
Idaho State Capitol Commission

Official Minutes, September 17, 2008

A meeting of the Idaho State Capitol Commission was held on this date Idaho State Historical Society main conference room, Boise, Idaho. (Acting) Chairman Steve Hartgen called the meeting to order at 10:05 a.m.

Attendees

Members Present:

Stephen Hartgen

Sandy Patano

Evan Frasure

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:

Andrew Erstad

Dolores Crow

Others Present:

Gary Daniel, Communications Liaison, Idaho State Capitol Commission via teleconference

Becky Henke, Communications Coordinator, Idaho State Capitol Commission

Tim Mason, Administrator, Division of Public Works, Dept. of Administration

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

Robyn Lockett, Relocation Specialist, Legislative Services Office

Ken Swanson, Idaho State Historical Society

Michelle Lynch, Idaho State Historical Society

Dustin Kuck, Governor's Office

Vivian Otero-Epley, Idaho State Building Authority

Rich Bauer, Lemley+3D/I

Jim Mallon, Lemley+3D/I

John Maulin, CSHQA

Kyle Hemly, CSHQA

John Emery, Jacobsen Hunt Joint Venture (JHJV)

Mark Snider, United Water of Idaho

Stephanie Raddatz, United Water of Idaho

General Commission Business

Approval of Minutes

Commissioner Mike Gwartney commented on the August meeting minutes and requested that the record clarify that the commission's budget goal for the project is still \$120 million.

Commissioner Gwartney reiterated how important it is that everyone is dedicated to keeping the original \$120 million the goal.

MOTION: Commissioner Sandy Patano moved to approve the minutes from the August 19, 2008 Capitol Commission meeting. The second was by Commissioner Janet Gallimore; 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 August 31, 2008 during her presentation, both available to the Commission.

Ms. Smith reported total expenditures for personnel costs during August were \$22,464, leaving a remaining personnel budget balance of \$159,199. She reported that \$41,589 has been spent from operating funds during August. The two main expenditures included training costs in the amount of \$1,504 and Department of Lands Fees of \$33,695. The total operating expenditures to date are \$64,053, leaving a balance of \$858,198. The Capitol Furnishings Fund expenditures were \$222, leaving a balance of \$ 4,913,156.

Addressing the FY 2008 Sources and Uses of Funds spreadsheet as of August 31, 2008, Ms. Smith reported total available funds are as follows:

- Income Fund: \$1,777,939
- Permanent Building Fund: \$298,887
- Capitol Furnishings Fund: \$5,164,302

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

- Income Fund: \$1,149,917
- Permanent Building Fund: \$4,658
- Capitol Furnishings Fund: \$250,924

The estimated market positions, as of July 31st are:

- Income Fund: \$1,141,722
- Permanent Building Fund: \$0
- Capitol Furnishings Fund: \$250,924
- Endowment Fund: \$17,342,902

Capitol Restoration Updates

Project Status, *Jan Frew*

Ms. Frew asked Mr. Mallon to review the Lemley+3D/I *August 2008 Program Report*. Mr. Mallon reported:

Capitol Restoration and Wings Tenant Improvement CSHQA continues to support the project, including xeriscape landscaping design. Marble, scagliola, plaster and woodwork restoration continues. Final plaster work and painting are under way on third and fourth floors. Despite challenges, the project team has found a match for the Vermont marble.

Garden Level Wings Core and Shell The Design Build Team (DBT) completed installing the air ducts and they pressure tested and insulated hydronic piping on the west wing. The DBT completed the interior walls in the west wing, and completed and inspected the fire protection rough-ins in both wings. They have installed and tested most of the roof membrane and drainage mats on the east wing. Testing of the waterproofing was completed on both wings except for areas around the historic main east and west stairs.

Commissioner Youtz asked if the waterproof testing was successful and Mr. Mallon report that the first tests indicated some small repairs were necessary, and after the repairs were completed the subsequent tests were successful.

