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# Idaho State Capitol Commission

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## Official Minutes

April 8, 2002

A meeting of the Idaho State Capitol Commission was held on this date in the Senate Caucus Room #350, Third Floor, Idaho State Capitol Building. Chairman Roy Lewis Eiguren called the meeting to order at 1:30 p.m.

## Attendees

### Members Present:

Roy Lewis Eiguren, Chairman

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

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

Andrew Erstad

Steve Guerber, Director, State Historical Society, & Ex-Officio Member

Stephen Hartgen

Skip Smyser

Sandy Patano

Will Storey

### Others Present:

Jan Frew, Design/Construction Manager, Division of Public Works, Department of Administration

Tim Mason, State Facilities Manager, Division of Public Works, Dept. of Admin.

Diane Blume, Management Assistant, Department of Administration

Connie Smith, Administrative Support Manager, Division of Internal Management Systems, Department of Administration

Carole Schroeder, Capitol Commission Assistant

Jeff Shneider, CSHQA Architects

John Maulin, CSHQA Architects

Jack Lemley, Lemley & Associates, Inc.

Bob Fick, Associated Press.

## **Approval of Minutes**

**MOTION:** Commissioner Smyser moved, Commissioner Erstad seconded and it passed unanimously that the minutes of the January 30, 2002 Idaho State Capitol Commission meeting be approved.

## **Budget and Funding Issues**

### **Status of Commission Funding/Overview of Legislative Direction**

Commission Chairman Roy Lewis Eiguren provided an overview of the status of funding for the restoration project. The Capitol Commission, during the 2001 Session of the Idaho Legislature, had been given a \$32 million lump sum appropriation and bonding authority to enter into an agreement with the Idaho State Building Authority to issue bonds for the remainder of the \$64 million project. At the beginning of the 2002 Session of the Legislature, due to the rather extreme revenue picture facing the state, the Governor put a hold on all state construction including restoration of the Idaho Capitol Building. He also recommended in his budget request that 10% (\$6.4 million) of the funds that the Commission had been appropriated/authorized for bonding during the last session be set aside to be put into other projects. Finally, during the course of the session the 2002 Legislature decided that it was necessary to take the remainder of the lump sum appropriation and use it to balance the state budget.

Therefore, the bulk of the funding that the Capitol Commission received during 2001 has been re-appropriated; however, the Commission was given direction by the Governor, the Legislative Leadership and JFAC to continue on with plans for the project which include the retention of 3DI/Lemley & Associates as well as moving forward with the design and development of the project. The Commission is doing that; there are funds that are encumbered to enable the Capitol Commission to move forward. Chairman Eiguren continued that it is the Commission's intent to move forward with what it has been asked to do, to complete the development of the construction design and be prepared to go back to the Legislature the next session to make a recommendation on how to proceed.

### **Revenue/Expenditures**

Connie Smith, Department of Administration, presented the Idaho State Capitol Commission Sources and Uses of Funds. The Commission currently has a \$37,143,877 cash balance as of February 28, 2002. This includes \$2,408,179 interest income and rents, royalties and timber sales. Total operating expense, year to date, has been \$21,274 of the revised FY02 budget of \$227,756. The Department of Administration has set up the account for the license plate sales, but has not received any income from those plates.

## **License Plates Update**

Commissioner Bianchi reported on the successful rollout of the license plates, thanks to help from the Transportation Department. The Commission sent out a poster and 50 brochures to every county assessor, and Commissioner Bianchi has made the posters and brochures available in the State Capitol so people can see how to order the Capitol Commission license plates.

Commissioner Bianchi noted a special thank you to his Administrative Communications Manager, Sheila Ison, who set up the brochure, saving the Commission the cost of hiring a professional firm. The brochures have been circulated and are being displayed in Assessors' offices around the state. According to Commissioner Bianchi's research, the plates need to be marketed in the Assessors' offices and in other places in order for the public to become aware of their availability. Having the plates on cars is a good selling tool as well. He will track sales on the web site to see how the license plates are selling and will report at the next Capitol Commission meeting.

