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# Idaho State Capitol Commission

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## Official Minutes

November 1, 2000

A meeting of the Idaho State Capitol Commission was held on this date in the Senate Caucus Room, #350, Idaho State Capitol Building. Chairman Eiguren called the meeting to order at 8:30 a.m.

## Attendees

### Members Present:

Roy Lewis Eiguren, Chairman

Pam Ahrens, Director, Department of Administration, and Secretary/Ex-Officio Member

Andrew Erstad

Steve Guerber, Director, Idaho State Historical Society, and Ex-Officio Member

Sandy Patano

Will M. Storey

### Absent and Excused:

Skip Smyser

Carl Bianchi, Director, Legislative Services Office and Ex-Officio Member

Stephen Hartgen

### Others Present:

Donna Hartmans, Capitol Architect, Arrow Rock Architects

Jeff Shneider, CSHQA Architects

Jerry Lowe, CSHQA Architects

Jim Shumacher, JP Cullen and Sons

Jan Frew, Manager, Design/Construction, Dept. of Administration, Div. of Public Works

Mike Despot, Facilities Management Manager, Dept. of Administration, Div. of Public Works

Rick Thompson, Administrator, Div. of Internal Management Systems, Dept. of Administration

Jan Cox, Administrator, Division of Purchasing, Department of Administration

Marta Watson, Analyst, Division of Financial Management  
Jennifer Carrington, Analyst, Legislative Services Office  
Doug Dorn, Dorn, Helliesen & Cottle, Inc.  
Barbara Hemingway, First Counsel  
Diane Garcia, Management Assistant, Department of Administration  
Ken Miller, Idaho Statesman  
Bob Fick, Associated Press

## **Approval of Minutes**

**MOTION: Mr. Erstad moved and Mr. Storey seconded that the minutes of the July 19, 2000 Idaho Capitol Commission meeting be approved as written. The motion unanimously passed.**

## **Review FY01 and FY02 Budgets**

### **Fiscal Year 2001 Budget**

Mr. Thompson explained year-to-date expenditures of the Capitol Commission FY01 budget total \$16,938. Major expenditures during the first quarter include \$13,080 for Phase I of the fundraising study; a \$849,000 transfer to the master plan implementation project at the Division of Public Works; \$2,370 payment to the capitol architect; and \$1,000 to the Department of Administration for internal management support.

An invoice is also in process for Phase II of the fundraising study to First Counsel. Additionally, the invoice for the battle flag restoration, about \$20,000, has been received and is being processed as well.

As of September 30, 2000, the balance of the Endowment Income Fund is \$1,717,187; and \$3,320,181 is in the Permanent Endowment Fund, he said. The Permanent Fund grows interest for deposit into the Income Fund and can be expended for Commission activities.

### **Fiscal Year 2002 Budget**

Mr. Thompson continued his report by distributing the FY02 budget. He pointed out that \$29,500 had been included for personnel costs. The Commission budget has never included funds for state employees' time, or future temporary administrative support. Also included in the budget is \$27,500 for such things as future financial and accounting

support in anticipation of the project's active construction phase. The new budget also includes \$59,000 to keep fundraising efforts going until FY03. Therefore, the total FY02 budget to be submitted to the Division of Financial Management and the Legislative Budget Office is \$235,600. See attachment.

**MOTION: Ms. Patano moved and seconded by Mr. Storey that the Commission operating budget for FY02 be approved as presented. It was passed unanimously by the Commission members.**

## **Exterior Masonry Repairs Project**

The Commission's first and foremost obligation has been to prepare a master plan for the restoration of the Capitol Building, Chairman Eiguren summarized, and at the July 19, 2000 Commission meeting the plan was approved. Subsequently, the Commission directed the consulting team of CSHQA Architects and Isthmus Architecture Inc. to actually begin the schematic design phase. This work has been completed along with its associated budget.

Previously, however, the Legislature and Permanent Building Fund Advisory Council appropriated funds to conduct some exterior masonry repairs, he explained. It was the Commission's consensus at its last meeting to hold this item until the schematic design is complete and the masonry repairs included as part of the entire project.

