



TO: Members, Board of Directors
THROUGH: Mr. Matthew Degner, Superintendent
THROUGH: Dr. Chace Ramey, Deputy Superintendent
FROM: Mr. Curt Pratt, Chief Operating Officer
DEPARTMENT: Facilities Management
DATE: 2/10/2026
SUBJECT: Summary of Appendix 9 Approval Requests and Project Updates

Appendix 9 Approval Requests

Center for Innovation (formerly Tyler Building)

Project Description: The Tyler building is situated on the ACT campus and was purchased from ACT in 2022. The building is 3 stories with the lower level below grade and the first level partially below grade. The building is around 140,000 s.f.

Total Project Budget: \$17,000,000.00

Sub Project: 2025 Building Renovation - Dream Accelerator

Step(s): 9

Recommendation: Recommend approval of Substantial Completion

Recommended Approval Amount: \$0.00

City HS Little Theater Upgrades

Project Description: This FMP 2.3 project includes refurbishing the existing third floor little theater classroom to include new finishes, theater lighting, and sound systems.

Total Project Budget: \$1,000,000.00

Sub Project: City HS Little Theater Upgrades

Step(s): 5, 6

Recommendation: Recommend approval of the Construction Documents, and to set the date for the Public Hearing.

Recommended Approval Amount: \$0.00

Horn ES Classroom Addition & HVAC Upgrade

Project Description: FMP 2.0 Project

Total Project Budget: \$8,500,000.00

Sub Project: 2022 Classroom Addition

Step(s): 8

Recommendation: Recommend approval of Change Order #10

Recommended Approval Amount: \$174,786.00

NWJH Middle School Addition

Project Description: This project will include an addition for approximately 400 students. The parking will also be evaluated and updated accordingly, as well as a new and improved kitchen and cafeteria.

Total Project Budget: \$17,200,000.00

Sub Project: Retaining Wall

Step(s): 8

Recommendation: Recommend approval of Change Order #1

Recommended Approval Amount: \$27,495.90

Roof Management Program

Project Description: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

Total Project Budget: \$1,500,000.00

Sub Project: 2026 Lucas ES Roof Replacement (D, E, H, J, L)

Step(s): 7

Recommendation: Recommend approval and Award of Contract to White Roofing Management Group of Eldridge, IA in the amount of \$293,557.

Recommended Approval Amount: \$293,557.00

Project Description: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

Total Project Budget: \$1,500,000.00

Sub Project: 2026 West HS Roof Replacement (AA)

Step(s): 7

Recommendation: Recommend approval and Award of Contract to ForSure Roofing & Sheet Metal of Des Moines, IA in the amount of \$180,366.

Recommended Approval Amount: \$180,366.00

Project Description: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

Total Project Budget: \$1,500,000.00

Sub Project: 2026 Wickham ES (B) & Southeast MS (F,T) Roof Replacement

Step(s): 7

Recommendation: Recommend approval and Award of Contract to T & K Roofing Company of Ely, IA in the amount of \$245,000.

Recommended Approval Amount: \$245,000.00

West HS Baseball & Softball Relocation

Project Description: This FMP 2.3 project encompasses the complete rebuild of the baseball and softball complex on the central and western campus, including all chain-link fencing, backstops, batting cages, and the construction of dugouts. Finish grading and seeding, lighting, site utilities, spectator seating, storage areas, and walkways will also be included.

Total Project Budget: \$6,650,000.00

Sub Project: Demolition, Site and Electrical Work - Bid Package 1

Step(s): 3, 4, 5, 6

Recommendation: Recommend approval of the Schematic Design, Design Development, & Construction Documents, and to set the date for the Public Hearing.

Recommended Approval Amount: \$0.00

Contract: Design Contract

Firm: SVPA Architects Inc.

Amount \$62,000.00

Funding: SAVE

Note:

Appendix 9, Step 3

Approval Date: 9/9/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 9/9/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 9/9/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 9/9/2025

Pending? No

Publication Date: 9/10/2025

Public Hearing Date: 9/23/2025

Publication Name: Press Citizen

Note:

Appendix 9, Step 9

Approval Date: 2/10/2026

Pending? Yes

Retainage Release: \$0.00

Note: City Construction (Bid Pkg 1) - 1/15/26
Tricon Construction (Bid Pkg 2-7) - 1/15/26

Contract

Description: Design Contract

Contract with: SVPA Architects Inc.

Funding source: SAVE

Initial contract amount: \$62,000.00

Current contract amount: \$62,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
7/22/2025	40653	\$6,200.00	10%	6/29/2025
10/14/2025	40812	\$9,858.00		9/30/2025
11/25/2025	40899	\$12,090.00		11/2/2025
1/27/2026	41057	\$1,488.00		12/31/2025
		\$29,636.00		

Contract

Description: Construction Contract - Bid Pkg #2-#7

Contract with: Tricon General Construction

Funding source: SAVE

Initial contract amount: \$454,430.00

Current contract amount: \$477,958.23

Change Authorization Request

Approval Date: 11/11/2025

Pending? No

Number: 1

Date: 10/31/2025

Subject: Change Order #1

Description: This Change Order includes additional costs for Submittal Exchange and electrical permit fees, as well as expedite fees for mechanical supplies and added drywall for electrical cutouts.

Reason	Amount
Unforeseen Conditions	\$3,731.46
Unforeseen Conditions	\$483.96
Unforeseen Conditions	\$1,490.44
District Request	\$3,182.18
District Request	\$2,139.30
District Request	\$2,955.18
TOTAL	\$13,982.52

Change Authorization Request

Approval Date: 1/13/2026

Pending? No

Number: 2

Date: 1/6/2026

Subject: Change Order #2

Description: This Change Order includes additional costs for an AV rack relocation & cable tray revision, as requested by the District.

Reason	Amount
District Request	\$8,939.44
District Request	\$606.27
TOTAL	\$9,545.71

Payments

Date	Doc. #	Amount	% Cmpl	Period To
12/9/2025	1	\$103,381.09	22%	11/24/2025
1/13/2026	2	\$189,183.95	62%	12/31/2025
2/10/2026	3	\$171,054.44	95%	1/31/2026
		\$463,619.48		

Contract

Description: Construction Contract - Bid Pkg #1

Contract with: City Construction Group

Funding source: SAVE

Initial contract amount: \$82,200.00

Current contract amount: \$82,200.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
2/10/2026	1	\$78,090.00	95%	1/31/2026
		\$78,090.00		



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Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
ICCSA Center for Innovation Building
Junior Achievement Center
2255 N Dubuque Rd
Iowa City, IA 52243

CONTRACT INFORMATION:
Contract For: General Construction

Date: September 24, 2025

CERTIFICATE INFORMATION:
Certificate Number: 01-City

Date: February 02, 2026

OWNER: *(name and address)*
Iowa City Community School District

1725 North Dodge Street
Iowa City, IA 52245

ARCHITECT: *(name and address)*
Savage-Ver Ploeg & Associates, Inc. dba
SVPA Architects Inc.
1466 28th Street, Suite 200
West Des Moines, IA 50266

CONTRACTOR: *(name and address)*
City Construction

2346 Mormon Trek Blvd. Suite 2500
Iowa City, IA 52246

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*



ARCHITECT *(Signature)*

BY: B. Vitus Bering, AIA, President

(Printed name, title, and license number if required)

January 15, 2026

Date Of Substantial Completion

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty(30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

CONTRACTOR *(Signature)*

BY: Dustin Nordell, Vice President

(Printed name and title)

Date

OWNER *(Signature)*

BY: Ruthina Malone, President, Board of
Education

(Printed name and title)

Date



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
ICCSA Center for Innovation Building
Junior Achievement Center
2255 N Dubuque Rd
Iowa City, IA 52243

CONTRACT INFORMATION:
Contract For: General Construction

Date: September 24, 2025

CERTIFICATE INFORMATION:
Certificate Number: 01-Tricon

Date: February 02, 2026

OWNER: *(name and address)*
Iowa City Community School District

1725 North Dodge Street
Iowa City, IA 52245

ARCHITECT: *(name and address)*
Savage-Ver Ploeg & Associates, Inc. dba
SVPA Architects Inc.
1466 28th Street, Suite 200
West Des Moines, IA 50266

CONTRACTOR: *(name and address)*
Tricon General Construction, Inc.

