

**Annual Joint Meeting
Capitol Planning Commission & Vertical Infrastructure Advisory Committee
January 17, 2007
Hoover State Office Building**

Capitol Planning Commission Members Present

Karen Polking, Chairperson; Catherine Brown; Scott Brown; Ronald Feilmeyer; Carl Voss; Elizabeth Isaacson, Paul Carlson.

Capitol Planning Commission Members Absent

Senator Jack Hatch, Senator James Seymour, Representative Ralph Watts, Representative Mark Davitt.

Vertical Infrastructure Advisory Committee Members Present

Dennis Bennett, Les Holland, Mary Krier, Eve Palmer

Vertical Infrastructure Advisory Committee Members Absent

Tom Gillespie, Dan Prymek, Terry Slinde

Others Present

Mollie Anderson, Director, DAS; Dean Ibsen, GSE/D&C; Nancy Williams, DAS/GSE; Dale Schroeder, GSE/Fleet & Mail; Jerod Gross, Snyder & Associates; Jennifer St. John, DNR; Tim Ryburn, GSE/CCM; Matt Carlile, Brian Clark & Associates; Brian Clark, Brian Clark & Associates; Patrick Alvord, JMA Studio; Mickel Edwards, DOC; Bill Dikis, RDG; Mark Willemsen, Legislature; Joan Conrad, IUB; Nikki Syverson, Des Moines Symphony; Laura Riordan, DAS; Deb Madison-Levi, DAS; Lisa Michelson; Eddie Sauls, IWD; James Ellwanger; Karalyn Kuhns, DHS; Kyle Gorsh, State Fire Marshal's office; Stu Crine, State Fire Marshal's office; Pat Deluhery, DAS.

Call To Order and Introductions

Karen Polking, Chair of the Capitol Planning Commission, called the meeting to order at 9:10 a.m.

Opening Comments

None

Overview of Capitol Planning Commission Activities

Chairperson Karen Polking said that the Capitol Planning Commission is responsible for advising the legislature on projects that are located on the Capitol Complex. She said the Capitol Complex Master Plan guides the recommendations they make for improvements.

Karen advised if you look at the minutes you can get a great overview of what the Capitol Planning Commission has been doing recently. Major items have been:

- Wallace Building
- New State Office Building
- Carriage House – discussion of possibly making it into a Visitors Center
- Properties we have been considering on the West Terrace area
- West Terrace project
- Workers Monument
- Shattering Silence Sculpture
- Mercy Capitol proposal
- Records and Property Building & Kasson Plaza
- Acquiring properties so we can move forward
- North Loop Road
- Continued restoration of the Capitol and of the Complex itself

Dean Ibsen noted the Vertical Infrastructure Advisory Committee was created by an Executive Order in 1999; this group has been active since that time meeting about once a month. The Executive Order asks that the Vertical Infrastructure Advisory Committee coordinate with the Capitol Planning Commission. Since 2000, we have had a joint meeting with the Capitol Planning Commission and Vertical Infrastructure Advisory Committee so each group has a better understanding of what is going on both on the Capitol Complex and around the State.

Joint Meeting of Capitol Planning Commission and Vertical Infrastructure Advisory Committee
Meeting Minutes
January 17, 2007
Page 2 of 15

The chair of the Vertical Infrastructure Advisory Committee is Tom Gillespie, who was not available for the meeting; therefore Les Holland gave a brief overview of this group's activities.

Overview of Vertical Infrastructure Advisory Committee

Les Holland reported that the Vertical Infrastructure Advisory Committee has been very busy. He said the years 2005 and 2006 have been the best years since the inception for major maintenance appropriations. Eight years ago the appropriations were minimal, the needs have been great and we haven't been meeting a fraction of our needs. Thanks to Mollie Anderson, Paul Carlson, Pat Deluhery, Dean Ibsen and others, they have worked very hard with the Legislature to try to get increased appropriations so we can begin to meet the needs.

The 2005 Legislature approved just under \$100 million dollars spread over four years. He said the committee believes this is going to help us address part of the back-log of \$462 million dollars. He explained that an appropriation of \$2.5 million dollars for routine maintenance has also been received versus the major maintenance (fixing windows, roofs, etc.).

He said the staff has been busy developing project manager procedures which will broaden staff's capabilities to handle this large appropriation. He said that Dean Ibsen has been working with Paul Carlson trying to get the needed staff on board in order to carry out this work, which can't be done without people.

He said the committee tries to meet at various institutions across the state and met at nine different locations in 2006.

Major things the Committee has looked at:

- We developed a program that looks at all the needs at the various institutions. We have repaired and replaced the electrical distribution systems at six agency locations and are currently working on three other locations. This is a major, very costly thing to do.
- Staff is implementing a long range plan that we feel is cost-effective for roof repairs and replacement. We have engaged outside consultants to assist us with prioritizing this work and assembling bid packages. We are consolidating the roofs by type and location and size.
- Work will continue to upgrade and improve ADA facilities around the state as well as the work that needs to be done to conserve the Soldiers and Sailors Monument.
- The committee developed a plan of action – three years ago we developed a plan of action to focus on what we are about, where we are going and how we accomplish that end. As a result of this, much has been accomplished in terms of receiving additional appropriations. This includes developing facts and data that support our program and getting the information out to the public.
- The backlog of deferred maintenance is at about \$462 million dollars. We believe that because of our meetings with the Legislature, they are more informed and closer to what we are trying to do to meet the needs of the public and preserving and keeping these buildings throughout the State in good shape.

The Committee is concerned about the aging buildings that we have, particularly at the Mental Health Institutions. Some institutions have gone from 1500 clients in their facility to as low as 80 clients and yet we have Institutions with 200 acres of land and 30 to 40 buildings. Possibly the Legislature should do a study to see if it might be more cost effective for the State to construct some new facilities to replace those buildings. That may help the State and public to better maintain the buildings and be more effective with the dollars we have. The Committee has proposed that a study be undertaken.

Approval of Minutes of October 18, 2006

Capitol Planning Commission minutes were approved as written with no corrections

DAS Director Mollie Anderson Comments

Capitol Parking Shuttle

- For quite sometime we have had conversations with the City of Des Moines about the importance of the Capitol, the number of visitors and the economic activity we think the visitors who come to the Capitol bring to the State. One of the concerns on the Capitol Complex is parking and getting people from place-to-place since it is such a large campus. We will be announcing to the press next week that we have agreed upon a shared shuttle to be operated initially for a six week period of time to look for ridership. The shuttle

will go to the parking structure at the corner of Grand Avenue and Pennsylvania and every nine minutes, they will pick up people there and drop them off at the West Capitol steps (shuttle will loop around the Historical Building dropping off and picking up people there as well). The shuttle will begin on January 29, 2007. If this is successful, the City, local businesses and the State would enter into an agreement where we would all share a portion of the cost to provide a shuttle for the entire Complex and the East Village. We are marketing this primarily as a citizen benefit and we feel it should be easy for the citizens to visit the Capitol Complex.

