

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

### **Official Minutes, August 2, 2022**

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

The August 2, 2022 meeting was called to order by Mr. Dale Reynolds at 1:32 PM in the West Conference Room, Joe R. Williams Building, 700 West State Street, in conjunction with Zoom virtual conferencing in Boise, Idaho.

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

- Mr. Dee Jameson, Chair (Virtual)
- Mr. Dale Reynolds
- Mr. Clint Shiflet
- Senator Steve Vick (Virtual)
- Representative Jason Monks

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

- Mr. Keith Reynolds, 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 (Virtual)
- Ms. Margie Kennedy, Senior Project Manager, Division of Public Works
- Mr. Gary Groff, Project Manager, Division of Public Works
- Mr. John Julian, Project Manager, Division of Public Works (Virtual)
- Ms. Lindsay Erb, Project Manager, Division of Public Works
- Ms. Nicole Cecil, Project Manager, Division of Public Works (Virtual)
- Ms. Sydnee Weersing, Project Manager, Division of Public Works (Virtual)
- Mr. Josh Lewis, Roofing and Asbestos Program Manager, Division of Public Works (Virtual)
- Mr. Richard Brien, Leasing Program Manager, Division of Public Works

## **INTRODUCTION OF NEW COUNCILMEMBER**

Mr. Dale Reynolds introduced new Councilmember, Clint Shiflet.

## **APPROVAL OF JULY 12, 2022 MEETING MINUTES**

**MOTION: SENATOR VICK MOVED COUNCIL APPROVE THE MINUTES FROM JULY 12, 2022, AS WRITTEN. Council passed the motion.**

## ELECTION OF OFFICERS

Mr. D Reynolds announced the Council's annual election for the positions of Chair and Vice Chair.

**MOTION: SENATOR VICK MOVED COUNCIL TO ELECT MR. D REYNOLDS TO SERVE AS CHAIR, AND ELECT MR. JAMESON TO SERVE AS VICE CHAIR OF THE PERMANENT BUILDING FUND ADVISORY COUNCIL. Council passed the motion.**

## DESIGN PROFESSIONAL SELECTIONS

<u>DPW Project No. 22091</u>	Anticipated Agency	\$ 2,000,000
Automotive / Agricultural Diesel Mechanics Facility	2022 HB779:7A08	10,000,000
College of Southern Idaho (CSI)		\$12,000,000
Twin Falls, Idaho		

DPW Project Manager: Margie Kennedy

The demand for the Industrial Technology sector is increasing throughout our state. The need for skilled individuals in trades, such as automotive and diesel mechanics, is increasing. To increase opportunities for individuals and support the needs of employers in these growing industries, CSI is expanding their existing programs.

The scope of work includes a new ground-up building of approximately 40,000 square feet to be located on the College of Southern Idaho's main campus. The new building will support educational programs related to automotive service, heavy duty diesel truck service, heavy and agricultural equipment technology, industrial engineering, and possibly autobody repair technology. With early college initiative in Idaho, this building may also support limited high school aged students and possibly share space with high school programs.

A Request for Qualifications (RFQ) was issued for Design Professional services on June 9, 2022. Statements of Qualifications were received from four firms on July 6, 2022. The submittals were evaluated, and two firms were interviewed on July 26, 2022, by a Selection Committee consisting of Barry Pate, CSI Dean of Career and Technical Education, Theo Schut, CSI Senior Construction Project Manager; Jeremy Borsdorf and Margie Kennedy, DPW and Gary Sorensen, as an Independent Design Professional.

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

Integrus/Myers Anderson, Spokane/Pocatello	417
CSHQA/RGU, Boise/Lewiston	403

**MOTION: MR. SHIFLET MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 22091. Council passed the motion.**

**DESIGN-BUILD REVIEWS**

<u>DPW Project No. 20061</u>	2015	SB1172:3A01	\$ 12,415.00
Repair/Upgrade Fire Alarm System	2018	HB691:2A01	205,933.79
Idaho State Correctional Center (ISCC)	2019	SB1198:2A01	318,000.00
Idaho Department of Correction (IDOC)	<u>2021</u>	<u>HB225:2A01</u>	<u>687,500.00</u>
Kuna, Idaho			\$1,223,848.79
Previous Minutes: 07-13-21			

Mr. Miller introduced Mr. Jake Busack, Quality Electric Inc., Boise, Idaho. Mr. Busack shared plans and presented the project.