The DBT also began installation of the hollow metal door frames, the elevator in the east wing, and reconstructing the historic stairs on both wings. They are preparing for the sandstone cladding on the 6th Street entrance of the east wing. The DBT began placing the geofam and lightweight soil over the east wing.

Capitol Restoration Construction Mechanical ductwork, electrical, plumbing (MEP) and fire protection installation continues on all floors of the Capitol, and is mostly complete on the second floor and above. Subsequent MEP work will be concentrated in the vertical shafts and adjacent to the rotunda and garden level mechanical spaces. Framing commenced in the garden level. The dry wall subcontractor is progressing from the top of the building and working downward, and is now installing drywall on the second floor.

The Construction Manager At Risk (CMAR) continues plaster and wood restoration, concentrating their efforts on the third and fourth floors. Distemper paint removal continues on all floors. The paint subcontractor has begun applying paint finishes on the fourth floor. Evergreene has completed the scagliola restoration and it is ready for inspection. Rather than following the typical top to bottom sequence used for the balance of the remodeling, marble cleaning and restoration are scheduled in areas as the other crafts vacate.

Schedule Update, Mr. Mallon

The distemper paint continues to cause delays; however, clean-up of the distemper paint is complete on the fourth floor where the paint subcontractors are working diligently. The budget includes an allowance for acceleration which is expensive, so the CMAR balances staying within budget and meeting the completion date.

The CMAR's schedule updates show a 29 day delay from the November 2009 substantial completion date. Although the November substantial completion date appears to be achievable, project managers are closely monitoring it. When the distemper paint is cleaned up, the CMAR can adjust the schedule more accurately.

Substantial completion of the wing's core and shell is scheduled for December 10, 2008, but the DBT remains committed to completing the east wing interior enough for the CMAR to begin tenant improvements by September 11, 2008.

Commissioner Youtz asked what the strategies to recover the 29 day delay in the schedule are and Mr. Emery responded that the iron workers and distemper paint workers have been accelerated. He explained that the subcontractors are asked to increase the number of workers rather than having their crews work overtime. He said the fourth floor is 95% complete and the painting, millwork and plaster installation has started. The third floor is 29 days behind schedule but they will pick up some of that time on the garden level, first and second floors. Mr. Emery said that barring unforeseen circumstances, he expects to meet the November 2009 substantial completion date. Commissioner Gwartney reminded the project managers that prison labor is available to help meet the budget and schedule.

Commissioner Patano asked how extensive the damage to the porticos is and Mr. Mallon said that the east portico has the most damage and the DBT is working with the masonry subcontractor on the repair.

Commissioner Hartgen asked Mr. Emery if he felt the project was on schedule and Mr. Emery replied that some parts of the project, like the rough in work, is ahead of schedule but that some of the finish work is being held up by the distemper paint issues. The rough in work will allow finish work all over the building. He said that some already completed work being is not critical to the schedule, so it isn't reflected in the schedule reports.

Budget Review, *Jan Frew*

Ms. Frew referred to the DPW Project 30-month Budget Report as of August 31, 2008 and reported total expenditures for the Capitol restoration project at \$26,807,380 and \$21,330,801 for the wings expansion. She also reported construction expenditures at \$20,812,069 for the Capitol restoration and \$20,048,792 for the wings expansion.

Ms. Frew said that the project management team is diligently maintaining the \$120 million budget by scrutinizing the use of contingency funds and by identifying cost savings. Commissioner Gwartney reminded the commissioners that any expenditure above the \$120 million budget requires his signature.

Commissioner Hartgen asked if the expenditures for the distemper paint clean up are within the allowance and Ms. Frew said that those expenditures are less than the allowance but the plaster repair expenditures are over the allowance, so by combining the two, the expenditures are still within the overall allowance.

Commissioner Hartgen asked if the DBT was liable for the damage to the porticos and Ms. Frew explained the damage was sustained during the construction phase and said that the repairs are included in the DBT contract and the project team is monitoring that the DBT adheres to Division of Public Works strict repair requirements.

