansion joint compound. Based on the results of the data collected during the assessment, the building requires further action prior to demolition.

Impact7G recommends the abatement of all ACM containing components located within the inspection area if those building materials are to be disturbed during any future renovation/demolition activities. All abatement work shall be completed in accordance with local, state, and federal regulations. A visual inspection is recommended upon completion of abatement work to document that all ACMs within the scope of abatement have been removed.

7.0 CONDITIONS & LIMITATIONS

The Iowa Department of Natural Resources' (IDNR) Air Quality Bureau and Occupational Safety and Health Bureau (OSHA) of the Iowa Division of Labor Services require notification of any renovation/demolition activities in non-residential projects if the combined regulated ACM meets or exceeds any of the following thresholds: 160 square feet of surfacing ACM, 260 linear feet of TSI, or 35 cubic feet of ACM debris.

Impact7G has performed the tasks contained within this report in a thorough and professional manner consistent with commonly accepted standard industry practices. The results, findings, conclusions and recommendations expressed in this report are based on conditions observed during our survey of the property. Impact7G cannot guarantee, and does not warrant, that this report has identified all adverse environmental factors and/or conditions affecting the subject property. This report is not a bidding document or project specification as it does not contain the necessary components. Impact7G cannot warrant the work of any third party that may have aided in the completion of this report. This report has been prepared on behalf of and exclusively for use by Woodbury County for specific application to their project as discussed. Contractors, consultants or other third parties reviewing this report must draw their own conclusions regarding data contained within the report, further investigation or required remediation.

APPENDIX A

Qualifications

JONATHAN REIS

DOB: 02-13-1984

Issued: 09-15-2021



This person is licensed to perform asbestos work in the State of Iowa. ID card is intended for official use only and must be present on jobsite.

License Type	Number	Expires
INSPECTOR	21-6932	08-27-2022
PROJECT DESIGNER	21-5976	03-02-2022



Asbestos

Rod A. Roberts
Rod A. Roberts
Labor Commissioner

TYLER SILVERTHORN


DOB: 02-08-1988

Issued: 01-20-2022



This person is licensed to perform asbestos work in the State of Iowa. ID card is intended for official use only and must be present on jobsite.

License Type	Number	Expires
INSPECTOR	21-5537	12-18-2021
SUPERVISOR	20-4324	01-09-2021

The logo for the Iowa Division of Labor, featuring a circular emblem with the text "DIVISION OF LABOR" around the perimeter and "IOWA" in the center.

Rod A. Roberts
Rod A. Roberts
Labor Commissioner

Asbestos

APPENDIX B

**Laboratory Reports /
Chain of Custody Documentation**



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com> / indianapolislab@emsl.com

EMSL Order: 162127997
Customer ID: IMPA25
Customer PO:
Project ID:

Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
01 162127997-0001	2X4 CEILING TILE - PINS LARGE GOUGE - GRAY	Gray/White Fibrous Homogeneous	70% Cellulose 10% MinWool	15% Perlite 5.0% Non-fibrous (Other)	None Detected
02A 162127997-0002	CEILING INSULATION - GRAY	Gray Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
02B 162127997-0003	CEILING INSULATION - GRAY	Gray Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
02C 162127997-0004	CEILING INSULATION - GRAY	Gray Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
03A 162127997-0005	CEILING INSULATION - WHITE	White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	None Detected
03B 162127997-0006	CEILING INSULATION - WHITE	White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	None Detected
03C 162127997-0007	CEILING INSULATION - WHITE	White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	None Detected
04 162127997-0008	SHEETROCK - THICK - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
05 162127997-0009	SHEETROCK - THIN - GRAY	Brown/White Fibrous Heterogeneous	60% Cellulose	30% Gypsum 10.0% Non-fibrous (Other)	None Detected

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Report amended: 12/01/2021 10:59:48 Replaces amended report from: 12/01/2021 10:38:15 Reason Code: DataEntry-Other (see report comment)



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com> / indianapolislab@emsl.com

EMSL Order: 162127997
Customer ID: IMPA25
Customer PO:
Project ID:

Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
06A 162127997-0010	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
06B 162127997-0011	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
06C 162127997-0012	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
07A 162127997-0013	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
07B 162127997-0014	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
07C 162127997-0015	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
08 162127997-0016	CORNER GUARD MASTIC - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
09 162127997-0017	WINDOW EXTERIOR COVERING - BROWN	Brown Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
10 162127997-0018	WINDOW INTERIOR COVERING - WHITE	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10.0% Non-fibrous (Other)	None Detected

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Report amended: 12/01/2021 10:59:48 Replaces amended report from: 12/01/2021 10:38:15 Reason Code: DataEntry-Other (see report comment)



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com> / indianapolislab@emsl.com

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
11 162127997-0019	WINDOW FIBERGLASS INSULATION - YELLOW	Yellow Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
12 162127997-0020	DUCT FIBERGLASS INSULATION - YELLOW	Yellow Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
13A 162127997-0021	FIRE DOOR INSULATION - WHITE	White Fibrous Homogeneous		85.0% Non-fibrous (Other)	10% Amosite 5% Chrysotile
13B 162127997-0022	FIRE DOOR INSULATION - WHITE	White Fibrous Homogeneous		85.0% Non-fibrous (Other)	10% Amosite 5% Chrysotile
13C 162127997-0023	FIRE DOOR INSULATION - WHITE	White Fibrous Homogeneous		85.0% Non-fibrous (Other)	10% Amosite 5% Chrysotile
14 162127997-0024	DUCT VIBRATION DAMPER - BLACK	Black Fibrous Homogeneous	20% Synthetic	80.0% Non-fibrous (Other)	None Detected
15 162127997-0025	PIPE WRAP - WHITE/SILVER	White/Silver Fibrous Homogeneous	75% Cellulose 10% Glass	15.0% Non-fibrous (Other)	None Detected
16 162127997-0026	FIBERGLASS PIPE INSULATION - YELLOW	Yellow Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
17 162127997-0027	2X4 CEILING TILE - PINS LONG GOUGE - BROWN	Gray/White Fibrous Homogeneous	60% Cellulose 20% MinWool	15% Perlite 5.0% Non-fibrous (Other)	None Detected

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Report amended: 12/01/2021 10:59:48 Replaces amended report from: 12/01/2021 10:38:15 Reason Code: DataEntry-Other (see report comment)



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EMSL Order: 162127997
Customer ID: IMPA25
Customer PO:
Project ID:

Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
18 162127997-0028	2X4 CEILING TILE - PINS SMALL GOUGE - GRAY	Gray/White Fibrous Homogeneous	60% Cellulose 20% MinWool	15% Perlite 5.0% Non-fibrous (Other)	None Detected
19 162127997-0029	FLOOR MASTIC - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
20 162127997-0030	COVE BASE MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21 162127997-0031	WALL PAPER - BEIGE	Beige Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
22 162127997-0032	FIBERGLASS DUCT INSULATION - PINK	Pink Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
23 162127997-0033	LINOLEUM FLOORING - BEIGE	Beige Fibrous Homogeneous	25% Cellulose	75.0% Non-fibrous (Other)	None Detected
24 162127997-0034	COVE BASE - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
25 162127997-0035	COVE BASE MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
26 162127997-0036	LINOLEUM FLOORING - BEIGE	Beige Fibrous Homogeneous		80.0% Non-fibrous (Other)	20% Chrysotile

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

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Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
27 162127997-0037	LINOLEUM FLOORING MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
28 162127997-0038	SINK CAULK - CLEAR	Clear Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
29 162127997-0039	DRYWALL - WHITE	White Non-Fibrous Homogeneous		95% Gypsum 5.0% Non-fibrous (Other)	None Detected
30 162127997-0040	DRYWALL TAPE - BEIGE	Beige Fibrous Homogeneous	98% Cellulose	2.0% Non-fibrous (Other)	None Detected
31A 162127997-0041	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
31B 162127997-0042	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
31C 162127997-0043	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
32 162127997-0044	FUSE BACKER - GRAY	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
33 162127997-0045	PANELING MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

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Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
34 162127997-0046	2X2 CEILING TILE - PINS LONG GOUGE - GRAY	Gray/White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	<1% Chrysotile
35A 162127997-0047	PIPE ELBOW - WHITE	White Fibrous Homogeneous	40% MinWool	60.0% Non-fibrous (Other)	<1% Amosite
35B 162127997-0048	PIPE ELBOW - WHITE	White Fibrous Homogeneous	40% MinWool	60.0% Non-fibrous (Other)	<1% Amosite
35C 162127997-0049	PIPE ELBOW - WHITE	White Fibrous Homogeneous	60% MinWool	40.0% Non-fibrous (Other)	<1% Amosite
36 162127997-0050	2X2 CEILING TILE - ROUGH TEXTURE - GRAY	Gray/White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	None Detected
37 162127997-0051	CARPET MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
38 162127997-0052	12X12 FLOOR TILE - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
39 162127997-0053	FLOOR TILE MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
40 162127997-0054	COVE BASE - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
41 162127997-0055	COVE BASE - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
42 162127997-0056	COVE BASE MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
43 162127997-0057	WINDOW CAULK - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
44A 162127997-0058	PIPE ELBOW - WHITE	White Fibrous Homogeneous	40% MinWool	60.0% Non-fibrous (Other)	<1% Amosite
44B 162127997-0059	PIPE ELBOW - WHITE	White Fibrous Homogeneous	40% MinWool	60.0% Non-fibrous (Other)	<1% Amosite
44C 162127997-0060	PIPE ELBOW - WHITE	White Fibrous Homogeneous	60% MinWool	40.0% Non-fibrous (Other)	<1% Amosite
45 162127997-0061	LINOLEUM FLOORING - YELLOW	Yellow Fibrous Homogeneous		80.0% Non-fibrous (Other)	20% Chrysotile
46A 162127997-0062	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
46B 162127997-0063	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
46C 162127997-0064	PLASTER SKIM COAT - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
47A 162127997-0065	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
47B 162127997-0066	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
47C 162127997-0067	PLASTER ROUGH COAT - GRAY	Gray Non-Fibrous Homogeneous	<1% Hair	20% Quartz 80.0% Non-fibrous (Other)	None Detected
48A 162127997-0068	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
48B 162127997-0069	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
48C 162127997-0070	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
49 162127997-0071	12X12 FLOOR TILE - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
50 162127997-0072	SINK UNDERCOAT - BLACK	Black Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile

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Received Date: 11/24/2021 1:30 PM

Analysis Date: 11/30/2021

Collected Date:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
51 162127997-0073	LINOLEUM FLOORING - BEIGE	Beige Fibrous Homogeneous	5% Synthetic 5% Glass	90.0% Non-fibrous (Other)	None Detected
52 162127997-0074	COUNTER TOP MASTIC - BEIGE	Tan Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
53 162127997-0075	COVE BASE - GRAY	Gray Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
54 162127997-0076	COVE BASE MASTIC - BEIGE	Tan Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
55 162127997-0077	2X2 FIBERGLASS CEILING TILE - YELLOW	Yellow Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
56 162127997-0078	DRYWALL - WHITE	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10.0% Non-fibrous (Other)	None Detected
57 162127997-0079	DRYWALL TAPE - BEIGE	Beige Fibrous Homogeneous	98% Cellulose	2.0% Non-fibrous (Other)	None Detected
58A 162127997-0080	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
58B 162127997-0081	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
58C 162127997-0082	DRYWALL MUD - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
59A 162127997-0083	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
59B 162127997-0084	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
59C 162127997-0085	TEXTURE - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
60A 162127997-0086	FLOOR LEVELER - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
60B 162127997-0087	FLOOR LEVELER - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
60C 162127997-0088	FLOOR LEVELER - WHITE	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
61 162127997-0089	12X12 FLOOR TILE - GRAY	Gray Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
62 162127997-0090	FLOOR TILE MASTIC - YELLOW	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Attention: Tyler Silverthorn Impact7G 9550 Hickman Road Suite 105 Clive, IA 50325	Phone: (515) 468-1105 Fax: (515) 528-8005 Received Date: 11/24/2021 1:30 PM Analysis Date: 11/30/2021 Collected Date:
Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
63 162127997-0091	COVE BASE - GREEN	Green Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
64 162127997-0092	9X9 FLOOR TILE - BLACK	Beige Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile
65 162127997-0093	FLOOR TILE MASTIC - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
66 162127997-0094	SINK UNDERCOAT - BLACK	Black Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile
67 162127997-0095	PIPE WRAP - BROWN	Brown Fibrous Homogeneous	98% Cellulose	2.0% Non-fibrous (Other)	None Detected
68A 162127997-0096	PIPE INSULATION - BEIGE	Beige Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
68B 162127997-0097	PIPE INSULATION - BEIGE	Beige Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
68C 162127997-0098	PIPE INSULATION - BEIGE	Beige Fibrous Homogeneous	98% Cellulose	2.0% Non-fibrous (Other)	None Detected
69A 162127997-0099	PIPE FITTING - WHITE	White Fibrous Homogeneous	5% Cellulose 50% MinWool	45.0% Non-fibrous (Other)	None Detected

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Report amended: 12/01/2021 10:59:48 Replaces amended report from: 12/01/2021 10:38:15 Reason Code: DataEntry-Other (see report comment)



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EMSL Order: 162127997
Customer ID: IMPA25
Customer PO:
Project ID:

Attention: Tyler Silverthorn
 Impact7G
 9550 Hickman Road
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 Clive, IA 50325
Project: Woodbury County - Prairie Hills

Phone: (515) 468-1105
Fax: (515) 528-8005
Received Date: 11/24/2021 1:30 PM
Analysis Date: 11/30/2021
Collected Date:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
69B 162127997-0100	PIPE FITTING - WHITE	White Fibrous Homogeneous	5% Cellulose 50% MinWool	45.0% Non-fibrous (Other)	None Detected
69C 162127997-0101	PIPE FITTING - WHITE	White Fibrous Homogeneous	5% Cellulose 50% MinWool	45.0% Non-fibrous (Other)	None Detected
70A 162127997-0102	TANK INSULATION - WHITE	White Fibrous Homogeneous	50% MinWool	50.0% Non-fibrous (Other)	None Detected
70B 162127997-0103	TANK INSULATION - WHITE	White Fibrous Homogeneous	50% MinWool	50.0% Non-fibrous (Other)	None Detected
70C 162127997-0104	TANK INSULATION - WHITE	Gray Fibrous Homogeneous	70% MinWool	30.0% Non-fibrous (Other)	None Detected
71 162127997-0105	12X12 FLOOR TILE - BEIGE	Beige Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile
72 162127997-0106	FLOOR TILE MASTIC - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
73 162127997-0107	WINDOW CAULK - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	<1% Chrysotile
74 162127997-0108	12X12 FLOOR TILE - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
75 162127997-0109	FLOOR TILE MASTIC - YELLOW	White/Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
76A 162127997-0110	PIPE INSULATION - WHITE	White Fibrous Homogeneous	5% Cellulose 50% MinWool	45.0% Non-fibrous (Other)	None Detected
76B 162127997-0111	PIPE INSULATION - WHITE	White Fibrous Homogeneous	5% Cellulose 50% MinWool	45.0% Non-fibrous (Other)	None Detected
76C 162127997-0112	PIPE INSULATION - WHITE	Tan Fibrous Homogeneous	5% Cellulose 70% MinWool	25.0% Non-fibrous (Other)	None Detected
77 162127997-0113	FLOOR TILE MASTIC - YELLOW	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
78 162127997-0114	DOOR CAULK - BEIGE	Brown/Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	<1% Chrysotile
79 162127997-0115	2X2 CEILING TILE - ROUGH TEXTURE - BEIGE	Gray/White Fibrous Homogeneous	95% MinWool	5.0% Non-fibrous (Other)	None Detected
80 162127997-0116	2X2 CEILING TILE - MED TEXTURE - GRAY	Gray/White Fibrous Homogeneous	60% Cellulose 20% MinWool	15% Perlite 5.0% Non-fibrous (Other)	None Detected
81 162127997-0117	2X4 CEILING TILE - PINS GOUGE - BEIGE	Gray/White Fibrous Homogeneous	60% Cellulose 20% MinWool	15% Perlite 5.0% Non-fibrous (Other)	None Detected

