

## **PERMANENT BUILDING FUND ADVISORY COUNCIL MEETING**

### **Official Minutes, July 8, 2025**

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

The July 8, 2025 meeting was called to order by Interim Chair Clint Shiflet at 1:30pm in the Meyer Health and Sciences Building, Rm 103, 521 N College Dr, Coeur d'Alene, Idaho, in conjunction with Zoom virtual conferencing in Boise, Idaho.

#### **Council Members Present:**

Mr. Clint Shiflet, Interim Chair  
Mr. David Bills  
Ms. Bonnie Layton

#### **Department of Administration and Division of Public Works Staff Present:**

Mr. Dale Reynolds, Administrator, Division of Public Works  
Ms. Kelly Berard, Deputy Administrator, Division of Public Works  
Mr. Steven Walker, Deputy Director, Department of Administration  
Mr. Steve Bailey, Director, Department of Administration (Virtual)  
Ms. Wynter Bell, Management Assistant, Division of Public Works  
Ms. Peggy Birk, Senior Project Coordinator, Division of Public Works  
Ms. Nicole Cecil, Senior Project Manager, Division of Public Works (Virtual)  
Ms. Margie Kennedy, Senior Project Manager, Division of Public Works  
Mr. Brian Boyd, Project Manager, Division of Public Works (Virtual)  
Ms. Elaine Hill, Project Manager, Division of Public Works (Virtual)  
Mr. Darius Elison, Project Manager, Division of Public Works  
Mr. John Parham, Project Manager, Division of Public Works  
Mr. Martin Santoyo, Project Manager, Division of Public Works (Virtual)  
Ms. Nicole Gallaher, Project Manager, Division of Public Works  
Ms. Sydnee Weersing, Project Manager, Division of Public Works  
Mr. Scott Wesner, Facilities Manager, Division of Public Works  
Mr. Bruce Berry, Senior Field Representative, Division of Public Works  
Mr. Melissa VanSlochteren, Project Manager, Division of Public Works (Virtual)  
Ms. Grace Paduano, Leasing Assistant, Division of Public Works (Virtual)  
Ms. Stephanie Florence, Project Manager, Division of Public Works (Virtual)

Administrator Reynolds started the meeting by presenting an award to Mr. Dee Jameson for his 18 years of service to the State of Idaho on the PBFAC council. Administrator Reynolds also introduced the newest council member, Ms. Bonnie Layton.

### **APPROVAL OF JUNE 3, 2025 MEETING MINUTES**

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE THE MINUTES FROM JUNE 3, 2025, AS WRITTEN. Council passed the motion.**

### **EMERGENCY CONTRACT AUTHORIZATIONS**

DPW Project No. ECA2502  
Meyer Health Science Building  
North Idaho College (NIC)  
Coeur d'Alene, Idaho

North Idaho College is requesting Emergency Contracting Authority to replace a nonfunctional generator as it serves as the back-up power for egress / emergency safety, and refrigeration for volatile chemicals, exhaust, labs, and cadavers.

**MOTION: COUNCILMEMBER MOVED COUNCIL APPROVE EMERGENCY CONTRACTING AUTHORITY FOR DPW PROJECT NO. ECA2502. Council passed the motion.**

### **DELEGATED PROJECTS**

DPW Project No. 26154D 2025 HB425:2A03 \$ 30,000  
Administration Building Front Doors  
Lewis-Clark State College (LCSC)  
Lewiston, Idaho

Lewis-Clark State College requests delegation of a project to replace front doors to the Administration Building.

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DPW Project No. 26199D Agency \$ 495,585  
Student Union Food Court Remodel  
Boise State University (BSU)  
Boise, Idaho

Boise State University requests delegation of a project to remodel the retail dining room in the Student Union Building.

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DPW Project No. 26200D Agency \$ 374,994  
University Plaza Suite 100 Remodel  
Phase 2  
Boise State University (BSU)  
Boise, Idaho

Boise State University requests delegation of a project to renovate the first floor of the University Plaza in order to move Human Resources into the building.

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DPW Project No. 26223D

2025 HB425:2A02 \$ 130,000

Business Administration Main Water  
Building Supply Replacement  
Idaho State University (ISU)  
Pocatello, Idaho

Idaho State University requests delegation of a project to remove and replace the deteriorated main line to the Business Administration Building.

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DPW Project No. 26224D

2025 HB425:2A02 \$ 133,000

Owen Redfield Rooftop Unit Replacements  
Idaho State University (ISU)  
Pocatello, Idaho

Idaho State University requests delegation of a project to replace five (5) rooftop units at the Owen Redfield Complex.

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DPW Project No. 26225D

2025 HB425:2A02 \$ 420,000

Law Enforcement Roof Replacement  
Idaho State University (ISU)  
Pocatello, Idaho

Idaho State University requests delegation of a project to replace a failing roof at the Law Enforcement Building.

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DPW Project No. 26227D

2025 HB425:2A02 \$ 420,000

Updating Flooring & Countertops at  
Dental Clinic  
Idaho State University (ISU)  
Pocatello, Idaho

Idaho State University requests delegation of a project to replace worn and outdated countertops, paint and carpet throughout two dental hygiene buildings.

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DPW Project No. 26232D  
Remodel Research 1<sup>st</sup> Floor Space  
Administration Building  
Idaho State University (ISU)  
Pocatello, Idaho

Agency \$170,000

Idaho State University requests delegation of a project to reconfigure and remodel space in the basement of the Administration building to accommodate the need for research office space.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE DELEGATION OF DPW PROJECT NOS. 26154D, 26199D, 26200D, 26223D through 26225D, 26227D and 26232D. Council passed the motion.**

### **DELEGATED PROJECT REVIEWS**

DPW Project No. 25217D  
SSC Command Post Expansion  
Boise State University (BSU)  
Boise, Idaho

Agency \$ 250,000

Previous Minutes: 03-04-25

Ms. Berard introduced Mr. Josh Hoffer, Hummel Architects, Boise, Idaho (Virtual). Mr. Hoffer shared plans and presented the project.