New State Office Building

- We have met with the Fiscal Committee to present the return on investment. The language required we needed to show a 5% return in order to go to the next step which is the design phase. This work was done by our staff as well as two private consultants. They were able to show over a 5% return on the New State Office Building as well as the Utilities Building. We have now been given the green light by the Fiscal Committee to proceed to the design phase on both of the buildings. The new state office building is intended to be a 350,000 square foot building, bringing back a large number of tenants to the campus, replacing the Wallace Building (Dept. of Agriculture and Dept. of Natural Resources). We have met with the other tenants we intend to move to the new state office building and visited with them about how they will be involved in the design work.
- Our intent at this time is a single tower facility located on the current Lot # 17 north of the Capitol. This would create a powerful north access to the Capitol. We are not building a monumental building; we are building a functional state office building which will provide a great return in terms of avoiding increased leased costs. Currently we spend about \$7 million dollars a year on leases in Polk County.
- Also, it is our intent to build a multi-story above ground parking garage next to the new state office building and to connect it by tunnel to the Ola Miller Babcock Building providing a way for citizens to be on the campus and get underground to the Capitol and not have to cross Grand Avenue. The challenge we have is that the parking garage is intended to be built on a lot which is currently owned by Mercy Capitol. We have had negotiations with Mercy and they will begin again in earnest. If they are going to sell the property, we believe we are the right entity to sell it to – if not the building, at least that particular lot. It would be our intent that the parking garage would then serve the new office building, Ola Babcock Miller Building and the Jessie Parker Building.
- Dean Ibsen will be given the primary responsibility of oversight for the design and construction of the new state office building. The Legislative body clearly sent the message that they do want us to be concerned about energy efficiency and it is not a LEED building, they would like us to consider LEED requirements. One of the messages to us is that if during the design and construction phases we should find that it really cannot be done with the amount of money appropriated, and done well; we should come back and visit with them.
- The IUBOCA Building is meant to be a model energy efficient building, one that cities, schools or other places could come and look at and be able to say “I think we should build that same building”. The grassy area off of SE 14th is a perfect place for the building. Between now and 2011 we will have a lot of construction going on.
- If we are able to acquire Mercy Capitol Hospital, it will be the largest expansion since 1914.
- Director Anderson noted the Master Plan is in need of being updated. The Master Plan called for twin towers to be built on that particular site; however, we discovered twin towers were not cost effective.
- Paul Carlson noted we are in the process of trying to determine what groups should be involved, the extent of their involvement, what disciplines should be involved, the occupants, Capitol Planning Commission, who would have a fundamental interest on where we go from this point forward. We have a document from Equis out of Chicago with a recommended course of action; they have a lot of experience with other states. Dean Ibsen is requesting the same kind of document from AMEC, which is a construction estimating company.
- Dean Ibsen said that an ad hoc committee has recommended a structure for planning an review committees.. The committee has proposed a) Project Accountability Committee, b) Agency Advisory Committees, c) two Working Committees that will deal with the day-to-day, week-to-week details (one for each building), d) Art Committees (a ½% art requirement for each of the buildings), e) Capitol Planning Commission, f) Vertical Infrastructure Advisory Committee, g) Design Team – technical staff – within our staff as well as possibly outside consultants that will work throughout the project on issues such as

Joint Meeting of Capitol Planning Commission and Vertical Infrastructure Advisory Committee

Meeting Minutes

January 17, 2007

Page 4 of 15

specifications, design standards, and technical issues related to the building and the maintenance of the building. The next step will be the issuance of an RFP or RFPs for design services.

- Paul Carlson advised that Dean Ibsen is solely dedicated to these two buildings, he won't have any other responsibilities outside of this Commission and the Vertical Infrastructure Advisory Committee, and we are dedicating specific resources dedicated to construction oversight. There will be various validation activities occurring throughout construction, we are putting together a multi-disciplined team consisting of civil engineers, mechanical engineers, electrical engineers, those are in-house people, so we are not inclined to just take what a contractor would say, we are going to be out there daily verifying.
- Wallace Building – Director Anderson stated that once the new office building is completed, the current Wallace Building occupants will be relocated to the new building and Wallace will be demolished, as required by the Legislature.
- Director Anderson said that if the State is able to acquire the Mercy Capitol properties, and if there are ancillary services such as cafeteria available in the hospital, those functions will be taken into consideration in the planning of the new building.

West Capitol Terrace Project

- A Committee has been formed as an outgrowth of a meeting held at the end of last year titled "Looking Back – Looking Forward." They will be holding another meeting to continue envisioning what the West Capitol Terrace and the people's park is going to look like.

Land Swap

- The three buildings at the base of the West Capitol Terrace have been an ongoing issue. The middle property (709 East Locust) has been acquired by the State. The Community College building (707 East Locust), The State has entered into discussions with the owners of the Community College Building (707 East Locust) about the opportunity to trade a piece of land for that building. The department has received approval from the Executive Council to proceed with the swap of land and the department is looking for a "like-value" piece of property that can be traded.
- If we get the property, we will then have to begin to think about whether that becomes the new Visitors Center, these details would have to be worked out.
- The last property, we will continue to negotiate with them.
- Additional funds have been requested for acquisition of property, as other properties around the complex come up for sale and a real estate agent is advising in us on potential properties.

Wallace Building

- Dean Ibsen advised that over the next year, we are going to have to start thinking about what happens to that site, how that affects the planning for the new office building. As we get the Design Team on board, we should talk with them about the Wallace site.

Report to the Legislative Fiscal Committee

- Dean advised this document addresses the return on investment analysis. If you have any questions, Paul Carlson and Dean Ibsen would be happy to discuss. Dean noted this is a summary of the assumptions and the return on investment analysis and the cost estimates we used for the new buildings.

IUBOCA Building

- As part of the cost estimating we did some preliminary soil borings and we looked at the site just west of SE 14th Street. There is a land-fill area there. We have some general idea of costs that might be associated depending on where we build. As we bring in the design team, we are going to have them evaluate that piece of land to determine where the building most appropriately fits, in terms of aesthetics, access and soil conditions in that area.

West Capitol Terrace

- Matt Carlile stated the project is about two weeks ahead of schedule. At this time, we are going through the approval process on all the cast stone trying to make sure the stone is as close to the Capitol color as we can get it, so everything matches.
- All the concrete walls and steps are in, thanks to the good weather we had this Fall.
- The cast stone takes about a four week lead time – it should be delivered in a month from today. We will start putting it on as soon as the weather permits.
- When the weather permits in the Spring, we will go back to putting in concrete, get the ramps in and we are looking for the June 1, 2007 completion date.