Mr. Shneider explained this exterior masonry repair work really consists of two separate pieces. One is the exterior masonry tuckpointing and cleaning project, and the other is the restoration of the east and west exterior stairs. These two work bundles have been combined into one work package since the same contractors can do what similar work is involved. Therefore, the contract for this work has been established separate and apart from the master plan for the Capitol Restoration; it results from a separate appropriation. The construction documents for this work are being completed now so a contractor can be hired to begin the work as soon as the Legislature adjourns next spring.

The scope of this portion of the exterior masonry repairs include work up to the lower roof line colonnade. The work above that point, which would include work on the roofs, the flashing, dome repairs, etc., would be a separate work bundle and integrated into the interior renovation funding package, he said.

## **Schematic Design Phase Scope of Work/ Preliminary Budget for Restoration**

Mr. Lowe explained after Commission approval of the master plan in July, the firm was authorized to proceed with the schematic design phase, basically providing solutions to guidelines recommended as part of the master plan. The firm was also asked to format a budget for ease in presentation to the Legislature.

The major elements of the design are as follows (see attached):

**Site** includes walk replacement, improved parking stabilization of the concrete areaways around the garden level, exterior site lighting, and flood control since the Capitol sits in a flood zone.

**Landscaping** basically consists of the repair of planting materials, which may be necessary as a result of the construction. Also included would be minor repair of the irrigation system to deter irrigation away from the building perimeter.

**Exterior Building Repairs, Cleaning and Lighting** entails masonry repairs at the domes, selective cleaning in the dome area, rehabilitation of windows and replacement of the exterior historic doors on the first and second levels, he explained.

**Roof Repairs** provides work to the main dome, skylight repairs around the chambers and the main dome, flashing upgrades at the roof, repairs of leaking roof promenade at the dome, and restoration of the eagle.

**Interior Preservation** includes public areas—rotunda and hallways. Repairs are recommended for the marble, scagliola, doors/frames, finish hardware, ceilings, wood trim, and light fixtures.

**Interior Restoration and Rehabilitation** provides for work in both the restored and rehabilitated areas identified in the master plan.

**Firesafety, Lifesafety, Accessibility and Code Enhancement** includes fire and smoke alarm systems, fire sprinkler system, smoke evacuation system for the dome area, accessibility issues, code deficiencies and new and rehabilitated elevators. A new elevator will be added to accommodate handicap and life safety issues.

**Structural Upgrade** outlines stabilization of parapets around the main roof as well as on the dome, which are subject to falling off in the event of a seismic occurrence. Addition of floor and wall ties are recommended—currently they are not tied together, which is also a recommendation from a seismic perspective. Finally, lateral framing issues will be addressed primarily in the main dome.

**Mechanical System Infrastructure** represents demolition of all mechanical equipment and distribution systems along with the addition of a new plumbing system, HVAC and temperature control system. For the most part, Mr. Lowe noted, the existing plumbing is original. The HVAC systems have been added throughout the course of the years as needed. Those systems are independent systems, many of which are at least 40 years old.

**Electrical Infrastructure** system has “maxed-out” its capacity, Mr. Lowe continued. There is no capability to expand power beyond what it is now, so the entire service and distribution would need to be replaced. Some of this equipment is original, or has been patched. Work would include new conduit and distribution wiring throughout the structure and emergency power and generator for life safety and selected systems. Exterior building lighting on the structure itself will be addressed, as well as interior lighting for the rehabilitated and restored areas.

**Communication and Technology Infrastructure** includes demolition of the existing infrastructure and the installation of a new distribution infrastructure along with cabling.

**Security Systems** consist of rough-ins, basically for all doors for future system installation once the scope has been determined.

**Furnishings, Window Coverings, Signage** has been separated out as a piece of the total budget.

For clarification, Director Ahrens noted \$1.4 million appropriated last year for exterior masonry and stair repair is in addition to the line item in the budget just presented for exterior building repairs, cleaning and lighting for \$1.3 million. Mr. Shneider explained the initial \$1.4 amount will address exterior floors 1 through 4, and \$1.3 proposed in this plan will address the building exterior above the fourth floor. First phase exterior work, funded with \$1.4 million, will commence in April 2001 and be completed in June 2002. The remainder of the exterior work would be part of a package beginning in calendar 2003, Mr. Lowe noted.