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
82A 162127997-0118	STUCCO - BEIGE	Beige Non-Fibrous Homogeneous		20% Quartz 80.0% Non-fibrous (Other)	None Detected
82B 162127997-0119	STUCCO - BEIGE	Beige Non-Fibrous Homogeneous		20% Quartz 80.0% Non-fibrous (Other)	None Detected
82C 162127997-0120	STUCCO - BEIGE	Beige Non-Fibrous Homogeneous		20% Quartz 80.0% Non-fibrous (Other)	None Detected
83 162127997-0121	WINDOW CAULK - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
84 162127997-0122	ROOF PAPER - MID LAYER - BLACK	Black Fibrous Homogeneous		75.0% Non-fibrous (Other)	25% Chrysotile
85 162127997-0123	ROOF TAR - MID LAYER - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
86 162127997-0124	ROOF INSULATION BOARD - BROWN	Brown Fibrous Homogeneous	85% Cellulose	10% Perlite 5.0% Non-fibrous (Other)	None Detected
87 162127997-0125	ROOF PAPER - BOTTOM LAYER - BLACK	Black Fibrous Homogeneous	30% Cellulose	70.0% Non-fibrous (Other)	None Detected
88 162127997-0126	ROOF TAR - BOTTOM LAYER - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Project: Woodbury County - Prairie Hills	

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
89 162127997-0127	VENT CAULK - BLACK	Gray/Black Non-Fibrous Homogeneous		97.0% Non-fibrous (Other)	3% Chrysotile
90 162127997-0128	ROOF CAULK - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
91 162127997-0129	ROOF CAULK - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
92 162127997-0130	VENT TAR - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
93 162127997-0131	ROOF PAPER - BLACK	Black Fibrous Homogeneous	60% Glass	40.0% Non-fibrous (Other)	None Detected
94 162127997-0132	ROOF TAR - BLACK	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
95 162127997-0133	SHINGLE - BLACK	Tan/Black Fibrous Homogeneous	15% Glass	85.0% Non-fibrous (Other)	None Detected
96 162127997-0134	TAR PAPER - BLACK	Black Fibrous Homogeneous	15% Glass	85.0% Non-fibrous (Other)	None Detected
97A 162127997-0135	PLASTER SKIM COAT - GRAY	Gray/White Non-Fibrous Homogeneous		20% Quartz 80.0% Non-fibrous (Other)	<1% Chrysotile

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Collected Date:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
97B 162127997-0136	PLASTER SKIM COAT - GRAY	Gray Non-Fibrous Homogeneous		20% Quartz 80.0% Non-fibrous (Other)	None Detected
97C 162127997-0137	PLASTER SKIM COAT - GRAY	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
98A 162127997-0138	BOILER INSULATION - WHITE	Gray Fibrous Homogeneous		78.0% Non-fibrous (Other)	20% Amosite 2% Chrysotile
98B 162127997-0139	BOILER INSULATION - WHITE	Gray Fibrous Homogeneous		80.0% Non-fibrous (Other)	10% Amosite 10% Chrysotile
98C 162127997-0140	BOILER INSULATION - WHITE	Gray Fibrous Homogeneous		78.0% Non-fibrous (Other)	2% Amosite 20% Chrysotile
99 162127997-0141	BOILER WRAP - BEIGE	Beige Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
100 162127997-0142	BOILER GASKET - WHITE	White Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
101 162127997-0143	DOOR CAULK - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
102 162127997-0144	EXPANSION JOINT COMPOUND - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
103 162127997-0145	DRAIN CAULK - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
104 162127997-0146	OVERHANG - GRAY	Gray Fibrous Homogeneous		80.0% Non-fibrous (Other)	20% Chrysotile
105 162127997-0147	WINDOW CAULK - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
106 162127997-0148	VENT CAULK - BROWN	Brown Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
107 162127997-0149	EXPANSION JOINT COMPOUND - GRAY	Gray/Tan Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile
108 162127997-0150	WINDOW GLAZING - GRAY	Gray Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
109 162127997-0151	EXPANSION JOINT COMPOUND - BEIGE	Beige Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
110 162127997-0152	WINDOW CAULK - WHITE	Tan/White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

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The samples in this report were submitted to EMSL for analysis by Asbestos Analysis of Bulk materials via EPA/600 (0513) Method using Polarized Light Microscopy. The reference number for these samples is the EMSL Order ID above. Please use this reference number when calling about these samples.

Report Comments:

Sample Receipt Date:	11/24/2021	Sample Receipt Time:	1:30 PM
Analysis Completed Date:	11/30/2021	Analysis Completed Time:	4:36 PM

Analyst(s):

Maggie Hayden PLM (131)

Ross Matlock PLM (21)

Samples Reviewed and approved by:

Asbestos Laboratory Manager
or other approved signatory

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Collected:

Project: Woodbury County - Prairie Hills

Test Report: Polarized Light Microscopy (PLM) - Point Count Performed by EPA 600/R-93/116 Method with Gravimetric Reduction and 400 Point Count

SAMPLE ID	DESCRIPTIO	APPEARANCE	(%) Matrix Organic Acid	NON- ASBESTOS % Fibrous	NON- ASBESTOS % NON-FIBROUS	ASBESTOS % TYPES
73 162127997-0107	WINDOW CAULK - BROWN	Brown Non-Fibrous Homogeneous	42.1 0.0		57.9 Non-fibrous (other)	<0.25 Chrysotile
78 162127997-0114	DOOR CAULK - BEIGE	Brown/Beige Non-Fibrous Homogeneous	46.4 0.0		53.2 Non-fibrous (other)	0.4 Chrysotile

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Some samples may contain asbestos fibers present in dimensions below PLM resolution limits. EMSL suggests that samples reported as <0.25% or none detected undergo additional analysis via TEM. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0

Initial report from 12/03/2021 13:44:18



EMSL Analytical, Inc.

6340 CastlePlace Dr., Indianapolis, IN 46250
Phone/Fax: (317) 803-2997 / (317) 803-3047
<http://www.EMSL.com> indianapolislaboratory@emsl.com

EMSL Order: 162127997
CustomerID: IMPA25
CustomerPO:
ProjectID:

Attn: **Tyler Silverthorn**
Impact7G
9550 Hickman Road
Suite 105
Clive, IA 50325

Phone: (515) 473-6256
Fax: (515) 528-8005
Received: 11/24/2021 01:30 PM
Analysis Date: 12/7/2021
Collected:

Project: **Woodbury County - Prairie Hills**

The samples in this report were submitted to EMSL for analysis by Polarized Light Microscopy (PLM) - Point Count Performed by EPA 600/R-93/116 Method with Gravimetric Reduction and 400 Point Count. The reference number for these samples is the EMSL Order ID above. Please use this reference number when calling about these samples.

Report Comments:

Sample Receipt Date:: 11/24/2021 Sample Receipt Time: 1:30 PM
Analysis Completed Date: 12/7/2021 Analysis Completed Time: 9:52 AM

Analyst(s):

Maggie Hayden PLM 400 PC - Gravimetric (2)

Samples reviewed and approved by:

Asbestos Laboratory Manager
or other approved signatory

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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0

Initial report from 12/03/2021 13:44:18

**EMSL Analytical, Inc.**

6340 CastlePlace Dr., Indianapolis, IN 46250
 Phone/Fax: (317) 803-2997 / (317) 803-3047
<http://www.EMSL.com> indianapolislab@emsl.com

EMSL Order: 162127997
 CustomerID: IMPA25
 CustomerPO:
 ProjectID:

Attn: **Tyler Silverthorn**
Impact7G
9550 Hickman Road
Suite 105
Clive, IA 50325

Phone: (515) 473-6256
 Fax: (515) 528-8005
 Received: 11/24/2021 01:30 PM
 Analysis Date: 12/3/2021
 Collected:

Project: Woodbury County - Prairie Hills

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy. Quantitation using 400 Point Count Procedure

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
34 162127997-0046	2X2 CEILING TILE - PINS LONG GOUGE - GRAY	Gray/White Fibrous Homogeneous	95.00% Min. Wool	3.80% Non-fibrous (other)	1.25% Chrysotile
35A 162127997-0047	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	69.75% Non-fibrous (other)	0.25% Amosite
35B 162127997-0048	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	69.75% Non-fibrous (other)	0.25% Amosite
35C 162127997-0049	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	69.50% Non-fibrous (other)	0.50% Amosite
44A 162127997-0058	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	70.00% Non-fibrous (other)	<0.25% Amosite
44B 162127997-0059	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	69.75% Non-fibrous (other)	0.25% Amosite
44C 162127997-0060	PIPE ELBOW - WHITE	White Fibrous Homogeneous	30.00% Min. Wool	69.50% Non-fibrous (other)	0.50% Amosite
97A 162127997-0135	PLASTER SKIM COAT - GRAY	Gray/White Non-Fibrous Homogeneous		20.00% Quartz 80.00% Non-fibrous (other)	<0.25% Chrysotile

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.
 Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0

Initial report from 12/03/2021 13:44:18

Test Report PLMPTC-S-7.25.0 Printed: 12/7/2021 11:46:27 AM



EMSL Analytical, Inc.

6340 CastlePlace Dr., Indianapolis, IN 46250
Phone/Fax: (317) 803-2997 / (317) 803-3047
<http://www.EMSL.com> indianapolislab@emsl.com

EMSL Order: 162127997
CustomerID: IMPA25
CustomerPO:
ProjectID:

Attn: **Tyler Silverthorn**
Impact7G
9550 Hickman Road
Suite 105
Clive, IA 50325

Phone: (515) 473-6256
Fax: (515) 528-8005
Received: 11/24/2021 01:30 PM
Analysis Date: 12/3/2021
Collected:

Project: **Woodbury County - Prairie Hills**

The samples in this report were submitted to EMSL for analysis by Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy. Quantitation using 400 Point Count Procedure. The reference number for these samples is the EMSL Order ID above. Please use this reference number when calling about these samples.

Report Comments:

Sample Receipt Date:: 11/24/2021 Sample Receipt Time: 1:30 PM
Analysis Completed Date: 12/3/2021 Analysis Completed Time: 11:48 AM

Analyst(s):

Paul Rihm PLM 400 Point Count (8)

Samples reviewed and approved by:

Asbestos Laboratory Manager
or other approved signatory




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Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0

Initial report from 12/03/2021 13:44:18



APPENDIX C

Photographs




Photograph table includes photos of all asbestos-containing materials.

<p>11/18/21 Photographer: Tyler Silverthorn</p>	<p>Asbestos Containing Materials Inspection 1600 County Home Road Sergeant Bluff, Iowa</p>
<p>Description:</p> <p>ACM Fire Door Insulation, 3rd Floor Mid Hall Stairway</p> <p>Sample 13abc</p> <p>Photo #1</p>	
<p>Description:</p> <p>ACM Linoleum Flooring, 3rd Floor NE Stairway</p> <p>Sample 26</p> <p>Photo #2</p>	
<p>Description:</p> <p>ACM 2'x'2 Ceiling Tile, Pins Long Gouge, 2nd Floor W Bathroom</p> <p>Sample 34</p> <p>Photo #3</p>	




Photograph table includes photos of all asbestos-containing materials. (continued)

<p>11/18/21 Photographer: Tyler Silverthorn</p>	<p>Asbestos Containing Materials Inspection 1600 County Home Road Sergeant Bluff, Iowa</p>
<p>Description:</p> <p>ACM Linoleum Flooring, 2nd Floor SE Room</p> <p>Sample 45</p> <p>Photo #4</p>	 A hand is holding a clear plastic sample bag with a white label that reads "45-4F". The bag is positioned over a piece of brown linoleum flooring. In the background, a box of OfficeMax copy paper is visible.
<p>Description:</p> <p>ACM Sink Undercoat, 1st Floor NE Med Room</p> <p>Sample 50</p> <p>Photo #5</p>	 A hand is holding a clear plastic sample bag with a white label that reads "50-5H". The bag is held near a metal sink drain. The background is dark, likely the interior of the sink.
<p>Description:</p> <p>ACM 9"x9" Floor Tile, 1st Floor Kitchen S Room</p> <p>Sample 64</p> <p>Photo #6</p>	 A hand is holding a clear plastic sample bag with a white label that reads "64-6A". The bag is held over a floor tile that has been partially removed, revealing a dark, textured undercoat. A red pencil is visible on the tile.