746 58th Ave Ct. SW
Cedar Rapids, IA 52404

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*



ARCHITECT *(Signature)*

BY: B. Vitus Bering, AIA, President
(Printed name, title, and license number if required)

January 15, 2026
Date Of Substantial Completion

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

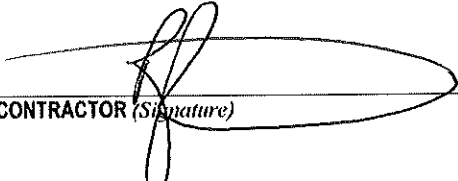
A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty(30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:



CONTRACTOR *(Signature)*

BY: Ron Richard, Owner
(Printed name and title)

2.02.2026
Date

OWNER *(Signature)*

BY: Ruthina Malone, President, Board of
Education
(Printed name and title)

Date

Appendix 9, Step 3

Approval Date: 12/9/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 2/10/2026

Pending? Yes

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 2/10/2026

Pending? Yes

Publication Date: 2/11/2026

Public Hearing Date: 2/24/2026

Publication Name: Press Citizen

Note:

Contract

Description: Design Contract

Contract with: Neumann Monson

Funding source: SAVE

Initial contract amount: \$118,855.00

Current contract amount: \$118,855.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount

TOTAL	
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Payments

Date	Doc. #	Amount	% Cmplt	Period To
11/11/2025	2025.044-1	\$10,067.50		10/19/2025
11/25/2025	2025.044-2	\$11,137.50		11/16/2025
1/13/2026	2025.044-3	\$9,900.00		12/23/2025
2/10/2026	2025.044-4	\$28,800.00		1/18/2026
		\$59,905.00		

Appendix 9, Step 3

Approval Date: 8/23/2022

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 11/15/2022

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 1/31/2023

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 1/10/2023

Pending? No

Publication Date: 1/11/2023

Public Hearing Date: 1/31/2023

Publication Name: Press Citizen

Note:

Appendix 9, Step 7

Approval Date: 2/28/2023

Pending? No

Bid Date/Time: 2/24/2023 2:00 PM

Bid Location: Facilities Office

Contract Description: Construction Contract

Contractor: Portzen Construction Inc

Amount \$13,370,000.00

Funding Source: SAVE

Note: Award of Contract - On February 24th the district received 4 bids for the Horn Elementary Addition project. The base bids ranged from \$13,370,000 to \$14,440,000, and Portzen Construction was the apparent low bidder.

Appendix 9, Step 9

Approval Date: 11/12/2024

Pending? No

Retainage Release: \$0.00

Note: The project has been declared substantially completed.

Contract

Description: Design Contract

Contract with: FEH Design

Funding source: SAVE

Initial contract amount: \$384,800.00

Current contract amount: \$993,880.00

Change Authorization Request

Approval Date: 4/11/2023

Pending? No

Number: 1

Date: 4/3/2023

Subject: Design Amendment #1

Description: The construction budget was increased significantly upon the additional scope added to the project that included a new cafeteria, kitchen, and playground modifications. The budget was increased from the original amount of \$7M to Stecker Harmsen’s estimate of \$12M. The hard construction cost is \$13,370,000 per the accepted bid by Portzen Construction, and the total design fee is 7.4% of that construction cost.

Reason	Amount
District Request	\$604,580.00
TOTAL	\$604,580.00

Change Authorization Request

Approval Date: 5/14/2024

Pending? No

Number: 2

Date: 4/15/2024

Subject: Design Amendment #2

Description: This Design Amendment request is for the extra interior design work requested by the District.

Reason	Amount
District Request	\$4,500.00
TOTAL	\$4,500.00

Payments

Date	Doc. #	Amount	% Cmpl	Period To
6/14/2022	112612	\$17,316.00	5%	5/31/2022
7/12/2022	112712	\$31,746.00	13%	6/30/2022
8/9/2022	112768	\$37,518.00	23%	7/22/2022
9/13/2022	112811	\$11,544.00	26%	8/31/2022
10/11/2022	112880	\$46,176.00	38%	9/1/2022
11/15/2022	113011	\$34,632.00	47%	9/30/2022
12/22/2022	113063	\$103,896.00	74%	11/30/2022
2/14/2023	113181	\$5,772.00	75%	1/31/2023
3/14/2023	113213	\$19,240.00	80%	2/28/2023
4/11/2023	113273	\$444,085.80	76%	3/31/2023
5/9/2023	113366	\$9,893.80	77%	3/31/2023
6/13/2023	113486	\$9,896.80	77%	5/31/2023
6/28/2023	113520	\$9,893.75	78%	5/31/2023
8/8/2023	113605	\$9,893.85	80%	6/30/2023
9/12/2023	113681	\$9,893.80	81%	8/15/2023
10/10/2023	113826	\$19,787.60	83%	8/31/2023
11/14/2023	113856	\$19,787.60	85%	10/1/2023
3/12/2024	114138	\$19,787.60	89%	1/31/2024
4/9/2024	114188	\$9,893.80	90%	3/22/2024
6/11/2024	114359	\$13,268.80	92%	5/31/2024
7/9/2024	114422	\$11,018.80	93%	5/31/2024
7/23/2024	114252	\$9,893.80		6/30/2024
8/13/2024	114475	\$9,893.80		7/31/2024
10/8/2024	114651	\$20,776.98		9/30/2024
11/12/2024	114717	\$16,819.46		10/31/2024
1/14/2025	114873	\$13,356.63		12/20/2024
3/11/2025	114994	\$2,473.45		1/31/2025
4/22/2025	115171	\$2,794.20	99%	3/31/2025
6/26/2025	115354	\$2,473.45	99%	6/19/2025
11/11/2025	115684	\$668.63	100%	9/30/2025
		\$974,092.40		

Contract**Description:** Commissioning Services**Contract with:** System Works LLC**Funding source:** SAVE**Initial contract amount:** \$55,770.00**Current contract amount:** \$95,680.00

Change Authorization Request

Approval Date: 2/28/2023

Pending? No

Number: 1

Date: 2/16/2023

Subject: Amendment

Description: This Contract Amendment is being submitted for the increase in scope of the Horn Elementary project.