The command post in the Stueckle Sky Center (SSC) is used by Boise State athletics, public safety and other personnel for football games and other major stadium events. The work of this project will expand the existing control center and add additional electrical infrastructure.

Hummel Architects, Boise has designed the project. It is anticipated that work will be completed using Service Contractor. The estimated construction cost is \$170,000 (\$190/sf) which is within the \$180,400 construction budget. The work is anticipated to commence in late July 2025 and be completed by early August 2025.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE DPW PROJECT NO. 25217D AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.**

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DPW Project No. 25227D

\$ 287,500

Lillibridge Building ECE Core Teaching  
Labs 9, 26, & 126  
Idaho State University (ISU)  
Pocatello, Idaho

Previous Minutes: 07-09-24

Ms. Berard introduced Mr. Arrin Holt, FFKR Architects, Salt Lake City, Utah (Virtual). Mr. Holt shared plans and presented the project.

The work of this project will remodel room 9 and room 26 in the basement of the Lillibridge Engineering building at ISU's Pocatello campus. Building #7. Currently, the space is used to teach Electrical and Computer Engineering.

The space will be upgraded with new additions to the electrical room, including switch gear, transformer, circuit breaker panel and new circuits. With these upgrades, 3-phase power will be added to the building as well as Room 9 and 26 for the College of Science and Engineering. This will allow the department and professors to teach a broader range of electrical engineering to students. Additionally, the current switch gear and panels are original to the building and need an upgrade to improve maintenance safety hazards and reduce or eliminate electrical deficiencies. Lastly, these improvements will allow for future electrical expansion inside the building.

FFKR Architects, Salt Lake City, Utah has designed the project. The estimated construction cost is \$241,500, which is within the \$266,000 construction budget. The work is anticipated to commence in July 2025 and be substantially completed by January 2025.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE DPW PROJECT NO. 25227D AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.**

**SMALL PROJECTS**

DPW Project No. 25020

Agency \$ 130,000

New Office Build, Borah Building  
Health and Social Services Ombudsman (HSSO)  
Boise, Idaho

DPW Project Manager: Melissa VanSlochteren

The Health and Social Services Ombudsman Office (HSSO), established under Senate Bill 1380 in 2024, serves as an independent entity to review complaints regarding state child welfare programs. To effectively carry out its mission, the office requires a dedicated workspace where staff can properly assist the public.

The work of this project will remodel a 1,000 square feet space on the first floor of the Borah Building, Boise for HSSO operations. The currently vacant area will be remodeled to include two private offices and an open workspace accommodating up to two cubicles. The renovation will involve framed walls, updated finishes, acoustic ceiling tiles, and redesigned lighting, electrical, data, and mechanical systems. Construction will commence upon securing approval from the Idaho Department of Occupational and Professional Licenses (DOPL) and finalizing service contracts.

Erstad Architects, Boise, has designed the project. The estimated construction cost is \$126,950 (\$126.95/sf), which is within the allotted \$130,000 construction budget. The work is anticipated to commence in August 2025 and be completed prior to December 2025.

Council discussed the estimated project construction costs concerning service contracts and office furniture will be purchased by the Agency.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE DPW PROJECT NO. 25020 AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.**

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DPW Project No. 25174

2024 HB768:2A01 \$ 275,000

Winton Hall Building Dental Assisting  
Program Education Space  
North Idaho College (NIC)  
Coeur d'Alene, Idaho

DPW Project Manager: Sydnee Weersing

The work of this project will remodel approximately 2,160 square feet of the basement level of Winton Hall, on the NIC Campus in Coeur d'Alene, for the Dental Assisting program. The basement was previously used as an indoor shooting range, so a significant amount of the project budget was spent to remediate lead contaminates found in the floor and walls. The remodel will include new interior walls, flooring, and paint.

Architects West, Coeur d'Alene, has designed the project. The estimated construction cost is \$195,000 (\$90/sf) which is within the \$196,000 construction budget. Additive Alternates will be included in the project to ensure maximum use of the budget. The work is anticipated to commence August 2025 and be completed prior to November 2025.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE DPW PROJECT NO. 25174 AND AUTHORIZE BIDDING AND AWARD OF CONTRACT. Council passed the motion.**

## DESIGN PROFESSIONAL SELECTIONS

DPW Project No. 24199  
Emergency Operations Center,  
CPV2 Remodel  
Boise State University (BSU)  
Boise, Idaho

2023	SB1197:2A01	\$ 500,000
2024	HB768:2A01	475,000
		<u>\$ 975,000</u>

Previous Minutes: 05-07-24, 01-07-25

DPW Project Manager: John Julian

This project will encompass alterations and repairs to the Emergency Operations Center (EOC) in CPV#2, and any other priorities as has been identified. The Agency has reviewed their project scope priorities and decided to increase the project design work scope and renovate the entire space of the EOC to prepare for increased operations to accommodate the needs of BSU Emergency Operations Preparedness. Some of the added scope requirements are, adding a new exterior metal stair to second floor, an increased exterior area for new emergency generator, interior alterations include new access to second floor conference room, new open E.O.C Operations area on ground floor, a security access entry check-in, added office cubicles, IT equipment room, new ceiling lights and ceilings. The alterations will provide programming opportunities for 2-3 permanent staff in the under-utilized open space, and better-defined offices for the permanent personnel, thus providing a clearer open space for the EOC activations. The EOC provides support for university programs and assesses, coordinates, and mitigates emergency events.

Boise State requests to use Erstad Architects for the extended design requirements of the project based on the provisions of Idaho Statute §67-2320 which allows a public agency to “negotiate an extended or new professional services contract” with a firm that has been “previously awarded a professional services contract for an associated or phased project.” Continued involvement of Erstad Architects would result in a project cost savings due to the firm’s familiarity with the system and recommendations for the solution to its problems.

The anticipated budget for construction costs for the project is \$722,622.

