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# Idaho State Capitol Commission

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## Official Minutes, April 22, 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. Acting Chairman Stephen Hartgen called the meeting to order at 10:05 a.m.

### **Attendees**

#### **Members Present:**

Stephen Hartgen

Andrew Erstad

Evan Frasure, via teleconference

Sandy Patano

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

#### **Members Absent:**

Major General (Retired) Jack Kane, Chairman

#### **Others Present:**

Gary Daniel, Communications Liaison, Idaho State Capitol Commission

Becky Henke, Communications Coordinator, Idaho State Capitol Commission

Tim Mason, Administrator, Division of Public Works

Jan Frew, Executive Project Manager, Division of Public Works, Dept. of Administration

Joe Rutledge, Assistant Project Manager, Division of Public Works

Kelly Berard, Relocation Project Manager, Division of Public Works

Connie Smith, Fiscal Officer, Dept. of Administration

Teresa Luna, Chief of Staff, Dept. of Administration

Brigette Teets, Webmaster, Dept. of Administration

Matt Freeman, Legislative Services Office

Don Watts, Idaho State Historical Society

Ken Swanson, Idaho State Historical Society

Michelle Lynch, Idaho State Historical Society

Vivian Otero-Epley, Idaho State Building Authority

Rich Bauer, Lemley+3D/I

Jim Mallon, Lemley+3D/I

John Maulin, CSHQA

David Blenker, CSHQA

John Emery, Jacobsen Hunt Joint Venture

Layne Hess, Jacobsen Hunt Joint Venture

Jake Claridge, Jacobsen Hunt Joint Venture

Andrew Wolford, Jacobsen Hunt Joint Venture  
Paul Lawrence, Jacobsen Hunt Joint Venture

## General Commission Business

### Approval of Minutes

**MOTION: Commissioner Andy Erstad moved to approve the minutes of the March 20, 2008 Capitol Commission meeting as written. The second was by Commissioner Sandy Patano; the motion passed unanimously.**

## Budget and Funding Issues

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

Ms. Smith referred to the FY 2008 Budget Worksheet and the FY 2008 Sources and Uses of Funds reports for the period ending March 31, 2008 during her presentation, both available to the Commission.

Ms. Smith reported that total expenditures for personnel costs for the year are \$101,178, leaving a balance of \$91,983 in the budget. The most significant operating expenditures were in the amount of \$1,957 for a camera upgrade and additional copies of the Idaho Magazine issue featuring the Capitol restoration. These expenditures have been applied to the FY 2007 carryover, leaving \$4,810 available in carryover funds. The total FY 2008 expenditures from both the Capitol Income Fund and the Permanent Building Fund are \$270,134 as of March 31, 2008, leaving a balance of \$523,401 for the fiscal year.

A total of \$10,249 has been spent from the Capitol Furnishings fund, leaving a balance of \$5,029,124.

Addressing the FY 2008 Sources and Uses of Funds spreadsheet as of March 31, 2008, Ms. Smith reported cash/total available funds balances as follows:

- Income Fund: \$1,912,236
- Permanent Building Fund: \$299,485
- Capitol Furnishings Fund: \$5,225,650

The cash balance after liabilities is as follows:

- Income Fund: \$ 1,417,931
- Permanent Building Fund: \$255
- Capitol Furnishings Fund: \$186,277

The estimated market positions as of February 29<sup>th</sup> are:

- Income Fund: \$1,426,858
- Permanent Building Fund: \$0
- Capitol Furnishings Fund: \$186,277
- Endowment Fund: \$17,486,712

Commissioner Youtz thanked Ms. Smith for the improvements to the financial reports.

## Other Design & Construction Elements

### **Historical Furnishings & Artifacts Restoration Update, *Ken Swanson***

Mr. Swanson reported that he is working with the Division of Purchasing to procure restoration services for the Capitol artifacts and furnishings. The Division of Purchasing has assigned a purchasing officer to the project and they are currently working to get bids for refinishing the furniture from various vendors.

