

# IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE

**February 14, 2008  
Meeting Minutes**

The Governor's Vertical Infrastructure Advisory Committee met at the Newton Correctional Facility in Newton Iowa.

## **Call to Order, Introductions and Roll Call**

Committee Members Present:

Les Holland, Acting Chair  
Eve Palmer  
Terry Slinde  
Dennis Bennett

Committee Members Absent:

Mary Krier  
Dan Prymek  
Gary Benshoof

Others in attendance for all or a portion of the meeting included:

Randy Bengard, Dept. of Corrections and Dept. of Human Services, Clarinda Treatment Complex (Via conference call)  
Carol Boggess, Business Manager, Dept. of Corrections, Newton Correctional Facility  
Paul Carlson, Dept. of Administrative Services, General Services Enterprise  
Jill Dirskey, Associate Warden, Dept. of Corrections, Newton Correctional Facility  
Mickel Edwards, Dept. of Corrections  
Kelly Glassgow, Dept. of Corrections and Dept. of Human Services, Clarinda Treatment Complex (Via conference call)  
Ed Hicks, Dept. of Corrections, Newton Correctional Facility  
Dean Ibsen, Dept. of Administrative Services, General Services Enterprise  
Dan Lane, Dept. of Natural Resources  
Joel Lunde, Dept. of Management (Via conference call)  
Kristin Macy, Iowa Workforce Development  
Terry Mapes, Warden, Dept. of Corrections, Newton Correctional Facility  
Mark Probst, Dept. of Public Safety, Iowa State Patrol  
Nick Smith, Dept. of Administrative Services, General Services Enterprise  
Ray Walton, Dept. of Administrative Services, General Services Enterprise

## **Call to Order**

Les Holland called the meeting to order and introduced Warden Mapes. The Warden voiced his appreciation of the committee's support and mentioned a few projects that they had helped with including the control panel that was failed at the Medium Site. He stated that the tour would include anything that the committee wanted to see, but he urged the committee to stay together in the tour. He also mentioned that the hot water loop needs to be repaired and that the roof membranes are deteriorating and that they might need to be fixed in 1-2 years. Les asked if there were specific things the committee wanted to see. Dean suggested that we tour both the medium and the minimum security sites.

## **Roll Call Questions and Comments from Committee Members**

Terry Slinde thanked Dean for his follow up on his question about Governor's recommendation to eliminate the Vertical Infrastructure Fund. Les Holland asked about the status of adding DAS

representative as a voting member on the Vertical Infrastructure Advisory Committee. Ray Walton said that he did not think that this was going to go anywhere.

#### **Approval of Minutes of Previous Meetings**

The meeting minutes from the November meeting were still being completed at this time. The minutes of the January meeting were approved.

#### **Old Business**

There was no old business at this time.

#### **Ongoing Issues/Staff Reports**

Strategic Sourcing: Dean said that more tuckpointing/roofing projects have gone out to bid.

Routine and Major Maintenance, ADA: Dean Ibsen handed out an agenda and selected pages from the DAS presentation to the Transportation, Infrastructure, and Capitals Appropriations Sub-committee on February 5. He summarized the presentation, including the discussion on major and routine maintenance, and the plan to conduct an update of the inventory and assessment survey. He said that he stressed the importance of multi-year funding and the importance of routine maintenance funding to the legislators.

Les Holland asked what feedback the legislature had given to DAS. Dean replied that the legislature was aware of the backlog, they seemed responsive to the need and they requested additional summary information.

Dean that an ADA accessibility survey for the Capitol Complex is nearing completion and will be going out to the Capitol Complex in several weeks. He also said he had sent out the project lists of ADA projects to the agencies for updating to see what ADA needs they had for this fiscal year and the next.

Vacant and Underutilized Buildings: Terry Slinde asked if it was possible to use buildings that were scheduled for demolition to train firefighters. Dean said he was not sure but that he would be doing some follow up on this question. Les asked about demolition funding and Dean said he thought that the legislature understood the importance of it.

Project Schedules: Paul Carlson talked about the project schedules that A/E Services had compiled. He said that the green shading was based upon prior month's progress and progress than had been made. He explained that all projects on the list he provides represent off complex projects.

Paul added that close out project reports will be updated monthly and that Nick and Dean will interact with finance to reconcile funds. Funding allocations may or may not be the same as initial. Paul also handed out the completed projects document.

Les mentioned that he was very pleased with Paul's work and the spreadsheet. He suggested that capsule summaries of project status would be helpful. Terry said that he hoped people were working more on projects than they were on reports. Paul also mentioned that he was doing all administrative work and that his job was to create the reports, while the project managers were responsible for completing the work of their projects.

Dean mentioned that he was still working on the position description questionnaires for a Design Construction Engineer and for a Management Analyst 2. He said that Nick had gone through some extensive project management training and that Paul was still working to schedule some training through Iowa State University for project managers. Dean also mentioned that Catherine Brown from ISU had recommended software for web based construction and contract management and that Architectural & Engineering Services was looking into this. Also, Dean stated that Sam Suleiman had gone to work for Shive-Hattery.

### **Tour of Newton Penitentiary**

The committee toured the facility with Warden Mapes.

### **Governor's Budget Recommendations for 2009**

Joel Lunde from the Department of Management joined the committee via conference call and said that this year is the year of Corrections in the Governor's budget. He said that significant funds have been recommended for Ft. Madison and Mitchellville. He described the recommended changes to the Rebuild Iowa Infrastructure Fund (RIIF). The Vertical Infrastructure Fund had been recently created within the RIIF fund as a way of directing funds to infrastructure purposes. The Governor believes this fund is no longer needed and can be phased out. This simply means that infrastructure projects will be funded from RIIF as originally intended. Les Holland extended his appreciation to the Governor's Administration but said that the \$8 million dollar de-appropriation of FY2009 major maintenance funds would really hurt. Joel said that he would send this information up to his supervisors and said he understands. Dean said that that work should continue as planned and that they shouldn't let it affect the work they are doing.

### **Legislative Update**

Mark Johnson was not on the phone so this was postponed. Dean did, however discuss a DAS presentation on energy savings and a proposal to fund ADA surveys by the Department of Public Safety.

### **Consent Calendar**

Dean thought that it would be easier if the committee just talked through the consent calendar and then approved all the items at the end of the discussion. There were 13 items on the consent calendar. Dean went through each one of these items and asked if anyone had any questions or concerns with the items.

### **Plan of Action for 2008**

Dean went over the schedule for the Plan of Action and mentioned he had not made any changes. Les wondered if the committee should recommend more than just \$1 million to the legislature. Les asked for a report on Demolition for Eve Palmer since she had not been at the last meeting. Dean said the demolition recommendation and criteria should continue as they have throughout the past couple months. Les asked about strategic sourcing and how this would continue in the Plan of Action for 2008. Paul said that grouping the bids seemed to be working and that they were also considering another process called Job Order Contracting.

Dean also mentioned that for the Plan of Action the committee should refer to "consolidation of projects and alternative delivery systems" rather than "Strategic Sourcing." Dennis Bennett suggested that the committee document accomplishments in brief written reports in June and November of each year as well as simply discussing them. He said they could identify what legislators or other public officials or interest groups have been to the meetings also. Dean suggested providing these reports to Director Anderson for use in her regular reports to the Governor. Terry made a motion for this, Dennis seconded. Motion passed.

### **Other Business**

Questions and Comments: There were no questions or comments.

Upcoming meetings: Next meeting will be held at the Anamosa State Penitentiary.

### **Adjourn**

Les Holland moved to adjourn meeting.

Prepared by Nick Smith and Dean Ibsen

3/10/2008