- Fountain – The sub-committee of Cathy Brown and Scott Brown had no update at this meeting. Dean Ibsen noted we had a request for \$1 million dollars for an enhanced fountain feature for the project – that is over and above the Phase Two request for the project.
- Matt Carlile advised the center area, due to previous discussions, the plan is to put sod in that area so it is easy to go back in and add in whatever is needed at that point.
- Director Anderson asked if there had been discussion with both the Triathlon and Symphony event (Yankee Doodle Pops). Matt noted he had talked with Nikki Syverson with the Symphony, the exact location needs to be finalized. Matt advised there were still a few more issues to resolve before the plaza is poured at the West end, but we are fairly close. Director Anderson noted that in terms of the Triathlon event, it will have international media, we must have the landscaping finished – we promised them a “finished canvas” for the event in June. We will be watching the deadlines very closely.
- Ms. Syverson noted in setting up the stage for Yankee Doodle Pops, they will be setting up on top of where the granite “Iowa” will be located, the Symphony is taking very special precautions to make sure that is preserved. The Symphony believes moving the stage to this area will really improve the event, provide more seating and a natural amphitheater,

Monuments and Sculpture

- Workers Monument – Dean Ibsen noted in your packet there is a report from Jerry Addy. The key thing to make note of is that they have selected a new artist. They are still looking at the same location which is the southwest corner of Workforce Development center. You may refer to his website at www.stutzart.com. We hope to have a design to look at by the April meeting.
- Submarine Memorial – Dean Ibsen advised the location is near the Purple Heart Monument (South of the Capitol). They are looking for an installation date in advance of a ceremony in June. This project is moving forward. Carl Voss moved to approve the location of the Submarine Monument as presented. Elizabeth Isaacson seconded the motion. Motion passed.
- Shattering Silence – Dean Ibsen stated at the last meeting the Commission directed us to meet with Mr. Ellwanger to discuss options for the sculpture. The original request was to locate on the West Capitol Terrace. Brian Clark, Matt Carlile, and James Ellwanger met at the site and talked about various options. The recommendation we have is the northwest corner of the complex, south of East Grand, East of Pennsylvania. Brian Clark stated they took the model provided and tried to put it in an approximate location with the Capitol view behind it to give an idea what it might look like at the corner of Grand and Pennsylvania. This site has the proper context for this scale of piece and will have the volume of traffic to appreciate the piece. Height – approximately 27 feet – depending on the base. Width – 27 feet. Karen Polking noted her concerns about blocking the Capitol view. It was noted behind the proposed site for the sculpture there is a large oak tree that blocks the current Capitol view, it is a filtered view in that location, we felt because of the movement there we are not blocking the view. Because the sculpture is open, this is an appropriate location. Mr. Ellwanger stated he will generate something in the next couple months that will give us a general idea of how we will develop the area, what we want for sidewalks, how we want it to face, what the surrounding area will look like and how we can better filter people around it. Mr. Ellwanger stated he would project installation as this Fall (2007). Mr. Ellwanger will come back to the Capitol Planning Commission with a site plan and more information at the April meeting. Cathy Brown noted from the last meeting – the Commission asked Mr. Ellwanger to bring the proposal back to the Commission for consideration; therefore, Cathy Brown moved to extend the action for further development. Cathy stated she wants possibly an aerial photo with some sort of illustrative – this is where it is positioned, here is where the future walk is, etc.

Parking Improvements

- Dean Ibsen advised we received an appropriation of about \$1.5 million dollars for parking lot improvements. Snyder and Associates was selected as our consultant to help us with the work. In some cases it is just “fixing and patching” parking lots and others we are suggesting some changes and some improvements and some expansion.
- Specific Lots – Lot 1 (East of Hoover), Lot 2 (West of Hoover), Lots 14 & 19 which primarily serve the Capitol building and Lot 6 which is south of the Capitol and serves both the Capitol and the Monuments area.
- Lot # 1 – “fixing, patching and improving”.
- Lot # 2 – We have identified a way of gaining some additional spaces by re-configuring the lot.

- Lot # 14 – We are talking about an extension to the west of one aisle of parking.
- Lot # 19 - Finally installing the ADA walk-way that we have been talking about for a couple of years.
- Lot # 6 – We would actually expand this lot in conformance with the Master Plan.
- In preparation for this we have had to strategize about where do people park while we are doing all of this work, how we phase the work. We realize we are going to need some parking spaces other than in the lots. We have re-instituted street parking on the Capitol Complex. As we looked at that initially, we looked at it as to just serve the needs during construction but realized that could serve needs particularly through the Legislative session. At one point we had parking on the streets around the Complex; however, when the parking structure was built, while we still had lots # 7 & # 8, it was determined at that time; we didn't need parking on the street. Therefore, street parking was discontinued. The City of Des Moines never took away the police order, so when we started talking with the City about the need for temporary or additional parking in terms of Legislative Session, they advised the Police Order is still in affect so effective January 8, 2007, we are now allowing parking on East Walnut, East 12th, East 13th, and various other areas. This has relieved at least the perception of a parking shortage. Currently there is no parking between 7:00am – 8:30am Monday – Friday. We believe once the construction starts we will allow the parking at any time so the parking on the street will give us temporary parking spaces for employees. We are looking at a plan that will phase the work.
- Jerod Gross with Snyder and Associates distributed to members drawings of the lots in discussion. Jerod stated in the beginning of the project Snyder and Associates did a study and looked at the condition of all of the lots. After inspection, the lots were observed and prioritized. The \$1.5 million dollars isn't enough to do all of the improvements to all the lots; therefore, we set up a master plan and hopefully, over the next couple years as funding becomes available more improvements can be done.
- Lot # 2 (West of Hoover), Jerod presented a major change in the layout of this lot that gains 22 parking spaces. Card readers will be eliminated. Paul Carlson stated the cost for this lot includes repairs as well as increasing the number of spaces. Jerod Gross stated Lot # 2 is a total reconstruction because the current surface is in such a bad condition. The cost also includes re-orienting the lighting and removing some medians.
- Lot # 6 – would be a gain of 16 stalls. Jerod Gross noted the concept drawing will change somewhat since we are taking the steps necessary to not impact the footprint of the close-by monument. Lot # 6 has some visitor stalls and Governor's staff stalls and the use won't change. Scott Brown stated the changes on the east side are not quite symmetrical with the west side and there was some discussion about whether a small monument could be moved to bring complete symmetry to the project. Brian Clark stated symmetry is key in our minds so if it requires moving a monument to a better location, that should be investigated. It was noted we are limited on how far west the parking can go due to the slope of the land. Jerod Gross stated Lot # 6 is in very bad condition, with a 2" or 3" layer of asphalt on top of sand that is failing; therefore, it wouldn't do any good to just resurface it. Discussion regarding the City's plan to extend the bike trail on East Walnut to the Fairgrounds ensued. It was noted that when meeting with the City, the topic of the bike trail did not come up, Dean Ibsen advised we need to re-visit this issue. Dean Ibsen noted, in fairness to Jerod, we asked them to improve it, look at the Master Plan and still keep as many spaces as possible, with limited budget. Now we are trying to maintain some symmetry. For example, from the Capitol heading south there is a 12' sidewalk. South of Walnut, a 12' sidewalk will impose upon the slope at the monument. Either we have to re-grade the monument or we narrow the sidewalk or we shift the sidewalk, so suggested a narrower sidewalk of 8' on the south side. Cathy Brown said she just wanted it "to look good when we are done!"
- Lot #14 – it was noted this lot is in very bad condition. The best method is re-construction. Lot # 19, which is just north of # 14, will be shift south to accommodate the ADA sidewalk from the Capitol across to the Lucas Building. This requires a revised layout for Lot 14. If we extend the lot 20' to the west, we can gain 17 stalls.
- Dean Ibsen stated our plan is to proceed based on today's discussions. We are prepared to take the comments we have received today, to look at the symmetry, to increase Lot # 14 into the grounds of the Capitol. We have talked with Brian Clark & Associates regarding the Master Plan, the Master Plan talks about reducing parking and yet the Master Plan really calls for an underground parking of totally different concept. Paul Carlson stated he would like to see a revised Lot # 6 drawing. Paul added he would like to know the net loss of green space. Cathy Brown stated she is struggling with taking out green space in Lot #

