

PERMANENT BUILDING FUND ADVISORY COUNCIL MEETING

Official Minutes, September 4, 2024

A regular meeting of the Permanent Building Fund Advisory Council (PBFAC) was held on this date in Moscow, Idaho.

The September 4, 2024 meeting was called to order by Chair Dale Reynolds at 2:35 PM Pacific Time in the Idaho Student Union Building, Panorama Room, University of Idaho in conjunction with Zoom virtual conferencing in Boise, Idaho.

Council Members Present:

Mr. Dale Reynolds, Chair
Mr. Dee Jameson, Vice Chair
Mr. Clint Shiflet
Representative Mark Sauter

Department of Administration and Division of Public Works Staff Present:

Mr. Steven Bailey, Director, Department of Administration
Mr. Pat Donaldson, Administrator, Division of Public Works
Mr. Barry Miller, Deputy Administrator, Division of Public Works
Ms. Nicole Hanson, Business Operations Specialist, Division of Public Works
Ms. Peggy Birk, Project Coordinator, Division of Public Works
Ms. Kelly Berard, Senior Project Manager, Division of Public Works
Ms. Margie Kennedy, Senior Project Manager, Division of Public Works
Ms. Elaine Hill, Project Manager, Division of Public Works
Ms. Jessica Rodriguez, Project Manager, Division of Public Works
Mr. Matthew Sandoval, Project Manager, Division of Public Works
Ms. Nicole Bolton, Project Manager, Division of Public Works
Ms. Nicole Gallaher, Project Manager, Division of Public Works
Ms. Sydnee Weersing, Project Manager, Division of Public Works
Mr. Richard Brien, Leasing Program Manager, Division of Public Works

Mr. Miller introduced Mr. Andrew Gibler as the newest DPW Project Manager.

APPROVAL OF AUGUST 6, 2024 MEETING MINUTES

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE THE MINUTES FROM AUGUST 6, 2024, AS WRITTEN. Council passed the motion.

SMALL PROJECTS

<u>DPW Project No. 23330</u>	Agency	\$ 63,135.81
Install Fire Alarm System	2022 HB779:2A01	175,000.00
Building 309, Gowen Field		\$ 238,135.81
Military Division (MIL)		
Boise, Idaho		

DPW Project Manager: Brian Boyd

The scope of work for this project is to provide a fire alarm system for the existing base MWR building. The existing building is approximately 9,300 SF in size and serves as an on-base convenience store. Scope includes new fire alarm panels, initiating equipment, notification equipment, all associated conduit, conductors, and miscellaneous electrical items.

Regional Electrical Engineer Musgrove Engineering, P.A., Boise, has designed the project. The firm's construction cost estimate is \$78,375 (approx. \$9/SF); and the project construction budget is \$147,000. The work of the project is scheduled to commence September 2024, and to be completed by the end of the year.

MOTION: MR. JAMESON MOVED COUNCIL APPROVE DPW PROJECT NO. 23330 AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.

<u>DPW Project No. 24173</u>	2023 SB1197:2A01	\$ 125,000
Schuler Auditorium Improvements		
North Idaho College (NIC)		
Coeur d'Alene, Idaho		

DPW Project Manager: Sydnee Weersing

This project is to remove and replace approximately 10,000 S.F. of carpet in the Schuler Auditorium at the NIC Campus. The scope of work includes the removal and replacement of existing carpeting and wall base within the auditorium. The work will be performed by a Department of Administration Flooring Service Contract.

Flooring is being selected by the Agency. The construction cost estimate is \$121,000; and the project construction budget is \$125,000.

MOTION: MR. SHIFLET MOVED COUNCIL APPROVE DPW PROJECT NO. 24173 AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.

DPW Project No. 25019
Chinden Campus Bldg 7 Replace Shop Roof
Department of Administration (ADM)
Boise, Idaho

2024 HB768:2A01 \$ 125,000

DPW Project Manager: Paul Navaro

The scope of work is to replace the shop roof on Building 7, as it has come to the end of its useful life. Currently the space functions as the shop for the Hewlett Packard maintenance staff and houses various pieces of equipment and materials for staff to maintain building 1, 5 and 7. The roof leaks profusely, and water enters the building when it rains or snows.