Photograph table includes photos of all asbestos-containing materials. (continued)

11/18/21 and 11/22/21 Photographer: Tyler Silverthorn	Asbestos Containing Materials Inspection 1600 County Home Road Sergeant Bluff, Iowa
Description: ACM Sink Undercoat, 1 st Floor Kitchen Sample 66 Photo #7	
Description: ACM 12"x12" Floor Tile, 1 st Floor Connector E Room Sample 71 Photo #8	
Description: ACM Roof Paper, Mid Layer Sample 84 Photo #9	

Photograph table includes photos of all asbestos-containing materials. (continued)

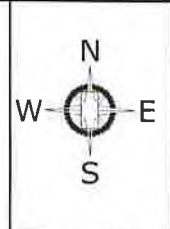
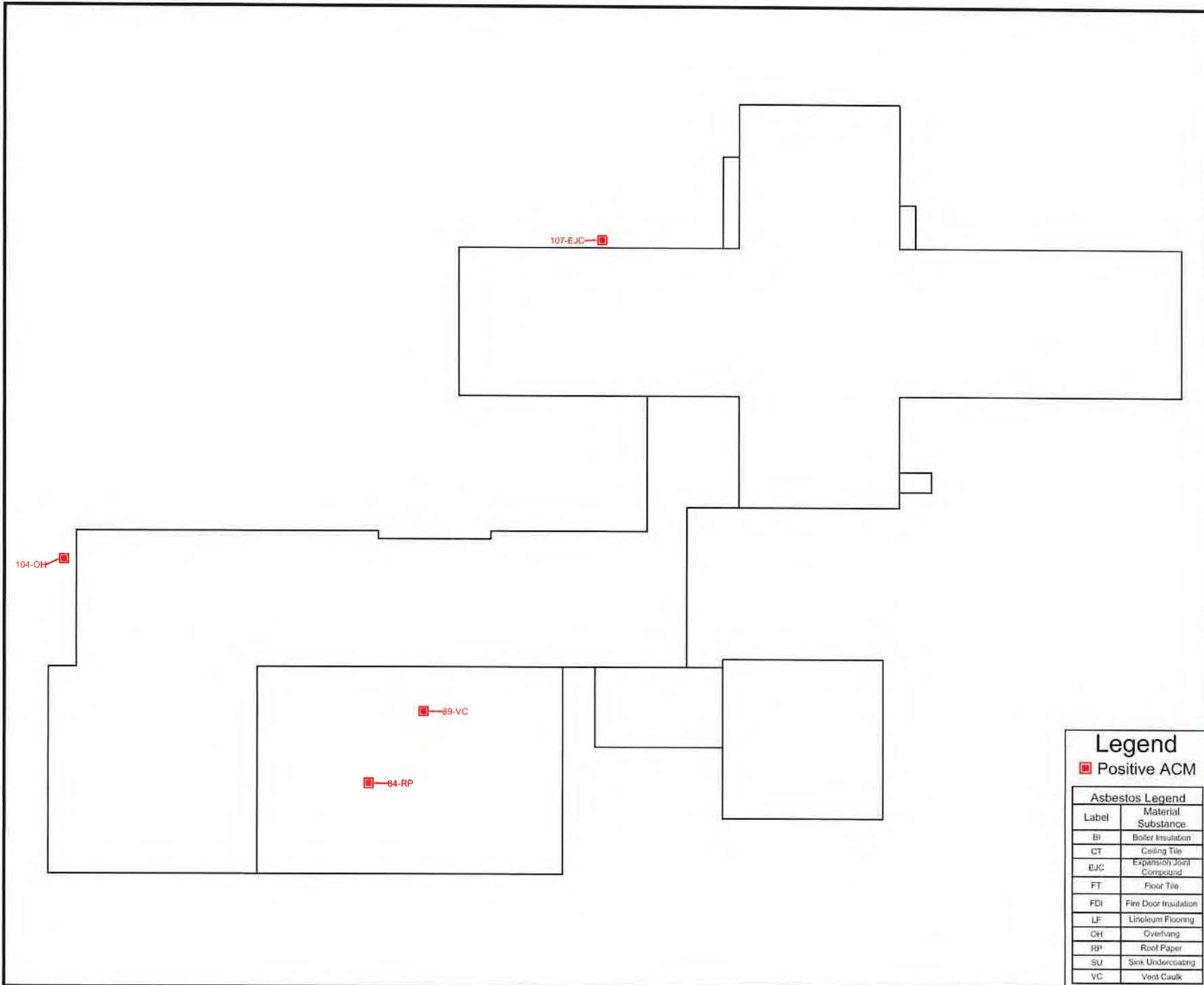
<p>11/22/21 Photographer: Tyler Silverthorn</p>	<p>Asbestos Containing Materials Inspection 1600 County Home Road Sergeant Bluff, Iowa</p>	
<p>Description: ACM Vent Caulk, Roof Sample 89 Photo #10</p>		
<p>Description: ACM Boiler Insulation, Basement Boiler Room Sample 98abc Photo #11</p>		
<p>Description: ACM Overhang, Exterior S Addition Sample 104 Photo #12</p>		

Photograph table includes photos of all asbestos-containing materials. (continued)

<p>11/22/21 Photographer: Tyler Silverthorn</p>	<p>Asbestos Containing Materials Inspection 1600 County Home Road Sergeant Bluff, Iowa</p>
<p>Description:</p> <p>ACM Expansion Joint Compound, Exterior Building 1 N Side Above Window</p> <p>Sample 107</p> <p>Photo #13</p>	

APPENDIX D

Positive Summary Map(s)



DATE	12/02/21
DRAWN BY	TS
CHECKED BY	JR
SCALE	N/A
PROJECT NO	Woodbury County

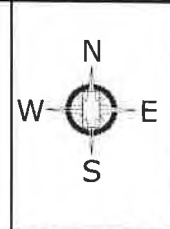
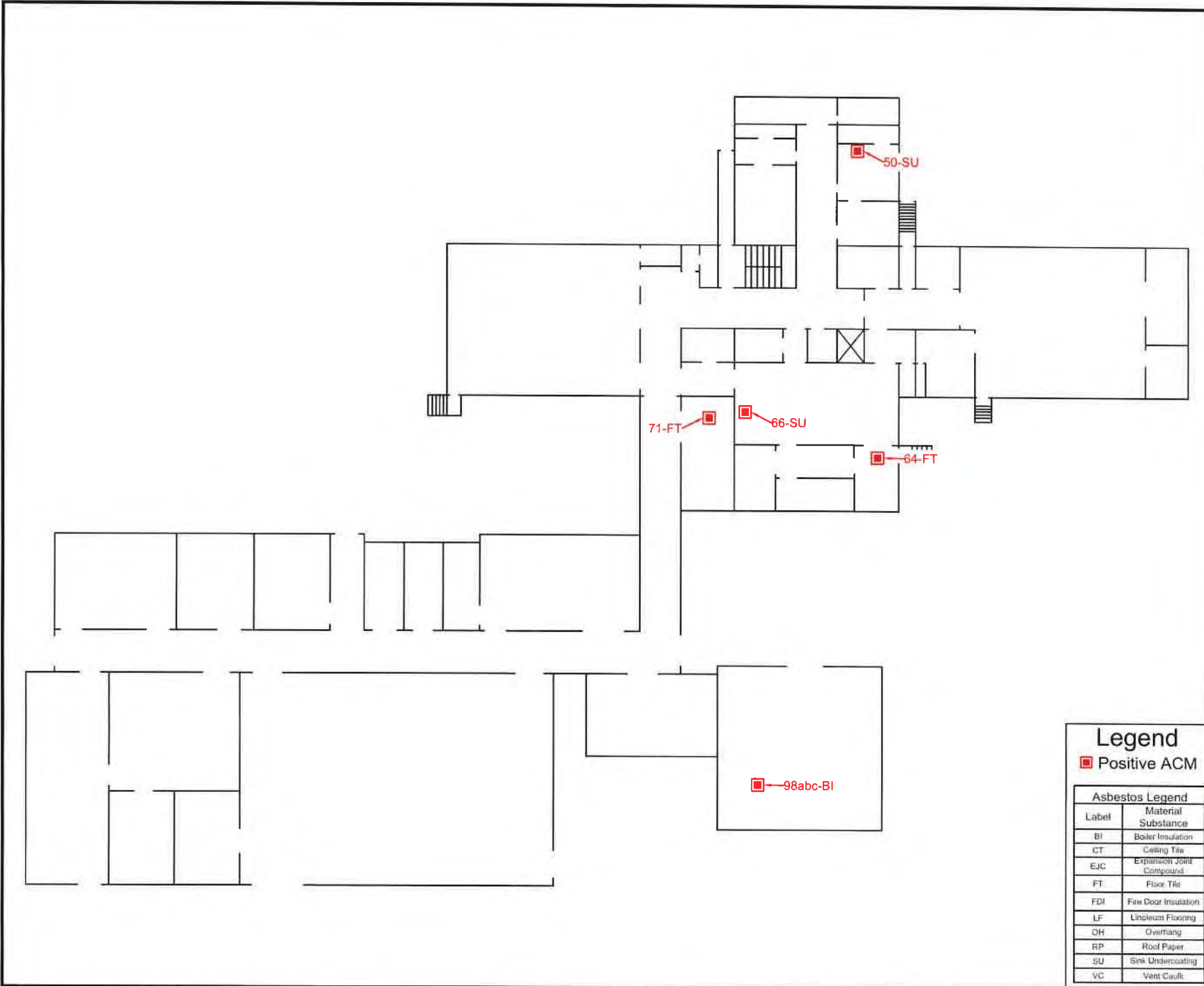
DATE	12/02/21
DRAWN BY	TS
CHECKED BY	JR
SCALE	N/A
PROJECT NO	Woodbury County
DESCRIPTION	ACM Inspection 1600 County Home Road Sergeant Bluff, Iowa
SHEET TITLE	ACM Positive Summary Map Exterior

Legend

■ Positive ACM

Asbestos Legend	
Label	Material Substance
BI	Boiler Insulation
CT	Ceiling Tile
EJC	Expansion Joint Compound
FT	Floor Tile
FDI	Fire Door Insulation
LF	Linoleum Flooring
OH	Overhang
RP	Roof Paper
SU	Seal Undercoating
VC	Verit Caulk





DATE	12/02/21
DRAWN BY	TS
CHECKED BY	JR
SCALE	N/A
PROJECT NO.	Woodbury County

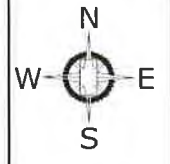
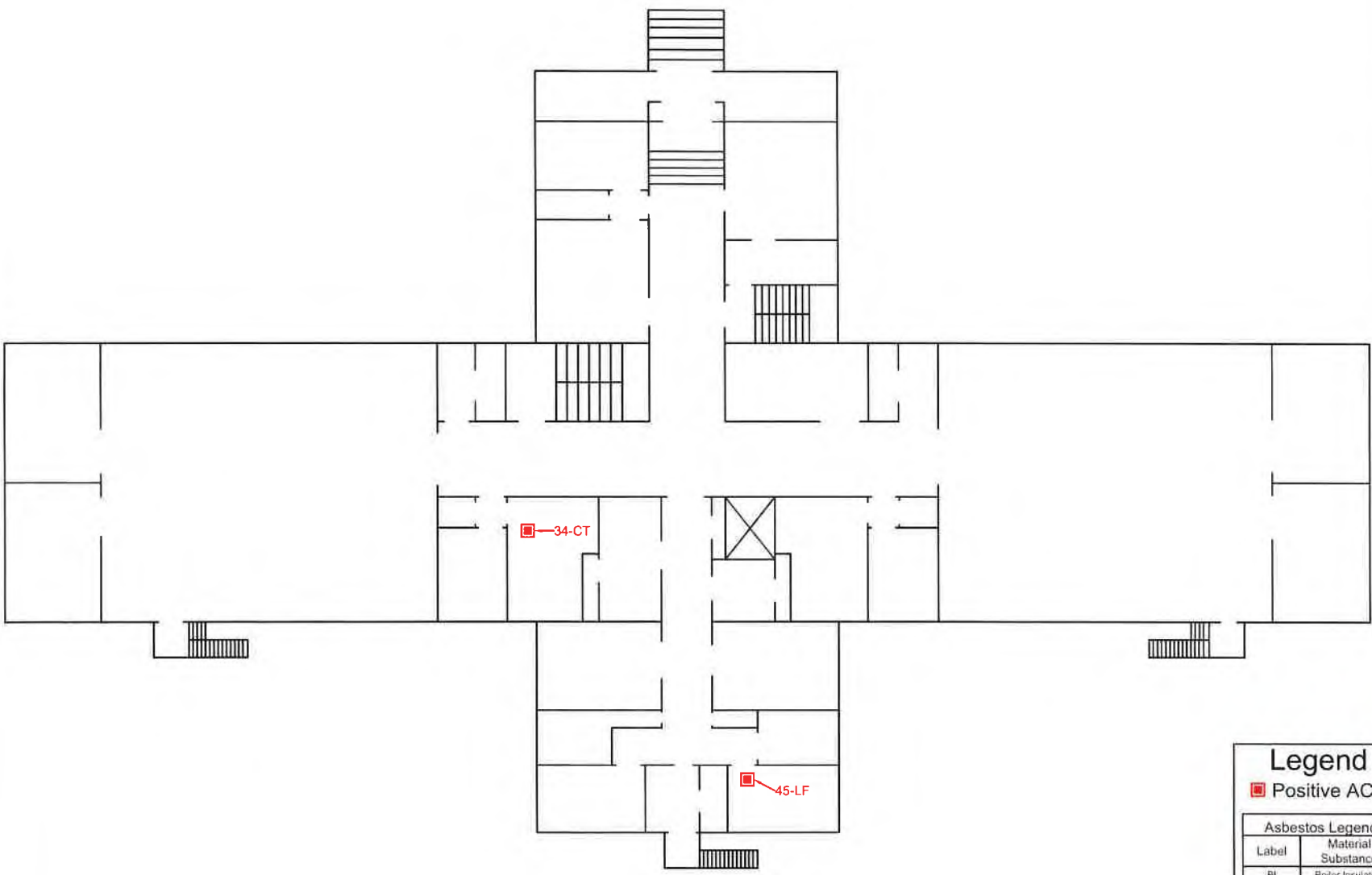
JOB DESCRIPTION
 ACM Inspection
 1600 County Highway Road
 Sergeant Bluff, Iowa

SHEET TITLE
 ACM Positive Summary Map
 1st Floor

Legend
 ■ Positive ACM

Asbestos Legend	
Label	Material Substance
BI	Boiler Insulation
CT	Ceiling Tile
EJC	Expansion Joint Compound
FT	Floor Tile
FDI	Fire Door Insulation
LF	Linoleum Flooring
OH	Overhang
RP	Roof Paper
SU	Sink Undercoating
VC	Vent Caulk