Commissioner Frasure asked Ms. Frew to clarify why the contingency funds for the wings expansion were more than for the restoration. Ms. Frew said that when the project began,

separate budgets were established for the restoration and the expansion, and since the wings expansion tenant improvement work has not yet begun, less contingency money has been spent in that portion of the project. No adjustments have been made from one portion of the project to the other in the contingency fund category.

Commissioner Hartgen asked Ms. Frew to explain the Potential Change Report in the *Monthly Program Report* and she said that the project managers use this report at the weekly budget meeting to review what changes are requested and how they will affect the budget.

Xeriscape Landscape Design, John Maulin and Kyle Hemly, CSHQA

Mr. Maulin introduced Mr. Hemly, who displayed the design for the xeriscape garden that will be located on the north side of the Capitol grounds. He explained that the garden will have a range of adaptive and native plants and will include walkways. Mr. Hemly said that these plants are 20 to 30 percent more expensive and the hope is that outside community groups will come forward to help with the maintenance of these Idaho plants.

Mark Snider, from United Water of Idaho, said they will prepare the educational portion of the garden, which includes brochures and garden signage, and both will be funded by United Water of Idaho.

Commissioner Gwartney asked to have the record reflect that the Department of Administration is also planning xeriscape gardens at the Governor's mansion and the Commission requested that the design team review and use the plans for the Governor's mansion to avoid duplication of effort. Commissioner Gwartney also commended the Capitol mall grounds maintenance crew and added that this garden will require more work for them.

Commissioner Hartgen asked for the status of this garden to be reported to the Capitol Commission at future meetings.

Space Allocation Committee - Utah Capitol Tour Checklist, Robyn Lockett

Ms. Lockett presented a checklist to commissioners derived from the Space Allocation Committee's tour of the Utah Capitol. Commissioner Patano asked who actually ordered the items in the gift shop in Utah. Commissioner Youtz responded that the legislature controls the space so they will decide how to manage it. Commissioner Youtz said that the Blind Commission regularly runs snack areas in state office buildings and the Idaho State Historical Society (ISHS) has the expertise to manage the gift shop. He will address this question with the Legislative Space Allocation Committee and report back to the Capitol Commission. He noted that the Utah Preservation Board manages the Utah Capitol's cafeteria and gift shop. Commissioner Patano mentioned that the gift shop in the US Capitol sells an annual Christmas ornament, and if the commission chose to, proceeds could come to the Commission or the ISHS.

Commissioners Gallimore and Patano asked who is responsible for the grand reopening of the Idaho State Capitol and Commissioner Youtz said that the Outreach Committee is appropriate to manage the grand reopening, noting that it really needs to be a group effort with the Governor, Legislature and specific Capitol Commission committees. Ms. Lockett said that the Utah Preservation Board had several small open house type celebrations, culminating in a grand reopening ceremony. Commissioner Hartgen asked Commissioner Youtz and Ms. Lockett to

report back at the next meeting with the process details for the Utah reopening celebrations, including the open houses and the grand reopening.

Commissioner Youtz explained that Utah developed a documentary film of their restoration and tour groups view that film prior to their tour. The commissioners discussed producing a documentary of the Idaho Capitol restoration.

Commissioner Hartgen outlined to following areas to be discussed by the Commission at the next meeting:

- Dining room (a public facility under consideration by the legislature)
- Exhibition/presentation space
- Reopening schedule/plan

Capitol Historic Furniture Restoration Report, *Ken Swanson*

Mr. Swanson reported that a detailed inventory, including photos, is complete and includes 350 to 400 pieces of furniture in the possession of ISHS. The remainder of the furniture is in use at the Capitol Annex. He referred to the commissioners' handout showing the details of condition and disposition of each piece. He said that the timeline for restoring the furniture will be available to Ms. Berard and Ms. Lockett by September 2008.

Ms. Frew asked if cost estimates are available and Mr. Swanson said that they are not available because the bids requests have not yet been sent out. Ms. Berard asked how much of the \$200,000 to \$300,000 cost of restoring the furniture is in the ISHS budget. Commissioner Youtz replied that \$180,000 was appropriated to the ISHS budget for this project.