Council discussed funding for this project.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE THE USE OF ERSTAD ARCHITECTS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS, PRELIMINARY DESIGN AND FINAL PLANS AND SPECIFICATIONS FOR DPW PROJECT NO. 24199. Council passed the motion.**

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DPW Project No. 25207  
SPEC Air Handler Replacement

2024 HB768:2A01 \$ 850,000

Special Events Center  
Boise State University (BSU)  
Boise, Idaho

DPW Project Manager: Gary Groff

The work of this project will address the BSU Special Events Center (SPEC Building 62) a multi-zone constant air volume Air Handling Unit, which is original to the building and was installed in 1975. The existing unit is at the end of its useful life and is located on the BSU Campus in Boise.

The scope of the project will include either upgrading and rebuilding the existing Air Handler and its components in place or replacing it with a new AHU system, whichever is more cost effective. Additionally, provide a control sequence retrofit including VAV operation, setpoint resets, economizer control, etc. This project would also replace outdated pneumatic controls with DDC, replace direct-use steam coil with a hot water coil, replace pumps, and associated hydronic accessories.

The Selection Committee consisted of Katina Dutton and Paul Fleischer BSU, Gary Groff and Reid Harrell DPW, and Sean Drake of CSHQA, Boise as independent design professional. The Committee interviewed three (3) Design Professional Teams on June 24, 2025, and scored the firms for both proposals and presentations out of a possible total 100 points .

The final rankings are as follows:

Musgrove Engineers, Boise	82.40
WSP USA Buildings, Boise	82.00
Cator Ruma & Associates, Boise	77.20

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 25207. Council passed the motion.**

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DPW Project No. 25254  
Art & Architecture Main HVAC  
Improvements, Phase 1  
University of Idaho (UI)  
Moscow, Idaho

2024 HB768:2A01 \$ 1,375,000

DPW Project Manager: Elaine Hill

This project will upgrade the primary heating and cooling systems of the 1906 Art & Architecture Main Building.



The scope of the project will address the structure's 20,000 sf HVAC system to include:

- Steam converter to heating hot water system throughout the building
- Chilled water for cooling throughout the building which is connected to the adjacent campus utility tunnel
- Four pipe fan coil heating and cooling units
- Domestic heating converter
- Possibly a Fresh Air Heat Recovery system for better air exchange in the building
- DDC upgrades to include control points and feedback on systems
- Improvement to mechanical space. Tunnels lack exhaust & sump drains.

Request for Qualifications (RFQ) were issued for Architects / Engineer services on April 21, 2025. Statements of Qualifications were received from five (5) firms on May 22, 2025. The submittals were evaluated; and three short-listed firms were interviewed on June 26, 2025, by a Selection Committee consisting of Aaron Rice and Bret Dillion, UI; Derek Larson, as independent mechanical engineer; and Ken Cook and Elaine Hill, DPW.

The final rankings are as follows:

Architects West, Coeur d'Alene, ID & Morrison-Maierle, Spokane, WA	84.3
Design West Architects, Pullman, WA & MW Engineers, Spokane, WA	81.9
Cushing Terrell Architects & Engineers, Boise, ID & Kalispell, MT	79.9

Council discussed funding for this project.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 25254. Council passed the motion.**

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DPW Project No. 26191

2025 HB425:2A01 \$ 600,000

South Campus Power Loop Connection

Boise State University (BSU)

Boise, Idaho

DPW Project Manager: John Parham

The work of this project will install conductors into a brand-new empty duct bank and make connections to existing medium voltage sectionalized switches. All work will be completed at the BSU main campus in Boise.

The scope of this project will be a continuation of project 24201 which is providing a new duct bank along Belmont Ave on the south end of the BSU campus. Conductors in the empty duct bank were excluded due to budgetary constraints.

Spectrum Engineers, Meridian, has designed project 24201, which is currently transitioning to the construction administration phase. Some of the design work and estimating for adding conductors has been completed by Spectrum. Having continuity with Spectrum under §67-2320(4) will save time, maximize funding and allow a rapid turnaround for the conductor scope addition.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE THE USE OF SPECTRUM ENGINEERS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 26191. Council passed the motion.**

### **CONSTRUCTION MANAGER / GENERAL CONTRACTOR SELECTION**

DPW Project No. 25213

Agency \$ 362,580

Dish Room Upgrade,  
Honors College  
Boise State University (BSU)  
Boise, Idaho

DPW Project Manager: Melissa VanSlochteren

The work of this project will consist of remodeling approximately 1,400 sf of the South Fork Dish Room of Honors College at Boise State University to efficiently accommodate a growing volume of services after the construction of the new freshman residence hall.

The scope of work includes the expansion of the existing dish room into the adjoining office, storage room, and alcove to create a more efficient workflow. This will involve extending the dish line and replacing the current dishwasher with a larger, owner-furnished unit, as specified by Boise State. The existing ice machine alcove will be converted into a custodial closet featuring a mop sink and storage shelves. Furthermore, modifications to the convenience store will create dedicated spaces for a custodial closet, an ice machine room, and an office. Additional square footage will be integrated into the main dining area, with new walls matching existing heights and ceilings deemed unnecessary. The removal of window films will restore transparency to enhance visibility.

To successfully implement these improvements, Boise State seeks the expertise of a Construction Manager / General Contractor (CM/GC). A Request for Qualifications (RFQ) was issued on April 21, 2025. On May 22, 2025, statements of qualifications were received from four (4) firms and reviewed by the selection committee – consisting of Daniel Mathews and Brent Delong, BSU; Bret Miche, Independent Contractor; Phil Hobbs and Melissa VanSlochteren, DPW. Top firms opted not to participate in the interview process due to a significant point spread in initial rankings.

The final rankings are as follows:

CORE Construction, Boise	67.11
Alpine Construction Management, Boise	61.51
PETRA General Contractors, Meridian	58.22
CB Construction Inc., Boise	47.50

Council discussed ranking selection process in light of three lower ranking firms opting to not interview due to the higher scoring of CORE Construction, Boise.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS FOR A CONSTRUCTION MANAGER / GENERAL CONTRACTOR FOR DPW PROJECT NO. 25213. Council passed the motion.**

## DESIGN-BUILD REVIEWS

<u>DPW Project No. 22064</u>	Agency	\$ 10,000,000.00
Female Prison, Medical Annex & Sewage	Agency	499,879.93
Lagoon Expansion	2022 HB791:2A04	112,400,000.00
Idaho Department of Corrections (IDOC)	2022 HB791:2A03	35,100,000.00
Kuna, Idaho	<u>2024 HB768:2B01</u>	<u>25,000,000.00</u>
		\$ 182,999,879.93

Previous Minutes: 02-07-23, 05-06-25

Ms. Berard introduced Mr. Bill Wahle, HOK, San Francisco, and Mr. Scott McCarty/Brian Leisten, Okland Construction, Meridian. They shared plans and presented the project.