14. Karen Polking agreed that the more we “nick away” at green space, anything temporary seems to become permanent when it comes to parking on the Capitol grounds. Karen noted the Commission has been trying for so many years to eliminate a lot of this surface parking, especially right around the Capitol. Karen noted she still didn’t understand why we can’t funnel the Legislators and others into the Parking Structure, especially now with the new shuttle. Karen noted she did not want to see any more green space lost if we can avoid it. Ron Feilmeyer noted that we are really talking about a modification of the Master Plan. Ron stated making a motion with regard to Lot 14 doesn’t make a lot of sense without taking into consideration what the modifications might be. Dean Ibsen noted Brian Clark & Associates recommendation is not to increase the amount of paved areas, just work with the paved area we have. If we proceed with that concept, we may not need to modify the Master Plan. Dean advised with Lot # 6, we are trying to conform to the conceptual Master Plan for that area which calls for symmetrical parking on both sides of those monument areas. We are trying to implement that concept, keep as much symmetry as we can, keep as much green space as we can, lose as few parking spaces as possible – this would not call for a Master Plan modification. Dean stated that in Lot #19 the paved area would remain the same. The ADA sidewalk to the north probably does not require a modification to the Master Plan. Cathy Brown made a motion to accept the recommendation on Lot 1 and 2. Lot #14, we request that the design team move the line back to only the existing so it is a maintenance project and not an expansion and Lot # 6, you continue to do design work that responds to our comments and bring back to the Commission at the April meeting. Carl Voss seconded the motion. Motion passed.

Miscellaneous Capitol Complex Projects

Dean Ibsen asked everyone to refer to the meeting notes of October 18, 2007, page 7 and follow along.

- *Submarine Monument* – previously discussed.
- *Workers’ Monument* – previously discussed.
- *Cancer Survivors’ Park* – no activity at this time.
- *Records and Property Building/Kasson Plaza* – We are now referring to this building as the Public Safety Building. We are nearing completion on the project; substantial completion is phased, starting about February 15 thru March and April. We are looking for completion starting from the 5th floor on down through the project so in April and May we will be moving into the building. You may be interested in a tour of the building at the April meeting. The interior is different. It is not a standard state office building, and it has a warehouse character, which the building originally had. One of the buildings we looked at when we started the design work was the O’Keefe Elevator building in Omaha, Nebraska, which was an old warehouse building that was converted. There are some exposed structural elements in the building. It will be different but also very exciting and interesting. We have been getting a lot of good feed-back. The whole character of that block has changed from a building that had no windows (they were all filled in) to a building that is open and has some open glass area.
- *Kasson Street* – This is now part of the parking lot and we also have a plaza area. We have looked at some sketches in the past for some kind of sculpture or some kind of treatment in that area; however, we don’t have any money for that at this point. It is still in the works and for discussion. We have also talked about relocating the Peace Officer’s Monument which is now located north of the Lucas Building. This will also be dependent on us relocating the gas station. We do have a request in for funding to relocate the gas station.
- *Transformers and Generators for the Capitol Complex*, we are continuing to work on this project. In conjunction with funding we have for the Capitol Building, we will be replacing the East Capitol exterior steps. Part of the plan is to relocate the transformers and the equipment in the basement of the Capitol into an area below the steps. We are in the design phase of that work and getting ready to proceed with that work with construction starting in May. The plan is to maintain the character of the steps. If you are away from the building, you will not notice a change. Electrical Distribution (the main primary loop), the main feeds are in place, we are now working on the connections to the individual buildings. We have asked for more money and this will be a phased process.
- *Capitol Interior/Exterior Restoration* - Dean advised the mezzanines are all removed from the Capitol and everyone has moved into the spaces. We now have eleven areas of refuge in the Capitol as a result of discussions with the Fire Marshal’s office, Legislators, and the City of Des Moines Fire Department. In case of an emergency or fire, people with disabilities can go to these areas of refuge if they so choose, rather than being carried down or moved down in Evacuation Chairs. These are in restrooms and small

areas primarily, as recommended by the Des Moines Fire Department. The exception is one Senate conference room on 2nd floor. These areas of refuge meet the requirements of the Life Safety Code and each space includes a call box, which provides two-way communication to the Ground Floor to a fire panel, and if there is no response, to the Public Safety post at Terrace Hill, which is staffed around the clock. We have worked with the Des Moines Fire Department, have met with the occupants in the building to make sure they are aware of these areas of refuge and we will now need to get the word out to the public. We have also installed new evacuation maps throughout the Capitol, which identify locations of the evacuation chairs, the areas of refuge and exit routes. We have also installed new exit signs throughout the Capitol. In working with the Fire Marshal's office, we were able to find an exit light that glows in the dark or in smoke. The Capitol Cafeteria has been relocated to the Ground Floor – North Wing and the ground floor now has a more open feel. Window repairs on the east side will begin this summer. The north rotunda elevator has been replaced. Upcoming projects include painting of the rotunda and closing in of the opening at the first floor of the rotunda with a glass floor. When the Capitol was first built the open rotunda with the railing did not exist. Some repairs from the water damage (Christmas Eve 2004) have been completed but some areas are still wet. Liability issues have not yet been resolved.