In response to an inquiry regarding fire safety precautions in each of the two chambers, Mr. Lowe explained the solution is anticipated through the addition of a fire sprinkler system, and fire and smoke alarm systems to mitigate the exit concerns that exist in the

building, primarily in the wings on the third and fourth floors. This solution is in lieu of providing additional stairways or exits from those floors. The space requirements to position those stairs, plus the impact on the building itself was a concern, he said. In discussion with the State Fire Marshal and State Building Official, the addition of sprinkler systems and alarm systems would address existing deficiencies.

A smoke evacuation system is also being recommended, Mr. Shneider said. The combination of early warning, fire suppression, and the smoke evacuation work together to form the recommended strategy.

Mr. Shumacher introduced himself to the Commission by summarizing that he has been employed with J.P. Cullen and Sons for 20 years. During the last 9 ½ years he has been budgeting the work involved with the State of Wisconsin Capitol restoration project. He has also provided the State of Kansas with similar services.

He came up with Idaho's Capitol restoration budget (attached) by utilizing CSHQA's set of schematic plans. A physical count of doors, windows, hardware, etc., was done as well as a review of a survey completed in the recent past regarding the condition of the building and identification of as many hidden issues as possible. An estimate was put together based on these elements along with an investigation of Boise's construction market and labor costs. The estimates were then broke out by category as requested, he said.

The first four exterior items total \$2,993,845; the preservation, restoration/rehabilitation, fire safety, lifesafety, accessibility, code, structural repairs, and mechanical/plumbing infrastructure total \$45,972,050. It is important to understand that this bundle of items consist of integrated work, he cautioned. If structural demolition is to be done in order to install the electrical and mechanical systems, restoration and rehabilitation also needs to be accomplished. Also, it would be desirable to include the security infrastructure for future consideration during phases E through K of the project, he said.

Separately, is a budget strictly for furniture, window treatment and signage totalling \$4,659,826. This budget is to primarily restore some existing historical furniture, and add window treatment and interior signage. Finally, since the work is going to begin in 2003, a total escalation factor has been added of \$4,820,245. Consequently, he said, he is proposing a total project budget of \$63,892,490, including contingencies. This estimate does not include temporary moving costs of tenants to and from the building, nor does it address relocation costs. Also, this estimate assumes all work is to be done at one time opposed to being completed in phases.

Security measures will be approached subtly, Mr. Shneider explained in response to an inquiry. The plan merely provides the infrastructure and pathways for security systems,

should they be desired in the future. The perimeter system is included to work off of the state's central system so remote security can be accomplished when needed. Also, there will be locations provided for cameras, for example.

For the record, Chairman Eiguren noted, the Commission has officially received the Schematic Design Phase Budget and will continue to work with CSHQA in terms of its refinement for submittal to the Governor's Office and to the Legislature.

## **Funding Program**

Chairman Eiguren recalled when the Commission last met, he presented for discussion the idea of a funding program containing five elements—lump sum appropriation, Capitol Endowment Lands, private sector fundraising, CARA Lite federal legislation, and special Commission license plates.

### **Budget Recommendation for Lump Sum Appropriation**

For the fiscal year 2002 Commission budget request, \$20 million has been included as a lump sum appropriation.

### **Capitol Endowment Lands**

Chairman Eiguren explained approximately 7,000+ acres are designated Capitol Endowment Lands, residual lands gifted to Idaho from the federal government at statehood. He, along with Director Bianchi and Mr. Dorn approached the Land Board recently with a request to consider ways in which they might be able to maximize returns from those lands.

Two options were presented to the Board. One was to maximize the income by accelerating the harvest on some of the timberlands thus increasing the revenue stream to the Commission. The second option proposes exchanging prime timberland of the Capitol Endowment for money from the Public School Endowment. That could bring somewhere between \$19 and \$23 million over a period of about 24 to 36 months. The balance of those funds, he continued, could then be placed in the Capitol Endowment Account, which currently has a balance of about \$3.5 million. It could then be utilized as a trust fund, the income of which could be used to retire bonding debt from the Idaho State Building Authority.

Mr. Dorn explained the philosophy for paying for this project could entail using moneys that are presently available via the Endowment Lands, plus the use of some long-term

municipal debt to be paid for over the next 20 to 30 years. One question that needs to be answered if the Commission were to get the approximate \$20 million from the Endowment Lands, is whether the Commission can spend that money or whether it is required to invest those funds and spend only the interest.

