

Minutes of the
Advisory Committee on Relocation
August 24, 2006
Senate Caucus Room

Chairman Patti Anne Lodge called the meeting to order at 10:35 am. Present were Senators Davis, Darrington, and Langhorst and Representatives Moyle, Field, Roberts, and Henbest. Also present were Pam Ahrens, Director, Department of Administration; Tim Mason, Ric Johnson, and Jan Frew, Division of Public Works; Kent Krohn, LKV Architects; Shelia Ison and Robyn Davis, Legislative Services; Pamm Juker and Terri Franks-Smith, House Staff; Dawn Hall, Division of Financial Management; Jeff Youtz, Director, Legislative Services; and Eric Milstead and Lisa Kauffman, Legislative Services Office.

Eric Milstead reviewed the funding status of the project and the sources of funds. Mr. Milstead stated that the original appropriation that was approved by the Legislative would be enough to complete about half of the project but that funds will still need to be secured to complete the second half.

Chairman Lodge asked Director Youtz what he felt the next step should be for this committee to take to insure that the funds are secured. Director Youtz replied that this committee could draft a recommendation to the Joint Finance Appropriations Committee (JFAC) to grant a supplemental appropriation to cover the second phase of funding. Different options were reviewed to cover the second phase but the best option is to have JFAC grant a supplemental the second week of the session so the project can go forward and be completed by the end of session.

Senator Darrington made a motion to make the recommendation to JFAC to grant a supplemental appropriation at the beginning of next session to cover the costs on the second phase of the relocation project. Motion was seconded by Senator Davis. There was unanimous consent by the committee to accept the motion.

Chairman Lodge stated that this committee will draft a letter signed by the Co-chairs to Legislative Leadership and to JFAC recommending that JFAC grant a supplemental appropriation to the Department of Administration to complete the second phase of the relocation project.

Jan Frew, Project Manager, Division of Public Works, updated the committee on the status of the Capitol Annex, the RFP process and the project timetable. Ms. Frew stated that a Request for Proposal (RFP) has been issued for a design build contractor. This design build team typically is composed of a contractor and a design professional that propose to do the work and develop the detailed design and identify the specifics of the project and the construction costs. The preliminary meeting was held last Tuesday and there were three general contractors that attended the meeting that expressed interest in the project. Asbestos removal has begun, mainly the removal of the old floor tiles that were previously covered by carpet and removal from other limited areas. The removal of

the asbestos is being paid out of statewide asbestos removal funds from the Permanent Building Fund. Selected demolition has also begun, with the main goal now being to remove what needs to be taken out of the building so they can get to any areas still containing asbestos and then that removal will be completed. The demolition contractor has also begun to remove several of the large walls within the building. The elevator repairs have begun so both elevators will be functioning within the building once again. The boiler has been inspected and it appears to be in working order, but since the pipes are old leaks and other problems down the road are a possibility but will be repaired as they occur. That concludes the update on the current work that has either been completed or is in process.

Ms. Frew reviewed the following timeline listed below for the committee:

Design Build Team Selection & Contracting

- 8/14/06 RFP Issued
- 8/22/06 Pre-proposal Conference
- 9/5/06 End of Clarification Period
- 9/8/06 First Addendum Issued to Design Build Team's by Midnight
- 9/19/06 Proposals Due On or Before 5:00 pm
- 9/25/06 Owner Interviews Selected Design Build Team
- 9/26/06 Design Build Team Selected
- 10/3/06 Permanent Building Fund Advisory Council Approves Selection
- 10/4/06 Owner Issues Letter of Intent; Contract Negotiations Begin

Design & Construction

- 10/12/06 Anticipate Notice of Intent to Award
- 10/16/06 Earliest Construction Start
- 1/30/07 Incorporate Phase 2 Work Into Agreement
- 4/20/07 Substantial Completion of Phase 1 Work
- 9/7/07 Substantial Completion of Phase 2 Work

Chairman Lodge asked if the entire renovation of and relocation into the Ada County Courthouse will be completed by September 7th, 2007. Ms. Frew replied that was correct.

Senator Langhorst asked when the staff will be moved into the building. Ms. Frew replied that in the overall schedule they have identified April 2007 as the moving month, depending on when the Legislative actually adjourns this next session. They will be phasing the work groups in on a weekly basis so everyone will be transitioned over a period of a few weeks.