DATE	12/02/21
DRAWN BY	TS
CHECKED BY	JR
SCALE	N/A
PROJECT NO.	Woodbury County

ACM Inspection
1600 County Home Road
Sergeant Bluff, Iowa

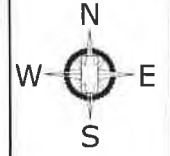
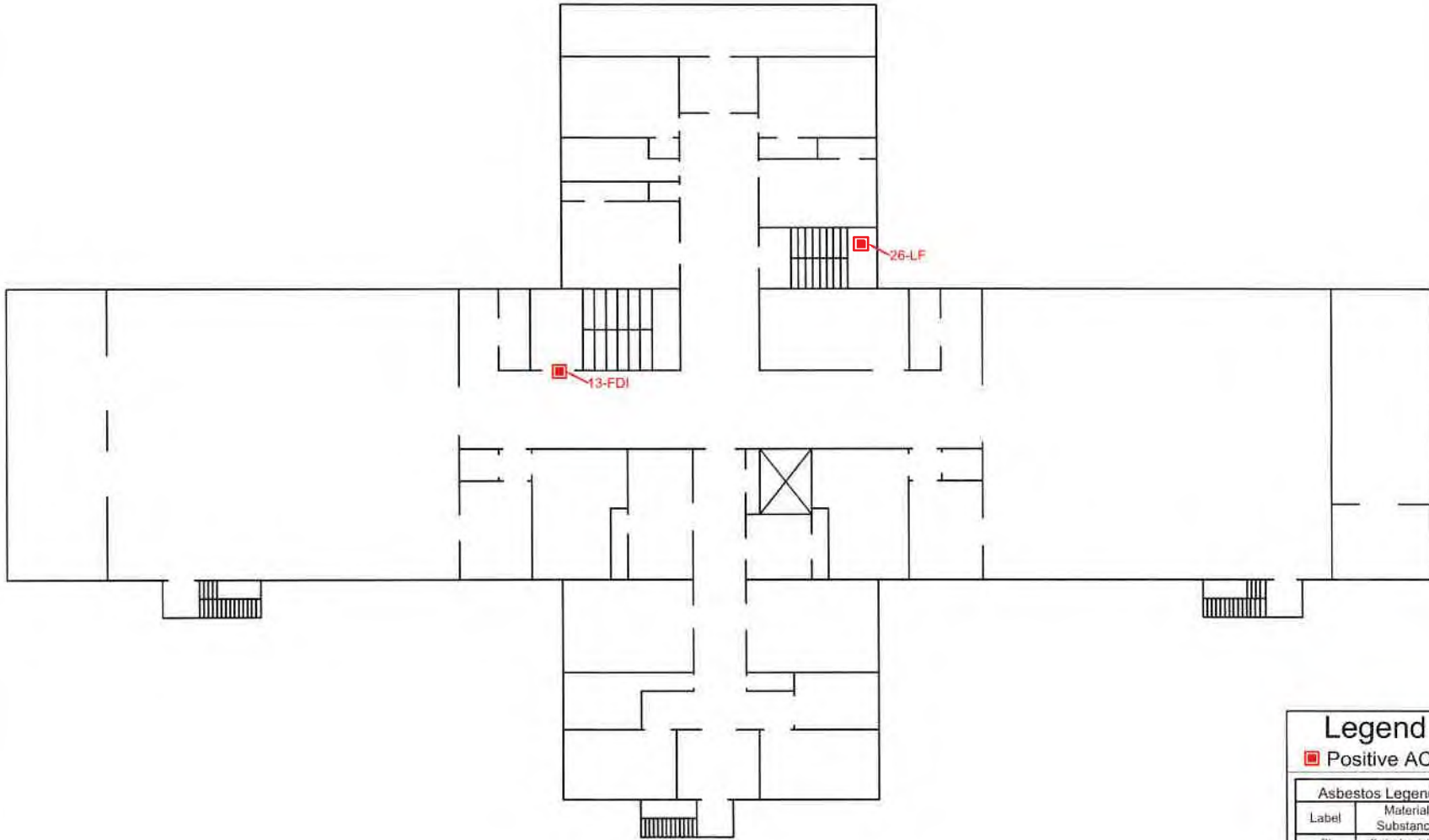
ACM Positive Summary Map
2nd Floor

Legend

Positive ACM

Label	Material Substance
BI	Boiler Insulation
CT	Ceiling Tile
EJC	Expansion Joint Compound
FT	Floor Tile
FDI	Fire Door Insulation
LF	Linoleum Flooring
OH	Overhang
RP	Roof Paper
SU	Sink Undercoating
VC	Vent Caulk





DATE	12/02/21
DRAWN BY	TS
CHECKED BY	JR
SCALE	N/A
PROJECT NO	Woodbury County

ACM Inspection
1600 County Home Road
Sergeant Bluff, Iowa

ACM Positive Summary Map
3rd Floor

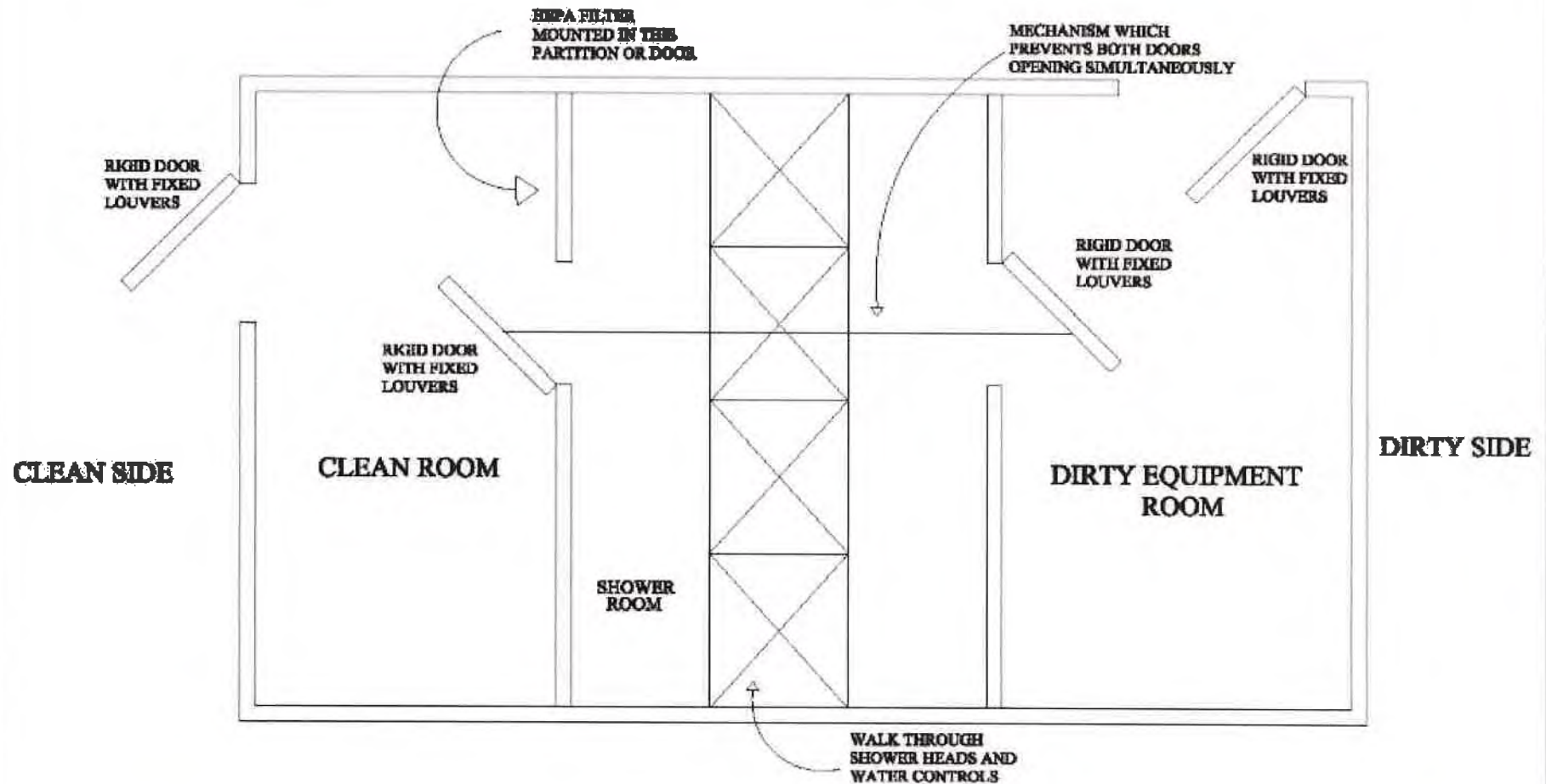
Legend
■ Positive ACM

Asbestos Legend	
Label	Material Substance
BI	Boiler Insulation
CT	Ceiling Tile
EJC	Expansion Joint Compound
FT	Floor Tile
FDI	Fire Door Insulation
LF	Linoleum Flooring
OH	Overhang
RP	Roof Paper
SU	Sink Undercoating
VC	Vent Caulk



APPENDIX 3 – Asbestos Diagrams and Field Forms

PERSONNEL DECONTAMINATION UNIT





CERTIFICATION OF VISUAL INSPECTION

BUILDING NAME _____

ADDRESS _____

ABATEMENT COMPANY _____

The contractor and industrial hygienist hereby certify that they have visually inspected the work area (all surfaces including pipes, beams, ledges, walls, ceiling and floor, decontamination unit, sheet plastic, etc.) and have found no dust, debris, or residue to the best of their knowledge.

DATE	REMOVAL AREA	MATERIALS REMOVED	SUPERVISOR NAME & SIGNATURE	HYGIENIST NAME & SIGNATURE
			Print	Print
			Signature	Signature
			Print	Print
			Signature	Signature
			Print	Print
			Signature	Signature
			Print	Print
			Signature	Signature

NOTES:

WASTE SHIPMENT RECORD

G E N E R A T O R	1. Work site name and mailing address	Owner's name	Owner's telephone number
	2. Operator's name and address		Operator's telephone number
			Waste Generator Number
	3. Waste disposal site (WDS) name, mailing address, and physical site location		WDS telephone number
	4. Name and address of responsible agency		
	5. Description of materials	6. Containers	7. Total Quantity m ³ (yd ³)
	<u>Asbestos, ID # NA 2212, PACKAGING GROUP 111</u>		
	8. Special handling instructions and additional information		
	9. OPERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and government regulations.		
Printed/typed name and title		Signature	Month Day Year
T R A N S P O R T E R	10. Transporter 1 (Acknowledgment of receipt of materials)		
	Printed/typed name and title	Signature	Month Day Year
	Address & telephone number		
	11. Transporter 2 (Acknowledgment of receipt of materials)		
	Printed/typed name and title	Signature	Month Day Year
	Address & telephone number		
D I S S I P I O T S E A L	12. Discrepancy indication space		
	13. Waste disposal site owner or operator: Certification of receipt of asbestos materials covered by this manifest except as noted in item 12.		
	Printed/typed name & title	Signature	Month Day Year

**APPENDIX 4 – Iowa DNR 10-Day
Notification Form**



ASBESTOS NOTIFICATION OF DEMOLITION AND RENOVATION

DNR USE ONLY			
CON 10-15	County #:		
Date:		Initials:	
<input type="checkbox"/> Check/Money Order <input type="checkbox"/> Credit Card <input type="checkbox"/> Cash			

This notice must be postmarked at least ten (10) working days before beginning the activity. All applicable information must be included.

Notification Fee: Effective beginning January 15, 2016, each required **Original** or **Annual** notification must be accompanied by the fee required by 567 IAC 30.3(1).

567 IAC 30.3(1) Payment of fees established. Beginning on January 15, 2016, the owner or operator of a site subject to the national emission standard for hazardous air pollutants (NESHAP) for asbestos notifications adopted by reference in paragraph 23.1(3)"a," shall submit a fee with each required original or each annual notification for each demolition or renovation, including abatement.

Fees are **not** required for the following:

- a. Notifications when the total amount of asbestos to be removed or disturbed is less than 260 linear feet, less than 160 square feet, and less than 35 cubic feet of facility components and is below the reporting thresholds as defined in 40 CFR 61.145 as amended on January 16, 1991;
- b. Notifications of training fires as required in 567—paragraph 23.2(3)"g";
- c. Controlled burning of demolished buildings as required in 567—paragraph 23.2(3)"j";
- d. Revised, canceled, and courtesy notifications. A revision to a previously submitted courtesy notification due to applicability of the notification requirements in 567—paragraph 23.1(3)"a" is considered an original notification and is subject to the fee requirements of subrule 30.3(1).

Each required fee is \$100 payable to "Iowa Department of Natural Resources" in the form of a check, money order, credit card or cash. Please do not send cash in the mail.

Owner or Operator Name Paying Fee: _____ Phone #: _____
 \$100 Fee Enclosed Contact for Credit Card Payment or State Agency

1. Type of Notification

- Original (Fee) Revised Cancelled Courtesy Annual (Fee)

2. Type of Operation

(Each Type of Operation requiring an original notification must be accompanied by a separate \$100 fee.)

- Abatement Demolition
 Renovation Ordered Demolition
 Emergency Renovation

3. Is Asbestos Present?

- Yes No – Abatement has already occurred
 No – Asbestos found is under NESHAP limits

4. Scheduled Dates asbestos removal (MM/DD/YY) Start: _____ **Stop:** _____

5. Scheduled Dates Demo/Renovation (MM/DD/YY) Start: _____ **Stop:** _____

6. Facility Description (Include building name, number and floor or room number.)

Building Name: _____

Address: _____ **County:** _____

City: _____ **State:** _____ **Zip:** _____

Site Location (floor or room number(s)): _____

Building Size: _____ **No of floors:** _____ **Year Constructed:** _____

Present Use: _____ **Prior Use:** _____

7. Facility Information (Identify owner, and operator)

Owner Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Contact: _____ **Phone:** _____

Operator (if different from owner): _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

8. Asbestos Abatement Contractor (if applicable)

Contractor Name: _____ IA Permit Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

9. Demolition Contractor (if applicable)

(if ordered demolition)

Contractor Name: _____ IA Permit Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

10. Asbestos Inspector (required unless an Ordered Demolition or Emergency Renovation)

Name of Inspector: _____ IA License Number: _____

Date Inspected: _____ Phone: _____

11a. Approximate Amount of Asbestos (for Abatement purposes only)	Regulated Asbestos-Containing Material (RACM) to be Removed	Nonfriable Asbestos-Containing Material Not To Be Removed (Category I and II)
Total Surface Area (Sq. Ft.) (Also see 11b.)		
Facility Component(s) (Cu. Ft.)		
Pipes (Linear Ft.)		

11b. Quantity in Sq. Ft. the Total Surface Area of RACM to be removed from 11a (check all that apply)

Do not include Pipes or Facility Components

- Floor Materials _____ Ceiling Materials _____ Roofing Materials _____
 Interior Wall Systems _____ Spray-on Materials _____ Asbestos Cement Board _____
 Window Glaze/Caulk _____ Other: _____

12. Procedure, including analytical method, if appropriate, used to detect the presence of asbestos materials.

Polarized Light Microscopy (PLM) Other: _____

13. Description of work practices and engineering controls to be used to prevent asbestos emissions

(check all that apply)

- Adequately Wet Materials Glove Bag Seal in Leak Tight Containers Encapsulate
 Negative Air Containment Seal in Leak Tight Wrapping Mini-enclosure
 Lined Containers Other: _____

14. Description of planned demolition or renovation work (check all that apply)

- Backhoe Bulldozer Hand Removal
 Implosion Other: _____

15. Waste Transporter #1

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

Waste Transporter #2 (if applicable)

Name: _____

Address: _____
City: _____ State: _____ Zip: _____
Contact: _____ Phone: _____

16. Waste Disposal Site #1

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____

Waste Disposal Site #2 (if applicable)

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____

17. If Demolition Ordered by a Government Agency, Identify the Agency and Attach a Copy of the Order

Name of Responsible Official: _____
Title: _____ Phone: _____
Authority: _____
Date of Order (MM/DD/YY): _____

18. If Emergency Renovation, Please Complete this Section

Date Emergency (MM/DD/YY): _____ Time of Emergency: _____
Description of the emergency of sudden event: _____

Explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden:

19. Description of procedures to be followed if there is an unexpected asbestos fiber release:

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE DNR I agree

20. Certification (required if asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR Part 61, Subpart M (Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.