DPW Project Manager: Margie Kennedy

This project will consist of a new 560-bed female prison including administrative and support buildings (approximately 165,300 sf) and a new 280-beds medium custody male housing unit (approximately 50,500 sf) located within the ISCI secured fence. Both facilities will be located near the IDOC prison complex south of Boise.

This scope of the project also includes infrastructure, sitework, and sewer lagoons for the new female prison and medical men's annex located near the IDOC prison complex south of Boise that will cover 18 acres.

The sewage lagoons are necessary to process the new capacity of the added beds for the women's and men's buildings. They will cover about 1,300,000 sf of the existing site.

The Design-Build team of Okland/HOK Architects, Meridian/San Francisco, has designed the project. The estimated construction cost for the Female Prison is \$ 106,932,848

(building at \$647/sf) + \$ 11,039,596 (sitework) = \$ 117,972,444, which is within the \$ 118,859,939 construction budget. The work (vertical construction) is anticipated to commence March 2026 and be completed prior to December 2027.

The estimated construction cost for the Male Medical Annex is \$ 25,072,4433 (building at \$496/sf) + \$ 1,986,844 = \$ 27,059,287, which is within the \$ 28,723,202 construction budget. The work (vertical construction) is anticipated to commence December 2025 and be completed prior to December 2027.

Seventeen additional alternates will be included in the project to ensure maximum use of the budget.

The estimated construction cost and budget for the Sewer Lagoon is \$ 10,000,000. The work is anticipated to commence January 2026 and be completed September 2026.

The estimated construction cost and budget for the infrastructure, site, utilities, roadways, and civil work is \$ 13,026,444. The civil work is anticipated to commence November 2025 and be completed prior to December 2027.

Council discussed an additional well is not required as they will be tying into the existing water service and will meet timeline for permits and funding. Additionally, the council discussed the water re-use plan for treating, processing and applying water on IDLC application fields.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH THE CONSTRUCTION PHASES OF THE CONTRACT FOR DPW PROJECT NO. 22064. Council passed the motion.**

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DPW Project No. 22450  
Communications Tower Upgrades  
Multiple Sites  
Public Safety Communications (PSC)  
State of Idaho

2022 HB779:7A06 \$ 3,300,000

Previous Minutes: 02-07-23, 05-06-25

Ms. Berard introduced Ms. Karen Diack, NeuComm Solutions, Aurora, Colorado. Ms. Diack shared plans and presented the project.

DPW Project Manager: John Parham

The work of this project will improve six (6) telecom sites around the state to support PSC's ability to provide effective communications with partner Agencies. (4) four of the

sites were approved at the May 2025 PBFAC meeting. The last two (2) sites presented are as follows:

Hawley Mountain: Contractor will provide and install a new 10'x20' (approx. 170 sf) telecom shelter from Thermobond powered by a new solar array and battery backup system. The existing space is in an old fire lookout structure that is both in poor shape and inadequate for PSC's growth/utility. The original plan was to move the old solar system from the existing building, but the array is at end of life and must be replaced.

Relay Ridge: Contractor will provide and install a new 80' self-support tower and 10'x30' (approx. 260 sf) telecom shelter from Thermobond with a new 50kW propane generator and battery backup system. There are two existing shelters, one for equipment and the other for an existing generator. The scope includes demolition of the existing generator shelter and conversion of the equipment shelter to the new generator room.

The Design-Build team of NeuComm Solutions, Aurora CO, and Legacy Towers, Nampa, has designed the project. The team's construction cost estimate for each site is:

- Hawley Mountain: \$282,011 - project construction budget is \$296,000
- Relay Ridge: \$860,761 - project construction budget is \$905,000

Council discussed size of Relay Ridge generator and funding for the project.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN AND FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH THE CONSTRUCTION PHASE OF THE CONTRACT FOR DPW PROJECT NO. 22450. Council passed the motion.**

## **MID-RANGE REVIEWS**

<u>DPW Project No. 24172</u>	Agency	\$ 414,940
Fort Ground Building Remodel	<u>2023 SB1197:2A01</u>	<u>330,000</u>
North Idaho College (NIC)		\$ 744,940
Coeur d'Alene, Idaho		

Ms. Berard introduced Mr. Richard Colburn, H2A Architects, Coeur d'Alene. Mr. Colburn shared plans and presented the project.

DPW Project Manager: Sydnee Weersing

The work of this project will remodel the existing Fort Ground Building, on the NIC campus in Coeur d'Alene, Idaho, into office space. The remodel will include new interior walls and all new finishes (flooring, ceilings, fixtures, and paint) on the first floor (approximately

2,450 sf). It will also include a new roof, wall and ceiling insulation, and structural modifications to support the second floor for future tenant improvement.

H2A Architects, Coeur d'Alene has designed the project. The estimated construction cost is \$579,841 (\$237/sf), which is within the \$585,000 construction budget. Additive Alternates will be included in the project to ensure maximum use of the budget. The work is anticipated to commence in November 2025 and be completed prior to August 2026.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 24172. Council passed the motion.**

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<u>DPW Project No. 24229</u>	2023	SB1197:2A03	\$ 290,318
Speech Pathology Elevator Replacement	2021	SB1172:2A03	120,000
Idaho State University (ISU)	2024	HB768:2A03	267,150
Pocatello, Idaho			\$ 677,468

Previous Minutes: 1-7-25

Ms. Berard introduced Mr. Arrin Holt, FFKR Architects, Salt Lake City, Utah (Virtual). Mr. Holt shared plans and presented the project.

