

IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE

July 10th, 2008
Meeting Minutes

The Governor's Vertical Infrastructure Advisory Committee met at the Centennial Building in Iowa City, IA.

Call to Order, Introductions and Roll Call

Committee Members Present:

Les Holland, Chair
Eve Palmer
Terry Slinde
Mary Krier
Dennis Bennett
Dan Prymek

Committee Members Absent:

Gary Benshoof

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

Jerome Thompson, Dept. of Cultural Affairs
Christine Suckow, Dept. of Administrative Services, General Services Enterprise
Mickel Edwards, Dept. of Corrections
Dan Lane, Dept. of Natural Resources
Dean Ibsen, Dept. of Administrative Services, General Services Enterprise
Nick Smith, Dept. of Administrative Services, General Services Enterprise
Ray Walton, Dept. of Administrative Services, General Services Enterprise
Kevin Jimmerson, Dept of Human Services
Senator Dvorsky, Legislative Branch
Leigh Ann Randak, Johnson County Historical Society
Shaner Magalhaes, Johnson County Historical Society

Tour of Plum Grove

Call to Order

Les Holland convened the meeting at approximately 11:15am

Questions and Comments from Committee Members

There were no questions or comments.

Approval of Minutes of Previous Meetings

Dan Prymek moved to approve the minutes for the June 12th, 2008 meeting. Dennis Bennett seconded. The motion carried. Terry Slinde asked that the minutes reflect that he had meant in the previous minutes that he meant the committee should be spending their time well and not his own time. Dan Prymek said that the minutes correctly reflected the discussion. No further changes were made to the June 12th, 2008 notes.

Old Business

Dean Ibsen said that he will talk about old business issues later in the afternoon.

Tour of Centennial Building

The committee toured the Centennial building briefly.

Lunch

Review Routine Maintenance MOU and Distribution Plan

The Committee reconvened at 12:30pm.

Dean said that the Routine Maintenance appropriation has been cut back from \$5 million to \$3 million dollars. And that because of the flooding DAS is concerned that the funding will be reduced further. The plan is to proceed with caution and to send out 1/3rd of the money which will equal \$1 million.

Les Holland and Dennis Bennett wanted to know why the money is not going to be fully released. Dean Ibsen said that that Department of Management asked that DAS not release all the money until the legislature holds a special session to decide where the money for flooding will come from. IDOM also asked that the agencies be conservative with the money. Kevin Jimmerson said that usually they spend the routine maintenance money as needed and not all at once.

Dean Ibsen asked that the committee vote on accepting the proposal of giving agencies 1/3rd of their routine maintenance funds. Dan Prymek made this motion and Terry Slinde seconded this motion. Les Holland asked Nick Smith to call roll.

Mary Krier – Yes

Dan Prymek – Yes

Les Holland – Yes

Dennis Bennett – Yes

Eve Palmer – Yes

Terry Slinde – Yes

Gary Benshoof – Absent

Consent Calendar

Les Holland said that the committee would continue to vote on the consent calendar items as a block. After Dean Ibsen went through the items one by one Les Holland asked for a motion to approve the items. Terry Slinde made a motion to accept the items, Eve Palmer seconded this and the motion passed unanimously.

Alternative Delivery Report

Kathy Shannon (DAS Project Manager) gave a presentation on alternative delivery systems. She said what DAS had done was bid projects out in packages. They did these projects in phases which started in August of 2007. She said that the savings were different depending on the project. Some contractors would not tell the State how much they were saving them; however, overall savings were around 2 million dollars.

The way it worked was the contractors would bid out on a package of projects. If they got a certain amount of buildings they would give a discount to the State based on this. If they got more than one institution then they would give 2 discounts. The goal was to look for different levels of discounts.

Dan Prymek wanted to know how the different level of discounts worked. Kathy Shannon said that individual line items were created for each project, some with multiple buildings. Contractors had good reactions to this process overall. She noted that the timing of the bidding was good too.

Terry Slinde asked what happens if one contractor is better than another. Kathy Shannon said that some contractors are better than others, that is why the State requires them to provide bid bonds and insurance

bonds. She also said that if contractors do a bad job then their information is sent on to purchasing and they could be prevented from doing work with the State again.

Les Holland complimented Kathy Shannon on the report and asked if there was going to be another report on top of this one. Kathy Shannon said that this was it. She also mentioned that there might be another 12 roofing projects done in 2009.

Dennis Bennett asked about the tuck pointing bids and wondered why they came in so much less than the actual budget was for. The question is should savings be based off the budgeted amount? Kathy Shannon said that they should not be because it is difficult for institutions to develop accurate budgets. She mentioned that some contractors bid low because it is good for their portfolio and not necessarily for their finances. Most contractors would not even specify where the savings came from but it's assumed these savings came from their profits.

Major Maintenance Status Report (Kathy Shannon)

Ray Walton said that Paul Carlson had been making an effort to close projects out. Kathy Shannon went through the On-Complex and Off-Complex completed and in-process spreadsheets in Paul Carlson's absence.

Kathy Shannon said that contractors establish their schedules and Dan Prymek requested clarification. He wanted to know why the contractors were telling us when they were going to do the work. Kathy Shannon clarified by explaining that the contractors are given a specific start date and a substantial completion date but they can complete the work anytime between the dates.

Les Holland asked if large contractors get a lot of the projects with the State. Kathy Shannon said that this is not the case and she gave an example of a small Mennonite company that received two roofing projects. Les Holland also wanted to know what documents and information she gives to the contractors. She said that she just gives them a window of time to complete a required site visit, initially along with bidding documents.

Routine Maintenance and ADA

Dean Ibsen said that the next ADA meeting is on July 29th, 2008. He mentioned that the routine maintenance numbers are still being finalized and the numbers will be sent to the agencies for approval before the MOU's are sent.

Survey of States

This will be carried on to the next agenda.

Publicity Strategies

Dean Ibsen said that the letter Nick Smith sent to Iowa City legislators will be sent out in the advance of all meetings. Dean Ibsen has asked Nick Smith to talk with Mark Johnson about the content of the letter to make sure nothing was left out. Mary Krier said that she would think that the legislators would want to come to the meetings. Dan Prymek said that most legislators do not know what the Vertical Infrastructure Advisory Committee does.

Dan Prymek said that the status quo is getting worse and that this is a major problem. He said maybe the committee is too worried about charts and graphs.

Les Holland suggested the committee keep doing what it is doing.

Mary Krier suggested a human interest article.

Dan Prymek suggested a promotional meeting every other month or so.

Dennis Bennett suggested that the committee continue to follow through with its action plan.

Terry Slinde asked how the committee could get its message out.

Ray Walton suggested inviting IGOV and IDOM to sit in on one of these promotional meetings.

The committee decided that they would hold a brainstorming session at the next meeting to discuss some of these ongoing issues.

Demolition/Inventory Survey and Assessment/Statewide Elevator Upgrades

DAS and the Vertical Infrastructure Program is continuing to work on these issues. Nick Smith, specifically will be working on creating the plan for all three of these items.

Other Initiatives

None

Development of Miscellaneous Reports

Dean Ibsen said that he would discuss this more at upcoming meetings.

Staffing, Database, Training

There were no updates.

Other Business

Questions and Comments: None

Upcoming meetings: Ft. Dodge Correctional Facility on August 14th, 2008.

Adjourn

Eve Palmer moved to adjourn the meeting. Dennis Bennett seconded the motion. Motion carried.

Prepared by Nick Smith and Dean Ibsen

8/7/2008