Reason	Amount
District Request	\$39,910.00
TOTAL	\$39,910.00

Payments

Date	Doc. #	Amount	% Cmpl	Period To
12/22/2022	11023	\$2,600.00		11/30/2022
6/13/2023	11229	\$2,600.00		4/30/2023
9/26/2023	11400	\$5,130.00		8/31/2023
11/28/2023	11488	\$4,940.00		10/31/2023
7/9/2024	5	\$6,110.00		5/31/2024
3/11/2025	12219	\$2,430.00		1/31/2025
7/22/2025	12442	\$14,680.00		6/30/2025
		\$38,490.00		

Contract

Description: Geotechnical

Contract with: Terracon

Funding source: SAVE

Initial contract amount: \$10,000.00

Current contract amount: \$10,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
11/29/2022	TH61495	\$7,758.25		10/31/2022
12/22/2022	TH73882	\$2,355.00		12/3/2022
		\$10,113.25		

Contract

Description: Construction Contract

Contract with: Portzen Construction Inc

Funding source: SAVE

Initial contract amount: \$13,370,000.00

Current contract amount: \$13,900,703.89

Change Authorization Request

Approval Date: 6/27/2023

Pending? No

Number: 1

Date: 6/12/2023

Subject: Change Order Request #1

Description: This change order is for VRF training and a deduct for glazing changes.

Reason	Amount
District Request	\$6,829.52
District Request	(\$29,171.50)
TOTAL	(\$22,341.98)

Change Authorization Request

Approval Date: 8/22/2023

Pending? No

Number: 2

Date: 7/20/2023

Subject: Change Order Request #2

Description: This change order is for moving sanitary waste lines that were in conflict with the footings, changes to a restroom and moving ductwork. There is also a credit given for less civil work being performed.

Reason	Amount
District Request	(\$5,382.28)
Unforeseen Conditions	\$279.36
Unforeseen Conditions	\$19,952.63
District Request	\$4,638.39
TOTAL	\$19,488.10

Change Authorization Request

Approval Date: 10/10/2023

Pending? No

Number: 3

Date: 10/2/2023

Subject: Change Order #3

Description: This Change Order is for modifications to door hardware, removing and reinstalling technology, repairing a CMU wall and exterior faucet changes, all at the owner's request. It also is for added strobe lights and lowering electrical.

Reason	Amount
Unforeseen Conditions	\$1,555.20
Unforeseen Conditions	\$2,920.67
District Request	\$1,780.35
Unforeseen Conditions	\$1,573.95
Code Requests	\$4,929.89
District Request	\$1,211.95
District Request	\$959.13
District Request	\$3,809.40
Unforeseen Conditions	\$1,927.99
Unforeseen Conditions	\$23,261.70
TOTAL	\$43,930.23

Change Authorization Request

Approval Date: 1/23/2024

Pending? No

Number: 4

Date: 1/11/2024

Subject: Change Order #4

Description: This change order is for wall modifications in the MPR, a temp drive off of Benton St., a third geothermal well and rerouting the water lines - all unforeseen conditions. Carpeting several classrooms was also added and building a retaining wall at the District's request. There is also a deduct for eliminating a gate.

Reason	Amount
Unforeseen Conditions	\$2,111.41
Unforeseen Conditions	\$6,736.14
District Request	(\$8,113.71)
Unforeseen Conditions	\$3,806.34
District Request	\$58,014.60
Unforeseen Conditions	\$37,416.75
District Request	\$70,251.80
TOTAL	\$170,223.33

Change Authorization Request

Approval Date: 4/23/2024

Pending? No

Number: 5

Date: 4/15/2024

Subject: Change Order #5

Description: This Change Order is for site revisions requested by the City, winter conditions, and adding a soffit in the MPR.

Reason	Amount
District Request	\$4,459.35
Unforeseen Conditions	\$25,332.90
Code Requests	(\$58,301.47)
TOTAL	(\$28,509.22)

Change Authorization Request

Approval Date: 7/23/2024

Pending? No

Number: 6

Date: 6/25/2024

Subject: Change Order #6

Description: This Change Order is for upgrading a sink, adding a drop slot and installing a water cooler at the District's request, and for unforeseen grading.

Reason	Amount
District Request	\$653.40
District Request	\$3,961.55
Unforeseen Conditions	\$9,697.61
District Request	\$1,355.78
TOTAL	\$15,668.34

Change Authorization Request

Approval Date: 9/24/2024

Pending? No

Number: 7

Date: 9/11/2024

Subject: Change Order #7

Description: This Change Order includes new doors and hardware, casework changes, District requested revisions to the playground, and credits for fire hydrant revisions and brick mock-ups.

Reason	Amount
District Request	\$22,230.90
Code Requests	\$2,267.12
District Request	\$2,566.20
District Request	\$1,905.95
Unforeseen Conditions	\$1,421.93
Code Requests	\$587.53
District Request	\$2,863.20
District Request	(\$1,500.00)

Code Requests	(\$3,982.75)
District Request	\$14,305.20
District Request	\$3,106.40
TOTAL	\$45,771.68

Change Authorization Request

Approval Date: 12/10/2024 **Pending?** No
Number: 8 **Date:** 12/2/2024
Subject: Change Order #8

Description: This Change Order is for adding walk off carpet in the vestibules, work done to conceal HVAC systems and changing to sod from seeding.

Reason	Amount
Code Requests	\$37,605.05
District Request	\$11,428.20
District Request	\$2,013.38
District Request	\$4,207.20
Code Requests	\$1,101.45
TOTAL	\$56,355.28

Change Authorization Request

Approval Date: 3/11/2025 **Pending?** No
Number: 9 **Date:** 2/24/2025
Subject: Change Order #9

Description: This Change Order includes the addition of a domestic water makeup for the Geothermal System, to help maintain the heat pump water supply temperature, and ensure efficient performance of the HVAC system.

Reason	Amount
Unforeseen Conditions	\$55,332.13
TOTAL	\$55,332.13

Change Authorization Request

Approval Date: 2/10/2026 **Pending?** Yes
Number: 10 **Date:** 2/3/2026
Subject: Change Order #10

Description: This Change Order includes costs to remove/replace windows & frames that incurred damage due to brick washing operations. The District has received an insurance payment from the sub-contractor to cover this replacement.