DPW Project Manager: Gary Groff

The Idaho State Correctional Center (ISCC) located in Kuna is using an outdated Cerberus Pyrotronic fire alarm system. This project replaces the entire Fire Alarm System that has failing sensors, electronics, and other parts. When the current system goes down or into the fault mode, IDOC attempts to repair by scavenging parts.

The scope of work includes complete engineering and construction services for a new Fire Alarm System with Smoke Control. The System will include all new smoke, heat, beam, water, tamper, and duct, sensors, along with pull stations and other devices including new alarm panels and subpanels. The system will connect with the main Maintenance office at SICI.

The Design-Build team of Quality Electric, Boise; and Cator Ruma & Associates, Boise; has designed the project and completed design development documents. The documents are currently under review by IDOC and DPW. The team’s current Design-Build construction cost estimate is \$1,166,800 and the project’s updated Design-Build construction budget is \$1,192,934. During the design process it was discovered that the Fire Marshall required the Fire Alarm System to be integrated with the Smoke Control System which increased the design and construction cost. Additional funding was provided by a number of budget transfers.

Council discussed the construction contingency for this project.

**MOTION: REPRESENTATIVE MONKS MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH THE CONSTRUCTION PHASE OF THE CONTRACT FOR DPW PROJECT NO. 20061. Council passed the motion.**

## MID-RANGE REVIEWS

DPW Project No. 21535

2021 H225:2A01 \$728,000

Laundry and Kitchen Remodel  
Juvenile Correction Center-Nampa (JCCN)  
Department of Juvenile Corrections (DJC)  
Nampa, Idaho

Previous Minutes: 06-01-21, 01-04-22

Mr. Miller introduced Mr. Jared Schmidt, Lombard Conrad Architects, Boise, Idaho. Mr. Schmidt shared plans and presented the project.

DPW Project Manager: Lindsay Erb

Since opening, the DJC facility in Nampa has contracted with SWITC to provide laundry services. Over a year ago, this service was suspended and the JCCN has been outsourcing all laundry needs including resident clothing and all linens. JCCN would like to have this service in house. This project's scope includes a remodel of existing space to accommodate commercial grade washers and dryers to handle current and future capacity.

In addition, the existing kitchen will be upgraded. Upgrades include finishes, equipment, and a new walk-in freezer and cooler to better serve the residents and provide a safer and more efficient food preparation and storage areas for kitchen staff.

Both the kitchen and laundry remodel areas are part of the base bid of this project. An add alternate to retrofit existing resident doors with glazing units with integral blinds will be bid.

Lombard Conrad Architects, Boise is the project architect and has provided a base bid cost estimate of \$603,750; and the project construction budget is \$605,000.

Council discussed the number of residents at the JCCN facility.

**MOTION: MR. SHIFLET 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. 21535. Council passed the motion.**

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DPW Project No. 22200

Agency \$278,100

Rec Center Pool Re-Plaster  
Boise State University (BSU)  
Boise, Idaho

Mr. Miller introduced Mr. Glenn Robinette, Hutchison Smith Architects, Boise, Idaho. Mr. Robinette shared plans and presented the project.

DPW Project Manager: Gary Groff

The scope of work for the Recreation Center is to drain both swimming pools in the Natatorium during the low groundwater period (typically winter months), strip the old plaster, remove the old drains, replace the pool plaster, and then refill the pools.

Regional Architect, Hutchison Smith Architects, Boise, has designed the project. DPW has completed the final review and construction approval. The firm's construction cost estimate is \$227,000 for the base bid and the project construction budget is \$238,000.

Council discussed the use of the pool and ongoing maintenance.

**MOTION: REPRESENTATIVE MONKS 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. 22200. Council passed the motion.**

### **PRELIMINARY AND FINAL REVIEWS**

<u>DPW Project No. 21513</u>	ISP Agency	\$331,337
Manufactured Housing Unit	ITD Agency	<u>675,000</u>
Idaho State Police (ISP)		\$1,006,337
Idaho Transportation Department (ITD)		
Driggs, Idaho		

Mr. Miller introduced Mr. James Wyatt, NBW Architects, Idaho Falls, Idaho (Virtual). Mr. Wyatt shared plans and presented the project.

DPW Project Manager: Gary Groff

This project involves purchasing, installation, and setup of a manufactured home for a remote Idaho State Police Resident Trooper in Driggs, Idaho. The site will be developed for placement of two manufactured homes for the Idaho Department of Transportation.