Pomerelle Studios is reviewing scanned copies of the historic photographs from the Capitol for acceptable quality. The photographs will be digitized with a standardized size of 36 inches by 27¼ inches. The photographs of legislators have already been scanned.

The contract to clean the Shoshone Falls painting has been approved by the Division of Purchasing and should be underway by the end of the week.

### **Furniture Update – Budget Presentation, *Kelly Berard***

Ms. Berard reported that she and Robyn Lockett have reviewed the new furniture products' estimates and some estimates have been revised as a result of their review, providing a considerable cost savings. She reported that they have conducted significant research on chairs, and a substantial part of the reduced costs is the result of the large volume purchase and using alternate chair selection for different areas in the Capitol. At the last meeting the estimate for furnishing the restored Capitol was presented as \$5.7 million dollars. By working diligently with the Space Allocation Committee, they have reduced that estimate to approximately \$4.7 million.

The estimates previously presented for purchasing window coverings, kitchen equipment and audio visual equipment have not changed. Ms. Berard and Ms. Lockett will review these estimates in detail with the intent of further reducing costs.

The furniture will be purchased using the same purchasing officer who is working with Mr. Swanson on the historic furniture restoration. Ms. Berard reported that they anticipate beginning the purchasing process in November 2008 rather than January 2009. Within the next four months, Ms. Berard will present the final selections for approval by either the Space Allocation Committee or Capitol Commission.

Commissioner Youtz asked if the vendors chosen have an Idaho presence and Ms. Berard reported that they have specifically chosen a vendor with Idaho presence.

### **Status of Capitol Items Protocol, *Janet Gallimore***

Commissioner Gallimore presented the final protocol to the Commission, explaining that it has been sent to the Design and Construction Committee for review. She explained that the protocol was developed by Idaho State Historical Society (ISHS) and the Division of Public Works (DPW) and will provide clear guidance to the Division of Public Works and other appropriate entities involved in the current Capitol expansion project. She recommended that the Capitol Commission adopt the protocol. Commissioner Erstad commented that the protocol was broad-based and inclusive enough to protect the state's assets.

**MOTION: Commissioner Andy Erstad moved to adopt the presented protocol as a guideline for the Idaho Capitol Commission for historic items removed from the Capitol. The second was by Commissioner Mike Gwartney; the motion passed unanimously.**

# Capitol Restoration Updates

## **Project Status, Jan Frew**

Ms. Frew asked Mr. Jim Mallon, Lemley+3D/I, to give an update on the construction activities over the last month. Mr. Mallon reported great progress on the building, saying that Jacobsen Hunt, the Construction Manager At Risk (CMAR), is focusing on the remaining demolition and the Capitol build-out and finishes.

Mr. Mallon said that the demolition work related to the new stairs and elevators is beginning and almost all of rest of the demolition is complete. He also reported that work on mechanical, electrical and plumbing systems (MEP) is progressing as scheduled. Jacobsen Hunt is holding coordination meetings with subcontractors to work out space conflicts and to fit all new work into existing space and cavities.

The contractors continue to provide marble and plaster mock-ups for the project team to review. The scagliola restoration is proceeding very well, and is now concentrated in the rotunda. The subcontractor (Evergreene) is completing the paint preparation and restoration of the column capitals in the House chamber as well as in the rotunda. The scagliola restoration is no longer considered a long lead item because it is taking a much shorter time to complete than anticipated.

Mr. Mallon reported that Jacobsen Hunt subcontractor, Meridian Steel Erectors, is erecting structural steel at the new south garden level entrance. Another subcontractor, Magnum Demolitioning, is conducting the demolition of the concrete walls and preparing for construction of the northeast and northwest stairways. McAlvain (MCI) has completed the concrete pour on the east wing shell, and the concrete pour for the west wing shell is scheduled to begin today. Structural work for the east wing connection is nearly complete and the full openings from the Capitol proper to the wings will be cut this month by A-Core, a McAlvain subcontractor.