Reason	Amount
District Request	\$174,786.00

TOTAL	\$174,786.00
--------------	---------------------

Payments

Date	Doc. #	Amount	% Cmplt	Period To
6/13/2023	1	\$144,400.00	1%	4/30/2023
6/27/2023	2	\$812,477.05	7%	5/31/2023
7/18/2023	3	\$980,350.60	15%	6/30/2023
8/22/2023	4	\$1,551,046.00	26%	7/31/2023
9/12/2023	5	\$1,221,580.97	35%	8/31/2023
10/10/2023	5	\$1,351,432.00	45%	9/30/2023
11/14/2023	7	\$786,240.95	51%	10/31/2023
12/12/2023	7	\$552,027.14	55%	11/30/2023
1/23/2024	9	\$585,675.00	60%	12/31/2023
2/13/2024	10	\$569,947.81	63%	1/31/2024
3/13/2024	11	\$622,445.12	68%	2/29/2024
4/9/2024	12	\$572,375.00	72%	3/31/2024
5/14/2024	13	\$482,591.24	76%	4/30/2024
6/11/2024	14	\$574,750.00	80%	5/31/2024
7/9/2024	15	\$701,812.50	85%	6/30/2024
8/13/2024	16	\$726,434.92	90%	7/31/2024
9/10/2024	17	\$522,266.56	94%	8/30/2024
10/22/2024	18	\$142,196.74	95%	9/30/2024
11/12/2024	19	\$21,119.36	95%	10/31/2024
12/18/2024	20	\$58,287.51	95%	12/16/2024
4/22/2025	21	\$386,129.29	98%	3/31/2025
9/23/2025	22	\$52,565.52	99%	8/31/2025
12/9/2025	23	\$57,766.61	99%	11/30/2025
		\$13,475,917.89		

Contract

Description: Construction Observation

Contract with: Terracon

Funding source: SAVE

Initial contract amount: \$20,000.00

Current contract amount: \$20,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount

TOTAL	
--------------	--

Payments

Date	Doc. #	Amount	% Cmplt	Period To
6/28/2023	TJ54100	\$2,520.00		6/10/2023
8/8/2023	TJ67573	\$5,473.75		6/30/2023
9/12/2023	TJ82114	\$6,935.00		8/5/2023
9/26/2023	TJ95888	\$9,317.50		9/2/2023
10/24/2023	TK10513	\$5,665.00		9/30/2023
11/28/2023	TK24480	\$5,080.00		10/28/2023
12/12/2023	TK37709	\$6,117.50		11/25/2023
1/23/2024	TK52604	\$4,282.00		12/23/2023
2/13/2024	TK65731	\$787.50		1/20/2024
3/13/2024	TK77840	\$2,250.00		2/17/2024
4/9/2024	TK90217	\$3,380.00		3/16/2024
5/14/2024	TL02085	\$980.00		4/13/2024
6/11/2024	TM04208	\$1,040.00		5/11/2024
7/9/2024	TM17143	\$1,293.75		6/8/2024
8/13/2024	TM31677	\$1,922.50		7/6/2024
8/27/2024	TM47512	\$3,262.50		8/3/2024
9/24/2024	TM62404	\$5,342.50		8/31/2024
11/26/2024	TM91486	\$700.00		11/3/2024
		\$66,349.50		

Contract

Description: Testing & Balancing

Contract with: System Works LLC

Funding source: SAVE

Initial contract amount: \$42,360.00

Current contract amount: \$42,360.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
7/9/2024	1	\$3,720.00		5/31/2024
3/11/2025	12218	\$1,890.00		1/31/2025
		\$5,610.00		



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Iowa City CSD - Horn Elementary
600 Koser Ave. Iowa City IA. 52246

CONTRACT INFORMATION:
Contract For: General Construction
Date: 03-07-2023

CHANGE ORDER INFORMATION:
Change Order Number: 010
Date: 02-03-2026

OWNER: *(Name and address)*
Iowa City Community School District
1725 North Dodge Street Suite 100
Iowa City, IA 52245

ARCHITECT: *(Name and address)*
FEH DESIGN
604 E. Grand Ave.
Des Moines, IA 50309

CONTRACTOR: *(Name and address)*
Portzen Construction, Inc.
205 Stone Valley Drive
Dubuque, IA 52003

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Scope of Work:

Remove and replace damaged exterior aluminum window and door frame systems: AL1, AL3, AL4, (2) AL5, (2) AL6, , AL9, (4) AL10, (3)AL11. Provide new warranty for new frames, warranty period length per specifications section 08 4313.

Glazing in units; existing glazing shall be salvaged and re-used. If damaged during removal and replacement process, glazing units shall be replaced.

Remove and replace all joint sealant around aluminum frames, color and sealant type to match existing.

Remove and reinstall door hardware, thresholds, auto operators and low voltage access control wiring.

Touch up interior paint as required following window re-installation. Remove and replace wall base as required.

See attachment: 3 Pages - Portzen Construction scope of services dated January 14, 2026.

Work shall be complete during the summer of 2026.

The original Contract Sum was	\$	13,370,000.00
The net change by previously authorized Change Orders	\$	355,917.89
The Contract Sum prior to this Change Order was	\$	13,725,917.89
The Contract Sum will be increased by this Change Order in the amount of	\$	174,786.00
The new Contract Sum including this Change Order will be	\$	13,900,703.89

The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be 08-23-2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FEH DESIGN

ARCHITECT *(Signature)*

BY: Yolanda Vetsch, Project Manager
(Printed name, title, and license number if required)

02-03-2026

Date

Ben Mumm

CONTRACTOR *(Signature)*

BY: Ben Mumm, Project Manager
(Printed name and title)

02/03/2026

Date

OWNER *(Signature)*

BY: Ruthina Malone, Board President
(Printed name and title)

Date



205 STONE VALLEY DRIVE • DUBUQUE, IOWA 52003 • (563) 557-7642 • Fax (563) 557-9048

1/14/2026

Horn Elementary

Project: Replacement Aluminum Window & Storefront Systems

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Removal & replacement of exterior aluminum door & window systems. Replacement is necessary due loss of warranty from damaged caused by brick washing operations

- Remove and replace the following systems (as highlighted on attached print)
 - o AL1, AL3, AL4, (2) AL5, (2) AL 6, AL 9, (4) AL10, (3) AL11
- This proposal assumes that the existing glazing can be salvaged and re-used.
- Dispose in Portzen provided dumpster
- Remove and reinstall window blinds as needed
- Remove and reinstall auto operators, including necessary low voltage wiring disconnection and reconnection
- Excludes new hardware at all openings. Existing hardware to be re-used

The above work will be performed and completed in a substantial workmanlike manner for the sum of: **one hundred seventy-four thousand seven hundred eighty six dollars. \$174,786.00.**

Please feel free call with any questions.

Sincerely,

Ben Mumm
Sr Project Manager

Acceptance Of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____

Appendix 9, Step 3

Approval Date: 5/27/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 5/27/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 5/27/2025

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 5/27/2025

Pending? No

Publication Date: 5/28/2025

Public Hearing Date: 6/10/2025

Publication Name: Press Citizen

Note:

Appendix 9, Step 7

Approval Date: 7/22/2025

Pending? No

Bid Date/Time: 7/10/2025 10:00 AM

Bid Location: Facilities Managemen

Contract Description: Construction Contract

Contractor: Nolan's Lawn Care LLC

Amount \$204,885.00

Funding Source: SAVE

Note: The District received four bids on this project, with Nolan's Lawn Care of Tiffin, Iowa being the apparent low bidder, including the base bid and alternates.

Contract

Description: Design Contract

Contract with: MMS Consultants

Funding source: SAVE

Initial contract amount: \$30,000.00

Current contract amount: \$30,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
6/25/2025	40657	\$18,235.00	60%	5/31/2025
8/26/2025	41118	\$11,060.00	100%	7/31/2025
		\$29,295.00		

Contract

Description: Construction Contract

Contract with: Nolan's Lawn Care LLC

Funding source: SAVE

Initial contract amount: \$204,885.00

Current contract amount: \$232,380.90

Change Authorization Request

Approval Date: 2/10/2026

Pending? Yes

Number: 1

Date: 1/20/2026

Subject: Change Order #1

Description: This Change Order includes costs for additional backfill material, per Terracon's recommendation. Some additional revisions to the base material and drainage filter fabric, as well as added river rock, was also requested.