NBW Architects, Idaho Falls is designing the project. The current site construction budget is \$675,600 and the manufactured unit is \$168,885 through the Division of Purchasing for a total construction budget of \$844,485. The construction estimate is \$595,000 which includes the manufactured unit. Alternate 1 includes connecting to the City of Driggs water and landscaping with a construction estimate of \$491,000. ITD is currently working on addressing a zoning concern with the City of Driggs. Funding for the project is by ISP and ITD.

Council discussed housing options at the Driggs site and the cost of the manufactured unit.

**MOTION: MR. SHIFLET MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD FOR DPW PROJECT NO. 21513 SUBJECT TO APPROVAL BY ZONING REQUIREMENTS. Council passed the motion. Senator Vick - Nay**

## **PROJECT UPDATES**

<u>DPW Project No. 21014</u>	2021	HB225:2A01	\$ 400,000
Replace Switch Gear, Relocate Transformer	<u>2022</u>	<u>HB779:7A03</u>	<u>600,000</u>
Borah Building			\$1,000,000
Department of Administration (ADM)			
Boise, Idaho			

Previous Minutes: 06-07-22

DPW Project Manager: Nicole Cecil

The original scope of work would have installed new service on the east side of the building fed from a new Idaho Power owned pad mounted transformer. Following discussion and further review, the design professional was asked to research the feasibility of changing the location to the north side of the building. After a meeting with Idaho Power and the Agency, it was determined that this would be possible, and the construction estimate is still within budget. The existing transformers on the east side of the building will still be removed. The existing main switchboard and main MCC will be removed and replaced. New branch panels will also be provided throughout the building to replace the existing panels.

Musgrove Engineering has designed the project. The firm's construction cost estimate is \$635,000; and the project construction budget is \$829,500.

Council commented on DPW's ability to find a solution to the location of the transformer.

**THE MATERIAL FOR DPW PROJECT NO. 21014 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.

Council discussed the leasing market in Idaho.

### Request for Lease Term Over Five Years

**Agency:** Boise State University

**Lessor:** Walnut & Fourth, LLC

**Address:** 580 Fourth Street, Ketchum

**Sq. Ft.:** 7,426

**Cost/Sq. Ft. (1st Yr.):** \$42.74

**Cost/Yr.:** \$317,357

**Lease Type:** NNN

**Lease Term:** 10 Years

**Cost Ratio:** 0.57

**Cost/Sq. Ft. (Effective):** \$44.73

**Escalations:** 3.00% per year

**Space Type:** Mixed Use

**Total Contract Value:** \$3,321,289

**Comments:** As a result of the March 2022 request for proposal (RFP) whereas the Leasing Program and Boise State University requested a fully built-out multi-use building consisting of community outreach, office, dry lab, and residential space, we received one submission from Walnut & Fourth, LLC. The submission proposed a new multi-tenant building and tenant improvements to include a turn-key finish per the University's standards provided by the lessor with a 10-year lease term.

Boise State University intends to utilize the premises for research and educational purposes, but additional use by the University will be consistent with its mission as an educational institution shall be permitted by University's sole discretion. Specifically, the University intends to use the facility to house the Sawtooth Research Center (SRC), a Boise State University initiative located in Ketchum, Idaho that will serve as a hub for scholarly and creative work focused on the wildernesses of Central Idaho. The SRC will provide the research and teaching support necessary to understand Idaho's changing natural world and to safeguard habitat, wildlife, and human experience in nature. Communicating scholarly and creative work will be a core mission of the center, with regular seminars, workshops and outreach activities, aimed to benefit all Idahoans.

After much legal, fiscal, and operational discussions and consideration, the Leasing Program and University seeks approval to enter into a 10-year lease agreement with Walnut & Fourth, LLC, for the lease of approximately 7,500 square feet of space, to include approximately 4,500 square feet of residential space to accommodate 18-28 occupants, 1,240 square feet of office space and conference room, as well as a 1,350 square foot lab and associated equipment for research purposes.

**MOTION: REPRESENTATIVE MONKS MOVED COUNCIL APPROVE A 10-YEAR LEASE TERM FOR THE BOISE STATE UNIVERSITY AT 580 FOURTH STREET IN KETCHUM IDAHO.**

**OLD BUSINESS**

Mr. Miller presented the second review of the tentative itinerary for the North Idaho PBFAC Tour.

**ADJOURNMENT**

The August 2, 2022 PBFAC Meeting adjourned at 2:54 PM.

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Mr. Dale Reynolds, Chair

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Ms. Nicole Hanson, Business Operations Specialist