He also explained that ISHS intends to bid using "like item" purchasing to help with consistency and pricing, and he expects the bid writing to be done by mid-October. The restored furniture from ISHS will be returned by the end of May 2009 and the furniture from the Annex will be completed by September 2009. The completed furniture will be stored at the Kendall Street warehouse.

Commissioner Hartgen said that he looks forward to hearing an update of the bid information at the October meeting.

Public Outreach, Art & Culture

Public Relations/Outreach Activities, *Sandy Patano*

Commissioner Patano asked Mr. Daniel to report on this month's outreach activities. He reported the following activities:

- Ricardo Ochoa, Idaho Public Television, has been filming the restoration in high definition video for the documentary since the beginning of the project and the storyboards are in development.
- Mark Hoversten, the dean of the College of Art and Architecture at the University of Idaho, has committed his 5th year students for various project activities such as the children's Capitol mall model.
- The secretary of state will feature black and white photos of the Capitol restoration project in their Blue Book.

- The August Coeur d'Alene Rotary Club was the largest audience for the community presentation to date.
- Fox 12 news toured the Capitol for a story about the restoration project, which was very positive. Mr. Daniel hopes to add this to the documentary.
- Mr. Daniel is planning on a “virtual newsroom” on the website to communicate more information about the project.

Commissioner Patano asked the Commissioners to help Mr. Daniel increase presentations to the outlying areas, especially in eastern Idaho. She stressed that many residents don't even realize the Capitol restoration is in progress. Both Commissioners Gwartney and Patano agreed that the community presentations are most effective when commissioners are involved.

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

As requested last month, Commissioner Gallimore presented the 2008-2009 work plan for the Art, History & Culture Committee (AHCC). She said that the staff at ISHS is developing the process for accessing the photograph database online and what fee to charge. The AHCC and its advisory committee plan to meet in October.

Capitol Building Exhibit Layout Plan, *Ken Swanson*

Commissioner Gallimore asked Mr. Swanson to present the restored Capitol exhibit layout plan. Mr. Swanson provided the commissioners with floor plans highlighting the different areas and the type of exhibits planned for each area. Following is a summary of the recommendation for each area.

Garden level:

- Rotunda – permanent displays about the history of the Capitol building and Idaho history.
- South vestibule – permanent installation

Expansion wings:

- Corridors – temporary art exhibitions, including paintings and photographs
- Meeting Rooms – historic photographs
- Cafeteria – historic photographs

The first floor:

- Rotunda – permanent art
- West corridor – temporary art exhibitions

The second floor:

- Rotunda – permanent art
- Corridors – the governors' portraits
- Governor's ceremonial room and front vestibule – permanent art

The third floor:

- Rotunda – permanent art
- Corridors and vestibules – permanent art and the legislative portraits
- Meeting rooms – historic photographs and temporary art exhibitions
- Lounges, JFAC, and Statuary Hall – historic photographs and temporary art exhibitions

The fourth floor:

- Rotunda – permanent art
- Corridors – historic photographs
- Vestibules – temporary art exhibitions
- Meeting rooms – historic photographs and temporary art exhibitions
- Gallery – historic photographs and temporary art exhibitions

Commissioner Gallimore said she will meet with the First Lady to discuss how to best display the governor's portraits. The AHCC is also working to secure outside funding sources for various displays. Commissioner Hartgen asked where the bust of Louise Shadduck will be displayed and Commissioner Gallimore said that she would send a letter to Commissioner Gwartney making a suggestion.

Monthly Meeting Schedule, (*Acting*) Chairman Steve Hartgen

Regular meetings are tentatively scheduled for 10:00 am on the third Wednesday of each month at the ISHS unless the Commission is touring the Capitol:

- October 15 at ISHS
- November 19 (tentative), meeting and tour, at JR Williams Basement Conference Room
- December 17 (tentative) at ISHS

Adjournment

Commissioner Hartgen adjourned the meeting at 12:15 pm.

Becky Henke, Communications Coordinator