Reason	Amount
Unforeseen Conditions	\$27,495.90
TOTAL	\$27,495.90

Payments

Date	Doc. #	Amount	% Cmpl	Period To
10/14/2025	1	\$49,400.00	24%	9/30/2025
2/10/2026	2	\$69,825.00	51%	11/30/2025
		\$119,225.00		



CHANGE ORDER

PROJECT: North West Middle School Retaining Wall Project

TO CONTRACTOR:
Nolan's Lawn Care, LLC

CHANGE ORDER NUMBER: 01
DATE: January 20, 2026
CONTRACT DATE: July 23, 2025
MMS PROJECT NO.: 1270-380

OWNER	<input checked="" type="checkbox"/>
ENGINEER	<input type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
FIELD	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

The Contract is changed as follows:

1) COR #1 per ITC #1					
a) ITC 1,A = Add layer Geogrid at wall 4	1 LS @	\$ 1,280.00 =	\$	1,280.00	
b) Reinforced Backfill Material Change - Per Terracon recommendation	1 LS @	\$ 6,386.90 =	\$	6,386.90	
c) Additional Subcut Width per revised CDP engineered drawings-per Terracon recommendation	1 LS @	\$ 6,784.00 =	\$	6,784.00	
d) Additional Special Modified Base Material -per Owner/Engineer/Contractor field decision	1 LS @	\$ 6,690.00 =	\$	6,690.00	
e) Additional filter fabric around drainage tile	1 LS @	\$ 894.00 =	\$	894.00	
f) Add River Rock between bldg and lower wall -per Owner's request	1 LS @	\$ 5,461.00 =	\$	5,461.00	
		Total Change Order	\$	27,495.90	

The original Contract Sum was	<u>\$204,885.00</u>
Net change by previously authorized Change orders	<u>\$0.00</u>
The Contract Sum prior to this Change order was	<u>\$204,885.00</u>
The Contract Sum will be (increased) (decreased) (unchanged)- by this Change Order in the amount of	<u>\$ 27,495.90</u>
The new Contract Sum including this Change order will be	<u>\$232,380.90</u>
The Contract Time will be (increased) (decreased) (unchanged) by to	<u>Spring 2026</u>
The date of Substantial Completion as of the date of this Change Order therefore is	<u>May 15th, 2026</u>

(Note: This Change Order does not include changes in the Contract Sum or Contract Time which have been authorized by an Instruction to Contractor until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Instruction to Contractor.)

NOT VALID UNTIL SIGNED BY THE ENGINEER, CONTRACTOR AND OWNER.

MMS Consultants, Inc.	Nolan's Lawn Care, LLC	
ENGINEER	CONTRACTOR	OWNER
1917 S. Gilbert St.	P.O. Box 38	
Address	Address	Address
Iowa City, IA 52240	Tiffin, IA 52340	
BY (Signature)	BY (Signature)	BY (Signature)
Lucas Newton, P.L.A.	Nolan Navara, Owner	
(Typed name)	(Typed / printed name)	(Typed / printed name)
20-Jan-26	30-Jan-26	
DATE	DATE	DATE

CAUTION: Sign an original Contract Document, on which this text appears in RED.



TO: Members, Board of Directors

THROUGH: Mr. Matthew Degner, Superintendent

THROUGH: Dr. Chace Ramey, Deputy Superintendent

FROM: Mr. Curt Pratt, Chief Operating Officer

DEPARTMENT: Facilities Management

DATE: 2/10/2026

SUBJECT: Appendix 9 Approval Request

PROJECT: Roof Management Program

PROJECT DESCRIPTION: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

BUDGET: \$1,500,000.00

PROJECT STATUS: On time and on budget

SUB PROJECT: 2026 Lucas ES Roof Replacement (D, E, H, J, L)

DESCRIPTION:

PLANNED START: 6/8/2026 **PLANNED COMPLETE:** 8/14/2026

NOTE: Award of Contract

ATTACHMENTS: Bid Tab & Architect's Recommendation

RECOMMENDATION: Recommend approval and Award of Contract to White Roofing Management Group of Eldridge, IA in the amount of \$293,557.

Appendix 9, Step 1

Approval Date: 3/25/2025

Pending? No

Note:

Appendix 9, Step 2

Approval Date: 10/14/2025

Pending? No

Contract: Design Contract

Firm: Shive-Hattery, Inc.

Amount \$32,000.00

Funding: PPEL

Note:

Appendix 9, Step 3

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 1/13/2026

Pending? No

Publication Date: 1/14/2026

Public Hearing Date: 1/27/2026

Publication Name: Press Citizen

Note:

Appendix 9, Step 7

Approval Date: 2/10/2026

Pending? Yes

Bid Date/Time: 1/29/2026 2:00 PM

Bid Location: Facilities Management

Contract Description: Construction Contract

Contractor: White Roofing Management Group

Amount \$293,557.00

Funding Source: PPEL

Note: On 1/29/26 the District received nine bids for the Lucas ES Roof Replacement Project. The bids range from \$293,557 to \$452,000, with White Roofing Management Group of Eldridge, Iowa having the low bid.

Contract

Description: Design Contract

Contract with: Shive-Hattery, Inc.

Funding source: PPEL

Initial contract amount: \$32,000.00

Current contract amount: \$32,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
12/9/2025	2250016130 - 1	\$2,260.50		11/14/2025
12/18/2025	2250016130 - 2	\$5,640.20		12/12/2025
2/10/2026	2250016130 - 3	\$6,671.10		1/16/2026
		\$14,571.80		

Contract

Description: Construction Contract

Contract with: White Roofing Management Group

Funding source: PPEL

Initial contract amount: \$293,557.00

Current contract amount: \$293,557.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

January 30, 2026

Jarod Tylee
Crafts Manager
Iowa City Community School District
1137 South Riverside Drive
Iowa City, IA 52240

RE: ICCSD Lucas Elementary School Roof Replacement
Iowa City Community School District

Dear Mr. Tylee:

Nine bids were received on January 29, 2026, for the above referenced project.

We have reviewed the bids provided to us. Our review discovered a math error of \$2.76 on JC Roofing's Bid Form, Item 2 total, and their bid is considered irregular, due to incomplete submission of the Bid form required documents. The noted irregularities did not change the overall low bidder on the project.

We recommend that the Iowa City Community School District proceed with your award process. This award may be subject to submittal of acceptable bonds, insurance, and other requirements of the Iowa City Community School District. We are enclosing a copy of the bid tabulation for your use.

White Roofing Management Group

Base Bid 1 - Lucas Elementary School Roof Replacement **\$293,557**

The Unit Price for the Existing Tectum Deck Repairs, identified in the Base Bid 1 will be performed at \$12.90 per square foot. It was noted that unit price quantities are not guaranteed. Final payment will be based on actual quantities.

Please contact our office of the award decision and we will proceed with obtaining the agreement, bonds and insurance.

We look forward to working with you and Iowa City Community School District on this project. Please call our office if you have any questions or comments regarding the above project.

Sincerely,



Stephen Stewart, Roofing Consultant
SHIVE-HATTERY, INC.