- *Parking Lot Repairs* – already discussed.
- *Miscellaneous Comments* - Les Holland noted there is going to be a tremendous amount of pedestrian traffic generated as the result of plans north of Grand Avenue and north of Des Moines Street and he hasn't heard any comment about the safety of the movement of the pedestrian traffic across one of the busiest streets in Des Moines. Paul Carlson noted as far as the new state office building is concerned, we are thinking about connecting the parking ramp to the structure via skywalk and the building will have access to the tunnel to get to the Capitol Building. Cathy Brown stated this has been very much on our mind, also it has been part of our discussion as we looked at the Carriage House as a Visitor's Center and we are not far enough along in the design to be able to respond to pedestrian circulation requirements. Paul Carlson advised once we start moving forward on the design for the building, traffic planning will be one of the design components.. We will have DOT involved in that as well as the City of Des Moines. Dean Ibsen noted we have an offer in to the Legislature to improve the tunnel system. We are looking at approximately \$26 million dollars in estimated need to upgrade all of the tunnel systems. We have a tunnel now which stops just short of the Carriage House and crosses under Grand, but to allow increased pedestrian usage requires some improvements.

Review Draft Annual Report for 2006

Karen Polking advised this report is not ready for review today, noting Dean Ibsen will prepare and contact the members within the next two weeks to review. Karen noted the Commission would like to have the report ready and out before the next meeting; therefore, we will send to members, have a phone conversation or e-mail for approval.

Comments from Capitol Planning Members and Public

Carl Voss asked us to look into a policy that would allow bicycle commuters to park their bikes within buildings to provide secure bicycle parking. If the State will not allow that, then construct covered bicycle parking areas not unlike your smoking huts for state employees, at strategic locations. Carl noted that most other midwest states have facilities for bicycle commuters. Carl made a motion to investigate commuter bicycle parking on the Capitol Complex. Ron Feilmeyer seconded the motion. Motion passed.

Dean Ibsen asked Carl Voss to help us do some investigation and put together some kind of recommendations based on what we have seen around Iowa and other states. Tim Ryburn advised DAS has installed new bicycle racks around the Capitol Complex. Carl Voss noted these are great for visitors, but if you are an employee long-term, that is not such a great solution. Tim Ryburn also advised there are also bike racks in the parking structure.

Dean Ibsen stated that with regard to Lot # 6, we may have to ask the Commission members for opinions before the April meeting. We are hoping to start Lot # 1 in April, Lot 2, 6 & 14 would start after session and after the Triathlon; however, we have a tight window both in terms of money (the money is from restricted capitals or Tobacco Settlement Trust Fund), and trying to get the work completed this season.

Capitol Planning Commission Meeting adjourned at 11:45am.

Lunch Break

Call to order for Vertical Infrastructure Advisory Committee

Attendees: Dennis Bennett, Les Holland, Mary Krier, and Eve Palmer, Vertical Infrastructure Advisory Committee members; Dean Ibsen, DAS/GSE; Karen Polking, Ron Feilmeyer, and Elizabeth Isaacson; Capitol Planning Commission members; Nancy Williams, DAS/GSE; Laura Riordan, DAS; Lisa Michelson, DOM; Karalyn Kuhns, DHS; Kyle Gorsh, State Fire Marshal's Office; Stewart Crine, Building Code Commissioner, State Fire Marshal's Office; Chris Windfelder, A.T. Kearney; Brian Browning, Terrace Hill; Chip Overton, Keffer/Overton; Dan Lane, DNR; Mickel Edwards, DOC; Max Cupp, Glenwood Resource Center (via phone).

Introductions

Meeting called to order and everyone introduced themselves including people joining via phone.

Mary Krier moved that Les Holland chair the meeting today. Eve Palmer seconded the motion. Motion passed.

Approval of Minutes from last meeting (11/9/06)

At the December meeting, because of the time to review the minutes, we deferred until this meeting and the committee was asked to approve the November 9, 2006 meeting minutes. Noted one small error – under next meeting – date was incorrect. Eve Palmer moved to approve the minutes as amended. Mary Krier seconded the motion. Motion passed.

Comments from Committee Members

Les Holland stated asked for an overview of what DAS has submitted as it relates to Vertical Infrastructure activities and also Capitol Planning Commission items submitted.

Dean Ibsen stated we have talked with both VIAC and Capitol Planning Commission about all the offers that are in place. Also, last year the Code was amended to require individual agencies to submit annual reports on infrastructure funded projects. This is a change from a requirement calling for Administrative Services to report on infrastructure projects for all agencies. The Administrative Services annual report has been submitted as required and copies have been provided to the Vertical Infrastructure Advisory Committee, along with copies of the Eighth Annual Report to the Governor.

The Code has changed to adjust the threshold for construction projects requiring formal bidding from \$25,000 to \$100,000. Also, for projects with estimated costs from \$36,000 to \$100,000, two construction quotations are required and one of those quotations can be from a state entity. This code change also establishes a Vertical Infrastructure Advisory Committee and a Horizontal Infrastructure Advisory Committee for the purpose of reviewing construction thresholds. After 2010 these committees could make recommendations for changes to the construction thresholds. We are starting to put some bids together for projects and we are going to be looking at those construction thresholds and we have to re-think how we approach some of these construction projects.

Stu Crine, State Building Code Commissioner, offered comments about building code changes and the affect this may have on how we do our business. Stu advised at the end of the last Legislative session there was an amendment made to the standings bill requiring that all projects with appropriated state dollars that are built in jurisdictions without an adopted building code would need to be reviewed by the State Building Code Bureau. It also stated that projects that come through the State Building Code Bureau now have to be inspected (only new projects), and it provided for us to do that with either state employees or through contract inspectors just due to the logistics of trying to hire that many inspectors that quickly. Stu noted they have an RFP out right now requesting bids for an inspection company; we would like to have one company that would cover the whole state. In terms of inspections, Stu stated there were still a lot of questions about exactly how this will work. Our intention is that the inspectors would visit the site three times, i.e. foundation, rough-in and a final and then one additional inspection would be purchased as part of your fee. If you need more inspections because of corrections that need to be approved, that would be a separate cost. We hope this begins May 1, 2007, that is our target date for bringing the inspection contractor on, if we don't get a good bid, then that could be a later date.

Joint Meeting of Capitol Planning Commission and Vertical Infrastructure Advisory Committee
Meeting Minutes
January 17, 2007
Page 10 of 15

Stu advised that funding was not attached to the bill. We were given authority to charge a fee but because our fees go to the General Fund, that did not help the Building Code Commissioner's office. We have also asked, in the budget, for the money to fund that contract. Up until the time that becomes available, the building contractor will have to pay directly to the inspection contractor which is not a good way to do it.

