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11/7/2008

December 15, 2008

Governor Chet Culver
Governor's Office
Capitol Building
L-O-C-A-L

RE: Iowa Vertical Infrastructure Advisory Committee
Tenth Annual Report

Dear Governor Culver:

The Vertical Infrastructure Advisory Committee is pleased to submit its Tenth Annual Report to you. The committee continues to follow with interest the work of the Department of Corrections and the Department of Veterans Affairs as they plan for replacement facilities, and continues to recommend similar evaluations of facilities around the state by other agencies. The committee members are ready to offer advice on the needs of the state's aging infrastructure and steps that could be taken to evaluate vacant and underutilized buildings and reduce operational and maintenance costs. This report summarizes the work of the committee over the last year and its vision for the future.

All seven positions on the committee are filled and all members are actively engaged. Over the last eight years, 18 citizens have participated in the work of this committee and it is appropriate to briefly recognize all of them for their service to the state:

Charter Members:

Kathy Draper, Adel
Teri Goodmann, Dubuque
Bill Knapp II, Des Moines
Russ Kramer, Carter Lake
Michael Moreland, Ottumwa
Sue Mullins, Corwith

Additional Past Members:

John Bradford, West Des Moines
Brian Cook, Decorah
Jean Oxley, Cedar Rapids
Charese Yanney, Sioux City
Tom Gillespie, Des Moines

Current Members

Les Holland, Ames, Chair

Dennis Bennett, Norwalk
Gary Benshoof, Des Moines
Mary Krier, Ollie
Eve Palmer, Carlisle
Dan Prymek, Indianola
Terry Slinde, Clive

Since Executive Order #3 was signed in February 1999, great progress has been made to improve the aging infrastructure of the facilities and institutions around the state. In FY2000, the Department of General Services received \$7.5 million for major maintenance work. Of that amount, \$800,000 was allocated to routine maintenance on the Capitol Complex. In 2007 the Department of Administrative Services received more than \$5 million in routine maintenance funds for distribution to the 12 agencies and divisions the committee works with and those agencies and divisions are working collaboratively with the committee to prioritize repair needs and distribute just under \$100 million in major maintenance funding that has been appropriated between FY2006, FY2007, FY2008 and FY2009. Unfortunately, the FY2009 appropriation was reduced from \$40 million to \$15 million, and summer flood damage necessitated the reduction of routine maintenance funding from \$3 million to \$1.4 million. The committee is working actively with staff to provide recommendations reallocation of available funds to meet the most critical needs around the state.

If you have any questions about the attached report, the committee is ready to address them at your convenience.

On behalf of the committee,

Dean Ibsen, AIA, NCARB
Vertical Infrastructure Program Manager
Department of Administrative Services

**Tenth Annual Report to the Governor
December 15, 2008**

The Vertical Infrastructure Advisory Committee met 13 times at 14 (verify) different locations around the state during 2008. As in 2007, the committee developed a plan of action to focus its work and evaluate progress. This report will outline some of the accomplishments the Committee has seen and will summarize the results of the plan of action.

Since our work began in 1999:

- more than \$14.6 (verify) million has been distributed to 12 state agencies and divisions for routine maintenance work,
- \$128.35 (verify) million has been appropriated for major maintenance work through FY2008
- another \$15 million has been appropriated for FY2009, although funds are not yet available
- more than \$59.3 (verify) million has been spent for major maintenance projects,
- work is underway or will begin shortly on the balance of projects for which major maintenance funds are available, and

Projects have been identified for the entire 63.5 million in multi-year funds appropriated in 2005 and the committees and agencies are planning strategically and collaboratively to manage the work as efficiently and cost-effectively as possible.

Progress on the backlog of major maintenance continues with your help in support of major maintenance funding:

- Primary electrical distribution systems—the core of operations for security, technology and safety in any building—are now repaired or replaced at Cherokee, Eldora, Independence, Toledo, Woodward and Glenwood. Work is continuing at Fort Madison and Anamosa. Electrical system repair work is beginning or continuing at Mitchellville, Mount Pleasant and Clarinda. Work continues on the balance of the older institutions following a plan based on priorities.
- The committee and staff are implementing a long-range plan for repair and replacement of roofs around the state. Four architectural/engineering consulting firms are at work preparing bid packages and monitoring the work of roofing contractors around the statewide. They are assisting with the prioritization of work, and strategically assembling bidding packages that consolidate roofs by type of roof, by location, by size or as otherwise appropriate to complete the work as efficiently and cost effectively as possible.
- Work continues on upgrades to improve access to facilities—to meet the needs of the citizens of Iowa and the requirements of the Americans with Disabilities Act—with continuing assistance from General Services' ADA Advisory Committee. Work is beginning on additional restroom improvement projects. Contracts are in place with ten architectural/engineering consulting firms and, as with the roofing projects, some of these firms will provide strategic assistance in

addressing addition restroom improvement projects and to begin work on several elevator upgrades necessary to meet ADA requirements.