Chairman Eiguren illustrated with maps where the Capitol Endowment Lands are located. Although they exist in about six different counties throughout Idaho, the majority of them, he said, are located in the northern part of the state.

### **Private Sector Fundraising**

Barbara Hemingway of First Counsel explained the fundraising study is progressing. A database of contacts and a series of questions has resulted in some extensive information, she said. The firm has just completed the mid-point of the project. Once the final collection of data has been made, an analysis of the data will be accomplished, and final conclusions and recommendations for fundraising strategies, timing, and goal setting made. A final report will be presented to the Commission sometime in December. This process will also define the amount of interest in Idaho for contributing to this cause, and it will identify prospective donors, identify trends in philanthropy, and prospective leadership in support of the project.

First Counsel will also assist with policies addressing how the Commission will address donor recognition, she continued. Everyone should be recognized, from the smallest to the largest donation taking into account the wishes of the donor and any state regulation in regard to acknowledgement. In each of the interviews, the idea of a kiosk with searchable database capabilities was discussed for placement within the Capitol to provide acknowledgement of each donor. The general consensus from the interviews was very favorable for this idea opposed to recognition through a fixed plaque in or around the building.

She explained 56 individuals have been interviewed to date and each one considered a perspective donor--personal and/or corporate. Everyone was approached with the invitation to help lead the campaign, work the campaign, or donate. The general consensus, she continued, is that the project is important and worthy for future generations. There are opinions to the different aspects of the master plan, however. Generally speaking, people feel very strongly about the infrastructure, communications, and technology, and they want the building and elected officials to be accessible. The consensus statewide, she said, is that if the case is sound and compelling, individuals may be persuaded to become involved in the project.



## **CARA Lite Legislation**

Director Guerber explained a recently passed federal CARA bill could generate about \$250,000 in moneys to Idaho annually for historic preservation projects. Certain stipulations are attached that some of the funds be used for restoration projects that relate to the national history and for preparation of additional grants, for example. This is considerably less than originally anticipated; therefore, tens of thousands of dollars could be available annually for the capitol project, he said.

## **Special Commission License Plates/Other Legislative Initiatives**

Special license plates were considered during the last legislative session, Chairman Eiguren explained. At that time, the Commission decided not to pursue this idea. However, subsequent to recent conversations with members of the Legislature, he suggests the Commission consider a special license plate on a one-time issuance basis either for a four or five year period. It would serve as a commemorative license plate to celebrate the restoration of the capitol building. The Commission could collect as much as \$750,000—a \$150,000 revenue stream over a five-year period.

It is his recommendation, he said, no action be taken on the funding program until the Commission has had an opportunity to review the feasibility study presented by First Counsel, and to consider more thoroughly the numbers involved with Endowment Land moneys. He proposed a teleconference call with the Commission members in December once all the funding pieces are complete. The funding package as well as construction costs will then be presented to Legislative Leadership and the Governor in one package.

Mr. Storey remarked it is his opinion the Commission endorse to the Governor and the Legislature the complete restoration package as presented, totaling nearly \$65 million. However, to anticipate inquiries from the Legislature regarding what other alternatives might exist, he suggested the Commission categorize and prioritize the recommended work to be done. The Commission agreed; it will take final action on the entire recommended package when the funding component is completed.

Mr. Erstad clarified that the \$65 million estimate is based on the project being completed at one time. Should the work be done in phases, the estimate for the project would be inflated. He suggested this be used as a benchmark to show how breaking the work into phases would impact the cost.

# **Report by the Capitol Architect**

## **Repository for Project Documents**

Since the Commission is charged with restoring the capitol, it should also consider preserving records being generated as a result, Ms. Hartmans said.

As part of her research on the subject she has visited with staff from other states as well as with Idaho's Capitol Interpretive Specialist, and staff from the State Archives. Currently, early records of the capitol already exist at the State Archives, and it is willing to accept additional records such as meeting minutes, drawings, photographs, etc.