Dennis Bennett asked Stu Crine how long does the Inspection Consultant plan to be on board before the Building Code Commissioner's office is fully staffed? Stu advised two years is what was put in the contract with a possible extension for an additional three years. This was done because we didn't feel we would get a good bid on just a one year contract.

Dean Ibsen advised the Tobacco Settlement Trust Fund, the first round of it, has to be used up by October 25, 2007. For us, we received some parking lot money; major maintenance 2003 and 2004 came from this fund. Dean advised it must be "totally gone" by October 25, 2007, that is the "drop-dead" date.

Old Business

DHS Feasibility Study

- Karalyn Kuhns advised she had no updates.
- Mickel Edwards with the Department of Corrections commented on the DOT Systemic Study of the Department of Corrections. Mickel advised he is a facilities engineer and works out of the central office here in Des Moines. The last Legislative year DOC received money to have a study to look at the entire system in the Department of Corrections, which would be the nine prisons and the eight judicial districts we have that work release, OWI, etc. programs. Last week there was a 50% preliminary report provided by the local architectural firm Durant and a national correctional justice planning programming group.
 - The infrastructure component was more capital issues we have, there is some indirect connection with capital and major maintenance. A lot of time we will have a capital project but we are also able to go in and do some other needed things. Their # 1 item was Mitchellville and how to address that site as a "stand-alone" system. They are recommending an expansion of about 320 beds at Mitchellville. The impact for this group is, we have several buildings housing right now that marginally don't meet a correctional setting. We are looking at replacing those—buildings one, two, three and four. Five is turn of the century that needs to be demolished. That work would be done once we continue the expansion.
 - Ft. Madison was started in 1839, # 17 is still there. #17 is minimally used because it is just not very accommodating. This is a big part of what they are going to look at. Initially, they are talking about replacing the housing units. In May when we start requesting our projects (it may be too early for us to really definitively know what we are going to do there), we may have to do some Master Planning, too.
 - They also talk about expanding the community based facilities. Those beds are cheaper to construct, we have also put people to work and they are able to pay for stay, we don't have that in the prisons unless they are on a private sector job.
 - Mike noted in about two or three years we will see some capital requests for some expansions.
 - The complete report will be done in April and we can share that with VIAC members. This report was initially for the DOC board members for their review and comment; however, this is being shared as a public document now so it has been shared with the Legislature. We will be giving this document to Dean in an electronic format so he can forward to you. VIAC members asked that Mickel or one of the consultants come to a meeting to give an overview of the report as it relates specifically to infrastructure needs and things we will need to be aware of. Mickel advised this year DOC is going to try to make our major maintenance request earlier and have more time for DOC internally to deal with it and have more parties involved. That should allow VIAC to have some oversight of that and make some comments.

Glenwood Sprinklers

- Last month we talked about a Fire Marshal's inspection at Glenwood. This called for a number of upgrades to the sprinkler system, various buildings, and various issues. Glenwood identified a need of \$170,000 for

major maintenance money as well as the need for routine or other operating funds that might be needed to meet the Fire Marshal's citation. The Committee asked that we try to step back a little bit, rather than rushing in with a contractor on site and immediately starting to make these changes. We talked about bringing in an engineering firm to look at it, help us evaluate it, help us to figure out the best way to approach the issues. We have also invited someone from the Fire Marshal's office so we may want to roll this into the discussion in terms of the need at Glenwood as well as the kind of needs we may have all over the State in addressing Fire Marshal's citations.

- Max Cupp addressed various issues at Glenwood. An engineering firm has come to Glenwood the last week of December, they took a look at the citation and the facility. It didn't appear there was any disagreement from the engineering firm about the work needing to be completed; however, a report has not been received from the engineering firm. Max has talked with the Fire Marshal's office asking for a time extension to get the work completed, he has granted us the time extension up to 7/1/07 (the original was 12/31/06). Kyle Gorsh with the State Fire Marshal's office noted this type of occupancy has 60 days to get all deficiencies corrected per the Federal Government. If they need longer, they must request an extension. As long as we deem the data provided us by the facility is reasonable, we can okay an additional timeframe which has been done with Glenwood. Glenwood is licensed as an ICFMR facility (Intermediate Care Facility for the Mentally Retarded). CMS (is the Center for Medicaid and Medicare Services), they regulate the health and the life-safety side of all health care facilities that are licensed and receive Medicaid and Medicare money. CMS contracts with the Department of Inspections and Appeals, they handle the health surveys and then they contract the fire inspections out through the State Fire Marshal's office.
- If the Fire Code changes, is an institution or a site required to retro-actively meet those changes in the Code? Kyle stated any facility that is licensed federally, they are required to meet the code that is adopted by the Federal government, and in this case, it is the 2000 Life Safety Code which was adopted in 2003. All facilities across the country are required to meet that standard. There are multiple NFPA standards that are referenced in the Life Safety Code that deal with sprinkler systems, fire alarm system, fire extinguishers, and a multiple list of items. They reference a certain edition of the NFPA standard, in this case a lot of these are in the 1999, 1998 standard. Before that code was adopted, based on the construction date of the facility there was a different edition of the Life Safety Code used, we used to have an 1967 code, the 1973 code, the 1985 code, there were multiple editions that based on when the facility was constructed they had to meet that edition. Currently, the Federal Government in 2003 adopted one Code, the 2000 code, and it falls within existing rules and new rules. Most of the facilities already in existence will meet the existing standard of the 2000 Life Safety Code. Any new construction now has to meet the new rules of the 2000 Life Safety Code. They are still going to reference those older standards of NFPA requirements that involve the sprinkler systems and fire alarm systems.
- Les Holland advised that at nearly every meeting we have, one of the twelve agencies we work with come in with an emergency project. This Committee decides upon its program and allocates the funds basically once a year. Generally, we just don't have money for these emergency needs. If we do get the money, we have to take it away from other projects which doesn't seem fair. We are concerned about these emergency things, we would like to deal with them and wish we had the money to deal with, but often times don't. Kyle noted both CMS and the Fire Marshal's office are willing to work with the facility to give them the time needed, since any time you are talking about money and a wide variety of issues to correct, it is going to take time.
- Kyle noted on a lot of other types of occupancies, we can approve any waiver up to six months and after the six months the Kansas City regional office for CMS must approve or deny.
- Dean asked Kyle if there was a timeline or schedule that the Fire Marshal's office uses in terms of inspecting the various facilities around the State. Kyle stated the Fire Marshal's office gets a schedule every month from the Department of Inspections and Appeals, they keep the schedule on the health care facilities in Iowa. They give us a week time frame to get into the facility and get the inspection completed. We don't know until the middle of this month, what the next month's inspections are. Facilities such as Glenwood are on an annual inspection schedule. All long term care facilities such as nursing homes are inspected every year as well. Hospitals are a little different, if they are an accredited hospital that is a more random schedule. If there is a long term care wing within a hospital, the Fire Marshal's office would inspect that wing every year.
- Kyle noted his office inspects assisted living facilities, schools, colleges, prisons, jails, pre-schools, day-care—a wide range of occupancies. Kyle noted he manages mostly health care facilities; however, there is

Joint Meeting of Capitol Planning Commission and Vertical Infrastructure Advisory Committee

Meeting Minutes

January 17, 2007

Page 12 of 15

a totally different side with a lot of state licensed buildings the office inspect. Anything licensed through the State, the State Fire Marshal's office would have to inspect.