Enclosure: Bid Tabulation

Copy: Blythe Fangmann, ICCSD
Michelle Webster, ICCSD
Lisa Goeman, S-H

Project 2250016130



TABULATION OF BIDS

Owner: **Iowa City Community School District**

1/29/2026

Project Name: **ICCSD Lucas Elementary School Roof Replacement**

Iowa City Community School District

S-H Project #: **2250016130**

2255 N. Dubuque Road
Iowa City, IA 52245

1 of 1

NAME AND ADDRESS OF BIDDER	White Roofing Management Group	JC Roofing & Insulation	T & K Roofing Company	ForSure Roofing & Sheet Metal	Poly Vinyl Roofing	Black Hawk Roof Company	Jim Giese Commercial Roofing	Dryspace, Inc.	Advance Builders Corp											
	320 N 9th Ave Eldridge, IA 52748	717 W 16th St So. Sioux City, NE 68776	101 T&K Dr Ely, IA 52227	6545 NE 14th St Des Moines, IA 50313	785 Elbow Creek Rd Mt. Vernon, IA 52314	2843 Geraldine Rd Waterloo, IA 50703	4 Lincoln Ave Eldridge, IA 52748	707 66th Ave SW Cedar Rapids, IA 52404	325 Waconia Court SW Cedar Rapids, IA 52404											
Bid Security - 5%	X	X	X	X	X	X	X	X	X											
Bidder Status Form 00 4100.01	X	X	X	X	X	X	X	X	X											
Authorization to Transact Business Worksheet 00 4100.02	X	X	X	X	X	X	X	X	X											
Non-Collusion Affidavit 00 4100.03	X	X	X	X	X	X	X	X	X											
Targeted Small Business Forms 00 4100.04	X	Missing	X	X	X	X	X	X	X											
Addendum 1	X	X	X	X	X	X	X	X	X											
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
1	Reroofing of 5 Sections as Indicated with Insulation and 60 MIL PVC Membrane with 20 Year Warranties	LUMP SUM																		
			LUMP SUM \$	288,397.00	LUMP SUM \$	297,984.24	LUMP SUM \$	299,800.00	LUMP SUM \$	323,761.00	LUMP SUM \$	334,072.00	LUMP SUM \$	348,550.00	LUMP SUM \$	373,470.00	LUMP SUM \$	405,577.00	LUMP SUM \$	448,000.00
2	Repair of Existing Tectum Deck	400 SF																		
			\$12.90	\$ 5,160.00	\$20.18	\$ 8,072.00	\$17.00	\$ 6,800.00	\$40.00	\$ 16,000.00	\$15.00	\$ 6,000.00	\$25.00	\$ 10,000.00	\$38.00	\$15,200.00	\$16.00	\$ 6,400.00	\$10.00	\$ 4,000.00
	TOTAL BASE BID 1			\$ 293,557.00		\$ 306,056.24		\$ 306,600.00		\$ 339,761.00		\$ 340,072.00		\$ 358,550.00		\$ 388,670.00		\$ 411,977.00		\$ 452,000.00

*JC Roofing & Insulation had math error and their bid is considered ERREGULAR, due to incomplete submission of the Bid Form required attachments





TO: Members, Board of Directors

THROUGH: Mr. Matthew Degner, Superintendent

THROUGH: Dr. Chace Ramey, Deputy Superintendent

FROM: Mr. Curt Pratt, Chief Operating Officer

DEPARTMENT: Facilities Management

DATE: 2/10/2026

SUBJECT: Appendix 9 Approval Request

PROJECT: Roof Management Program

PROJECT DESCRIPTION: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

BUDGET: \$1,500,000.00

PROJECT STATUS: On time and on budget

SUB PROJECT: 2026 West HS Roof Replacement (AA)

DESCRIPTION:

PLANNED START: 6/8/2026 **PLANNED COMPLETE:** 8/14/2026

NOTE: Award of Contract

ATTACHMENTS: Bid Tab & Architect's Recommendation

RECOMMENDATION: Recommend approval and Award of Contract to ForSure Roofing & Sheet Metal of Des Moines, IA in the amount of \$180,366.

Appendix 9, Step 1

Approval Date: 3/25/2025

Pending? No

Note:

Appendix 9, Step 2

Approval Date: 10/14/2025

Pending? No

Contract: Design Contract

Firm: Shive-Hattery, Inc.

Amount \$28,000.00

Funding: PPEL

Note:

Appendix 9, Step 3

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 1/13/2026

Pending? No

Publication Date: 1/14/2026

Public Hearing Date: 1/27/2026

Publication Name: Press Citizen

Note:

Appendix 9, Step 7

Approval Date: 2/10/2026

Pending? Yes

Bid Date/Time: 1/29/2026 1:30 PM

Bid Location: Facilities Managemen

Contract Description: Construction Contract

Contractor: For Sure Roofing & Sheet Metal LLC

Amount \$180,366.00

Funding Source: PPEL

Note: On 1/29/26 the District received seven bids for the West HS Roof Replacement Project. The bids range from \$180,366 to \$245,375 with ForSure Roofing & Sheet Metal of Des Moines, Iowa having the low bid.

Contract

Description: Design Contract

Contract with: Shive-Hattery, Inc.

Funding source: PPEL

Initial contract amount: \$28,000.00

Current contract amount: \$28,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
11/11/2025	2250016160 - 1	\$3,050.20		10/24/2025
12/18/2025	2250016160 - 2	\$4,336.58		12/12/2025
2/10/2026	2250016160 - 3	\$4,936.30		1/16/2026
		\$12,323.08		

Contract

Description: Construction Contract

Contract with: For Sure Roofing & Sheet Metal LLC

Funding source: PPEL

Initial contract amount: \$180,366.00

Current contract amount: \$180,366.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

January 30, 2026

Jarod Tylee
Crafts Manager
Iowa City Community School District
1137 South Riverside Drive
Iowa City, IA 52240

RE: ICCSD West High School Roof Replacement
Iowa City Community School District

Dear Mr. Tylee:

Seven bids were received on January 29, 2026, for the above referenced project.

We have reviewed the bids provided to us. Our review discovered an error on ForSure Roofing's Base Bid Item 1, but it did not change the overall low bidder on the project. In addition, Poly Vinyl had a math error in their total Bid and White Roofing Management Group's bid is considered irregular, due to incomplete submission of the Bid Form required attachments.

We recommend that the Iowa City Community School District proceed with your award process. This award may be subject to submittal of acceptable bonds, insurance, and other requirements of the Iowa City Community School District. We are enclosing a copy of the bid tabulation for your use.

ForSure Roofing & Sheet Metal, LLC

<i>Base Bid 1 – West High School Roof Replacement Section AA</i>	<i>\$164,230.00</i>
<i>Alternate Bid 1 - West High School Roof Replacement Section X</i>	<i>\$ 16,136.00</i>
	<i>\$180,366.00</i>

The Unit Price for the Steel Deck Replacement, identified in the Base Bid 1 and Alternate Bid 1 will be performed at \$15.00 per square foot. It was noted that unit price quantities are not guaranteed. Final payment will be based on actual quantities.

Please contact our office of the award decision and we will proceed with obtaining the agreement, bonds and insurance.

We look forward to working with you and Iowa City Community School District on this project. Please call our office if you have any questions or comments regarding the above project.

Sincerely,


Stephen Stewart, Roofing Consultant
SHIVE-HATTERY, INC.