The current roof is a combination of TPO, rolled asphalt and low-sloped metal roofing. The existing roofing and EPS insulation board will be removed. New tapered polyisocyanurate insulation will be placed with crickets to slope to existing drains. An 80 mil TPO single ply roof with 30 year warranty will be installed consistent with other roofs that have been recently replaced on the campus.

Regional Architect HSA has designed the project. Their construction estimate is within the budget. A roofing service contractor is anticipated to do the work. The work is planned to be completed this fall.

Council discussed the current drainage needs of the roof.

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE DPW PROJECT NO. 25019 AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.

DESIGN PROFESSIONAL SELECTIONS

DPW Project No. 24310
Addition / Remodel Regional Office
Idaho Department of Fish and Game (IDFG)
Pocatello, Idaho

Agency \$ 2,500,000

DPW Project Manager: Jessica Rodriguez

This project will consist of constructing an approximately 5,560 square foot two-story addition to the existing regional office to accommodate a large accessible public meeting space. The existing (small) meeting room facilities would be converted to bathrooms and storage to support the new large meeting space. It is anticipated the new upper level will provide additional office space to meet the current space needs as well as some future growth for the department.

Included with the addition is a remodel of the existing structure for more efficient office layouts, ADA upgrades and replacement of worn out finishes including carpet, paint and restroom materials.

A Request for Qualifications (RFQ) was issued for architect/engineer services on May 24, 2024. Statements of Qualifications were received from 7 firms on July 9, 2024. The submittals were evaluated; and three short-listed firms were interviewed on August 8, 2024, by a Selection Committee consisting of Clint Worthington and Dan Garren, IDFG; Matt Frankel, Meyers Anderson Architects, independent design professional; and Jessica Rodriguez and Fred Richards, DPW.

The results of the Selection Committee's rankings are as follows:

Hummel Architects, Boise	88.9 pts.
Erstad, Boise	84.1 pts
RIM Architects, Boise	74.0 pts

MOTION: MR. JAMESON MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 24310. Council passed the motion.

<u>DPW Project No. 24531</u>	2023	SB1197:2B14	\$ 6,176,000
Facility Addition			
Department of Health and Welfare (DHW)			
Lewiston, Idaho			

DPW Project Manager: Sydnee Weersing

The Idaho Department of Health and Welfare (DHW) is requesting to build an addition onto the Idaho Department of Juvenile Correction's (DJC) facility, located in Lewiston, Idaho. This addition will provide a new center for DHW's program to house clients, under the care of DHW, and DHW staff in this region. DHW's new program will operate autonomously from DJC's existing program and residents from each program will be isolated from each other.

The scope of this project will include full design and construction administration services for an addition (4,500- 6,500 square feet) to the existing DJC facility. It will also include any related site improvements including parking modifications, civil design, landscape design, etc. The program will consist of two main components: the resident's living space, and the administration space. The resident's living space will include the following: up to 10 single capacity resident rooms, restroom facilities, a dining space, a living space, a classroom space, a workout room, a laundry area, storage, and the relevant supporting areas. The administration space will include the following: closed office space, open office space, a conference room, staff restrooms, a breakroom, a family visitation room, an IT

room, and the relevant supporting areas. Even though the DHW and DJC programs will be physically independent, they may share staff and facility resources.

A Request for Qualifications (RFQ) was issued for Architectural services on June 17, 2024. Five Statements of Qualifications were received, and three teams were shortlisted. Interviews will take place on August 20, 2024, by a Selection Committee consisting of Chad Sellman and Jamie Stoker, DHW; and Andrew Gibler and Sydnee Weersing, DPW; and Alyssa Anderson, Design West Architects, independent design professional.

The results of the Selection Committee’s rankings are as follows:

Pivot North	82.6
LCA	82.4
Architects West, CDA	78.4

MOTION: MR. SHIFLET MOVED COUNCIL APPROVE THE FINAL RANKING OF ARCHITECTURAL TEAMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS FOR DPW PROJECT NO. 24531. Council passed the motion.

