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# Idaho State Capitol Commission

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## Official Minutes, February 18, 2009

A meeting of the Idaho State Capitol Commission was held on this date in the JR Williams Basement Conference Room, Boise, Idaho. (Interim) Chairman Andrew Erstad called the meeting to order at 10:05 a.m.

### **Attendees**

#### **Members Present:**

Andrew Erstad  
Stephen Hartgen  
Sandy Patano  
Evan Frasure  
Delores Crow  
Jeff Youtz, Director, Legislative Services Office, and Ex-Officio Member  
Janet Gallimore, Executive Director, Idaho State Historical Society, and Ex-Officio Member  
Mike Gwartney, Director, Department of Administration, Secretary/Ex-Officio Member

#### **Members Absent:**

#### **Others Present:**

Representative Max Black  
Gary Daniel, Communications Liaison, Idaho State Capitol Commission  
Becky Henke, Communications Coordinator, Idaho State Capitol Commission  
Tim Mason, Division of Public Works  
Jan Frew, Executive Project Manager, Division of Public Works  
Joe Rutledge, Division of Public Works  
Kelly Berard, Relocation Project Manager, Division of Public Works  
Connie Smith, Fiscal Officer, Dept. of Administration  
Robyn Lockett, Relocation Specialist, Legislative Services Office  
Michelle Lynch, Idaho State Historical Society  
Sarah Tyler, Idaho State Historical Society  
Vivian Otero-Epley, Idaho State Building Authority  
Rich Bauer, Lemley+3D/I  
Jim Mallon, Lemley+3D/I  
John Maulin, CSHQA  
John Emery, JHJV

## General Commission Business

### Capitol Wood Project, *Representative Max Black*

Representative Max Black presented a lectern and bench made from Capitol trees as part of the wood workers' project.

### Approval of Minutes

**MOTION: Commissioner Jeff Youtz moved to approve the minutes from the January 21, 2009 Capitol Commission meeting as written. The second was by Commissioner Mike Gwartney; the motion passed unanimously.**

## Capitol Restoration Updates

### Project Status, *Jan Frew*

Ms. Frew asked Mr. Mallon to review the Lemley+3D/I January 2009 Program Report. Mr. Mallon reported that CSHQA continues to review and process Requests for Information (RFI), Submittals, Construction Change Directives (CCD), Proposal Requests (PR), Architect Supplemental Instructions (ASI) and inspect work in place.

Jacobsen Hunt has removed most of the scaffolding in the JFAC room. They are waiting to receive one piece of replacement glass for the skylight before removing the remaining scaffolding. The original piece of glass was broken during installation. Jacobsen Hunt has removed the scaffolding in the rotunda down to the fourth floor. Mr. Mallon said that this is a key milestone, because when the rotunda scaffolding is completely removed, they can begin demolition of the garden level floor.

Jacobsen Hunt has also completed the mechanical, electrical, plumbing (MEP) rough-in on the second through the fourth floors. They are presently completing that rough-in work on the first floor and in the garden level. They have installed the access flooring in the Senate chambers and will install the desks next.

Mr. Mallon also reported that the second floor plaster cornice is the most complex plaster work and the subcontractor is installing it now. The marble subcontractor is installing the marble wainscot and base, and the marble flooring on the fourth floor.

During January, McAlvain continued to clear items on the punch list for the wings core and shell. They have installed the large skylight in the east wing and will install the west wing large skylight when they receive the replacement glass for a piece that was broken in that skylight. McAlvain also has installed most of the sandstone cladding and continues to install the granite on the east and west porticos. When they finish, they can frame the ceilings. These activities depend on the weather.

Jacobsen Hunt continues to make the tenant improvements on schedule. They have installed most of the drywall in east and west wings and the MEP rough-in is on schedule.

**Budget Review, Jan Frew**

Ms. Frew began her report by referring to the Program Budget Summary, page 17 in the January 2009 program report. She reported that there are three contracts in place on the project. She clarified that the total contract budget includes the contractor contingency. Following is her summarized report:

<u>Contractor</u>	<u>Contract Amount</u>	<u>Paid to Date</u>
Jacobsen Hunt, Construction Manager At Risk	\$85,519,860	\$49,804,245
McAlvain, Design-Build Contractor	\$27,418,309	\$24,676,099
Jacobsen Hunt, Construction Manager At Risk	\$9,061,292	\$2,109,459
<b>Total program contracts and expenditures paid to date:</b>	<b>\$121,999,461</b>	<b>\$76,589,803</b>