Enclosure: Bid Tabulation

Copy: Blythe Fangmann, ICCSD
Michelle Webster, ICCSD
Lisa Goeman, S-H

Project 2250016160



TABULATION OF BIDS

Owner: **Iowa City Community School District**

1/29/2026

Project Name: **ICCS West High School Roof Replacement**

Iowa City Community School District

S-H Project #: **2250016160**

2255 N. Dubuque Road
Iowa City, IA 52245
1 of 1

NAME AND ADDRESS OF BIDDER	ForSure Roofing & Sheet Metal 6545 NE 14th St Des Moines, IA 50313	Black Hawk Roof Company 2843 Geraldine Waterloo, IA 50703	T & K Roofing Company 101 T & K Dr Ely, IA 52227	Poly Vinyl Roofing 785 Elbow Creek Rd Mt. Vernon, IA 52314	Dryspace, Inc. 707 66th Ave SW Cedar Rapids, IA 52404	Jim Giese Commercial Roofing 4 Lincoln Ave Eldridge IA 52748	White Roofing Management Group 320 N 9th Ave Eldridge, IA 52748
Bid Security - 5%	X	X	X	X	X	X	X
Bidder Status Form 00 4100.01	X	X	X	X	X	X	X
Authorization to Transact Business Worksheet 00 4100.02	X	X	X	X	X	X	Missing
Non-Collusion Affidavit 00 4100.03	X	X	X	X	X	X	X
Targeted Small Business Forms 00 4100.04	X	X	X	X	X	X	X

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
1	Removal and Replacement of Roof Section AA	LUMP SUM	LUMP SUM \$ 172,746.00		LUMP SUM \$ 169,850.00		LUMP SUM \$ 163,000.00		LUMP SUM \$ 192,560.00		LUMP SUM \$ 192,941.00		LUMP SUM \$ 206,125.00		LUMP SUM	
2	Steel Deck Replacement	100 LF	\$15.00	\$ 1,500.00	\$15.00	\$ 1,500.00	\$12.00	\$ 1,200.00	\$4.00	\$ 400.00	\$20.00	\$ 2,000.00	\$15.00	\$ 1,500.00		\$ -
TOTAL BASE BID 1				\$ 164,230.00		\$ 171,350.00		\$ 164,200.00		\$ 192,960.00		\$ 194,941.00		\$ 207,625.00		\$ -

ALTERNATE BID 1 -West High School Roof Replacement Section X																
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
1	Removal and Replacement of Roof Section X	LUMP SUM	LUMP SUM \$ 14,636.00		LUMP SUM \$ 15,750.00		LUMP SUM \$ 27,800.00		LUMP SUM \$ 28,852.00		LUMP SUM \$ 30,405.00		LUMP SUM \$ 36,250.00		LUMP SUM	
2	Steel Roof Deck Replacement	100 SF	\$15.00	\$ 1,500.00	\$15.00	\$ 1,500.00	\$12.00	\$ 1,200.00	\$4.00	\$ 400.00	\$20.00	\$ 2,000.00	\$15.00	\$ 1,500.00		\$ -
TOTAL ALTERNATE BID 1				\$ 16,136.00		\$ 17,250.00		\$ 29,000.00		\$ 29,252.00		\$ 32,405.00		\$ 37,750.00		\$ -
TOTAL ALL BIDS				\$ 180,366.00		\$ 188,600.00		\$ 193,200.00		\$ 222,212.00		\$ 227,346.00		\$ 245,375.00		IRREGULAR BID

*ForSure Roofing Base Bid 1, Item 1. error
 *Poly Vinyl Roofing had math error
 *White Roofing Management Group's bid considered IRREGULAR, due to incomplete submission of the Bid Form required attachments





TO: Members, Board of Directors

THROUGH: Mr. Matthew Degner, Superintendent

THROUGH: Dr. Chace Ramey, Deputy Superintendent

FROM: Mr. Curt Pratt, Chief Operating Officer

DEPARTMENT: Facilities Management

DATE: 2/10/2026

SUBJECT: Appendix 9 Approval Request

PROJECT: Roof Management Program

PROJECT DESCRIPTION: For several years the District has used the professional services provided by Shive-Hattery for the PPEL Life Cycle Roofing Program. The district has realized great results and has completed many projects that were a result of deferred maintenance over the years.

BUDGET: \$1,500,000.00

PROJECT STATUS: On time and on budget

SUB PROJECT: 2026 Wickham ES (B) & Southeast MS (F,T) Roof Replacement

DESCRIPTION:

PLANNED START: 6/8/2026 **PLANNED COMPLETE:** 8/14/2026

NOTE: Award of Contract

ATTACHMENTS: Bid Tab & Architect's Recommendation

RECOMMENDATION: Recommend approval and Award of Contract to T & K Roofing Company of Ely, IA in the amount of \$245,000.

Appendix 9, Step 1

Approval Date: 3/25/2025

Pending? No

Note:

Appendix 9, Step 2

Approval Date: 10/14/2025

Pending? No

Contract: Design Contract

Firm: Shive-Hattery, Inc.

Amount \$34,000.00

Funding: PPEL

Note:

Appendix 9, Step 3

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 1/13/2026

Pending? No

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 1/13/2026

Pending? No

Publication Date: 1/14/2026

Public Hearing Date: 1/27/2026

Publication Name: Press Citizen

Note:

Appendix 9, Step 7

Approval Date: 2/10/2026

Pending? Yes

Bid Date/Time: 1/29/2026 2:30 PM

Bid Location: Facilities Management

Contract Description: Construction Contract

Contractor: T&K Roofing & Sheet Metal Co.

Amount \$245,000.00

Funding Source: PPEL

Note: On 1/29/26 the District received seven bids for the Wickham & Southeast Roof Replacement Projects. The bids ranged from \$245,000 to \$357,500, with T & K Roofing Company having the low bid.

Contract

Description: Design Contract

Contract with: Shive-Hattery, Inc.

Funding source: PPEL

Initial contract amount: \$34,000.00

Current contract amount: \$34,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
12/9/2025	2250016170 - 1	\$4,088.30		11/14/2025
12/19/2025	2250016170 - 2	\$7,138.78		12/12/2025
2/10/2026	2250016170 - 3	\$5,553.30		1/16/2026
		\$16,780.38		

Contract

Description: Construction Contract

Contract with: T&K Roofing & Sheet Metal Co.

Funding source: PPEL

Initial contract amount: \$245,000.00

Current contract amount: \$245,000.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

January 30, 2026

Jarod Tylee
Crafts Manager
Iowa City Community School District
1137 South Riverside Drive
Iowa City, IA 52240

RE: ICCSD Wickham Elementary School & Southeast Middle School Roof Replacement
Iowa City Community School District

Dear Mr. Tylee:

Seven bids were received on January 29, 2026, for the above referenced project.

We have reviewed the bids provided to us. Our review discovered that the low bid submitted by White Roofing Management Group is considered irregular, due to incomplete submission of the Bid Form required attachments. For that reason, we recommend that the Iowa City Community School District proceed with your award process to T & K Roofing Company. This award may be subject to submittal of acceptable bonds, insurance, and other requirements of the Iowa City Community School District. We are enclosing a copy of the bid tabulation for your use.