_____	_____	_____
Name (Print)	Title	Date
_____	_____	_____
Signature of Owner/Operator	Company/Organization	

21. I certify to the best of my knowledge that the above information is true and correct

_____	_____	_____
Name (Print)	Title	Date
_____	_____	_____
Signature of Owner/Operator	Company/Organization	

MAIL TO: Iowa DNR- Air Quality
502 E 9th St
Des Moines IA 50319
515-725-8200

INSTRUCTIONS
ASBESTOS NOTIFICATION OF DEMOLITION AND RENOVATION FORM

GENERAL INFORMATION

The Asbestos NESHAP, 40 CFR 61.145 and 567 IAC 23.1(3), requires written notification of demolition or renovation activities in facilities. In most cases, a facility includes all types of structures except single family homes and apartment buildings having no more than four units. The enclosed form must be used to fulfill this requirement. Only complete notification forms will be accepted.

The notification should be typewritten or neatly printed and postmarked or delivered no later than ten days prior to the beginning of either the asbestos removal activity (Section IV) or demolition activity (in Section V) whichever is applicable.

INSTRUCTIONS

1. **Type of Notification:** Check "Original" if the notification is a first time or original notification, "Revised" if the notification is a revision of a prior notification, or "Canceled" if the activity has been canceled. Check "Courtesy" if you would like to make DNR aware of a non-regulated project. Check "Annual" for projects in accordance with 40 CFR Part 61, Subpart M 61.145(a)(4)(iii).
2. **Type of Operation:** Check as appropriate for facility abatement, demolition, renovation, ordered demolitions, or emergency renovations. A notification for renovation is required only if asbestos was removed or still present but not being disturbed. However, if asbestos has been or will be removed, then a separate abatement notification form should be submitted by the appropriate part.
3. **Is Asbestos Present?** Answer "Yes," "No – Abatement has already occurred," or "No – Asbestos found is under NESHAP limits."
4. **Scheduled Dates of Asbestos Removal (MM-DD-YY):** Enter scheduled dates (month/day/year) for asbestos removal work. Asbestos removal work includes any activity, including site preparation, which may break up, dislodge or disturb asbestos material.
5. **Scheduled Dates of Demolition/Renovation (MM-DD-YY):** Enter scheduled dates (month/day/year) for beginning and ending the planned demolition or renovation project.
6. **Facility Description:** Provide the following information on the areas being renovated or demolished:

Building Address :	Physical location of site
Site Location (floor or room number)	Enter specific location
Building Size:	The building size in square feet.
No. of Floors:	Enter the number of floors including basement, if applicable.
Year Constructed:	Enter year the facility was originally constructed.
Present Use/Prior Use:	Describe the primary use of the facility or enter the following codes: AC – Apartment Complex, B – Boat/Ship, BR – Bridge, CH – Church, C – Commercial, F – Fire Damaged, G – Government, H – Hospital, I – Industrial, M – Miscellaneous, MG – Manufacturing, N – Nursing Home, O – Office, P – Public Building, R – Residence, S - School, U – University/College, V - Vacant

7. **Facility Information:** Enter the names, addresses, contact persons and telephone numbers of the following:
Owner: Legal owner of the site at which asbestos is being removed or demolition planned.
Operator: General contractor, or any other person who leases, operates, controls or supervises the site.

If known, the name of the site supervisor should be entered as the contact person for the notification. If additional parties share responsibility for the site, demolition activity, renovation or ACM removal, include complete information (including name, address, contact person and telephone number) on additional sheets submitted with the form.
8. **Asbestos Abatement Contractor:** If notification is being submitted for asbestos removal enter the name of contractor hired to remove asbestos, contractor permit number, address, contact, and phone number.
9. **Demolition Contractor:** If notification is being submitted for demolition or renovation enter the name of contractor hired, permit number, address, contact, and phone number.
10. **Asbestos Inspector:** Enter the individual who conducted the asbestos inspection prior to demolition/renovation, the inspector license number, date inspected and telephone number.
11. **a) Approximate Amount of Asbestos Including:** (1) Regulated ACM to be removed (including nonfriable ACM to be sanded, ground or abraded); and (2) Category I and Category II nonfriable asbestos containing material not to be removed. For both renovations and demolitions, enter the amount of RACM to be removed by entering a number in the appropriate box. If applicable, enter the amount of nonfriable ACM not to be removed during a demolition or renovation.

Category I nonfriable material includes packing, gaskets, resilient floor covering and asphalt roofing materials. Category II nonfriable material includes any material, excluding Category I materials, that when dry, cannot be crumbled, pulverized or reduced to powder by hand pressure, or mechanical forces expected to operate on the material during the demolition or renovation activity. All Category II materials must be removed prior to demolition.

Complete the volume from facility component(s) if asbestos-containing materials have been removed from facility components and the volume is known.

b) Quantify in Sq. Ft. the Total Surface Area of RACM to be removed from 11a. Check the type of RACM to be removed and enter the square feet for each material. (Total 11b square feet should equal 11a square feet of RACM to be removed.) **Facility Components and Pipes are not included in 11b.**

12. **Asbestos Testing Procedure:** Check the appropriate box for the procedure that was used to determine asbestos content.
13. **Description of Work Practices and Engineering Controls to Prevent Asbestos Emissions:** Check the appropriate box(s) for work practices that will be employed to prevent asbestos emissions.
14. **Description of Planned Demolition or Renovation Work:** Check the appropriate box(s) that describe the renovation/ demolition technique(s) to be used.
15. **Waste Transporter(s):** Enter the name(s), addresses(s), contact person(s) and telephone number(s) of the person(s) or company(ies) responsible for transporting ACM from the removal site to the waste disposal site. If the removal contractor or owner is the waste transporter, state "same as owner" or "same as removal contractor."
16. **Waste Disposal Site:** Identify the waste disposal site, including the complete name, location, and telephone number of the facility. If ACM is to be disposed of at more than one site, provide complete information on an additional sheet submitted with the form.
17. **If Demolition Ordered by a Government Agency, Please Identify the Agency below:** Provide the name of the responsible official, title and agency, authority under which the order was issued and the date of the order. A copy of the order from the government agency must be attached to this form.
18. **Emergency Renovation Information:** Provide the date and time of the emergency, a description of the event and a description of unsafe conditions, equipment damage or financial burden resulting from the event. The information should be detailed enough to evaluate whether a renovation falls within the emergency exemption.
19. **Description of Procedures to be Followed in the Event that Unexpected Asbestos Fiber Release:** Provide adequate information to demonstrate that appropriate actions have been considered and can be implemented to control asbestos emissions adequately, including at a minimum, conformance with applicable work practice standards. Attach an additional sheet of paper if needed and submit with this form.
20. **Certification:** This is required if asbestos is present, i.e. abatements and ordered demolitions. Include signature, date, printed name, title, and company to certify that training provisions required by the asbestos NESHAP regulation will be followed.
21. **Information provided in notification is true and correct:** This is required for all notifications. Include signature, date, printed name, title, and company to certify the information provided is true and correct to the best of your knowledge.

APPENDIX 5 – Bid Plans

GENERAL NOTES

1. ALL WORK IN PUBLIC RIGHT-OF-WAY AND SITE WORK SHALL BE IN ACCORDANCE WITH WOODBURY COUNTY STANDARDS AND THE SUDAS SPECIFICATIONS- 2021 EDITION. SPECIFICATION MANUALS CAN BE ORDERED FROM THE INSTITUTE FOR TRANSPORTATION - ATTN. BETH RICHARDS, 2711 SOUTH LOOP DRIVE, SUITE 4700, AMES, IOWA 50010-8664, PHONE: 515-294-2869. SPECIFICATIONS CAN ALSO BE VIEWED AT SUDAS WEB SITE (WWW.IOWASUDAS.ORG). CONTRACTOR SHALL HAVE A MINIMUM OF ONE SET OF PLANS AND SPECIFICATIONS ON THE JOB SITE AT ALL TIMES DURING CONSTRUCTION ACTIVITIES.

2. COORDINATE WORK AND COOPERATE WITH COUNTY PERSONNEL AND ENGINEER.

3. LOCATION OF EXISTING UTILITIES IS APPROXIMATE BASED ON OLD PLANS, PHYSICAL LOCATES AND UTILITY MAPPING. VERIFY LOCATION OF EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES IN SERVICE DURING CONSTRUCTION, THERE MAY BE BURIED UTILITIES NOT SHOWN ON PLANS.

4. CONTRACTOR SHALL COORDINATE WITH PUBLIC AND PRIVATE UTILITIES FOR TIMELY DISCONNECTION OF SERVICE PRIOR TO INITIATING DEMOLITION. PROPERLY DISCONNECT ALL PUBLIC AND PRIVATE UTILITIES.

5. PROTECT EXISTING UTILITIES AND STRUCTURES TO REMAIN FROM DAMAGE DURING DEMOLITION AS SHOWN ON PLANS. ANY UTILITIES DAMAGED DURING DEMOLITION THAT WERE TO REMAIN SHALL BE REPAIRED AT NO COST TO THE OWNER.

6. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL FOR ALL WORK WITHIN STREET AND HIGHWAY RIGHTS-OF-WAYS. TRAFFIC CONTROL SHALL CONSIST OF BARRICADE, SIGNAGE AND LIGHTS AS NECESSARY TO PROTECT VEHICLES IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND IOWA DOT STANDARD ROAD PLANS FOR TRAFFIC CONTROL. TRAFFIC CONTROL IS INCIDENTAL TO CONSTRUCTION.

7. CONTRACTOR SHALL COORDINATE ALL HAUL ROUTES WITH WOODBURY COUNTY.

8. ALL EXISTING PHYSICAL FEATURES, INCLUDING BUT NOT LIMITED TO, BUILDINGS, ARE TO BE REMOVED FROM SITE IN ACCORDANCE WITH SPECIFICATIONS UNLESS OTHERWISE NOTED ON THE PLANS.

9. CONTRACTOR SHALL COMPLY WITH ALL LOCAL, STATE AND FEDERAL REGULATIONS TO REMOVE AND PROPERLY DISPOSE OF SIDEWALKS, STEPS, DRIVEWAYS, AND STRUCTURES (INCLUDING BOTH ABOVE GROUND AND BELOW GROUND ELEMENTS.)

10. CONTRACTOR SHALL COMPLY WITH LOCAL, STATE, AND FEDERAL REGULATIONS TO REMOVE FUEL TANKS, SEPTIC TANKS, CISTERNS, AND ANY OTHER UNDERGROUND FACILITIES ENCOUNTERED; AND TO PROPERLY DISPOSE OF ANY LIQUIDS OR PRODUCTS CONTAINED WITHIN THESE ITEMS.

11. IF UNDERGROUND STORAGE TANKS ARE ENCOUNTERED, CONTACT LISA NIEDERMAYER AT LISA.NIEDERMAYER@DNR.IOWA.GOV. IF PETROLEUM CONTAMINATION IS ENCOUNTERED, CONTACT TAMMY VANDER BLOEMEN AT TAMMY.VANDER_BLOEMEN@DNR.IOWA.GOV.

12. PROPERLY PLUG OR ABANDON WELLS IF ENCOUNTERED.

13. ALL REMOVAL EXCAVATIONS SHALL BE FILLED TO SURROUNDED GRADE. EXCAVATIONS SHOULD BE TOPPED WITH 4" OF TOPSOIL FROM SURROUNDING AREA. SITE SHALL BE GRADED TO DRAIN AS IS POSSIBLE.

14. CONTRACTOR SHALL OBTAIN ALL LOCAL, STATE AND FEDERAL PERMITS REQUIRED FOR EXECUTION OF THE WORK, INCLUDING NOTIFICATION TO THE IOWA DNR ACCORDING TO 40 CFR 61.1445. CONTRACTOR SHALL PAY ALL PERMIT FEES.

15. INSPECT THE SITE FOR ITS CHARACTER AND THE TYPE OF STRUCTURES TO BE DEMOLISHED. THE JURISDICTION ASSUMES NO RESPONSIBILITY FOR THE CONDITION OF EXISTING BUILDINGS, STRUCTURES, AND OTHER PROPERTY WITHIN THE DEMOLITION AREA, OR THE CONDITION OF THE PROPERTY BEFORE OR AFTER THE SOLICITATIONS FOR PROPOSALS.

16. CONTRACTOR SHALL PAY ALL DISPOSAL COSTS, INCLUDING COSTS RELATED TO DISPOSAL OF SPECIALTY ITEMS SUCH AS HOUSEHOLD HAZARDOUS WASTES, APPLIANCES, YARD WASTES, OR ELECTRONICS.

17. CONTRACTOR SHALL PRESERVE ALL MONUMENTS, STAKES, REFERENCE POINTS AND BENCHMARKS. IN CASE OF DESTRUCTION BY CONTRACTOR'S NEGLIGENCE OR CARELESSNESS, THEY WILL BE CHARGED WITH RESULTING EXPENSE OF REPLACEMENT AND RESPONSIBILITY FOR ANY MISTAKES OR LOSS OF TIME CAUSED THEREBY.

18. CONTRACTOR IS RESPONSIBLE FOR OBTAINING NECESSARY STORM WATER DISCHARGE PERMITS, INSTALLING AND REMOVING REQUIRED STORM WATER CONTROLS, SWPPP PREPARATION, AND SWPPP MANAGEMENT.