DPW Project No. 24628
LBJ Renovate 2nd Floor, Ph 2
State Department of Education (SDE)
Boise, Idaho

Agency \$ 100,000

DPW Project Manager: Nicole Bolton

This project scope of work is to remodel, update, and improve a majority of the 11,000 square feet of office space used by SDE on the 2nd floor of the Len B. Jordan building on the Capitol Mall. This work will continue from the Phase 1 work, which consisted of upgrades to conference rooms and creating a secured entrance. Phase 2 of the work will include removing hard wall offices and updating workstations to accommodate current employees. These improvements include, but are not limited to, interior wall reconfigurations, HVAC improvements, power and data infrastructure installation and upgrades. Furnishings, fixtures, and equipment will be purchased separately by the State Department of Education. FY25 funding is forthcoming. Current agency funding is to move forward with the Design Professional and design.

A Request for Qualifications (RFQ) was issued for architect/engineer services on June 20, 2024. Statements of Qualifications were received from 6 firms on July 30, 2024. The submittals were evaluated; and three short-listed firms were interviewed on August 15, 2024, by a Selection Committee consisting of Sharon Haylett and Kristine Moriarty, SDE; Rick Stewart, Pivot North Architects, independent design professional; and Nicole Bolton, DPW.

The final rankings are as follows:

Hummel Architects, Boise	94.50
Erstad Architects, Boise	93.25
CSHQA Architects, Boise	90.75

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 24628. Council passed the motion.

MID-RANGE REVIEWS

DPW Project No. 24260 2023 SB1197:2A03 \$ 291,500
Ridenbaugh Hall
Entrance Ramp / Restroom Improvements
University of Idaho (UI)
Moscow, Idaho

Mr. Miller introduced Mr. Timothy P. Lynch, My Architect, LLC, Lewiston, Idaho. Mr. Lynch shared plans and presented the project.

DPW Project Manager: Elaine Hill

This project provides for universal accessibility improvements to Ridenbaugh Hall in accordance with the Americans with Disabilities Act (ADA) requirements. Ridenbaugh Hall was originally constructed in 1902. It is the oldest major building on the University of Idaho campus and originally constructed as a women's residence hall. It currently serves as the home for the University's College of Art and Architecture display gallery / critique space and as practice room space and faculty offices for the Lionel Hampton School of Music (LHSOM). Ridenbaugh Hall is listed in the National Register of Historic Places.

Universal accessibility at the main entrance and within the first level of the facility is a university priority. To gain accessibility into the building without creating a ramp with handrails blocking the historic façade, the design provides a sloping sidewalk adjacent to the entrance at a slope less than that required for railings. Since the existing sidewalk is actually the lid to the utility tunnel system for the University Campus, the project will leave the lid intact and overbuild the tunnel. This will require raising one existing steel access cover and frame. The existing main doors will also have the threshold and hardware upgraded to meet the ADA guidelines for accessibility.

The second part of the project includes a new corridor on the east side of the west gallery to provide access to a remodel of the existing restroom to meet ADA requirements.

My Architect, LLC, Lewiston, has designed the project. The firm's construction cost estimate for the base bid is \$195,000 and the project construction budget is \$240,000.

Council discussed ownership of the steam tunnels.

MOTION: MR. JAMESON MOVED COUNCIL APPROVE PRELIMINARY DESIGN AND FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 24260. Council passed the motion.

PRELIMINARY AND FINAL REVIEWS

DPW Project No. 24227 2023 SB1197:2A01 \$ 589,953
Install 2nd Cooling Tower Connection
Meridian Campus
Idaho State University (ISU)
Meridian, Idaho

Mr. Miller introduced Mr. Jason Rice, Musgrove Engineering, Boise, Idaho (Virtual). Mr. Rice shared plans and presented the project.

DPW Project Manager: Matthew Sandoval

The scope of the project includes installing an additional cooling tower, enclosure, and controls to allow alternate operation of the proposed and existing cooling tower(s). The current cooling tower is at capacity due to various additions and remodels throughout the ISU Meridian Campus. The additional tower will provide redundancy, increase cooling capacity, and enable the facilities team to have greater maintenance flexibility.

Musgrove Engineering designed the project. The firm's construction cost estimate is \$465,000, and the project's construction budget is \$495,000.

Council discussed the capacity of the cooling tower.

MOTION: MR. SHIFLET MOVED COUNCIL APPROVE PRELIMINARY DESIGN AND FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 24227. Council passed the motion.