## **Schedule Update**

Mr. Mallon reported that CSHQA has met the following two milestones on schedule:

- (1) bid documents issued for the tenant improvements in the wings, and
- (2) bid documents for the restoration work are due today.

He also reported that wings construction is on schedule and proceeding well, saying that McAlvain is pouring the slab-on-grade (concrete floor) and the MEP work in the garden level and both wings.

Mr. Mallon informed the commission that the Jacobsen Hunt reports that they are 35 days behind schedule on the Capitol restoration, and that they are developing a team recovery schedule. They plan to recover the 35 days by meeting with the subcontractors to review their work plans in detail and develop revised construction schedules. Jacobsen Hunt is committed to the substantial completion date of November 2009. He said that with portions of the project, such as the scagliola, taking much less time than expected, he has a high level of confidence that the CMAR will develop a schedule that will put them back on the November 2009 completion date.

Commissioner Erstad said that the Design and Construction Committee is meeting every two weeks and that both Lemley+3D/I and Jacobsen Hunt have been very responsive. He agreed with Mr. Mallon that they will be able to recover the lost days. He reported that the Design and

Construction Committee reviews the schedule at every meeting and will continue to work very diligently with Lemley+3D/I and Jacobsen Hunt on the schedule.

Mr. Emery expressed concern about the schedule, but said that Jacobsen Hunt is doing everything possible to complete this project by the deadline. He reported that CSHQA has located two architects on-site, which improves the turn-around time on decisions for architectural issues and work specification changes. He said that they are dealing with very hard construction problems in this project, such as design issues for MEP and many unknown building conditions, and he commended the team for working together to find solutions to meet deadline.

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

Ms. Frew explained to the commissioners that the Lemley+3D/I monthly program report shows the original project budget for the Capitol restoration was \$65.2 million and that \$30 million was originally budgeted for the wings expansion. She reminded the commissioners that after bids were received last October, she presented a budget estimate which was \$23.1 million over the original budget and told them that the project team has since reported the budget estimates monthly at every Capitol Commission meeting and bi-weekly at every Design and Construction Committee meeting. She then referred to the revised DPW 30-month Project Budget handout and explained that although this revised budget is still within the \$120 million budget, new amounts have been allocated to the construction and contingency categories. She reported that this revised budget is the product of a great deal of work by the project team over the last six months, and that the team is confident that they can move forward with the new budget allocations in this revised budget.

Ms. Frew reported that review of the guaranteed maximum price (GMP) is in process and will be completed over the next few weeks. After the project team reconciles the drawings incorporating the changed scope of work, the final GMP will become an amendment to the Jacobsen Hunt's contract. While signing the amendment is still a few weeks away, the schedule will not be adversely affected because work will continue while the design documents are being reconciled.

Commissioner Hartgen asked if the revised \$1.4 million in the contingency fund was adequate to cover the unknown conditions in this building and Ms. Frew said that the project team is still working on the answer to that question. Commissioner Gwartney reminded the commissioners that along with the \$1.4 million in the DPW project budget contingency category, the contractors will have additional contingency funds built into their contract amounts.

Commissioner Hartgen followed up by asking how firm the \$82.9 million estimate for the Capitol restoration is. Ms. Frew responded that the total restoration cost is \$82.9 million, but the GMP is only \$73.3 million, including an estimated \$8 million for the wings tenant improvements. The estimate for the tenant improvements in the wings may change as the bids are received.

### **Special Designation for Use of License Plate Monies, *Jeff Youtz***

Commissioner Youtz reported that the license plate program has generated about half a million dollars since it was started and he asked the Commission to consider using this money for some special purpose in the Capitol. He felt that the people who have purchased the license plates will want to know how their money is utilized.