19. ALL AREAS DISTURBED BY DEMOLITION SHALL BE FERTILIZED, SEEDED AND MULCHED.



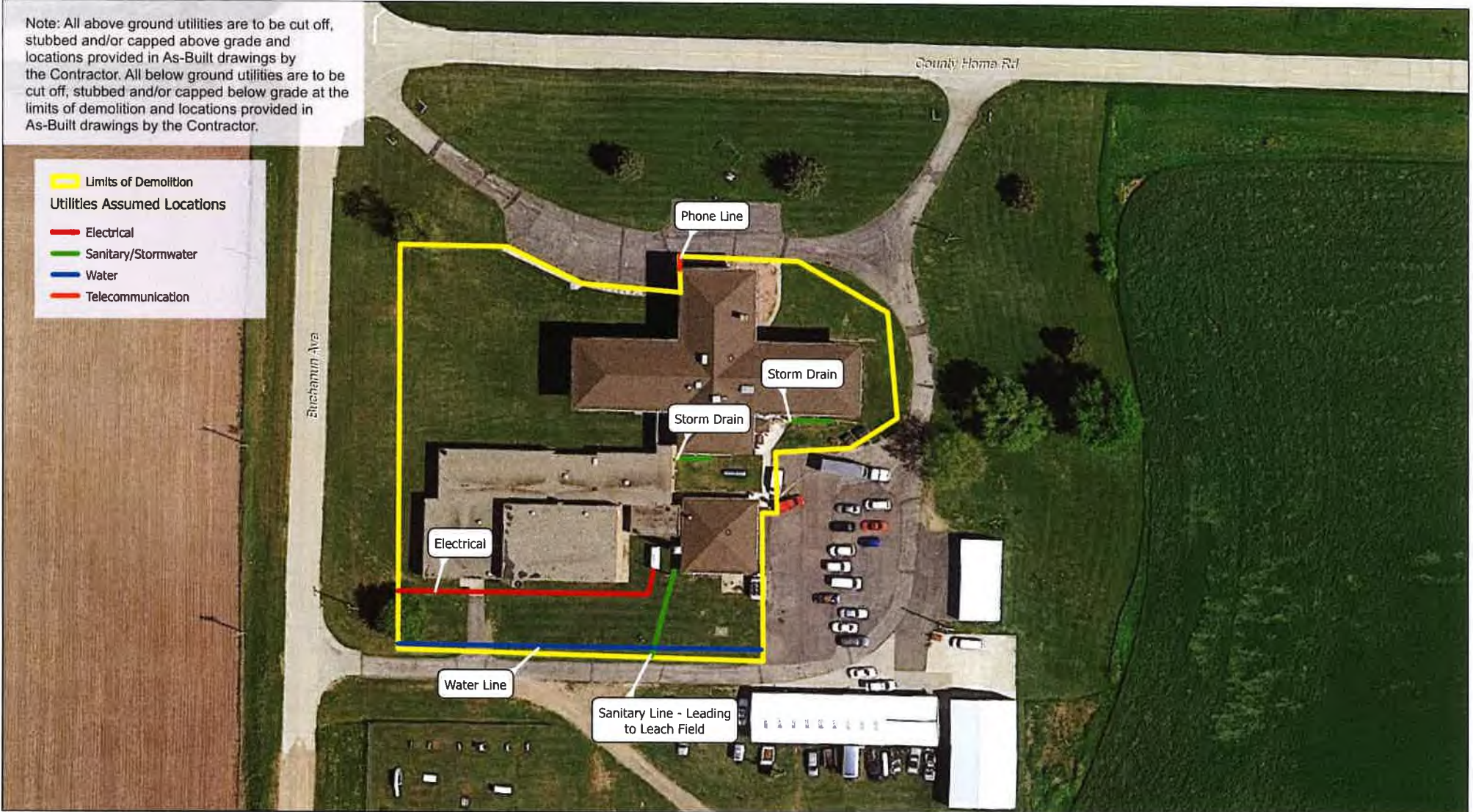
MARK	DATE	BY

PROJECT	DEMOLITION OF PRAIRIE HILLS CENTER AT 1600 COUNTY HOME ROAD		
SHEET TITLE	GENERAL NOTES		

TOTAL NUMBER OF SHEETS				5
DESIGNED BY	DRAWN BY	CHECKED BY	SURVEY NOTES	
	KK	JR		
ACTIVITY ID	DATE			5/10/2022
SHEET	C.001	FILE NO.		

Note: All above ground utilities are to be cut off, stubbed and/or capped above grade and locations provided in As-Built drawings by the Contractor. All below ground utilities are to be cut off, stubbed and/or capped below grade at the limits of demolition and locations provided in As-Built drawings by the Contractor.

- Limits of Demolition**
Utilities Assumed Locations
- Electrical
 - Sanitary/Stormwater
 - Water
 - Telecommunication

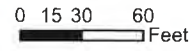


0 15 30 60 Feet

MARK		DATE	BY

PROJECT	DEMOLITION OF PRAIRIE HILLS CENTER AT 1600 COUNTY HOME ROAD		
SHEET TITLE	SITE UTILITIES		

TOTAL NUMBER OF SHEETS				5
DESIGNED BY	DRAWN BY	CHECKED BY	SURVEY NOTES	
	KK	JR		
ACTIVITY I.D.	DATE		5/10/2022	
SHEET	C.100	FILE NO.		



MARK		DATE	BY

PROJECT	DEMOLITION OF PRAIRIE HILLS CENTER AT 1600 COUNTY HOME ROAD		
SHEET TITLE	DEMOLITION SITE PLAN MAP		

TOTAL NUMBER OF SHEETS				5
DESIGNED BY	DRAWN BY	CHECKED BY	SURVEY NOTES	
	KK	JR		
ACTIVITY ID				DATE
				5/10/2022
SHEET	C.100A	FILE NO.		



1 GENERAL SITE PHOTOS
NOT TO SCALE



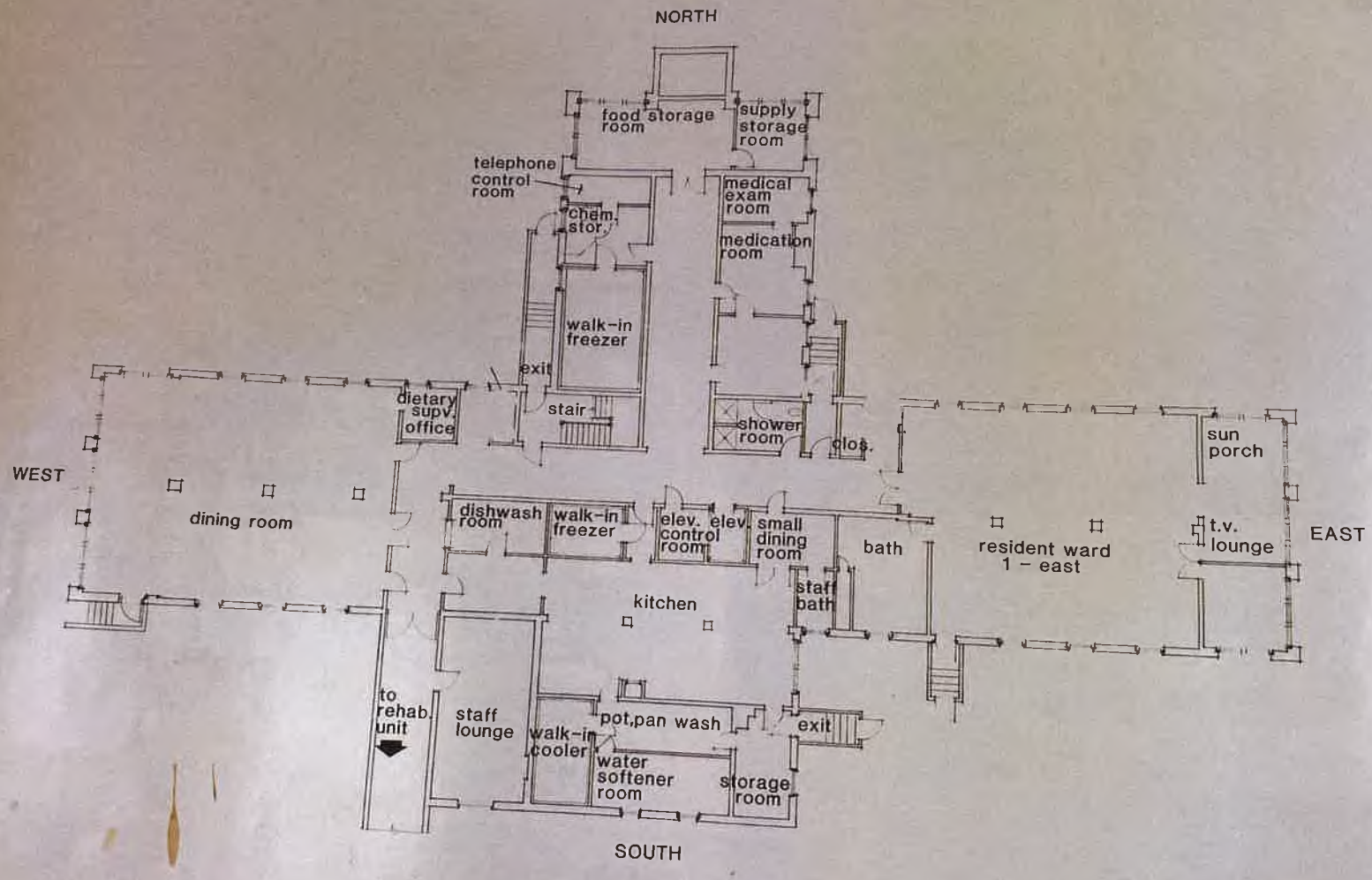
MARK		DATE	BY

PROJECT	DEMOLITION OF PRAIRIE HILLS CENTER AT 1600 COUNTY HOME ROAD
SHEET TITLE	DEMOLITION PHOTOS

TOTAL NUMBER OF SHEETS			5
DESIGNED BY	DRAWN BY	CHECKED BY	SURVEY NOTES
	KK	JR	
ACTIVITY ID			DATE
			5/10/2022
SHEET	C.100B	FILE NO.	

**APPENDIX 6 – Woodbury County Home
Blueprints – 1980**

WE warrant, certify that this plan, specification, contract and drawings are prepared by us or under our direct supervision and that we are duly licensed architects under the laws of the State of Iowa.

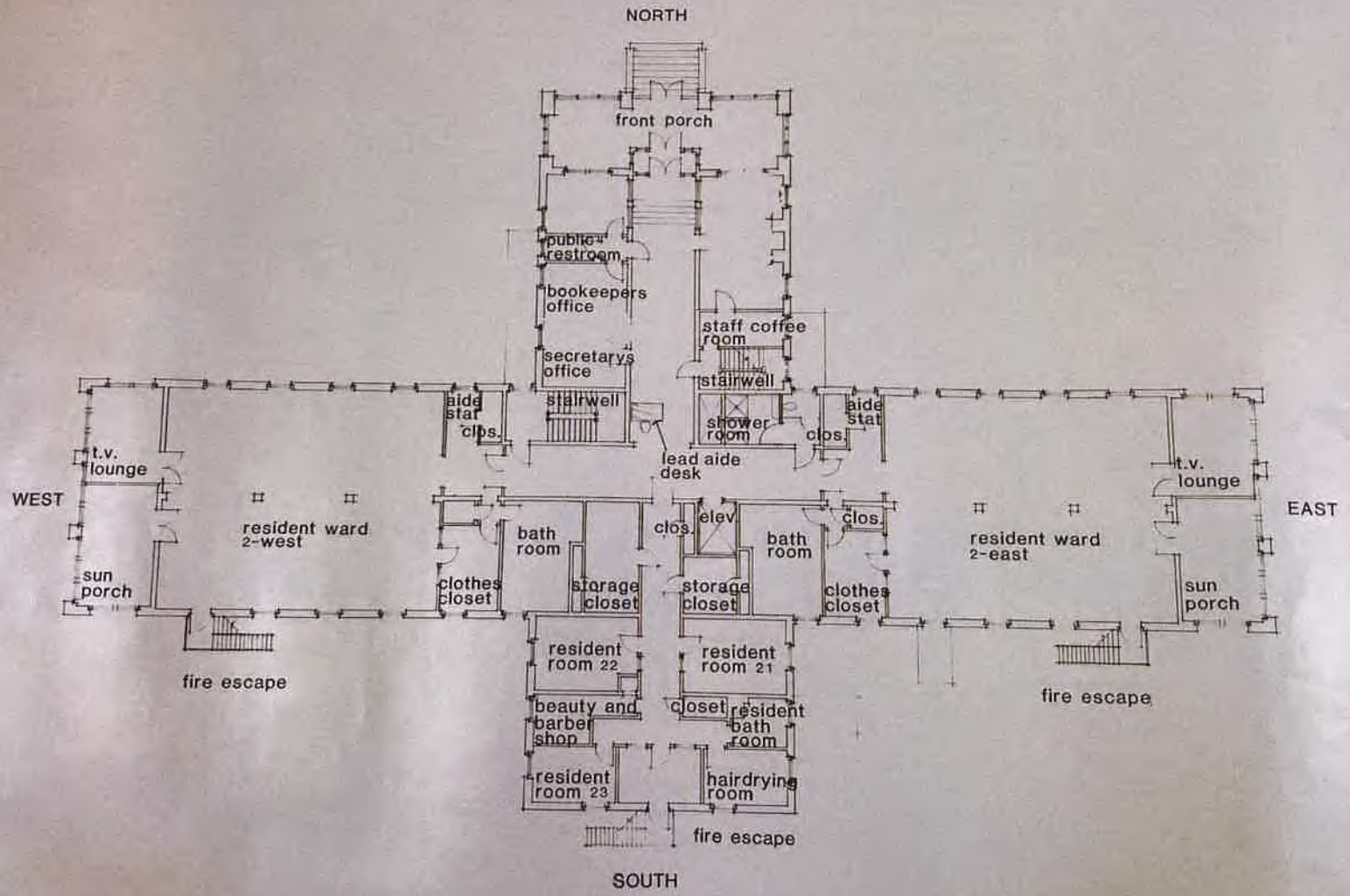


FIRST FLOOR

WOODBURY COUNTY HOME

RURAL PLANNING
SIOUX CITY, IOWA 51101
922 DOUGLAS STREET
RML ARCHITECTS L.L.C.

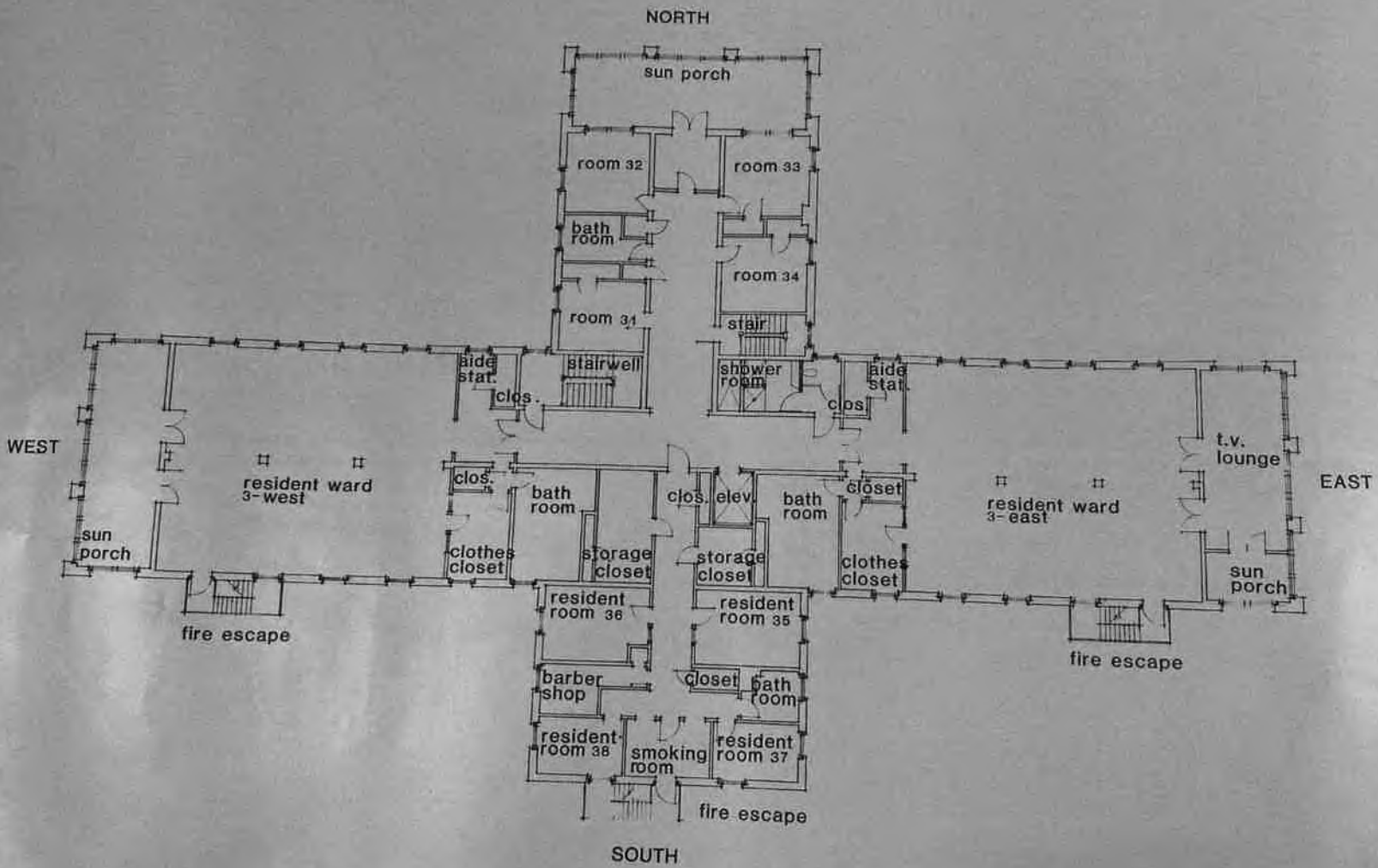
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N
T
C
OF 1
XISTP