DPW Project Manager: Darius Ellison

The work of this project will provide a new ADA compliant elevator to replace the existing elevator at the Speech Pathology Building on the ISU campus. The existing elevator design is too small and narrow to meet current ADA requirements.

The scope would include the removal of the existing elevator and converting the existing elevator shaft space into a landing area for each floor. The new elevator and shaft would be constructed on the exterior envelope of the building in line with the old elevator.

FFKR Architects, Salt Lake City, Utah have designed the project. The estimated construction cost is \$525,813, which is within the \$548,000 construction budget. The work is anticipated to commence September 2025 and be completed prior to May 2026.

**MOTION: MS. BONNIE LAYTON 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. 24229. Council passed the motion.**

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DPW Project No. 25160  
Parrish House Renovations,  
Residence Hall  
Lewis-Clark State College (LCSC)  
Lewiston, Idaho

Agency \$ 662,680

Ms. Berard introduced Mr. Ned Warnick, Design West Architects, Pullman, Washington (Virtual). Mr. Warnick shared plans and presented the project.

DPW Project Manager: Andrew Gibler

The work of this project will install a full fire sprinkler system, upgrade the existing fire alarm system, and complete disabled accessibility upgrades to the existing Parrish House student residence hall at the Lewis-Clark State College (LCSC) in Lewiston.

The scope of the project will correct current life-safety and disabled accessibility code deficiencies in the existing Parrish House residence hall. The addition of a fire sprinkler system and renovations for an entry ramp, wider doors, renovated bathroom, and kitchen spaces will result in a code compliant building.

Design West Architects and MSI Engineers have designed the project. The estimated construction cost is \$499,004 (54.72/sf), which is within the \$504,902 construction budget. Additive Alternate(s) will be included in the project to ensure maximum use of the budget. The work is anticipated to commence January 2026 and be completed prior to July 2026.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 25160. Council passed the motion.**

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DPW Project No. 25206  
HML Boiler Replacement  
Boise State University (BSU)  
Boise, Idaho

2024 HB768:2A01 \$ 500,000

Ms. Berard introduced Mr. Dustin Miller, Musgrove Engineering, Boise, Idaho (Virtual). Mr. Miller shared plans and presented the project.

DPW Project Manager: Nicole Cecil

The work of this project will replace the boiler at the Harry Morrison Lab (BSU) in Boise. The boiler was installed in 1999 and is original to the building.

The scope of the project will replace the boiler with two (2) new high-efficiency boilers (lead / lag operation) that will allow partial redundancy and two (2) new heating water pumps (lead / standby operation) that will allow full redundancy in the event of an equipment failure. Additional accessories, including the piping, piping accessories and controls will also be upgraded as well to ensure a complete and operational system.

Musgrove Engineering, Boise has designed the project. The estimated construction cost is \$375,000 (\$800/sf), which is within the \$415,000 construction budget. The work is anticipated to commence January 24, 2026, and be completed prior to August 21, 2026.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 25206. Council passed the motion.**

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DPW Project No. 25224

2024 HB768:2A01 \$ 364,300

Multiple Buildings Electronic Access

Control Installation

Idaho State University (ISU)

Pocatello, Idaho

DPW Project Manager: Melissa VanSlochteren

Ms. Berard introduced Mr. Nick Schafer, Musgrove Engineering, Boise (Virtual). Mr. Schafer shared plans and presented the project.

The project scope includes installation of access control on existing doors at multiple buildings on the Idaho State University Campus in Pocatello Idaho. The buildings included are Albion Hall, College of Education, Garrison Hall, Reed Gym, Beckley Nursing Building, The Lecture Center and the Plant Science building.

Scope will include new door control modules and door hardware as required to allow for card reader access to the buildings, time of day lock and unlock and security monitoring for unauthorized entry.

Musgrove Engineering, Boise has designed the project. The estimated base bid construction cost is \$287,600 with alternates 1 and 2 for \$34,600 and \$123,700 respectively. The project construction budget is \$300,000.

Council discussed funding for this project.

**MOTION: MR. DAVID BILLS 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. 25224. Council passed the motion.**

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<u>DPW Project No. 25226</u>	Agency	\$ 113,000
Student Health Center	2024 HB768:2A01	506,000
Bengal Pharmacy Refresh		\$ 619,000
Idaho State University (ISU)		
Pocatello, Idaho		

Ms. Berard introduced Mr. Keeven Shropshire, Jensen Hayes Shropshire Architects, Pocatello, Idaho (Virtual). Mr. Shropshire shared plans and presented the project.

DPW Project Manager: John Julian

The existing interior facilities of the ISU Student Health Center, Bengal Pharmacy, Building 31, on the University Campus, utilizes an inefficient circulation space for staff to serve students. The facility lacks a student waiting area, very limited Pharmacy staff offices, and requires an expanded ADA access, and does not allow for expanded student health services, or staff offices. The existing HVAC system in the Pharmacy is at the end of its useful life and needs to be replaced.

The work of this project will upgrade the existing interior facilities at the Bengal Pharmacy, Building 31, on the Pocatello Campus. The interior renovation will allow more efficient use of all the pharmacy services areas. This upgraded pharmacy will greatly expand the pharmacy services to students on the Pocatello Campus as well as those communities served by the pharmacy’s Tele-Pharmacy dispensing services in a more efficient manner. The project will update exterior entrances, Patient Waiting Area (Rm 101), Pharmacy (Rm. 102, 103, 105, & 107), repurpose Pharmacy Offices, (Rm 116,117, & 118), and Clinic Storage (Rm 122, 122-B, & 122-C). Updating access to the north exterior entrance and vestibule to meet ADA standards by increasing door width and adding an automatic door mechanism.to make second floor more accessible for those with limited mobility. Remove wall separating Rm 102 and 105. Re-purpose Rm 107 as Pharmacy Record Storage. Re-purpose existing Pharmacy Offices 116, 117, & 118 into Patient Rooms 116 & 117. Renovated areas will receive new painted surfaces, blinds, flooring, and cabinets in a floor area comprising approximately 3,000 sf. (\$132/ sf) that encompasses only the Bengal Pharmacy area.