An entire official collection of capitol documents should be deposited in the State Archives along with the original capitol documents, she recommended. She also proposed that a smaller set of documents be kept with the Capitol Education Center, and with the Division of Public Works for maintenance purposes. This set of documents would be linked to a database of spaces in the capitol that contain information pertaining to materials, finishes, paint colors, equipment, and furnishings, and would facilitate future maintenance of the capitol. Finally, the Capitol Architect shall have a small set of documents to help in overseeing the construction and preservation of the building.

The Commission asked Ms. Hartmans to estimate the costs involved in preparing documents for the archives and for any other sets deemed necessary, and to provide that estimate to the Department of Administration for consideration of inclusion into the Commission budget.

## **Capitol Renovation Display Case**

Ms. Hartmans presented a sketch prepared by Mr. Fred Fritchman of the Idaho Historical Society for the proposed design of the display case located on the first floor of the capitol to delineate the capitol restoration project. Besides the backdrop explaining the history of the building, design plan highlights, need for the restoration, and historic and renovation photos, there is also room up front to display capitol artifacts such as desk lamps, pencil sharpener, etc. that the Historical Society has in its collection. Also included in the design is a changeable panel to display what is currently happening as part of the project.

She asked the Commission to review the proposed text with the idea to have the display installed before the beginning of the legislative session. The Commission concurred that the project proceed.

# Historical Society Status Report

## Battle Flags Restoration

Three Spanish-American War flags, which were displayed in the statehouse, have been recently preserved as a project of the capitol restoration, Director Guerber reported. The flags are currently in the possession of the Idaho Historical Society and have been inspected by its curators who are very pleased with the results, he said. Each flag is contained in its own case and until it is determined where the cases are to be displayed permanently in the capitol, they will be stored in the museum warehouse, and occasionally brought out for display in the museum.

# Administration Status Reports

## Communications Services RFP

Mr. Cox explained responses to the Commission communications and marketing services RFP were received about a week prior to this meeting; six proposals were received from Idaho firms. These proposals were provided to the Commission's evaluation committee which will meet in about one week to proceed with evaluation and award of contract.

## Capitol Commission Website Hits

The Department of Administration manages the state's home page, [www.accessidaho.org](http://www.accessidaho.org) Director Ahrens explained. Through *AccessIdaho*, visitors are able to access information via individual agency websites.

The Department has incorporated software from *Webtrends* to analyze usage of websites for the various agencies. Over the past five and one-half months, she said, there have been a total of 36,039 hits to the Capitol Commission website; average number of hits per day is 204.

Director Guerber noted that the Historical Society is in negotiations with the *History Channel* at this time to provide a link to its site. If a link is in fact provided, the Society would be paid for the hits that are referred over to the *History Channel*. He asked if there might be an interest in putting that same link on the Capitol Commission website. There would be no cost to the website visitors.

## **Renew Policy on Use of State Capitol**

Mr. Despot recalled the Commission approved a policy for use of the capitol building with the intent that it be reviewed in six months—that has been nearly twelve months ago. During the past year, he said, the policy has served the Commission well. There has been only one request sent on to the Director for response; other than that, individuals have worked within the guidelines of the policy. He suggested the guideline, as it is written, continue as the official Commission policy. The Commission concurred.

## **Update on Harrison Tree**

Mr. Despot reported that about 1,000 acorns were harvested from the Harrison Tree—500 went to the University of Idaho Forestry Department, and 500 were distributed between the Horticultural Department at Boise State University and Edwards Greenhouses. It will be next spring before the germination success can be determined.

Changing the water from geothermal to well water, adding the fertilizer “*Save a Tree*”, and fracturing the ground around the tree has made quite a difference in all of the plant growth on the capitol grounds, he said. It was reported that the Harrison Tree crown has improved about 20% to 30%.

## **Joint Legislative Meeting**

Chairman Eiguren noted he and Director Ahrens have been asked to address Joint Legislative Leadership and the Committee Chairs and Vice Chairs on December 8<sup>th</sup> regarding the Capitol Restoration Master Plan and the Capitol Mall Master Plan, specifically in regard to the Ada County Court House. A full report will be provided to the Commissioners at its teleconference meeting scheduled in December.

## **Adjournment**

The meeting was adjourned at about 10:55 p.m.

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Roy Lewis Eiguren, Chairman  
Idaho State Capitol Commission

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Diane K. Garcia, Management Assistant  
Department of Administration