SECOND FLOOR

WOODBURY COUNTY HOME

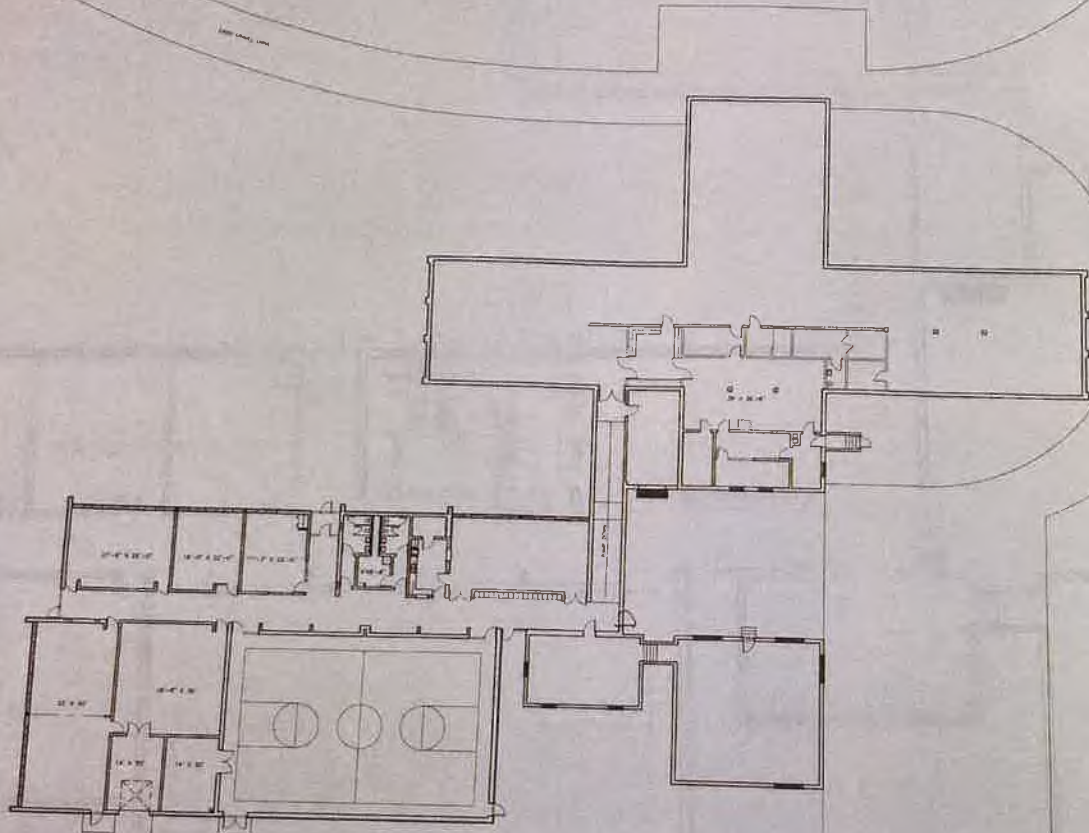
PLANS FOR THE PURPOSES OF THE
SCHOOL DISTRICT OF WOODBURY COUNTY
ORIGINALLY FOR THE PURPOSES OF THE
SCHOOL DISTRICT OF WOODBURY COUNTY
FOR THE YEAR OF 1950



THIRD FLOOR

WOODBURY COUNTY HOME

BUCHANAN AVE



EXIST PLAN SCALE 1/16" = 1'-0"

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, AND REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED ARCHITECT IN THE STATE OF IOWA AT THE TIME OF THE DATE OF THIS PLAN.

THOMAS W. LEE
 DATE: 08-00-00
 PROJECT: 0909

PRAIRIE HILLS CENTER
 EXISTING FACILITY
 RURAL WOODBURY COUNTY

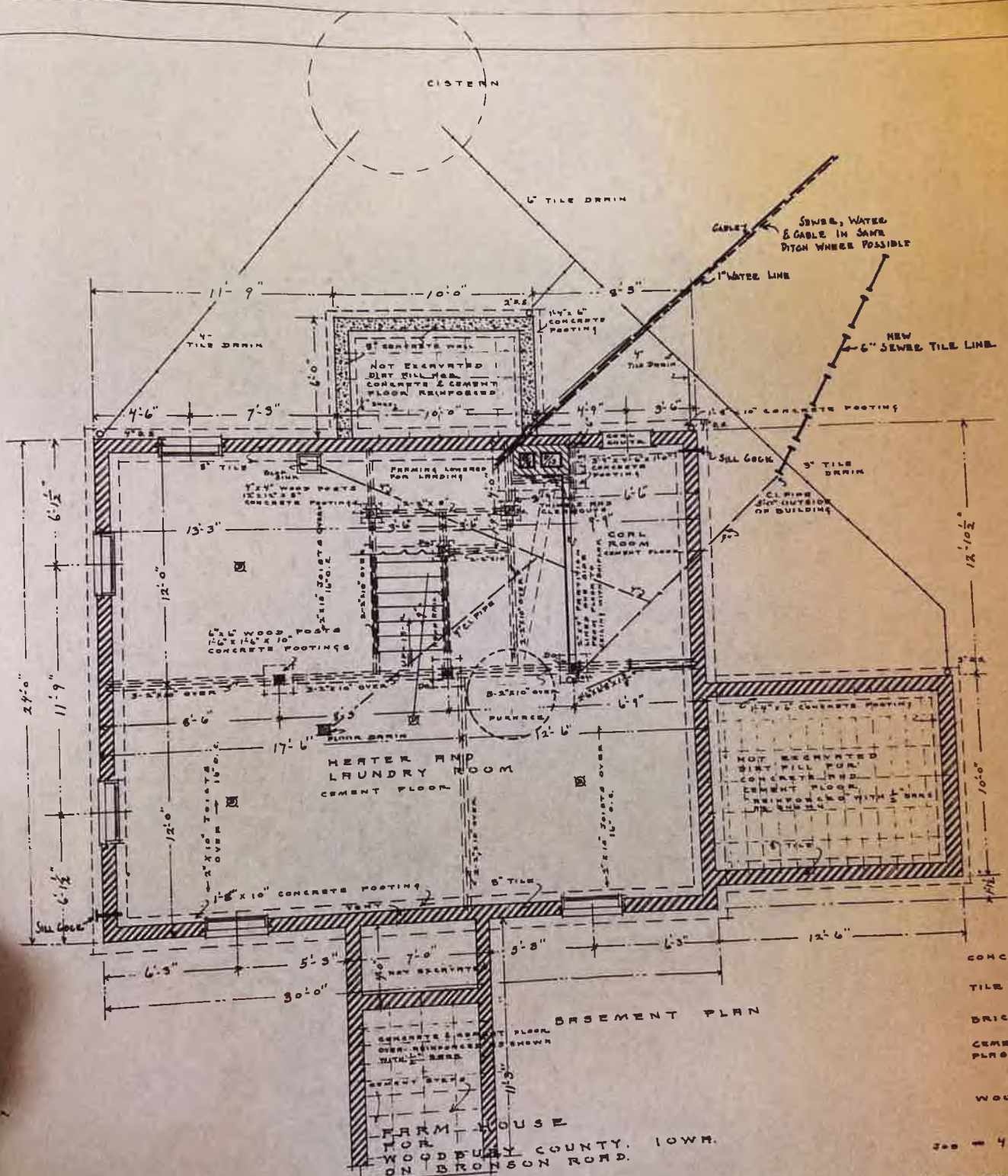
SIOUX CITY, IOWA 51101

922 DOUGLAS STREET

D.W. ARCHITECTS L.L.C.



DATE	00-00-00
REVISION	
PROJECT	0



INDEX
MATE

- CONCRETE
- TILE
- BRICK
- CEMENT OR
PLASTER
- WOOD

BASEMENT PLAN

FARM HOUSE
FOR
WOODBURY COUNTY, IOWA.
ON BROTHSON ROAD.

700 - 483

WM. L. STEELE
ARCHITECT
SIOUX CITY, IA.

1/4"
SCALE
MARCH - 10 - 1917
DRAWN BY W.W.H.
ISSUED MARCH 20-1920.

WOODBURY COUNTY HOME

R. R. 2 SIOUX CITY, IOWA

NEW CENTRAL AIR CONDITIONING AND INTERIOR REMODELING

INDEX OF DRAWINGS

- A-1 SHOWER AND TOILET DETAILS
- M-1 REHAB CENTER FOOTING AND FOUNDATION
BOILER ROOM LOWER LEVEL
- M-2 REHAB CENTER FIRST FLOOR
BOILER ROOM FIRST FLOOR
- M-3 DORMITORY LOWER LEVEL PLAN MECHANICAL
- M-4 DORMITORY FIRST FLOOR PLAN MECHANICAL
- M-5 DORMITORY SECOND FLOOR PLAN MECHANICAL
- M-6 DORMITORY ATTIC PLAN AND DETAILS
- M-7 MECHANICAL DETAILS AND SYMBOL LEGEND
- M-8 MECHANICAL SCHEDULES

- E-1 ELECTRICAL DEMOLITION FLOOR PLAN
- E-2 DORMITORY FLOOR PLANS ELECTRICAL
- E-3 ELECTRICAL SCHEDULES, DETAILS AND NOTES

BOARD OF SUPERVISORS

MARK McLARNAN, CHAIRMAN

KENNETH RODEEN

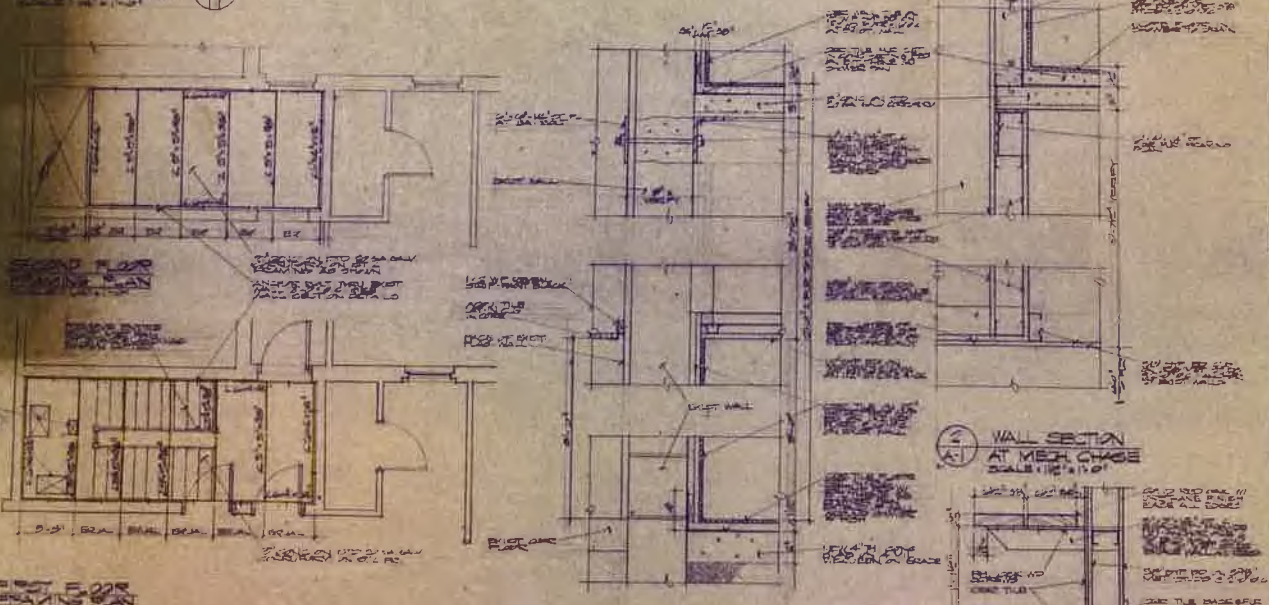
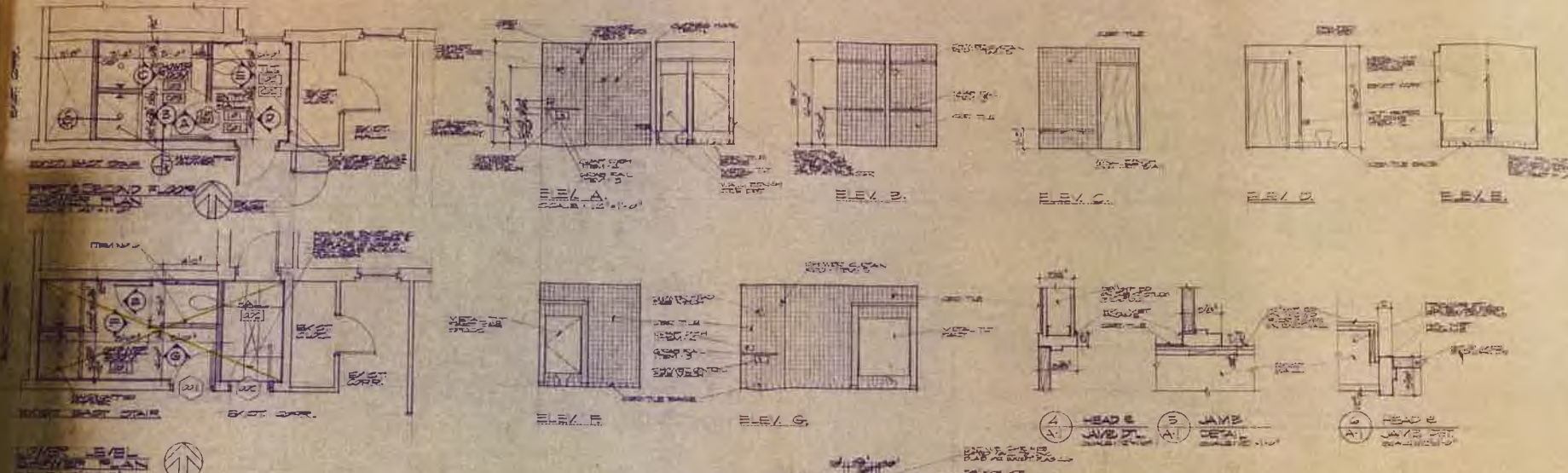
WAYNE THOMPSON

JERRY OSULLIVAN

DON ERICKSON

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.