Jensen Hayes Shropshire Architects (JHS), Pocatello, has designed the project. The estimated construction cost is \$396,000 (\$132/sf) which is within the \$454,000 construction budget. The work is anticipated to commence approximately August 2025 and completed approximately November of 2025.

Council discussed ADA toilet locations and funding for this project. Note a correction with the new construction budget of \$454,000 (\$178.60/sf) not the \$396,000 as listed.

**MOTION: MS. BONNIE LAYTON 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 PROEJCT NO. 25226. Council passed the motion.**

## **PRELIMINARY REVIEWS**

<u>DPW Project No. 25150</u>	2024	HB768:2B08	\$ 6,115,000
Mechanical Technical Building & Wittman	2025	HB425:2A02	5,600,000
Complex System Updates			\$ 11,715,000
Lewis-Clark State College (LCSC)			
Lewiston, Idaho			

Previous Minutes: 12-02-24

Ms. Berard introduced Mr. Ned Warnick, Design West Architects, Pullman, Washington (Virtual). Mr. Warnick shared plans and presented the project.

DPW Project Manager: Andrew Gibler

The work of this project will update mechanical and electrical systems in the Mechanical Technical Building (MTB) and Wittman Complex (WITT) at the Lewis-Clark State College (LCSC) in Lewiston.

The scope of the project will update HVAC and electrical systems in the MTB building including boiler & chiller replacements, roof top and exhaust fan replacements, electrical service and branch panel replacements. In the WITT complex the building will be equipped with a full fire sprinkler system, updates of the existing fire alarm system, HVAC equipment replacement, and electrical service & branch panel replacements.

Design West Architects and MSI Engineers have designed the project. The estimated construction cost is \$8,908,086.58 (96.20/sf), which is within the \$9,500,000 construction budget. Additive Alternate(s) will be included in the project to ensure maximum use of the budget. The work is anticipated to commence February 2026 and be completed prior to August 2027.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE PRELIMINARY DESIGN, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH FINAL PLANS AND SPECIFICATIONS FOR DPW PROJECT NO. 25150. Council passed the motion.**

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DPW Project No. 25202

3rd Floor Labs East Side Finish Out,  
Phase 2  
Micron Center for Materials Research  
(MCMR, Bldg. 393)  
Boise State University (BSU)  
Boise, Idaho

2023	SB1197:2A10	\$ 1,474,446.40
2024	HB768:2A01	3,750,000.00
2025	HB425:2B04	2,500,000.00
		<u>\$ 7,724,446.40</u>

Previous Minutes: 10-2-24

Ms. Berard introduced Mr. Brian Riopelle, Hummel Architects, Boise, Idaho (Virtual). Mr. Riopelle shared plans and presented the project.

DPW Project Manager: Martin Santoyo

This project is for the construction of research labs in the MCMR facility, a facility that had initial occupancy for the fall semester of 2020. The third floor, approximately 8,470 square feet, was left as shell & core due to budgetary limitations (utilities and MEP systems were roughed-in and stubbed to tentative lab spaces). The third floor is being completed in phases as funding becomes available and most recently the west half of the floor had substantial completion on July 30, 2024.

The scope of work for this project is to complete the remaining shell & core spaces at the east half of the 3<sup>rd</sup> floor. With the completion of this project, the entire building will be completed. The scope-of-work for this phase is to finish out the level 03 build-out with the completion of 5 additional research lab modules with improvements that will include wall and ceiling finishes, electrical power, lighting, HVAC, plumbing, data, laboratory cabinets and chemical fume hoods. When complete, these will be advanced wet labs which are in high demand on Boise State's campus.

Hummel Architect, Boise, has designed the project. The estimated construction cost is \$5,350,000 (\$1,250 / sf), which is within the \$6,000,000 construction budget. The work is anticipated to commence late fall/early winter of 2025 with a tentative substantial completion date of spring 2027.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH FINAL PLANS AND SPECIFICATIONS FOR DPW PROJECT NO. 25202. Council passed the motion.**

**PRELIMINARY AND FINAL REVIEWS**

DPW Project No. 25111

Bus Storage Barn  
Idaho Educational Services for the Deaf &  
the Blind (IESDB)

2024	HB768:2B10	\$ 1,000,000
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Gooding, Idaho

Previous Minutes: 12-03-24

Ms. Berard introduced Mr. Glenn Robinette, Hutchison-Smith Architects, Boise, Idaho (Virtual). Mr. Robinette shared plans and presented the project.

DPW Project Manager: Nicole Gallaher

The Idaho School for the Deaf and Blind currently stores their seven school buses outside year-round. During the winter the buses must run for a lengthy amount of time to warm them up prior to transport kids to school. This is a waste of time, fuel, and money and at times the buses still are not warm enough, so the school keeps blankets on the buses just in case they are needed. This project will construct an insulated bus storage barn to allow for storage and maintenance of the bus fleet year-round.

The scope of the project is to build a new Bus Storage Barn using type 5 construction with metal siding. The storage barn will have seven bus bays, one storage bay, and a wash bay. The total square footage of the new barn is 7,392. The project will also construct a gravel drive to connect the Bus Storage Barn to the existing parking lot.

The Design-Build team of Gary Jones Construction and Hutchison-Smith Architects, Boise, has designed the project. The estimated construction cost for the building is \$624,384.66 (\$84.47/sf). The estimated construction cost for site work is \$169,211.45. This is within the \$795,566.24 construction budget. The work is anticipated to commence late September 2025 and be completed prior to the end of February 2026.

Council discussed the wooden frame of the building and budgetary needs to pave the parking lot.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 25111. Mr. Bills opposed the motion. Council passed the motion.**

## **FINAL REVIEWS**

DPW Project No. 24228

2023 SB1197:2A01 \$ 2,036,875

Fine Arts, Repair / Replace Exterior  
Windows

Idaho State University (ISU)  
Pocatello, Idaho

Previous Minutes: 12-03-24

DPW Project Manager: Nicole Cecil

This project is to replace the existing aluminum & glass exterior windows for the Fine Arts Building on the ISU Main Campus. The existing windows are in various states of disrepair and need to be replaced to provide proper weather protection, thermal insulation properties, and sealing for the building. The windows and spandrels are original to the building (1965) and hardware replacement parts are no longer available.