Ms. Frew then referred to the DPW Project 30-month Budget Report, page 19 in the January 2009 program report, and summarized the following information:

	<u>Capitol Restoration</u>	<u>Wings Expansion</u>
Total project budget	\$ 85,492,660	\$ 37,007,340
Total year-to-date expenditures	\$ 49,988,224	\$ 26,601,577
Construction contract expenditures	\$ 42,727,596	\$ 24,988,517
<b>Total remaining budget:</b>	<b>\$45,910,198</b>	

Ms. Frew said that the pay out schedule on page 23 in the January 2009 program report, is tracking close to the projection.

**Schedule Update, John Emery**

Commissioner Hartgen asked Mr. Emery to report on the status of the schedule. Mr. Emery reported that he thinks the project will be completed on schedule. He reported the following details:

Fifth floor:	The new grating and the mechanical and electrical is completed.
Fourth floor:	Statuary hall is almost complete and only some marble remains to be placed. Subcontractors are cleaning the marble, hanging the restored doors and installing the carpet. As soon as all of the carpet and doors are all delivered to the fourth floor, the temporary construction elevators will be removed. Fewer workers are on the fourth floor because the work in that floor is almost complete.
Third floor:	Completion of the finish work on the third floor is two weeks behind the fourth floor. Millwork, tile and all finish trades are working on the third floor.
Second floor:	Subcontractors are working on painting and millwork on the second floor.
First floor:	Subcontractors are starting the painting and finish work on the first floor.
Garden level:	Subcontractors will start framing and millwork in 10 days. The first marble shipment from Italy was wrong and it will take eight weeks for replacement marble to arrive at the project. The contractor will begin the excavation of the south entrance in the next couple of weeks, which will require a dewatering process. As soon as the excavation is completed, the contractor will begin the demolition of the garden level rotunda floor and will install the new floor. They will measure the new floor for the marble, which must be specially cut and will take two to three months.



The total cash balance after liabilities are:

<u>Income Fund</u>	<u>Permanent Building Fund</u>	<u>Capitol Furnishings Fund</u>
\$ 1,207,012	\$ 4,658	\$ 310,838

The estimated market positions, as of January 31, are:

<u>Income Fund</u>	<u>Permanent Building Fund</u>	<u>Capitol Furnishings Fund</u>	<u>Endowment Fund</u>
\$ 1,216,744	\$0	\$ 310,838	\$ 13,747,317

## Other Design & Construction Elements

### **Historic Furnishings Update, *Kelly Berard***

Ms. Berard provided the Commissioners with a Historic Furniture Restoration Partial Re-Bid handout and showed them samples of the historic furnishings real and faux leather upholstery options. She reported that the budget can accommodate the real leather choice for the chairs, which lasts much longer and can be repaired more easily than the faux leather choice.

Commissioners Youtz and Patano agreed that the real leather was the best choice for long-term value and Commissioner Gallimore said that the real leather choice is more consistent with the historic furnishings. Commissioner Erstad directed Ms. Berard to proceed with the real leather upholstery.

## Public Outreach, Art & Culture

### **Grand Re-opening Ceremony, *Commissioner Sandy Patano***

Commissioner Patano updated the commissioners about the grand re-opening. She thanked Commissioner Gallimore for the historical information provided to her by ISHS. She reported that the committee is developing a budget and details for the event. Commissioner Youtz said that JFAC understands that there will be some expenses associated with the grand re-opening event.

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

Commissioner Patano asked Mr. Gary Daniel to report on outreach activities. Mr. Daniel first asked Ms. Frew to give the JFAC slide presentation to the commissioners. Commissioner Youtz reported that the Legislature was happy with the progress of the Capitol project, especially since the project it is on time and on budget.

Mr. Daniel summarized the outreach activities for the month as:

- The JFAC slides were also presented to 125 participants of the Idaho State Historical Museum brown bag lunch series. Commissioner Hartgen and Mr. Daniel gave the presentation.
- Mr. Daniel thanked Representative Black for his help with the dedication of a tree given by the Governor and the First Lady in honor of the Special Olympics. The tree will be planted in Capitol Park.

Commissioner Erstad asked how the Outreach program is keeping this project in front of fourth grade students as part of the Idaho history curriculum. Mr. Daniel explained that the traveling Capitol educational trunk has already been shipped to several teachers this school year.