## **Fundraising Consultant**

Commissioner Hartgen reported that the Communications/Outreach Committee recommends placing the hiring of a Fundraising Consultant on permanent hold until the Legislature meets again and resolves the restoration funding issue. Commissioner Smyser asked Commissioner Ahrens about the administrative steps to achieve this. She said the Department of Administration will send a letter to the potential fundraising consultant bidders, notifying them that we are not going forward. The Department of Administration will need to call for bids again once the Legislature has decided on funding issues, because the bids will expire before the Legislature meets again next session.

**MOTION:** Commissioner Smyser moved, Commissioner Hartgen seconded, and it passed unanimously to take the steps outlined by Commissioner Ahrens for the Department of Administration to inform those who bid on the fundraising consultant contract that the fundraising is put on indefinite hold and that the Capitol Commission will take no further action on this matter until the Legislature resolves funding issues.

## **Design/Construction Issues**

### **Project Update**

Before Commissioner Erstad began his report, Commission Chair Eiguren reviewed the historical aspect of the Capitol renovation; the Legislature and the Governor specifically directed the Commission to encumber the funds necessary to complete the design work as well as retain 3DI/Lemley to review the design development documents and the budget estimating. Commissioner Erstad explained that the current status of the project is that 3DI/Lemley & Associates came on board shortly prior to the submission of the Design Development documents. CSHQA quickly brought them up to speed with regard to the project and part of the firm's transition into the whole process was a thorough analysis or review of the Historic Structures Report and the Master Plan and based on that, they have been making their assessment of the Design Development documents. The Design/Construction Committee has met repeatedly on the status of those documents and the cost estimates.

Commissioner Erstad continued that to date, the Committee has completed the Historic Structures document, the Master Plan, and the Schematic Design which this Commission has approved. Today Commissioner Erstad would like the Commission to approve the Design Development documents. He reported that there has been a little slippage in timing, primarily due to schedules of the Commission meetings and getting authorization for CSHQA to move forward.

Commissioner Erstad asked Jan Frew, Design/Construction Manager, Division of Public Works, to update the Commission on the east and west stairs. She reported that the east stairs are complete and work is continuing on the west stairs. The contractor is a little behind schedule on completing the west stairs. Last week there were some failed concrete tests and part of the stairs had to be redone. The stairs will be completed well ahead of the rest of the project, so that delay will not impact the finish date of the project. The State has extended the contract completion date on the exterior repairs until June 10 because there is additional

repair work on the exterior. The exterior repairs are being done as a unit cost, so the contractor will continue to do exterior repairs as long as there is money available.

Ms. Frew said repairs were prioritized because damage was more extensive than originally thought. These priorities have been established through the Design/Construction Committee, beginning with repairs to stones that are posing a physical threat, such as being in danger of falling or possibly becoming separated and coming apart. The second priority is to repair and to stop any migration of water that is getting into the stonework. Workers are starting at the top and working down; the parapet is by far in the worst condition on the building because the water hits first on the top of the wall. These repairs are being made while the scaffolding is in place. The third priority set by the Design/Construction Committee is to replace some of the granite stones. Several were in the base bid; a suitable match for the granite has been located and a very good contractor is currently on board. It was felt that this would be a wise use of funds to replace the granite because the need was identified and the stonework matches. Any cleaning of the building will be delayed to the future project. The only cleaning that will be done during this phase is sponge-jet cleaning of the horizontal surfaces of the building, and this is being done because much of the staining and growth on the horizontal ledges is covering up mortar joints and places that need to be repaired. At this point, the Commission is proceeding and will make these repairs to the extent of funding available. This project was funded \$1,472,205 and according to Ms. Frew the State will spend that wisely and keep it within budget.

Commissioner Erstad continued that the Committee will proceed with the major issues and then do some minor clean up areas. Commission Chair Eiguren asked if a decision was made on the committee level to clean the entire exterior. Commissioner Erstad said the issue of the cleaning of the building was based on the necessity to get access to areas that have so much dirt and residue build up that the contractors couldn't see what was underneath. There have been a number of discussions in the Design/Construction Committee meetings regarding cleaning of the building, but the full cleaning of the building was never discussed; it was always remedial cleaning to see where repairs needed to be made.

