
Idaho State Capitol Commission

Official Minutes February 28, 2007

A meeting of the Idaho State Capitol Commission was held on this date in the Court Room, Room 214 of the Borah Building, Boise, Idaho. Major General Jack Kane, Commission Chairman, called the meeting to order at 9:34 a.m.

Attendees

Members Present:

Major General Jack Kane, Chairman
Carl Bianchi, (via teleconference)
Andrew Erstad
Evan Frasure, (via teleconference)
Stephen Hartgen
Sandy Patano
Jeff Youtz, Director, Legislative Services Office, and Ex-Officio Member
Keith Johnson, Director, Department of Administration, Secretary/Ex-Officio Member

Members Absent:

Keith Petersen, Interim Director, Idaho State Historical Society, and Ex-Officio Member

Others Present:

Senator Charles Coiner
Rick Thompson, Administrator, Div. of Internal Management Systems, Dept. of Administration
Tim Mason, Administrator, Division of Public Works (DPW), Department of Administration
Jan Frew, Deputy Administrator & Capitol Restoration Project Manager, DPW, Dept. of Administration
Joe Rutledge, Assistant Project Manager, DPW, Dept. of Administration
Kelly Schlieper, Relocation Specialist, DPW, Dept. of Administration
Ric Johnston, Facilities Manager, DPW, Dept. of Administration
Gary Daniel, Idaho Capitol Commission, Communications Liaison/Coordinator
Diane Blume, Management Assistant, Department of Administration

Teresa Luna, Communications Manager, Department of Administration
Becky Henke, Idaho Capitol Commission, Project Communications Assistant
Rande Trueax, Legislative Services Office
Robyn Davis, Relocation Specialist, Legislative Services Office
Sheila Ison, Legislative Services Office
Dawn Hall, Division of Financial Management
Wayne Mueleman, Idaho State Building Authority (ISBA)
Vivian Otero-Epley, Idaho State Building Authority
Jason Gray, Idaho State Historical Society
Linda Morton-Keithly, Public Archives & Research Library Administrator,
Idaho State Historical Society
Rich Bauer, Lemley/3DI
Jim Mallon, Lemley/3DI
John Maulin, CSHQA Architects
Kevin Brown, Jacobsen Hunt Joint Venture
John Emery, Jacobsen Hunt Joint Venture
Dennis Sexauer, Jacobsen Hunt Joint Venture
Peter Morrill, Idaho Public Television (IPTV)
Jeff Tucker, Idaho Public Television
Greg Hahn, Idaho Statesman
Caitlin Warbis

General Commission Business

Approval of Minutes

MOTION: Commissioner Bianchi moved to approve the minutes of the January 30, 2007 Idaho State Capitol Commission meeting. Second by Commissioner Patano, the motion passed.

Budget and Funding Issues

Revenue & Expenditures Report, Rick Thompson

Mr. Thompson reviewed the Commission's FY07 Budget for the period ending January 31, 2007, saying that since the last meeting \$2,622 was expended for annual administrative support from the Department of Administration. Of the total budget of about \$1.1 million, \$492,003 remains.

He then reviewed the Sources and Uses of Funds Statement. As of January 31, taking into account all expenditures and anticipated liabilities, the Capitol Income Fund balance was \$995,237 and the Capitol Endowment Fund balance \$6,207,194. At the next Commission meeting in April, he said he will ask the Commission to consider action on how much of the Capitol Endowment Funds will be transferred to the Capitol Income fund for use during FY 08.

Capitol Master Plan Updates

Capitol Restoration Update/Master Plan Revision, Jan Frew

Ms. Frew said that the team has been working diligently since the last meeting to gather new information on the floor plans for the underground expansion.

Mr. Mallon, from Lemley + 3/DI, presented a Power Point presentation showing program and budget revisions, and the schedule summary.

The revised scope of work for the expansion reduced the wings to a single story. The west wing has a large hearing room and is the only hearing room with a sloped floor. The balance of the hearing rooms between the two wings is five medium hearing rooms and four small hearing rooms. There will be one kitchen and dining facility to be shared by both wings. The balance of the space is designated for committee chairs and office support spaces.