The scope of work is to provide a new window system for the entire exterior of the building that will incorporate the same vision, spandrel and vent louver capabilities existing in the rooms within the building. The scope would also include a full survey of the existing window systems, evaluation of structural connections, and design for the replacement window system. The new windows will consist of a thermally broken aluminum window system, with metal and glazing colors to match the existing windows. The existing windows have some ability to open/close, and the new design will match the functionality of the existing at each location. Some existing window panel locations are spandrel panels and/or have ventilation louvers. This functionality will be replicated in the new window system. It is anticipated that some repair of finishes on both the exterior and interior areas directly adjacent to the windows will be required. A full construction documents package will be submitted and approved through IDOPL, which will be used for bidding the construction work.

Myers Anderson Architects, Pocatello has designed the project. The estimated construction cost is \$1,860,372 (\$385/sf), which is within the \$1,880,000 construction budget. Additive Alternate #01 for roller shades will be included in the project to ensure maximum use of the budget. The estimate for this alternate is \$59,998 (\$28/sf). The work is anticipated to commence May 2026 and be completed prior to September 2026.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 24228. Council passed the motion.**

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DPW Project No. 24246  
Repair Utility Tunnel, Phase 2  
Idaho State University (ISU)  
Pocatello, Idaho

2022 HB779:7A03	\$ 1,200,000
<u>Anticipated Funds</u>	<u>4,000,000</u>
	\$ 5,200,000

Previous Minutes: 3-4-25, 4-1-25

DPW Project Manager: Gary Groff

The work of this project will replace some of the 60-year-old and heavily corroded steam and condensate lines, 80+ year old tunnel structures, along with rerouting NetCom and High Voltage Idaho Power lines into underground conduits on the main Idaho State

University Campus in Pocatello. The steam and condensate lines along with insulation, steam valves, steam specialties are at the end of their useful life and need replacement. The old tunnel structures need to be replaced due to deterioration of the concrete and access restrictions.

The scope of the project is the third phase of a multi-phased program that is replacing concrete utility tunnels which include removal of the tunnel lid, failing walls and floor slabs, replacement of steam and condensate lines along with associated accessories. It also includes relocating High Voltage Idaho Power Lines and communication cables out of the tunnels into their own underground conduits. The Construction Manager/General Contractor is Starr Corporation. Due to design challenges and the late start of the Project, construction will be conducted over the summers of 2025 and 2026. The 2025 scope of work will include underground high voltage lines and communication lines.

Keller Associates, Pocatello has designed the project. The estimated construction cost for the 2025 construction season is approximately \$2,500,000 which is within the \$4,202,200 construction budget with the anticipated funds. The work this year is anticipated to commence August 2025 and be completed prior to December 2025.

**MOTION: MS. BONNIE LAYTON MOVED COUNCIL APPROVE FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 24246. Council passed the motion.**

## **NON-STATE ENTITY FUNDED PROJECTS**

ICCU Practice Field Turf Idaho State University (ISU) Pocatello, Idaho	Agency-Donor    \$ 700,000
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Ms. Berard introduced Mr. Mark Andersen, Idaho State University, Pocatello, Idaho (Virtual). Mr. Andersen shared plans and presented the project.

Idaho State University is planning to install new artificial turf at Papenburg Field. This is the outdoor practice field that is directly south of the ICCU Dome. The existing turf was installed in April 2012. General useful life of a turf field is 7-10 years. The estimated total project cost is \$700,000. It is anticipated that the project will have a construction start date of July 2025 and will be substantially completed by August 2025.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW FOR ISU ICCU PRACTICE FIELD TURF PROJECT. Council passed the motion.**

## **CLOSED PROJECT REPORT**

No closed project report since June 3, 2025, meeting.



**BRAD LITTLE**  
Governor  
**STEVE BAILEY**  
Director  
**DALE REYNOLDS**  
Administrator

**State of Idaho**  
**Department of Administration**  
**Division of Public Works**  
**State Leasing Program**

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**TO:** Permanent Building Fund Advisory Council  
**FROM:** Dale Reynolds  
Division of Public Works  
**SUBJECT:** July 2025 - Update on Real Estate Leases  
**DATE:** June 24, 2025

**Potential Requests for Proposals**

**NONE**

**Pending Requests for Proposals**

**NONE**

**New Leases**

- Agency:** Department of Environmental Quality  
**Lessor:** Department of Environmental Quality  
**Address:** 900 North Skyline Drive, Idaho Falls  

<b>Sq. Ft:</b> 215	<b>Cost/Sq. Ft. (1st Year):</b> \$17.00
<b>Cost/Year:</b> \$3,655	<b>Cost/Sq. Ft. (Effective):</b> \$17.50
<b>Lease Type:</b> Full-Service	<b>Space Type:</b> Office
<b>Lease Term:</b> 5-Year	<b>Total Contract Value:</b> \$18,812
<b>Cost Ratio*:</b> N/A	<b>Escalations:</b> 1.4%/yr.