Ms. Frew added that under this project there will not be any repair work to the north and west face of the north wing nor to the north face of the west wing. These repairs will be left to the future project.

## 3DI/Lemley Review of Design Development Documents

Commissioner Erstad introduced Jack Lemley of Lemley & Associates and asked him to address the process that 3DI/Lemley completed with the architects to reconcile the cost estimates and the overview of the Design Development (DD) documents. Mr. Lemley said that 3DI/Lemley undertook a full estimate of costs based on DD drawings and specifications they received from CSHQA. The firm identified several areas that it had questions about. Those questions were resolved satisfactorily with the architect and to arrive at what Mr. Lemley believes is a good cost reconciliation between CSHQA's estimate, drawings and specifications, and 3DI/Lemley's interpretation of what CSHQA offered. 3DI/Lemley did an analysis of all of the background data, the planning that has taken place, and the historical component of the development. 3DI/Lemley has shared its comments with CSHQA and with the State of Idaho and he believes there is a full understanding with the architects that the budgets are in good shape at this point at \$64 million total cost.

Commission Chair Eiguren asked if the \$64 million could be reduced. Mr. Lemley believes that \$64 million is a prudent budget to maintain. He hopes there may be savings as they go along, but doesn't believe it would be wise to reduce the budget now. He said that it is a proper budget that has been developed and it should be maintained with two completely independent estimates that were reconciled. He recommends leaving the budget at \$64 million.

Mr. Lemley said a one-year slippage from the 2005 original completion date probably will not affect this budget; more than one-year's escalation will necessitate revisiting the budget upward, in his opinion. Although there are differences of up to 20% on individual items in the CSHQA estimate and the 3DI/Lemley estimate, the bottom line is very close between the two estimates. As the drawings are developed and there is more detail, then both sides can identify if there is any savings.

Mr. Maulin pointed out that CSHQA will be finished with its final Construction Documents before the start of the next Legislative Session. Everything will be continued until the next session when the Legislature will decide whether to fund the restoration or not. If the Legislature authorizes the Capitol renovation next session, the Commission can move forward assuming the Legislature provides for swing space at the same time.

Commissioner Erstad volunteered the Design/Construction Committee to report at the July Capitol Commission meeting on what escalation that CSHQA and 3DI/Lemley forecast. Commissioner Ahrens said that the Legislature has left \$5.3 million in the Capitol Commission account to take care of the design work and the Project Manager, and the income fund is \$3.4 million; she suggested also taking into account the cash on hand and the funds in the DPW account for light fixtures and fire sprinklers. Commission Chair Eiguren summarized that at the July meeting the cost escalation factor and the exact amount that the Commission needs to request from the Legislature next year will be discussed and determined.

## **Final Approval of Design Development**

Commissioner Erstad continued that Design Development documents have been submitted by CSHQA with the required cost estimate; the cost estimate has been scrutinized by 3DI/Lemley and so the Design/Construction Committee is comfortable with its accuracy.

**MOTION: Commissioner Erstad moved, Commissioner Guerber seconded, and it passed unanimously that the Commission accept and approve the Design Development documents and cost estimate as submitted to the Design/Construction Committee and authorize Ms. Jan Frew, DPW, to initiate the next phase of the design process, the Construction Documents.**

In answer to a clarifying question, Commissioner Erstad explained that the Capitol renovation process has been set up in a traditional phasing arrangement. The Commission brought CSHQA on board to complete an Historic Structures Analysis and a Master Plan. Based on these two documents, the Commission contracted with CSHQA to do the full service design phase which included schematic design and once that was approved by the Commission would move to Design Development, and once that was approved by the Commission, proceed to Construction Documents. This much is roughly 45% of the process. Upon completion of the Construction Documents, the project will be reviewed by DPW and 3DI/Lemley, approved by the Commission and made available for bidding assuming the funding is in place. After the bidding, it will go into construction administration. These five phases are the commitment that the Commission has with CSHQA. By contract, the Construction Documents will be completed in 270 days which falls in December.