The revised scope of work for the restoration results from the transfer of the first floor to control by the Legislature, except for the State Treasurer's preservation area, which will be retained. The garden level offices inside the existing Capitol building will be reassigned by the Legislature. The East and West porticos will be removed, repaired and reinstalled as a component of the restoration. The Design Build team has evaluated a number of different scenarios to connect the wings to the Capitol underground and the most cost effective means is to have a restoration masonry contractor remove the stones back as far as the base of the building and replace them after the foundation is installed. This approach includes taking the steps off down to the bare dirt.

In the Capitol Block, the electric infrastructure will be reduced commensurate with the reduction in the size of the wings. The utility tunnels will be deleted because they are no longer needed, but power and water lines will be buried instead.

The revised budget estimate for the wings design build contract, including spent costs to date of \$1,952,670, are \$19,754,581. Tenant improvement estimates for the single story wings are \$7,991,257. The total saving for reduction of the wings from two stories is just under \$11 million. The Capitol Restoration revised budget estimate from Jacobsen Hunt, the Construction Manager At Risk (CMAR), is within \$330,788 of the Lemley + 3/DI original estimate. Projected related costs and contingencies have been revised to \$21.2 million and the connection costs and revised design (removing/reinstalling the porticos and redesign costs) is estimated at \$2,740,681.

The summary schedule indicates that it is still possible to complete both the wings and the restoration of the Capitol in time to accommodate the 2010 legislative session. The schedule is contingent on approval of floor plans by the constitutional officers no later than March 14, 2007.

Commissioner Johnson indicated that the Governor's Office has general agreement with constitutional officers for the floor plans on the second floor. Commissioner Johnson reported that they will likely be able to meet the required deadline for full approval by March 14, 2007.

Since the one story wings will not be as deep as the two story wings, Commissioner Erstad asked if the same water protection system would be utilized. Mr. Mallon explained that because the wings are no longer expected to be in the water table, the waterproofing system selection is simplified with the new design. The new system is still robust and can protect the wings even if the water table were to rise. Simplifying the waterproofing system accounts for a small part of the savings.

Commissioner Youtz asked what the total height of the meeting rooms would be. Mr. Mallon explained that the floor to floor height in the wings is 15 feet, but conceptually, the net height after considering the mechanical space is 12 feet. The single story wings require more space for the duct work. This change in the height will not change the exposure on the site. The west wing will protrude above grade about five to six feet.

Commissioner Erstad asked for clarification about the impact to the schedule. Mr. Mallon said that the schedule shows a substantial completion date of November 16, 2009 and a final completion date of December 13, 2009. Substantial completion has a 30 day period where the contractors finish a "punch list." Move-in activities typically would not start until the final completion day, but in this case move-in activities could begin at substantial completion. This new schedule only accommodates a minimal punch list.

Commissioner Erstad asked that the meeting record show that it will be the Design and Construction Committee's effort to pull the substantial completion date back into October, if possible. Commissioner Youtz stated that it would be very difficult to relocate back into the Capitol and be ready for the legislative session in only one month's time.

Commission Hartgen asked if there was agreement between the Senate and the House that there would only one large hearing room, located on the Senate side. Commissioner Youtz responded that the Space Allocation Advisory Committee (a joint House-Senate advisory committee) did have agreement that the only large hearing room would be on the Senate side and that there would be one kitchen and one dining room to be shared by both wings. Commission Hartgen then asked if any office space was given up as part of this plan. Commissioner Youtz explained that there would be space for Committee Chairmen and support staff near the hearing rooms. The Garden Level will also contain additional small conference rooms and work spaces.

Ms. Frew noted that the next presentation by John Maulin, CSHQA, explains the actual changes to the Master Plan.

Mr. Maulin explained that his presentation is based on the October 2006 Master Plan PowerPoint presentation and the changes indicated in the Compromise Framework. He reminded the Commission that the Master Plan does not allocate floor space, but does indicate how space is used. He explained that the designations “preservation” includes cleaning the marble and scagliola, “restoration” includes repairs and “rehabilitation” indicates changes or remodel work. “New construction” will need to be integrated into the Master Plan.