CAPITAL PROJECT FUNDING REALLOCATION

DPW Project No. 25330 2024 HB768:2A01 \$ 345,000
Orchard Readiness Center
Utilities & Site Development Design
Idaho Military Division (IMD)
Boise, Idaho

DPW Project Manager: Brian Boyd

The Idaho Military Division had anticipated that the National Guard Bureau (NGB) would designate the Orchard Readiness Center for funding in FY 2029, which would have necessitated having site utilities to that site. However, the IMD was notified that the Bonneville Readiness Center was chosen by the NGB and will be funded for construction in FY 2029. This changes the mission priorities for the Idaho Military Division. The utilities will now be required for the Bonneville Readiness Center and not the Orchard Readiness Center. With this change, the IMD is required to have the utilities design started in FY 2025 with installation to begin in FY 2026.

The IMD requests reallocating the FY25 Capital Improvement Project funds appropriated for DPW 25330, Orchard Readiness Center to the Bonneville Readiness Center.

Council discussed the potential future funding of the Orchard Readiness Center.

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE REALLOCATING PROJECT FUNDING FOR DPW PROJECT NO. 25330 FROM THE ORCHARD READINESS CENTER TO THE BONNEVILLE READINESS CENTER. Council passed the motion.

PROJECT UPDATES

<u>DPW Project No. 21537</u>		Agency	\$ 23,876.71
Visitation Room, JCCS	2021	HB225:2A01	150,000
Dept. of Juvenile Corrections (DJC)	2022	HB779:2A01	150,000
St. Anthony, Idaho	2024	<u>HB768:2A01</u>	<u>240,000</u>
			\$ 563,876.71

Previous Minutes: 02-07-23

DPW Project Manager: Jessica Rodriguez

The project is to construct a new approximately 1000 SF Visitation Room addition to the existing JCC Administration Bldg. in St. Anthony.

The original construction budget established for this project was insufficient and the cost estimate received at the end of the Construction Document phase in December 2023 was \$480,547, approximately 78% over the original budget.

DJC was awarded FY25 funding of \$240,000 to increase the project budget (DPW 25530 JCC St. Anthony Visitation Annex). The original authorized funding of \$323,876.71 was therefore increased to \$563,876.71.

A responsive low bid was received on July 9, 2024 with a base bid total of \$507,700 by Bateman-Hall Construction. With the increased budget funding was adequate to award the contract. Construction has been initiated.

THE MATERIAL FOR DPW PROJECT NO. 21537 IS PROVIDED FOR INFORMATION ONLY. NO ACTION IS REQUESTED OF THE COUNCIL.

<u>DPW Project No. 22899</u>	2022	HB779:7A03	\$ 94,000,000
Deferred Maintenance Program	2023	HB779:2B04	150,000,000
Department of Administration (ADM)	2023	<u>SB1179:7A01</u>	<u>300,000,000</u>
			\$ 544,000,000

Previous Minutes: 07-12-22, 07-11-23, 09-06-23, 01-03-24

Mr. Miller introduced Ms. Nicole Gallaher, Division of Public Works and Mr. Travis Casch, Jacobs Project Management Co., Boise, Idaho. Ms. Gallaher and Mr. Casch shared plans and presented the project.

DPW Project Manager: Nicole Gallaher

In July 2022 Jacobs Project Management Co. (Jacobs) was brought on as the Owner's Representative for the Deferred Maintenance Program. Jacobs then reviewed the list of deferred maintenance tasks provided by each agency and developed a strategy to address the needs statewide. The strategy consisted of grouping agencies and tasks regionally and selecting a design-build team to execute tasks in each region. The state was divided into six regional projects and three university projects.

Current progress for Design-Build Deferred Maintenance Projects 23880-23888 is outlined below:

- 47 tasks currently in design phase
- 31 tasks currently in procurement phase
- 57 tasks currently in construction phase
- 26 tasks have been completed

Council discussed how the Deferred Maintenance Program was initiated, projects identified, and project prioritization.

THE MATERIAL FOR DPW PROJECT NO. 22899 IS PROVIDED FOR INFORMATION ONLY. NO ACTION IS REQUESTED OF THE COUNCIL.

CLOSED PROJECT REPORT

Mr. Miller presented the closed project report.

LEASE REPORT

Mr. Brien presented the lease report.

ADJOURNMENT

The September 4, 2024 PBFAC Meeting adjourned at 2:50 PM Pacific Time.

Mr. Dale Reynolds, Chair

Ms. Nicole Hanson, Business Operations Specialist