Commissioner Erstad asked Mr. Daniel what is happening with the community presentation program. Mr. Daniel reported that he is honoring all requests for community presentations but

has shifted his attention to ramping up the Commission's web-presence and assisting in the documentary development, as this will be of assistance to the entire state and not just one group. He also explained that he is constantly giving information to the media, which reduces visits to the construction site. Commissioner Patano said that the Commissioners are the best presenters and it is up to them to participate in the community presentations, especially outside of Treasure Valley.

Commissioner Erstad requested that a more solid and proactive plan be established to actively market the Capitol Restoration efforts around the state. Ms. Patano agreed and said that the Commission should be focusing on the message about how the project is helping the economy. She encouraged Commissioners to be proactive in their areas of the State and said she will address the outreach program again at the next meeting.

Commissioner Erstad asked for a status update on the banner exhibits. Mr. Daniel reported that the banners are exhibited in Pocatello and exhibit sites are changed by Commissioner Frasure. The banners in North Idaho were first exhibited in the Coeur d'Alene library and then moved to the College of Art and Architecture at University of Idaho by Division of Public Works staff. They are now being exhibited in the library at the university. The third set of banners is on exhibit in the Capitol Annex during the legislative session. Commissioner Patano recommended that the banners be moved to a new exhibit site monthly and that the Commission web site indicate where the banners are located.

Commissioner Erstad requested a report at the next meeting that includes (1) where outreach is going, (2) who the target audience is and (3) who the links are.

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

Commissioner Gallimore reviewed the draft Request for Proposal (RFP) for the garden level permanent exhibitions and asked the commissioners to approve the RFP. She said that the RFP was developed working closely with the Division of Purchasing and will be released in March.

Commissioner Patano asked for clarification about how the columns will be used for exhibits and Mr. Maulin described that the columns are a combination of sheetrock and marble wainscoting and explained that they were designed for exhibitions and to display information for visitors.

Commissioner Gallimore said that the main thematic areas should include building the Capitol and the restoration, as well as the governmental history of the State of Idaho. These themes directly fit the fourth grade curriculum for Idaho history. The target markets include the general public and the fourth grade student field trips.

Commissioner Erstad pointed out the RFP involves a \$200,000 budget and asked how it will be funded. Commissioner Gallimore explained that the Legislative Services Office and the Idaho State Historical Society have both been given appropriations for this purpose.

Commissioner Hartgen asked if the RFP includes revising the brochure. Commissioner Gallimore said that it was not part of the RFP but she will work with the Outreach Committee on revising the brochure.

**MOTION: Commissioner Dolores Crow moved to approve the RFP for permanent exhibits in the garden level as presented. The second was by Commissioner Evan Frasure; the motion passed unanimously.**

Commissioner Gallimore reported on additional Art, History & Culture Committee (AHCC) activities, including:

- Linda Morton-Keithley has completed the Capitol image catalog and she will give a demonstration to the Space Allocation Committee at their next meeting.
- The AHCC is reviewing the exhibit protocols for the Capitol building and the exhibit proposals. They will make a recommendation for the Capitol Commission's approval at the next meeting. The committee is also coordinating temporary exhibits with the goal to schedule exhibits one year in advance.
- ISHS has inventoried the artifacts removed from the Capitol before the restoration and is reviewing the inventory of items to be returned after the restoration. This report will also be presented for approval at the next Capitol Commission meeting.

Commissioner Hartgen asked for an update on the garden level redesign to add the gift shop. Commissioner Youtz explained that the Legislative Services Offices will develop a coordinator position over the meeting room scheduling, dining room, gift shop and tour activities. These activities will be controlled by the legislature because the space is under their control. ISHS will assist with the gift shop management, but will require some additional staff.

#### **Monthly Meeting Schedule, *Commissioner Andy Erstad***

Regular meetings are tentatively scheduled for 10:00 a.m. on the third Wednesday of each month at the Idaho State Historical Society unless the Commission is touring the Capitol. The next meetings are scheduled for:

- March 18, in the JR Williams West Conference Room
- April 15 (tentative), at Idaho State Historical Society
- May 20 (tentative), meeting and tour, at JR Williams Basement Conference Room

## **Adjournment**

**MOTION: Commissioner Sandy Patano moved to adjourn the meeting. The second was by Commissioner Evan Frasure; the motion passed.**

The meeting adjourned at 11:35 a.m. and the tour of the Capitol construction site commenced.

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Becky Henke, Communications Coordinator