Commissioner Patano suggested that it could be reserved as potential contingency funds until the end of the project and Commissioner Erstad asked if the mosaic of the Great Seal in the garden level would serve the purpose. The Commission discussed some ideas and Commissioner Youtz said that an immediate decision was not necessary, but the Commission should be thinking of what use would be most suitable.

He also reported that the legislature made the license plate program a permanent source of revenue for the Capitol, intending that it would be used for the restoration and maintenance of the building. Commissioner Crow suggested that after funding special items during the restoration, the funds could be used as an endowment for other costs that arise. She also suggested that the funds be used in the original Capitol and not the wings expansion. Commissioner Patano said that the timing to increase license plate sales is right now and requested that the Outreach Committee staff work on ways to do so.

## Public Outreach, Art & Culture

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

Commissioner Patano updated the Commission on Outreach activities since the last meeting as follows:

- Tours of the Capitol have been conducted every Friday, with approximately 70 people participating.
- Mr. Daniel has made community presentations to the Boise Centennial Rotary Club and the Kimberly Lions Club.
- Channel 7 ran a story on the Capitol and the Wyoming Star-Tribune also recently mentioned the Idaho Capitol restoration in a story about their own Capitol's restoration.
- Documentation continues through more high definition motion video by IPTV.
- The website is continually being updated and looks great.

Commissioner Patano reported that the Governor has received a request from Bart and Pat Templeman from Northern Idaho regarding the Capitol. The Templemans have commissioned a bronze bust of former commissioner Louise Shadduck for the new library in Coeur d'Alene and they have requested approval to commission another bust for display in the Capitol to recognize the life of former Commissioner Shadduck. Commissioner Patano explained what an exemplary person and stateswoman Ms. Shadduck has been. Her accomplishments include having been recognized in 1990 by Idaho Centennial Commission as one of the 100 most influential people in the state over the past century. Commissioner Gallimore said that because the VARA waiver is in place, art work can now be accepted for display in the Capitol.

**MOTION: Commissioner Mike Gwartney moved to notify Mr. and Mrs. Templeman that the Commission has accepted their generous offer, and that this donation will be used as a model for setting the artistic standard for artwork in the State Capitol. The second was by Evan Frasure; the motion was approved unanimously.**

Acting Chairman Stephen Hartgen made record of the Commission's appreciation for former Commissioner Shadduck's many, many contributions to the State over many years and praised her service as a Capitol Commissioner. He assigned Ms. Henke to draft the letter notifying the Templemans as soon as possible.

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

Commissioner Gallimore reported that Mr. Swanson and Mr. Daniel are working together to produce the airport exhibit. They are presently drafting the narrative and choosing the photographs to be used. The goal is to have this exhibition installed by May 16<sup>th</sup>. As soon as the panels are authorized, it will only take two weeks to create them.

Commissioner Gallimore passed around a copy of the curriculum guide that is included in the traveling educational trunk and updated the Commission on the status of the trunk. She explained that a press release will be issued to further promote the trunk and its educational value to teachers.

The Art, History & Culture Committee (AHCC) Advisory Group is scheduled to meet on May 19 to consider where exhibit space will be located in the restored Capitol and other key action points. Commissioner Gallimore expressed her hope that this Committee will help establish an art collection for the Idaho Capitol.

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

Regular meetings will now be tentatively scheduled for the third Wednesday of each month at the Idaho State Historical Society, unless a tour is scheduled. The next regular meetings are scheduled as follows:

- May 21 at JR Williams Basement Conference Room; a commission tour will follow
- June 18 (tentative) at Idaho State Historical Society
- July 16 (tentative) at Idaho State Historical Society

## **Adjournment**

**Commissioner Sandy Patano moved to adjourn the meeting. The second was by Commissioner Erstad; the acting chairman adjourned the meeting at 11:35 am.**

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Becky Henke, Communications Coordinator  
Idaho Capitol Commission