- Dean Ibsen asked about aging facilities, buildings that really can't be updated any more because of the kinds of problems associated with their structure, etc. Kyle stated the major issues which are hard to deal with are exiting issues, sometimes it is hard to change the structure of the building, to get the exits to meet code. For the most part, a building can come into compliance, it is more the structural side, moving bearing walls, etc., a lot of time we have issues with stairwells that aren't in compliance. Dean asked if the Fire Marshal's office helped the institutions to identify alternatives other than meeting the letter of the code. Kyle noted there is a Variance Request process that can be initiated. A lot of time they will add additional life-safety features such as fire alarms, smoke detection in a building to bring the level of safety up so they maybe don't have to meet another area. When this happens, the Fire Marshal's office looks at the complete picture of the building, we want to see a plan, even if it is long-term of a way that we can get some of these items addressed. The Fire Marshal's office is always willing to work with different facilities to get items corrected.
- Buildings that have not been used, now we are looking at alternative uses or restoring those building to uses, we are coming up against having to comply with current codes and there seems to be no give or no variance, how is this addressed? Kyle stated that Federal licensed buildings, if there is a building a facility wants to use for health care purposes which has to be licensed through the Federal government, they are going to require that it meet the newest requirements of the Code, and there is nothing the Fire Marshal's office can do on that. On the State side, it has been the Fire Marshal's position that if the building is not being used and they want to come in and use it, we want it to be safe. The Fire Marshal's office will send an inspector out to evaluate the building, the things we require are pretty reasonable, we want the general safety of the building to be safe. If there are any major issues, we probably would not let the building be occupied.
- Karalyn Kuhns discussed the Cherokee building noting the Mental Health Institute itself is a DHS program and it is licensed as a hospital. The Donahue Building, which has been vacant for sometime, the Plymouth Life, now PRIDE, has leased space for a "step-down" unit, it's a care facility for persons with mental illness. PRIDE would like to expand into the Donahue Building, they have been working with different individuals to see what it would take to use the building. Dean Ibsen stated the requirement was to widen corridors, the corridors were not eight feet wide and there seemed to be no option there.

Other - Department of the Blind

- We have talked about bringing the Department of the Blind into our program; however, Dean Ibsen advises he has not had a meeting with the Department of the Blind on this thus far. We will have this as a February agenda item.

Other - Misc.

- Les Holland advised at prior meetings there was discussion regarding the Executive Order establishing VIAC and the fact that it needs to be updated by the Governor's office that created it. Has the Governor's office been contacted and if so, what is the outcome? Dean Ibsen advised he has not heard from the new administration about the Executive Order. Currently we are operating under an Executive Order from Governor Vilsack. Dean advised we did send a copy of the annual report to the Governor-Elect. Dean noted he will add this to the list.

Staff Reports

- **Staffing** – We have advertisements out for a Secretary, a Facilities Engineer I, an Architectural Technician, we are looking for somebody that can help us with some of the management of the documents. We are looking to post a total of seven positions which includes the Secretary and Architectural Technician. We are looking for multi-disciplined teams of people that are looking at the new state office buildings and some of the other projects we are working on. Some of these positions are difficult to fill which is a concern.
- **Financial Reports** - The annual report which is included in your packet, page 61 of 105, these are categorized by institution, categorized by the progress, etc. If you have suggestions, please contact Dean.
- **Roofing projects** - Chip Overton distributed a list of the projects he has been working on with relation to Vertical Infrastructure projects.

- Historical Building – Condition survey discussed. The State had identified sixteen different planter beds that they wanted his company to focus on. The planter beds are in areas over occupied spaces of the Historical Building. We discovered upon research that a membrane replacement was not going to solve the problem with the planter beds long term. He is looking at a process similar to a “hot tar roof”, where you melt a hot asphalt rubberized membrane substance (chunks similar to rubber which you would melt in a large hot kettle, then pour them into the planter beds). Whole process discussed. Chip noted this is a system that typically should last well beyond 30 years and this is the type of system his company has designed for the Historical Building.
- Karen Polking asked if all of the planters are really necessary for the Historical Building, it seems like a lot of money to put in planters when we have such a shortage of funds. Chip noted something has to be done with the planters that would protect the interior of the building. The planter beds we are focusing on, six of them that we know of are actually leaking inside the building, possibly causing further damage. Dean advised the Historical Building was constructed in 1986. Dean advised Cultural Affairs is anxious to get something to happen, they have events in this area all the time, even though the planters may be aesthetic, the results of those planters is not, it is a real problem and a real issue to be resolved. Dean noted we may need to raise the issue of how critical to have the planters there and is there a less expensive solution that will solve the problem of the leaking, even if the planters go away. It was noted there are 40+ planter beds around the building, some of which are over grass areas, foundations, etc. Dean suggest we have a discussion with Historical Building occupants, talk with Chip, figure out what our options are to get something done and figure out how we might proceed and have a proposal at the next meeting.
- Dean Ibsen noted that the roofing consultants with be talking with A. T. Kearney, we are trying to look at all roofing projects, figure out how to strategize and assemble roofing packages.
- Mitchellville Women’s Facility – recently completed. Work is underway at Woodward on the Chapel.
- Future projects – several items on the Capitol Complex (Jessie Parker Building, Grimes Building and possibly the Carriage House, Hoover Building, Lucas Building, Historical Building and the Ola Babcock Miller Building), as buildings either needing roof replacement on portions of the buildings or major roof repairs on the buildings. The Matthew Edle Blacksmith Shop, we are looking at a small roofing project there for the Cultural Affairs Department and other projects we touched on are the Historical Building skylight project (discussed project briefly), Woodward Resource Center and at the Eldora Training School coming up.