**Comments:** Co-Location with US Army Corp of Engineers



**NEW LEASE SUMMARY:****Total New Leases:** 1**Total Cost/Year:** \$3,655**Total Contract Value:** \$18,812**Total Sq. Ft.:** 215**Average Cost/Sq. Ft.:** \$17.00**Renewals****1. Agency:** Idaho Department of Agriculture**Lessor:** 845 Center Street, LLC**Address:** 845 West Center Street, Suites C103, C106, B105, B106, Pocatello**Sq. Ft:** 750**Cost/Sq. Ft. (1st Year):** \$15.60**Cost/Year:** \$11,700**Cost/Sq. Ft. (Effective):** \$15.99**Lease Type:** Full-Service**Space Type:** Office**Lease Term:** 3-Year**Total Contract Value:** \$35,985**Cost Ratio\*:** 1.08**Escalations:** 2.5%**Increase From Prev. Lease:** 10.1%**Comments:** Renewed and decreased square footage from 969 to 750 square feet.**2. Agency:** Liquor Division**Lessor:** CLM & DFM Marketplace, LLC**Address:** 1730 West State Street, Boise**Sq. Ft:** 4,929**Cost/Sq. Ft. (1st Year):** \$22.45**Cost/Year:** \$110,656**Cost/Sq. Ft. (Effective):** \$23.83**Lease Type:** NNN**Space Type:** Retail**Lease Term:** 5-Year**Total Contract Value:** \$587,340**Cost Ratio\*:** 0.64**Escalations:** 3.0%/yr.**Increase From Prev. Lease:** 3.0%**Comments:** Renewed via option to renew.**3. Agency:** Idaho Public Television**Lessor:** Idaho State University**Address:** 921 South 8<sup>th</sup> Street, Pocatello**Sq. Ft:** 1,814**Cost/Sq. Ft. (1st Year):** \$15.00**Cost/Year:** \$27,214**Cost/Sq. Ft. (Effective):** \$15.00**Lease Type:** Full-Service**Space Type:** Misc**Lease Term:** 3-Year**Total Contract Value:** \$81,642**Cost Ratio\*:** 1.29**Escalations:** 0.0%/yr.**Increase From Prev. Lease:** 0.0%**Comments:** Renewed and decreased space from 2,759 to 1,814 square feet.**4. Agency:** Vocational Rehabilitation**Lessor:** Masonic Temple Association of Boise, Idaho, Inc.**Address:** 1755 Westgate Drive, Suite 140, Boise**Sq. Ft:** 4,807**Cost/Sq. Ft. (1st Year):** \$16.82**Cost/Year:** \$80,854**Cost/Sq. Ft. (Effective):** \$17.86

**Lease Type:** Full-Service

**Lease Term:** 5-Year

**Cost Ratio\*:** 1.29

**Increase From Prev. Lease:** 3.0%

**Space Type:** Office

**Total Contract Value:** \$429,263

**Escalations:** 3.0%/yr.

**Comments:** Renewed and increased space from 4,000 to 4,807 square feet.

**RENEWAL LEASE SUMMARY: (Total SF and averages exclude residential leases)**

**Total Renewals:** 4

**Total Cost/Year:** \$230,424

**Total Contract Value:** \$1,134,230

**Total Sq. Ft.:** 12,300

**Average Cost/Sq. Ft.:** \$18.73

**Average Increase:** 4.0%

**Modifications**

**1. Agency:** Idaho Department of Health and Welfare

**Lessor:** W Bridger, LLC

**Address:** 12438 West Bridger Street, Suite 100, Boise

**Sq. Ft:** 14,033

**Cost/Year:** \$276,450

**Lease Type:** Full-Service

**Lease Term:** 10-Year (1 remains)

**Cost Ratio\*:** 0.78

**Cost/Sq. Ft. (1st Year):** \$16.50

**Cost/Sq. Ft. (Effective):** \$18.40

**Space Type:** Office

**Total Contract Value:** \$2,582,072

**Escalations:** 2.0%

**Comments:** Assignment approved through the Board of Examiners.

**MODIFICATION LEASE SUMMARY:**

**Total Modifications:** 1

**Total Cost/Year:** \$276,450

**Total Contract Value:** \$2,582,072

**Total Sq. Ft.:** 14,033

**Average Cost/Sq. Ft.:** \$19.70

## **Request for an Exemption to the Request for Proposal Process**

**Agency:** Office of the State Public Defender

**Lessor:** Various

**Pursuant to Section 3.a of the PBFAC Policies on Leasing Standards and Criteria:**

“Unless exempted by the PBFAC, no state department, agency, or institution may enter into a lease for a new facility of 3,000 or more usable square feet without using a Request for Proposals (RFP) process to identify and choose the most suitable facility.”

### **The Office of the State Public Defender:**

Effective July 1, 2024, under Idaho Code 19-6008, the Office of the State Public Defender (SPD) assumed phased financial and operational responsibility for public defense from counties beginning in October 2024. This transition involves integrating the 44 individual county public defender offices under SPD oversight.

To facilitate this transition, the Leasing Program is assisting SPD with the evaluation and negotiation of appropriate office space across the state. Each county office presents unique circumstances: some may relocate, others may consolidate, and in select cases, SPD intends to assume existing leases. Whenever possible, maintaining current locations reduces disruption and avoids significant costs related to moving, furnishing, IT setup, downtime, construction, etc.

In many cases, especially in larger offices such as Kootenai County’s 12,659 square foot facility, the RFP threshold is exceeded. However, issuing an RFP is likely to reaffirm the existing location as the most practical and cost-effective option. Therefore:

**The Office of the State Public Defender is requesting an exemption** to the RFP requirement in those instances where the current leased facility exceeds 3,000 usable square feet and SPD intends to retain the public defender office at its existing location, which is deemed the most suitable and cost-effective option.

**MOTION: MR. DAVID BILLS MOVED COUNCIL APPROVE AN EXEMPTION FROM THE REQUEST FOR PROPOSAL PROCESS FOR THE OFFICE OF THE STATE PUBLIC DEFENDER IN THOSE INSTANCES WHERE THE CURRENT LEASED FACILITY EXCEEDS 3,000 USABLE SQUARE FEET AND SPD INTENDS TO RETAIN THE PUBLIC DEFENDER OFFICE AT ITS EXISTING LOCATION, WHICH IS DEEMED THE MOST SUITABLE AND COST-EFFECTIVE OPTION. Council passed the motion.**

## **LEASE REPORT**

Administrator Reynolds presented the lease report and requested approval of an exemption from the request for proposal process.

## **NEW BUSINESS**

Ms. Berard presented the Tentative Agenda Southwest Idaho Tour.

Administrator Reynolds thanked the DPW staff for coordinating the PBFAC tours.

## **ADJOURNMENT**

The July 8, 2025 PBFAC Meeting adjourned at 3:40pm.

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Mr. Clint Shiflet, Interim Chair

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Ms. Wynter Bell, Management Assistant