Senator Langhorst asked when construction was set to begin on the restoration of the Capitol and the garden wings addition. Ms. Frew replied that they are planning to begin the restoration at the end of April 2007, once everyone has moved out. The excavation of the wings may begin prior to the end of April if possible.

Chairman Lodge asked what the daily penalty was for the contractor if he goes beyond the time schedule that he proposes. Ms. Frew replied that the contractor will be charged \$1,000 for every day that he goes over the proposed completion date. That is a much higher penalty than the State normally builds into their contracts so the incentive for the contractor, if he wants to do more business with the State in the future, is to complete the project on time and on budget.

Senator Davis requested that since he may have to leave this meeting shortly that the committee approves the minutes before moving on. Senator Davis made a motion to accept the minutes. Senator Darrington seconded the motion. There was unanimous consent by the committee to accept the minutes.

Kent Krohn, LKV Architects, reviewed the floor plans, the construction approach of Phase 1 and 2, and the cost estimates for each phase. Mr. Krohn handed out a new set of floor plans that reflect the changes that the committee requested at the last meeting. Those changes were minor, mainly giving a little more space to some secretarial areas that were non-shared offices, and some general fine tuning.

Mr. Krohn did reiterate that there was some overlap in construction so the people moving into the building in April will be in a working environment while construction is going on to complete Phase 2. They are hoping that most, if not all, of the noisy and messy demolition work can be done in Phase 1 so it will not be disruptive to the fulltime staff that is there.

They are anticipating that all of Phase 1 and hopefully some of Phase 2 can be done within the \$1.8M that is designated for Phase 1. The proposals will indicate what the remaining funds will need to be to complete the work. They are anticipating the total cost in the \$3-3.5M range.

There have been a few changes as to what will be included in the RFP as opposed to things that would be done outside of the contractor's work scope. The flooring finishes will be done separately, so those will be excluded from the scope of work. However, the distribution of telecommunications, the wiring and so forth, will now be included in the scope of work. There are some areas of the roof that are completely gone or leaking so those will be addressed in a separate contract this fall.

Director Youtz commented that not all legislators will have an office in this facility, so one option that is being looked at is the modular units that the schools have used for portable classrooms. They could set up workspace areas for the legislators on the grounds so they would have easy access to the building. This option maybe used for food service as well since the Courthouse will not have food service available in the building.

Senator Davis asked if there will be phones available on the chamber floors similar to the way it is set up now. Director Youtz stated that the floor desks will be wired for phone service and there will be a place for them to set up their laptops as well. They are hoping to be able to provide a small filing cabinet but space will be very tight, especially in the

House chambers. Director Youtz stated that the Senate chamber setup will be almost identical to what they have available to them now, but the House will be a challenge due to less space available.

Representative Henbest asked if there was additional space available within the Capitol Mall Complex for legislative office space. Director Youtz stated that most legislators don't use the office space provided in the basement of the JRW building and they felt most would want office space adjacent to the building so the concept of using the modular buildings was explored. Also, since all of the tenants of the Capitol will be relocating during this time, all Capitol Mall space is being utilized to house those other tenants.

Chairman Lodge asked what the configuration of the chambers will look like. Director Youtz directed her to the plans for the 3rd floor and said that the Senate side will be very similar to the way it currently is. In fact, they may disassemble their desks and move them over to the Courthouse. The House side has less space than they currently do now, so other options are being considered. They will have room for a laptop, microphone and telephone but they will have a very small workspace.

Chairman Lodge asked if they were going to try to save the fixtures and the furniture in the chambers, and Director Youtz replied that the Historical Society has been going through and identifying items of historical value and planning storage for all the those pieces, including the murals, which will be covered and saved as well.

Representative Field asked if they are looking at shortening this coming session as well as the ones that will be held in the Courthouse. Director Youtz said that has been discussed within leadership and it would be to our advantage to shorten this session since we will have the upcoming move in April, as well as the future ones since the quarters will be cramped for the next few years.

Co-chairman Moyle asked if both the Capitol renovation and the construction of the garden wings will be going on simultaneously. Ms. Frew replied that they are doing both at the same time, with construction anticipated to end roughly the same time as well.

Representative Henbest made a motion to adjourn the meeting. Motion was seconded by Representative Field. There was unanimous consent by the committee to accept the motion.

Meeting was adjourned at 11:43 am.