Special Requests

- Terrace Hill – Brian Browning is the interim Administrator of Terrace Hill; however, he has nearly ten years tenure at Terrace Hill as the Historical Preservation Technician and worked very close with Dave Cordes. Brian stated he is new to the budgeting process; however, but intimately familiar with the historic preservation and structural issues. Funding sources for Terrace Hill – Brian noted there are two different organizations at Terrace Hill, the Terrace Hill Society and the Terrace Hill Foundation. The Society is a membership organization open to the public, they formally own the art collections and are charged with taking care of the collections with maintenance, they do the insurance, we have standing committees that make choices about how the museum actually functions as a museum, this does not include the Governor’s residence at all, 3rd floor is separate. We are talking about 1st and 2nd floors as museum space, the other ancillary space with kitchens, HVC, etc. The Society is in charge of taking care of the collections, adding when appropriate, they do several events throughout the year. Anything they raise goes to those specific areas. They give the Administrator certain funds, some are ear-marked, some of them are fairly open – Brian stated his office gets about \$6,000 per year from them that he can spend. They also designate money for specific projects. One of the projects is a combination of state funding and Society funding, we have to replace the carpeting. The carpeting in the main hallways is approximately thirty years old and it is worn out, the Society would fund half and the state will fund half – the total for this is approximately \$65,000. The State allocated up to \$50,000 and the Society allocated up to \$50,000, we will use that for the carpet. This is an example of the kinds of funding the Society does.
- The Terrace Hill Foundation, they are a charitable organization. Currently we are doing a lot of work on the 3rd floor that is all being done privately, all of the money will run through the Foundation. There has been about \$53,000 in either absolutely necessary or much needed improvements and changes which didn’t include any furnishing costs, etc. We are looking somewhere in the order of \$60,000 and that will all be

raised privately. The Foundation is committed outside of any of these additional things that they raise money for to a budget of FY '05-'06 budget is \$195,500. That almost all goes for operations, there will be a small amount left over when we are done with the year. They pay for ½ of the salary for one of our staff members and pay for ½ of the salary of the gift shop manager, we do have some revenue coming in from that.

- Brian noted we have requested and received a "Save America's Treasurers Grant", this is a Federal grant. The request was for \$260,000, we received \$150,000.
- Dean Ibsen asked Brian Browning to talk about the roof. We received a State appropriation of \$571,000 for roof repairs, window repairs as well as \$75,000 for carpeting and plaster work plus the \$150,000 for the Save America's Treasurers Grant. The idea was to replace the upper roofs on the mansion and on the cottage with copper. Bids came in much higher than expected, we are trying to figure out what the alternatives are. We have talked with DOM, we have talked about a supplemental appropriation, we have talked about scaling back the scope, possibly putting the PVC roof back, something has to be done. The original look was a terne metal, copper was proposed.
- Brian advised everyone Terrace Hill is now a National Historic Landmark, this puts it on par with the Capitol and a few other very important buildings. We need to try to follow the Secretary of Interior's guidelines for anything that we do. There is a hardship clause, if we can't do what is exactly historically appropriate because there isn't funding available. We try to follow those guidelines as much as possible. The SAT grant specifically referenced putting a copper roof back on. This is not going to be a shiny copper, it has a lead-like coating over it, it will look just like the terne roof did, therefore, we are putting it back to look the way that it would have been. We have to do something, the roof is approximately twenty-six years old, we are past the warranty and we have been bandaging for the last three years. There are probably 200 various sized black patches, we can't predict where it is going to happen, we just wait until it leaks, then go up and patch the roof. It has an integrated gutter system and that is pulled apart, the joint between the roof and the gutter. All we are talking about is the flat roof. If we put a copper roof on, we get a fifty year guarantee, with proper maintenance, we should be able to get 100 years out of the copper roof. If we put membrane roof back on, it will be gone in 20 to 25 years and we will be putting another one on at that time. Brian stated we could also explore if there is any other kind of metal options that might be more appropriate than a membrane roof but less expensive than copper. Brian stated we have \$400,000 available and would like to come up with somewhere around an additional \$800,000 (this includes a 20% contingency for the copper). We don't want to put this out for bid and find we are short of funding.
- Brian invited the VIAC group to Terrace Hill for the February 8th meeting, then members can view the roof closer up. The meeting is typically 10am – 2pm. Les Holland advised VIAC tries to meet at all the agencies where some major work is going on, this would be a good opportunity to be at Terrace Hill before Governor Culver moves in.
- Dean advised the simplest approach would be a major maintenance allocation. We would calculate this based on what is the basic cost to replace the roof without the copper and without the upgrade. Then the capital appropriation would be used for the enhancements.

Agenda and Plan of Action for 2007

Dean advised we need more discussion on the Plan of Action. Dean advised thus far he has not made any changes to what we had from 2006.

Les Holland advised the members present have no proposed changes. We have amended it from time to time, updated it and we believe it is current and reflects the direction we want to go.

Mary Krier expressed thanks to the members of the VIAC committee who made suggestions and to Dean's implementations which were really forth coming, in the last two years she has been on the Commission, there have been huge changes made. Les stated he thinks it is a good document and is something the twelve agencies we work with are supportive of. The Annual Report to the Governor includes letters of support from all of them except Workforce Development.

Other Business, Comments from Public and Agencies

Karalyn Kuhns again noted about being able to bring the PRIDE group project to fruition of renovating, could they write a letter to the VIAC members. PRIDE did speak to VIAC at Cherokee last Spring. How would be the best

Joint Meeting of Capitol Planning Commission and Vertical Infrastructure Advisory Committee
Meeting Minutes
January 17, 2007
Page 15 of 15

way to communicate their desire to have this project be funded. Les Holland stated that type of request should be submitted to Dean Ibsen as opposed to members individually. Dean will bring it back to the VIAC members for review.

Dean suggested if the PRIDE group wanted to write us a letter, tell us what their plans are, where are they in the process, maybe they are the ones to give us a status report.

Mary Krier stated she would like to start writing articles promoting VIAC, we would like to publicize the good things that have come about in the last seven years and are continually coming about through VIAC. Mary stated she has been charged with writing some type of newsletter to be published around the State letting people know what is going on with their own buildings. Laura Riordan works with DAS Marketing and Communications, Mary and Laura will get together to discuss this project.

Dean advised he had discussed with Deb Madison-Levi a standard article, then customizing it for areas of the state, for example – what is going on at Eldora or Toledo, etc. What’s going on “big picture, then specifically in your town”.

Meeting Adjournment

Meeting adjourned at 2:30pm

Next Meetings

Capitol Planning: April 18, 2007 (3rd Wednesday - Quarterly)
July 18, 2007
October 17, 2007
All Meetings: 9 a.m. to Noon , with informal reception at 8:30a.m.
January: 2008 Combined Meeting – Exact Date TBD

Vertical Infrastructure: February 8, 2007 (2nd Thursday - Monthly)
March 8, 2007, April 12, May 10, June 14, July 12
August 9, September 13, October 11, November 8, Dec. 13
All Meetings: 10 a.m. to 2 p.m.
January, 2008 – Combined Meeting – Exact Date TBD

Respectfully submitted,
Nancy Williams, DAS/GSE