Changes to the Master Plan include:

Fifth Floor:

- No Change

Fourth Floor:

- No Change

Third Floor

- No Change

Second Floor

- Space allocation is currently in negotiations, so the titles on each space have been removed.

First Floor

- The Governor’s private entry has been removed.

Garden Level

- The wings expansion is only one level rather than two.
- The tour staging area has been removed.
- Some tenant improvements have changed office space to conference space.
- Conference Rooms: The new floor plan shows two large conference rooms, one on each side. Only the large conference room in the west wing has a sloped floor. In addition, the east wing has two medium and one small conference. The east wing has one large conference room, two medium and two small conference rooms. All conference rooms will have a built-in dais to accommodate electronic needs.

Commissioner Hartgen asked how the Governor’s office security will change with the removal of the private entrance. Mr. Maulin responded that all doors will have electronic locks and metal detectors. Because the first floor is legislative space in the new plan, the Governor will continue to enter the building by coming up the stairs and entering at the

second floor. Elevators will have card access and during times of high security the Governor can enter/exit through the tunnel. The Idaho State Police have reviewed these security measures.

Commissioner Patano asked if the foot print of the one story Wings is the same as the footprint of the two story wings. Mr. Maulin was not certain and said he would research the answer. Mr. Youtz reminded the Commission that the agreement allowed for a plus or minus 5% of 25,000 square feet on each side.

Commissioner Frasure asked what the new cost per square foot is for the one-story Wings. Ms. Frew had not yet calculated the cost per square foot for the revised plan, but will return the information to the Commission as soon as she has it. Commissioner Bianchi followed up on the question, saying that the square foot cost may not have been cut by 50%, but the savings to the total cost of the revised Wings will be over 25%.

Commissioner Hartgen asked if the contingencies that were built into the original plan have changed substantially. Ms. Frew replied that the overall contingencies have been reduced because the total project estimate has been reduced; however contingencies are still 10% of construction costs.

MOTION: Commissioner Youtz moved that the Commission accept the revised Master Plan as presented to the Commission today. Second by Commissioner Bianchi, the motion passed.

Commissioner Youtz paid compliments to the DPW Design Team, which has worked so hard to keep the project on schedule in spite of the suspension.

Commissioner Bianchi commented that the compromise approach offers three important things to happen: 1) allows the Capitol restoration to go forward, 2) still maintains the goal of keeping a working Capitol and 3) provides additional hearing rooms for the public's convenience, so that they can access the legislative process.

Commissioner Hartgen asked if consideration had been given to building only one two-story Wing rather than two one-story wings. Ms. Frew affirmed that the Design and Construction Team did look at that alternative and found that it would have been more expensive than the revision presented today for two one-story wings. It was also considered an undesirable choice because of space allocation challenges. Commissioner Hartgen felt that it was important to record in the minutes that alternative as having been considered and Chairman Kane agreed, saying that this information should be available as a ready handout when asked.

Commissioner Youtz informed the Commission that House Bill 218 will endorse the decision made by the Commission to move forward on the project but to reduce the wings to one level and to assign space on the first floor to the Legislature. A trailer bill will provide funding, including a provision for IT broadband capability up to the Capitol

Building. The current funding covers the cost to upgrade IT connection inside the Capitol.

Status of Space Allocation Process

Commissioner Youtz emphasized again the importance of timely space allocation decisions. He reported on the progress made at the last meeting of the Legislative Space Reallocation Committee; he gave a submittal estimate of this week for the final signed plans for legislative space.

Capitol Building Furnishings

Commissioner Youtz raised the issue of a lack of funding appropriate to cover the costs of furniture, including refurbishing historical furnishings, replacing worn out furniture and purchasing new furnishing for the Wings. He also expressed concerned about funding the cost of storage space for the furniture and other contents during the restoration. Ms. Frew confirmed that the furniture has not been considered in the restoration funding, except for the built-in dais features in each hearing room. It was intended that a plan be considered and a budget be developed for furnishings during the two years while the Capitol is being restored. Commissioner Youtz suggested that a subcommittee of the Commission be assigned this task.

Other Design & Construction Elements

Design Protocol/Change Orders, Jan Frew

Ms. Frew explained the handout of the Design Protocol and explained that it was approved by the Capitol Commission in October 2001. The protocol provides guidelines for when the Design and Construction Committee can approve changes without the full Commission's approval. Discussion was held about what stage the design documents were in and Ms. Frew requested consensus of the Commission that the project is at Construction Document phase. Commissioner Erstad stated that the Design and Construction Committee is in agreement. Ms. Frew said that both the Capitol Commission and the Permanent Building Fund Advisory Council (PBFAC) have agreed to accommodate any special meetings needed for approvals on substantive changes in order to not impede the project timeline.

Tree Removal Parameters

Over 41 trees have been identified to be removed from the site, 30 of which could possibly be transplanted. Ms. Frew explained a map that shows the trees involved in the expansion area and a map that shows trees designated with historical significance. The Groundskeeper will work with the Design and Construction team to identify locations in the Capitol Mall for transplanted trees.

Ms. Frew requested guidelines from the Capitol Commission regarding what will be done with the wood from the trees that are not transplanted. Transplanting will need to be

done within the next six weeks. Chairman Kane assigned Commissioner Johnson to develop a plan and present it at the next Capitol Commission meeting.

Swing Space Update

Ms. Frew reported that the swing space preparation is moving forward on schedule. The Capitol Annex contractor has been authorized to move forward with phase 2, to be completed by Fall. Phase 1 will be ready for occupants, legislative staff, in April. The State Library swing space has been completed for Secretary of State offices. Work in the Borah building is ongoing, and will house the Governor's Office, Lt. Governor, Secretary of State Offices and the State Treasurer. Work has been approved but not yet started on the JR Williams building. This space will be made ready for the Attorney General's Office. Completion is estimated for early May.

Relocation Status

Procurement of relocation services began in December. Five vendors responded to the request for bid. Bids will be awarded to two vendors after the purchasing appeals process is completed. Ms. Schlieper explained a handout on the Capitol Building Relocation and calendar of relocation events. She plans to publish two or three more Updates for the Capitol occupants. Moves will happen by agency and will be conducted during the weekends. The first move will begin on April 6 and relocation activities will be completed by May 18. The Capitol will be turned over to the Construction Manager At Risk on May 21, 2007.

Public Outreach, Art & Display

Public Relations/Outreach Activities

Commissioner Patano, Outreach Chair, turned the time over to the Gary Daniel, Communication Coordinator. Gary presented the FY 07 Outreach budget detail. Mr. Daniel has contacted the universities about having Intern(s) assist with publicity events. He has also been working with photographers and Idaho Public Television (IPTV) to capture images of the Capitol before, during and after the restoration.

Mr. Daniel and IPTV toured the AT&T building on Bannock and 7th Streets as a possible location for a construction camera. They were granted permission to install a camera in an upstairs office overlooking the Capitol. These pictures would be published on the Capitol Commission website. In addition, Mr. Daniel has located several photographers who have the ability to provide 360 degree video of spaces on the inside of the Capitol. These would be published on the web site to replace the tours of the State Capitol currently conducted for educators. Mr. Daniel gave an Internet demonstration of the work of the Idaho photographer who submitted the best bid for the work. Mr. Daniel asked the Commission for approval to complete this project.

Commissioner Patano recommended that these public outreach efforts were a good idea and that the Commission support the least expensive bid in which the Commission retains ownership of the images. Commissioner Hartgen recommended that Mr. Daniel work

with Commissioner Petersen and the Idaho State Historical Society on historical and copyright issues.

MOTION: Commissioner Patano moved that the Commission accept the recommendation of the \$1,800.00 proposal to produce the video tour imagery to communicate with the public. Second by Commissioner Frasure, the motion passed.

Commission Youtz asked if the Commission plans to have a groundbreaking ceremony. Chairman Kane asked Commissioner Youtz and Commissioner Johnson to work together to decide the appropriate time to have the groundbreaking.

Monthly Meeting Schedule

The next meeting of the Commission is scheduled for March 28, 2007 in the Senate Caucus Room at 9:30 a.m. The date for the April meeting will be planned during the interim.

The meeting was adjourned at 11:50 a.m.

Prepared by: _____
Becky Henke, Project Communications Assistant
Idaho Capitol Commission