T & K Roofing Company

Base Bid 1 – Wickham Elementary School Roof Replacement	\$141,100.00
Base Bid 2 - Southeast Middle School Roof Replacement	<u>\$104,000.00</u>
	\$245,000.00

The Unit Price for the Roof Deck Repairs, identified in the Base Bid 1, will be performed at \$10.00 per square foot. The Unit Price for the Roof Deck Repairs, in the Base Bid 2, will be performed at \$30.00 per square foot. It was noted that unit price quantities are not guaranteed. Final payment will be based on actual quantities.

Please contact our office of the award decision and we will proceed with obtaining the agreement, bonds and insurance.

We look forward to working with you and Iowa City Community School District on this project. Please call our office if you have any questions or comments regarding the above project.

Sincerely,



Stephen Stewart, Roofing Consultant
SHIVE-HATTERY, INC.

Enclosure: Bid Tabulation

Copy: Blythe Fangmann, ICCSD
Michelle Webster, ICCSD
Lisa Goeman, S-H

Project 2250016170



TABULATION OF BIDS

Owner: **Iowa City Community School District**

1/29/2026

Project Name: **ICCSA Wickham Elementary School & Southeast Middle School Roof Replacement**

Iowa City Community School District

S-H Project #: **2250016170**

2255 N. Dubuque Road
Iowa City, IA 52245

1 of 1

NAME AND ADDRESS OF BIDDER		T & K Roofing Company 101 T&K Dr Ely, IA 52227	Black Hawk Roof Company 2843 Geraldine Rd Waterloo, IA 50703	Dryspace, Inc. 707 66th Avenue SW Cedar Rapids, IA 52404	Poly Vinyl Roofing 785 Elbow Creek Rd Mt. Vernon, IA 52314	Jim Giese Commercial Roofing 4 Lincoln Ave Eldridge, IA 52748	Advance Builders Corp 325 Waconia Court SW Cedar Rapids, IA 52404	White Roofing Management Group 320 N. 9th Ave Eldridge, IA 52748								
Bid Security - 5%		X	X	X	X	X	X	X								
Bidder Status Form 00 4100.01		X	X	X	X	X	X	X								
Authorization to Transact Business Worksheet 00 4100.02		X	X	X	X	X	X	Missing								
Non-Collusion Affidavit 00 4100.03		X	X	X	X	X	X	X								
Targeted Small Business Forms 00 4100.04		X	X	X	X	X	X	X								
Addendum 1		X	X	X	X	X	X	X								
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
BASE BID 1 - Wickham Elementary School Roof Replacement																
1	Remove and Replacement of Roof Section B	LUMP SUM	LUMP SUM	\$ 138,500.00	LUMP SUM	\$ 146,337.00	LUMP SUM	\$ 143,721.00	LUMP SUM	\$ 183,742.00	LUMP SUM	\$ 171,975.00	LUMP SUM	\$ 202,000.00	LUMP SUM	
2	Roof Deck Repairs	250 LF	\$10.00	\$ 2,500.00	\$15.00	\$ 3,750.00	\$20.00	\$ 5,000.00	\$4.00	\$ 1,000.00	\$15.00	\$ 3,750.00	\$10.00	\$ 2,500.00		\$ -
TOTAL BASE BID 1				\$ 141,000.00		\$ 150,087.00		\$ 148,721.00		\$ 184,742.00		\$ 175,725.00		\$ 204,500.00		\$ -
BASE BID 2 - Southeast Middle School Roof Replacement																
1	Removal and Replacement of Roof Sections F & T Including HVAC and Curb	LUMP SUM	LUMP SUM	\$ 101,000.00	LUMP SUM	\$ 100,150.00	LUMP SUM	\$ 119,754.00	LUMP SUM	\$ 105,721.00	LUMP SUM	\$ 136,680.00	LUMP SUM	\$ 152,000.00	LUMP SUM	
2	Roof Deck Repairs	100 SF	\$30.00	\$ 3,000.00	\$15.00	\$ 1,500.00	\$20.00	\$ 2,000.00	\$7.00	\$ 700.00	\$22.00	\$ 2,200.00	\$10.00	\$ 1,000.00		\$ -
TOTAL BASE BID 2				\$ 104,000.00		\$ 101,650.00		\$ 121,754.00		\$ 106,421.00		\$ 138,880.00		\$ 153,000.00		\$ -
TOTAL ALL BIDS				\$ 245,000.00		\$ 251,737.00		\$ 270,475.00		\$ 291,163.00		\$ 314,605.00		\$ 357,500.00		IRREGULAR BID

*White Roofing Management Group's Bid is considered IRREGULAR due to incomplete submission of the Bid Form required attachments.





TO: Members, Board of Directors

THROUGH: Mr. Matthew Degner, Superintendent

THROUGH: Dr. Chace Ramey, Deputy Superintendent

FROM: Mr. Curt Pratt, Chief Operating Officer

DEPARTMENT: Facilities Management

DATE: 2/10/2026

SUBJECT: Appendix 9 Approval Request

PROJECT: West HS Baseball & Softball Relocation

PROJECT DESCRIPTION: This FMP 2.3 project encompasses the complete rebuild of the baseball and softball complex on the central and western campus, including all chain-link fencing, backstops, batting cages, and the construction of dugouts. Finish grading and seeding, lighting, site utilities, spectator seating, storage areas, and walkways will also be included.

BUDGET: \$6,650,000.00

PROJECT STATUS: On time and on budget

SUB PROJECT: Demolition, Site and Electrical Work - Bid Package 1

DESCRIPTION: Demolition of the existing softball field. Site work for field completion. Electrical work in preparation for site work and the future concessions building. Dugouts at the fields.

PLANNED START: 9/10/2025 **PLANNED COMPLETE:** 3/1/2027

NOTE: Request approval for the Schematic Design, Design Development, & Construction Documents, and to set the date for the Public Hearing.

ATTACHMENTS: None

RECOMMENDATION: Recommend approval of the Schematic Design, Design Development, & Construction Documents, and to set the date for the Public Hearing.

Appendix 9, Step 1

Approval Date: 6/10/2025

Pending? No

Note:

Appendix 9, Step 2

Approval Date: 11/11/2025

Pending? No

Contract: Design Contract

Firm: Bray Architects

Amount \$513,500.00

Funding: SAVE

Note:

Appendix 9, Step 3

Approval Date: 2/10/2026

Pending? Yes

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 4

Approval Date: 2/10/2026

Pending? Yes

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 5

Approval Date: 2/10/2026

Pending? Yes

Op. Cost: \$0.00

Op. Cost Impact:

Note:

Appendix 9, Step 6

Approval Date: 2/10/2026

Pending? Yes

Publication Date: 2/11/2026

Public Hearing Date: 2/24/2026

Publication Name: Press Citizen

Note:

Contract

Description: Design Contract

Contract with: Bray Architects

Funding source: SAVE

Initial contract amount: \$513,500.00

Current contract amount: \$513,500.00

Change Authorization Request

Approval Date:

Pending? No

Number:

Date:

Subject:

Description:

Reason	Amount
TOTAL	

Payments

Date	Doc. #	Amount	% Cmpl	Period To
1/13/2026	3784-01	\$51,350.00	10%	12/26/2025
2/10/2026	3784-02	\$77,030.00	25%	1/31/2026
		\$128,380.00		