Eugene A. Crain 1503 12/16
REG. NO. DATE



TOILET ACCESSORY SCHEDULE

QTY	ITEM	MPOR.	QTY	FIN.	REMARKS
1	TOILET PAPER HOLDER	BRASS	1	200	
2	TOILET PAPER ROLL	BRASS	1	200	
3	CHANGING TABLE	BRASS	1	200	
4	TOILET BRUSH	BRASS	1	200	
5	TOILET BRUSH HOLDER	BRASS	1	200	
6	TOILET BRUSH RACK	BRASS	1	200	
7	MIRROR	BRASS	1	200	

ROOM FINISH SCHEDULE

ROOM NO.	ROOM NAME	FLOOR	WALLS	CEILING	HT.	REMARKS
011	CHANGING ROOM	CERT. LVT	CERT. PLNT	CERT. PLNT	8'0"	
012	HALL	VINYL MAT	CERT. PLNT	CERT. PLNT	8'0"	
013	ENTRY HALL	CERT. LVT	CERT. PLNT	CERT. PLNT	8'0"	
014	TOILET	CERT. LVT	CERT. PLNT	CERT. PLNT	8'0"	
015	CHANGING ROOM	CERT. LVT	CERT. PLNT	CERT. PLNT	8'0"	

DOOR SCHEDULE

DOOR NO.	DOOR		FRAME				HT.	REMARKS
	TYPE	FIN.	DETAIL	HT.	WIDE	FIN.		
011	SW	7'0"	SLDR	HAL. MET.	SWA	SWA	5'0"	
012	SW	7'0"	SLDR	HAL. MET.	SWA	SWA	5'0"	
013	SW	7'0"	SLDR	HAL. MET.	SWA	SWA	5'0"	
014	SW	7'0"	SLDR	HAL. MET.	SWA	SWA	5'0"	

ACOUSTIC TILE CEILING NOTES

1. ALL CEILING AREAS TO BE FINISHED WITH 12" X 12" ACOUSTIC TILE.

2. ALL CEILING AREAS TO BE FINISHED WITH 12" X 12" ACOUSTIC TILE.

3. ALL CEILING AREAS TO BE FINISHED WITH 12" X 12" ACOUSTIC TILE.

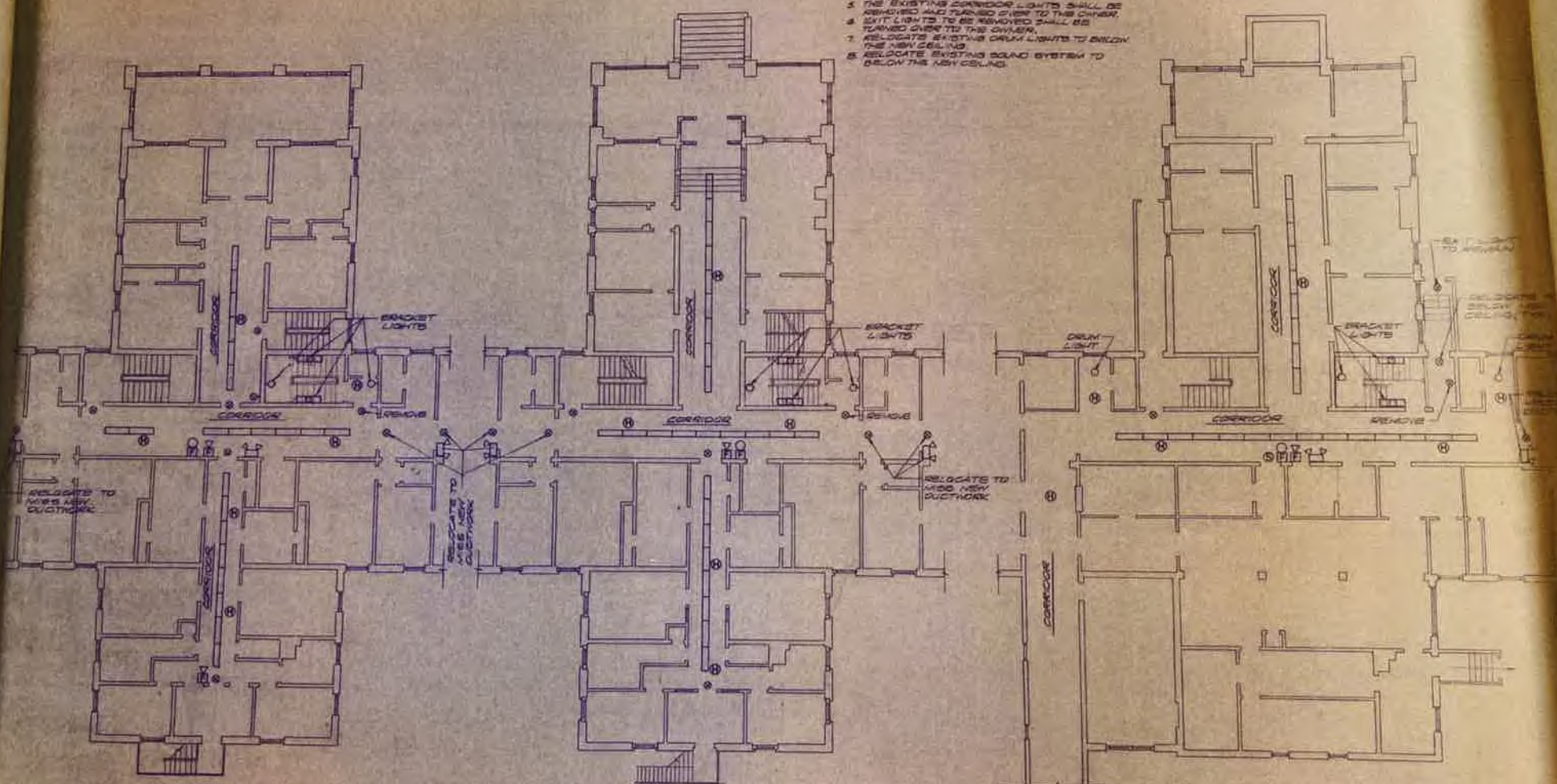
FIXING FACT INTERIOR STAIR

FIXING FACT INTERIOR STAIR

TYPICAL NORTH SOUTH WALL SECTION

BENCH

- NOTES:
1. A NEW CEILING WILL BE INSTALLED IN THE CORRIDORS.
 2. ONE EXISTING STAIRWELL WILL BE CONSOLIDATED AND CONVERTED TO SHOWER ROOMS.
 3. A NEW AIR-CONDITIONING SYSTEM WILL BE INSTALLED.
 4. ALL FIRE DEVICES SHALL BE DELEGATED TO BELOW THE NEW CEILING.
 5. THE EXISTING CORRIDOR LIGHTS SHALL BE REMOVED AND REARRED OVER TO THE OWNER.
 6. EXIT LIGHTS TO BE REMOVED SHALL BE REARRED OVER TO THE OWNER.
 7. RELOCATE EXISTING SMOKE LIGHTS TO BELOW THE NEW CEILING.
 8. ALLOCATE EXISTING SOUND SYSTEM TO BELOW THE NEW CEILING.

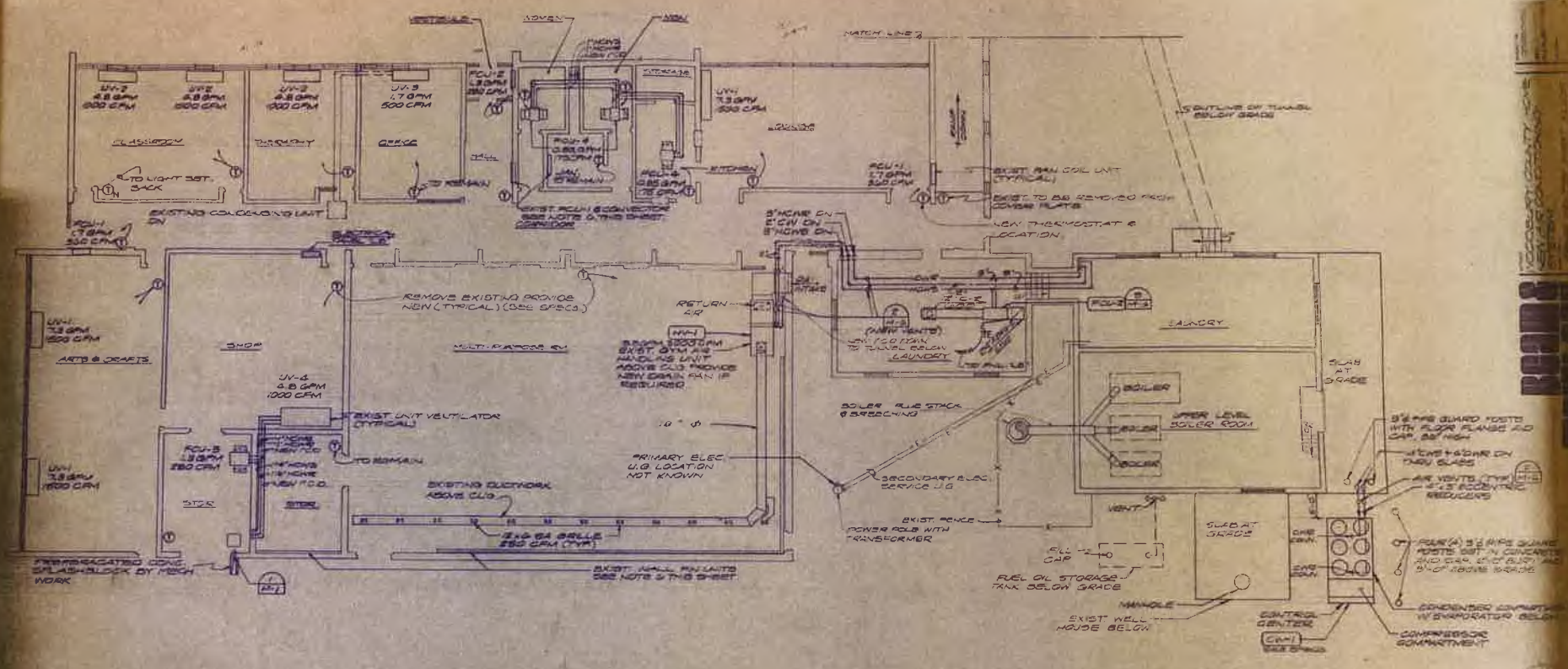


EXISTING SECOND LEVEL PLAN
SCALE 1/8" = 1'-0"
NORTH

EXISTING FIRST LEVEL PLAN
SCALE 1/8" = 1'-0"
NORTH

EXISTING LOWER LEVEL PLAN
SCALE 1/8" = 1'-0"
NORTH

1. VERIFY EXISTING UNIT DATA AND PERFORMANCE IS CORRECT AND PROVIDED BY THE OWNER AT EVERY STEP.



FIRST FLOOR PLAN - MECHANICAL
SCALE: 1/8" = 1'-0"

- NOTES:**
1. CHILLER COMPRESSORS SHALL HAVE PHASE WINDING START WITH MINIMUM LOCKED ROTOR AMP. AT 230V 3 PHASE.
 2. MECHANICAL WORK HAS OPTION TO PUT THE CHILLER AND EVAPORATOR IN STORAGE ROOM AND BE RESPONSIBLE FROM THE ENGINEER PRIOR TO BID DATE.
 3. FIELD VERIFY THAT ALL EXIST UNITS HAVE CONDENSATE DRAIN PANS.
 4. PACKAGE CHILLER SHALL BE SET ON A NEW CONCRETE SLAB, 12" - 0" THICK x 9' - 0" WIDE x 8' DEEP PROVIDE #3 EACH WAY ON 6" ON CENTER TOP AND BOTTOM. PROVIDE SLAB SHOP DRAWING.
 5. ALL WORK SHALL KEEP CLEAR OF THE BOILER ROOM.
 6. INSTRUCT THE OWNER TO SHUT OFF EXIST. WALL PAN UNITS & WALL COIL UNITS DURING SUMMER OPERATION. FIELD VERIFY THAT WALL COIL UNITS HAVE CONDENSATE PANS STUMBED INTO THE TUNNEL OR CONDENSATE PANS IF EXIST, PROVIDE NEW THERMOSTAT



JENNIFER, MECK & ASSOCIATES
 MECHANICAL ENGINEERS
 1000

(To be published on or before: June 24th, 2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA, ON PROPOSED CONTRACT DOCUMENTS AND ESTIMATED COSTS FOR PRAIRIE HILLS COUNTY HOME DEMOLITION PROJECT.

PUBLIC NOTICE is hereby given that the Board of Supervisors of Woodbury County, State of Iowa, will hold a public hearing on the 5th day of July, 2022, at 4:40 P.M., in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at which meeting the Board proposes to take additional action on the plans, specifications, form of contract, and estimated total cost of construction for the Prairie Hills Demolition project. Documents are on file with the Woodbury County Building Services Office located at 401 8th Street, Sioux City, Iowa 51101 and may be inspected by any interested persons.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of contract documents.

This notice is given by order of the Board of Supervisors of Woodbury County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this 13th day of June, 2022.

Woodbury County,
State of Iowa
(End of Notice)

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: June 16, 2022 Weekly Agenda Date: June 21, 2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Sheriff Chad Sheehan

WORDING FOR AGENDA ITEM:

Approve supplemental pay for Sheriff's Office percentage deputies.

ACTION REQUIRED:

- | | | |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Approve supplemental pay for percentage deputies. Remove longevity pay for Sheriff's Office percentage deputies.

BACKGROUND:

The Sheriff's Office has five percentage deputies, 2 Lieutenants, 2 Captains and 1 Chief Deputy. In order to fairly compensate the percentage deputies for extra services rendered, I propose supplemental pay as follows: \$8,800.00 for each Lieutenant, \$10,000.00 for each Captain and \$12,000.00 for the Chief Deputy.

FINANCIAL IMPACT:

Supplemental pay will amount to \$49,600.00. After subtracting the the savings from longevity pay (\$13,600.00) the total impact is \$36,000.00. I am not asking for any increase in budget amount. This expense will be absorbed into our existing FY 23 approved budget.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

The board approve the proposed supplemental pay for percentage deputies. Supplemental pay to be paid out in the first pay period of July.(one time payment was cleared with Michelle as the easiest method for her staff)

ACTION REQUIRED / PROPOSED MOTION: