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# Idaho State Capitol Commission

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## Official Minutes, March 20, 2008

A meeting of the Idaho State Capitol Commission was held on this date in the first floor conference room at the Idaho State Historical Society, Boise, Idaho. Chairman Jack Kane called the meeting to order at 10:00 a.m.

### Attendees

#### Members Present:

Major General (Retired) Jack Kane, Chairman  
Stephen Hartgen  
Andrew Erstad  
Evan Frasure  
Sandy Patano, via teleconference  
Dolores Crow  
Janet Gallimore, Executive Director, Idaho State Historical Society, and Ex-Officio Member  
Mike Gwartney, Director, Department of Administration, Secretary/Ex-Officio Member  
Jeff Youtz, Director, Legislative Services Office, and Ex-Officio Member

#### Others Present:

Gary Daniel, Communications Liaison, Idaho State Capitol Commission  
Becky Henke, Communications Coordinator, Idaho State Capitol Commission  
Jan Frew, Executive Project Manager, Division of Public Works, Dept. of Administration  
Kelly Berard, Relocation Project Manager, Division of Public Works  
Connie Smith, Fiscal Officer, Dept. of Administration  
Teresa Luna, Chief of Staff, Dept. of Administration  
Brigitte Teets, Webmaster, Dept. of Administration  
Margaret Odedo, Management Assistant, Dept. of Administration  
Robyn Lockett, Relocation Specialist, Legislative Services Office  
Ken Swanson, Idaho State Historical Society  
Michelle Lynch, Idaho State Historical Society  
Vivian Otero-Epley, Idaho State Building Authority  
Jack Lemley, Lemley+3D/I  
Rich Bauer, Lemley+3D/I  
Jim Mallon, Lemley+3D/I  
David Blenker, CSHQA  
John Emery, Jacobsen Hunt Joint Venture (JHJV)

# General Commission Business

## Approval of Minutes

**MOTION:** Commissioner Andy Erstad moved to approve the minutes from the February 21, 2008 Idaho Capitol Commission meeting. The second was by Mike Gwartney; the motion passed unanimously.

## Budget and Funding Issues

### Revenue & Expenditures Report, *Connie Smith*

Ms. Smith, Fiscal Officer, referred to the FY 2008 Budget Worksheet and FY 2008 Sources and Uses of Funds reports for the period ending February 29, 2008 during her presentation, both available to the Commission.

Ms. Smith reported that total expenditures for personnel costs as of February 29, 2008 were \$90,467. Operating costs in the amount of \$254,446 were expended year-to-date, which leaves a balance of \$539,090 remaining for the fiscal year. The most significant expense year-to-date is the third quarter payment to the Department of Lands in the amount of \$27,436.36. A balance of \$5,034,604 remains in Capitol Furnishings fund.

FY 2007 personnel costs carryover funds have been completely expended in the amount of \$73,061. Operating expenditures in the amount of \$146,707 have been allocated to FY 2007 carryover funds. \$5,000 of FY 2007 operating carryover funds has been allocated to the Capitol Restoration Wood Project for shipping and other miscellaneous expenditures as requested at the February Capitol Commission meeting. These allocations leave a balance of \$60,621 in the FY 2007 operating carryover.

Addressing the FY 2008 Sources and Uses of Funds as of February 29, 2008 spreadsheet, Ms. Smith reported total available funds are as follows:

- Income Fund: \$1,900,530
- Permanent Building Fund: \$299,485
- Capitol Furnishings Fund: \$5,209,827

The total cash balance, after liabilities, is as follows:

- Income Fund: \$ 1,406,225
- Permanent Building Fund: \$255
- Capitol Furnishings Fund: \$170,454

The estimated market positions are:

- Income Fund: \$1,416,898
- Permanent Building Fund: \$0
- Capitol Furnishings Fund: \$170,454
- Endowment Fund: \$17,541,619

Commissioner Youtz requested that Ms. Smith number the tables and rows in future reports so it is easier to identify specific costs.

Commissioner Hartgen asked where the funding for the airport exhibit is reflected in the fiscal report. Ms. Smith explained that the exhibit is not reported as a separate line item, but funding for it is currently displayed within the \$26,300 miscellaneous costs in the Capitol Income Fund. She added that FY 2007 carryover funds will likely be allocated for this project. The Commission agreed to leave the exhibit in the miscellaneous budget category in the reports, but to report the expenditures for the exhibit at each commission meeting.

Commissioner Youtz reported that revenue from the Capitol restoration specialty license plate program is currently reported in the general Income Fund. He recommended that now that the program revenues have become more significant, the Commission consider allocating the revenue to a specific purpose for Capitol building. Commissioner Gwartney agreed, saying that the funds will be needed for the project. Commissioner Crow said that the Commissioners needed to be aware that the sales may decrease when the project is complete, so must take care about allocating this revenue for ongoing costs.

## **Capitol Restoration Updates**

Commissioner Erstad asked Ms. Frew to report on the project and budget status for the Design and Construction Committee.

### **Project Status, *Jan Frew***

Ms. Frew reported that restoration work is proceeding, with general demolition work complete on nearly all levels. She said that the garden level floor slab demolition is progressing and that utility demolition will be ongoing throughout the project. Scagliola restoration in the House and Senate chambers is complete and the scagliola restoration has moved to the large rotunda columns and the columns in the governor's office. The workers also continue to remove the paint from the column capitals. Ms. Frew reported that the scagliola restoration has proceeded more quickly than anticipated.

Marble selection is underway and the selection team is verifying marble samples, which is the process of matching over 10 types of marble in the Capitol with what is available today. The selection team has made several good matches and has also reviewed the marble repair procedures. The restoration contractor is creating mock-ups of these procedures.

Subcontractors are installing the stand pipes for the fire protection system and completing the rough-in duct work for the mechanical, electrical and plumbing systems. The existing electrical system has presented a few challenges that have been solved by rewiring the old system. The project manager is working with the Division of Building Safety on the electrical system.

The contractor is installing the steel for the new stair towers and the wall framing on the forth floor is underway. The building restoration will be completed from the top down to keep construction personnel out of finished areas.

The contractor has removed the rotunda skylights and sent them off-site for cleaning. The frames for the skylights will be cleaned before the glazing is returned. Work on the skylights in the Senate dome is scheduled next and then work in the House dome will begin.

Workers have completed the seismic fiberglass reinforced polymer (FRP) installation on both the main interior rotunda dome and the JFAC dome. They are currently installing the FRP on the Senate dome, and will begin installation on the House dome later this month.

McAlvain has installed the steel frame on the east wing expansion, creating a good visual of the expansion structure. They will begin installation of the steel siding on the west wing expansion in the next few weeks, lagging approximately three to four weeks behind the work on the east wing.

### **Budget Review, *Jan Frew***

Ms. Frew referred to the DPW Project 30 Month Budget report in the Lemley+3D/I monthly program report, which divides project expenditures between the restoration and expansion wings. She reported that as of February 29, 2008, total expenditures for the restoration are \$10,933,627 and \$13,680,446 has been spent on the expansion. The remaining budget for the entire project is \$95,385,926.

### **Project Schedule, *Jan Frew and Jim Mallon***

Commissioner Hartgen asked if the construction schedule was on track and Ms. Frew asked Mr. Mallon to give his report on the schedule. Mr. Mallon explained that the schedule is a work in progress, and overall the program is on schedule. He said that the scagliola restoration is progressing faster than anticipated, as well as the construction of the garden level and wings. Although weather has slowed construction of the wings expansion, it is still on schedule. He also reported that Jacobsen Hunt is refining their schedule as they work through the building. He reported that restoration phases one and two are complete, and that Jacobsen Hunt has submitted the draft Guaranteed Maximum Price (GMP) for review. Phase three documents have not yet been submitted, but the value engineering process will be ongoing in phase three under the oversight of the Design and Construction Committee. Mr. Mallon reported that overall, the project is on schedule.

Commissioner Hartgen asked how the recent earthquake “rumblings” in Boise had affected the Capitol. Mr. Mallon explained that there was no affect on the Capitol and he said for the record that all the seismic additions are discretionary and not actually required, but in the long run it will be a good investment for the building.

Commissioner Youtz, referring to the report that the restoration of the Capitol began in the top floors and is moving downward in the building, asked if the work on the tenant improvements in the wings expansion would run concurrently with the restoration work. Mr. Mallon responded that it would.

### **Guaranteed Maximum Price Analysis, *Jan Frew***

Ms. Frew shared a spreadsheet summarizing the March 3, 2008 GMP Analysis. She explained that the project leadership team is reviewing the GMP and working together to establish an acceptable GMP. She reported that the bottom line budget of \$82,992,660 is approximately \$1.4 million more than the amount presented to the Commission in December, explaining that several

items included in the \$82.9 million were not yet allocated at the time of the December presentation. Over half of the \$1.4 million is caused by unforeseen circumstances that have become apparent during construction. Also included in the \$1.4 million is about \$500,000 for a new roof, and approximately \$100,000 for the heavy draperies for the curved walls in the chambers. The Division of Public Works facilities budget could potentially absorb the roofing cost. Ms. Frew said that another option is to move the responsibility for the over-budget amount from the Construction Manager At Risk (Jacobson Hunt Joint Venture) to the owner (State of Idaho). The Lemley+3D/I program managers and Jacobsen Hunt managers continue to negotiate. Their aim is to ensure that all work covered in the GMP stays within the project budget.

Commissioner Hartgen asked for more details about the draperies and the “unknown” items in the budget overage. Ms. Frew explained that the drapery cost could eventually be moved to the Capitol furnishings fund, but for now this cost is reported in the construction budget. The items that were unforeseen include electrical and mechanical issues, flooring replacement problems and some places where walls don’t align properly. Commissioner Hartgen asked if these will become change order items and Commissioner Gwartney explained that he has responsibility for signing change orders for the project and said that reluctant about agreeing to any change orders, that force the project budget to exceed \$120 million.

## **Public Outreach, Art & Culture**

### **Public Relations/Outreach Activities, *Commissioner Sandy Patano***

Commissioner Patano thanked Mr. Daniel, Ms. Henke and Ms. Teets for their work on the web site, with Capitol tours and giving the community presentations. She added that ensuring that the media is informed is paying off. She also thanked all others who help this communications team succeed. The Commissioners received a copy of the March issue of Idaho Magazine featuring the Capitol Restoration project in a lengthy article. Commissioner Patano mentioned that other stories have been published about the project. She then asked Mr. Daniel to present current outreach projects.

Mr. Daniel presented a short time-lapse video clip of the installation of the steel on the wings expansion. He said that the clip will be available on the web site next week. He also reported that the webmaster, Brigette Teets, has worked very hard to make real simple syndication (RSS) available, which allows commissioners and interested visitors to be informed of website updates via email. It is similar to sending a “tease” or “headline” from the Capitol website that will then link visitors back to the Capitol website to see the new information.

Mr. Daniel reported that the information kiosk located in the Capitol Annex has had many visitors. Commissioner Youtz relayed appreciation from Senator Bart Davis for the kiosk; he said it was very useful when some school children from his district recently toured the Capitol Annex. Commissioner Youtz suggested that the Commission consider using a touch screen information kiosk in the restored Capitol.

Mr. Daniel updated the Commission about the airport exhibit, saying that this exhibit will inform visitors about the restoration and will also educate them on other historical sites to visit in Boise. Mr. Daniel is working with Ken Swanson from the Idaho State Historical Society (ISHS) to develop the eight panel exhibit with the following layout:

1. Introduction of the Restoration
2. Explanation about why the Capitol is being restored
3. Introduction to the Idaho Capitol Commission
4. Redirecting visitors to other historic sites to see in Boise
5. The last panel will explain the license plate program.

He said that they plan to have a final product for presentation at the next Commission meeting, along with a recommendation of the placement location in the airport. He reminded the commission that they budgeted \$8,000 for this project, and said that he will work through the Outreach Committee for approval of the final panels. Chairman Kane requested that this exhibit be completed and installed at the airport within the next two months.

Commissioner Hartgen asked about the status of the traveling “Capitol Trunk” and whether it is available to go to schools. Mr. Daniel reported that he thought that some of the items in the trunk were being updated. Commissioner Patano reminded the commissioners that the initiative was funded in 2005, before Commissioner Gallimore was at ISHS. She said that since the web site had an offer to sign up for the traveling trunk, that the commission should ensure that the trunk(s) are available. Commissioner Gallimore was not familiar with the traveling trunks, but said that she would investigate and will give an update at the next Commission meeting.

#### **Art, History & Culture Committee, *Commissioner Janet Gallimore***

Commissioner Gallimore updated the commissioners on the latest activities of the Art, History & Culture Committee. She said that the Visual Artists Rights Act (VARA) waiver has passed through the legal review with approval after a modification that the Idaho State Historical Society is the official recipient of donations and not the Department of Administration.

Commissioner Gallimore continues working with Representative Black on the Capitol tree/woodworker project. They are cataloging all the items produced and refining the procedures for safe storage of the wood and the process to acquire more project proposals. Because there is much interest from woodworkers, this will be an ongoing project.

She presented four different program areas for exhibitions in the Capitol, as follows:

1. Reinstallation of current artifacts
2. New items that may be donated
3. Permanent exhibits (these exhibits will be located in the garden level, and will tell the story of Idaho and the restoration to students and visitors)
4. Temporary exhibition

The next action steps for the committee are to put together a recommendation for these different programs for review by the Art, History & Culture Committee (AHCC) Advisory Group. Commissioner Gallimore then presented detailed drawings from the Capitol architects showing the areas proposed for displays. The AHCC will lay in the four program areas on the floor plan and will recommend the final “templated” floor plan back to the Capitol Commission.

Commissioner Hartgen asked about the pictures of the territorial Governors and legislators' portraits and Mr. Swanson said that the Governors' portraits have been displayed on the second floor of the Capitol outside of the Governor's office, according to statute. He said that many of the portraits are decaying and he recommended that digitized copies of the portraits be on display to protect the historic original portraits.

Commissioner Erstad reminded the commissioners that display space should not cover the beautiful scagliola and plaster work in the historic architecture of the Capitol. The commission already has a policy in place that dictates that there isn't to be much art on display in the Capitol proper because of the historical nature of the building. Ms. Gallimore said that the AHCC's goal is to solidify the appropriate process for dealing with art in the Capitol and expansion wings, and the importance of handling and hanging temporary art appropriately.

### **Monthly Meeting Schedule, *Chairman Kane***

Chairman Kane said that regular meetings have been tentatively scheduled for the third Thursday of each month at the Idaho State Historical Society, but the April meeting would need to be rescheduled to either April 22 (Tuesday) or 23 (Wednesday). He requested that Ms. Henke coordinate the best meeting date with the commissioners, and he also asked that she poll the commissioners for a new regular monthly meeting day, making it either on Tuesday or Wednesday.

## **Adjournment**

**Commissioner Crow moved to adjourn the meeting; the second was by Commissioner Erstad.**

The meeting was adjourned at 11:25 a.m.

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Becky Henke, Communications Coordinator  
Idaho Capitol Commission