Commissioner Erstad continued that 3DI/Lemley has been focused on the Master Plan and on issues relating to the Master Plan. They did not have all of the background that the Commission had going into the

design development. The Commission authorized some variations on the Master Plan that were related to mechanical and infrastructure matters, not aesthetic. The documents continue to reflect the Master Plan and consequently the Design/Construction Committee is following the Master Plan.

## **Public Relations/Outreach**

### **Public Relations Marketing Program Update**

Commissioner Patano reported that the Public Relations/Outreach Committee has met and discussed what to do while the State of Idaho is in the current economic situation. The consensus was to either slow down or suspend any marketing programs and not spend any further funds on public relations or marketing until the economy improves. Once Capitol Commission funding has been restored, Commissioner Patano said the committee believes it will be easier to fundraise and educate the public about preserving their building. Commissioner Guerber asked if internal publications such as *renewal news* will also be suspended. Commissioner Ahrens said she believes *renewal news* is important for the tenants of the building so they can be kept aware of what is going on in the State Capitol. Commission Chair Eiguren said that the Commission will revisit the issue of public relations and marketing once funding has been restored.

### **Revision of Commission Logo**

Commission Chair Eiguren asked the opinion of the Commissioners about modifying the Commission logo to take the completion date of "2006" off of the logo. It was the consensus of the Commission to delete "2001-2006."

## **Access/Use/Administration**

### **Request to Remove Tree from Capitol Grounds**

Commissioner Ahrens explained that Mr. Mason has pointed out a tree that has died on the grounds of the State Capitol. Commissioner Ahrens has talked to Commissioner Guerber about an inventory of memorials

and trees on the Capitol grounds. They decided that Commissioner Guerber will be in charge of getting a listing of every tree and every memorial so that by the next meeting, the list can be presented to the Commission. Ms. Schroeder will help him in this project so that the Commission will know whom to contact when certain trees die and replacements need to be arranged. Mr. Mason reported that the dead tree is at the northwest corner of the State Capitol near State Street. It has been dead for a year or more. Zamzows has confirmed that it is dead and recommends it be removed. Commissioner Ahrens suggested removing the dead tree and planting another tree in memory of the group. The current plaque reads that the tree was "planted as a memorial to the Grand Army of the Republic by the Women's Auxiliary" of that organization. Commissioner Erstad asked if this would come out of the Capitol Commission budget or the Department of Administration budget. Commissioner Ahrens will check on the cost to replace the tree and how it would be funded. She will see if perhaps a group will donate the replacement tree.

**MOTION: Commissioner Ahrens moved, Commissioner Storey seconded, and it passed unanimously to remove the tree and then return to the Commission with a recommendation on replacing the tree along with the original plaque, probably approaching the group that initially donated the tree and asking it to participate in the selection.**

## **State Street/Barricades**

Commissioner Ahrens reported that the State of Idaho has signed a use agreement with the Ada County Highway District now that State Street is reopen to traffic. The issue is that no parking is to be allowed on State Street between Sixth and Eighth Streets. The State of Idaho will work with the City of Boise on that issue; the City would like more parking to be available. The barricades and bollards will be replaced with rectangular planters; however, access will be restricted under the Portico. Only the two entrances on the first floor that are currently being used will be retained. A locking system has been installed on the Capitol Building which is the same as the locking system on other state buildings. There are access cards/Employee I.D. cards for allowing employees into the Capitol after hours. Depending on the state of security, security guards will not be posted at the State Capitol now but may be again in the future.

## **Next Meeting**

Tuesday, July 30, 2002.

## Adjournment

The April 8, 2002 Idaho Capitol Commission meeting adjourned at 2:35 p.m.

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Roy Lewis Eiguren, Chairman  
Idaho State Capitol Commission

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Carole Schroeder, Capitol Commission Assistant  
Department of Administration