In May the committee reviewed more than 150 project requests for the major maintenance funds anticipated in FY2009. Agencies were once again encouraged to submit all projects they were aware of. All projects submitted and meeting the committee's definition for major maintenance have been prioritized and funds have been allocated through FY2009. The four year funding appropriated in 2005 continues to serve as an effective tool that greatly facilitates the short term planning of repair work, however, the FY2009 reduction of funding from \$40 million to \$15 million, as well as a delay of the funds pending the sale of bonds, has required careful and considerate re-prioritization of projects. The department intends to allocate some money to update the inventory and condition assessment that was undertaken in 1999 when FY2009 funds have been released. We continue to support the Department of Administrative Services request to maintain this funding and the department's request for \$20 million in routine maintenance for FY2010. Additionally, we are encouraging the department to begin planning now for additional major maintenance needs beyond FY2010. Without continued and increasing funding we will continue to lose ground in our work to repair and maintain our facilities.

The committee continues to utilize a Plan of Action to serve as the framework for discussing needs and progress. The 2008 plan is similar to that of 2007. Some of the results are highlighted below.

In order to promote the importance of our assets and to ensure continued and increasing funding for major maintenance and routine maintenance, in 2008 we intend to:

1) Annually update a list of facts relating to state buildings and the maintenance needs for those buildings. This information will support the case for increased and permanent funding. Include information on:

- **Demolition Planning, including criteria for demolition and factors that will promote the need for demolition funding.**
 - **The committee recommended a change in appropriation language that would allow for the use of major maintenance funding for demolition. The Dept. of Administrative Services successfully lobbied for the change and up to \$1 million in FY2009 funding can now be used for demolition.**
- **Routine Maintenance Planning**
 - **With a reduction in FY2009 funding for routine maintenance work from \$5 million to \$3 million, the plan is to stay the course and continue allocations to agencies and institutions on a square foot basis. Further work is needed to stress the importance of routine**

maintenance funding to decision makers. The FY2009 Routine Maintenance money was further reduced from \$3million to \$1.4 million due to the 2008 floods.

- **Building Code and Related Issues**
 - **James Borwey, Iowa Workforce Development, Division of Labor Services, discussed safety changes required for hydraulic elevators installed prior to January 1, 1975, with the committee during the March 13, 2008, meeting in Anamosa and again at the May 8, 2008, meeting in Des Moines. With assistance from agency representatives, the Dept. of Administrative Services conducted a survey to determine the locations of elevators requiring this upgrade and has recommended a specific allocation of major maintenance funding to be used for these upgrades around the State.**
- 2) **Encourage agencies to invite legislators and local constituencies to all committee meetings, and document participation in periodic Plan of Action progress reports.**
 - **Patrick Callahan, Anamosa City Manager, attended the March 13, 2008, meeting in Anamosa.**
 - **Senator Robert Dvorsky, Coralville, Iowa, attended the July 10th, 2008 tour of Plum Grove in Iowa City.**
 - **Senator Daryl Beall, Ft. Dodge, attended the August 14th, 2008 meeting at Ft. Dodge Correctional Facility.**
 - **The Vertical Infrastructure staff has established a meeting schedule for the entire year, and in coordination with institution representatives and the advisory committee, targeted invitations will be sent to legislative representatives in advance of each meeting.**
- 3) **Develop testimonials supporting the need for routine and major maintenance and how the maintenance funding is being put to work around the state on projects such as electrical distribution systems, roofing work and tuck pointing.**
- 4) **Provide updated information and facts to advocates throughout the state so they can help carry the message on maintenance needs and adequate funding.**
 - **DAS will review and update the Survey of States last conducted in 2005.**
- 5) **Continue working with private sector and other groups with a common interest in major maintenance and routine maintenance funding that can spearhead the legislative effort to provide an adequate level of funding.**

- 6) **Work with the Department of Administrative Services on consolidation of projects and alternative delivery systems for projects as a way of saving money.**
- **DAS project managers, with assistance from DAS Purchasing and institution representatives, have successfully consolidated bidding work on a number of roofing projects around the state, and are exploring other types of projects that can be packaged in the same way.**
- 7) **Deliver the message to the public that tax dollars are being well spent, through press releases and other means of public awareness.**
- **Committee members have developed a draft outline of a press release that could be targeted to local newspapers around the state, including general information as well as reports about work underway at specific locations.**
 - **Work has begun with the Department of Administrative Services Marketing and Communications team to develop a marketing plan for the Vertical Infrastructure Advisory Committee. The plan is to tell the “story” about the State’s buildings so that the Legislature continues to fund the Major Maintenance and Routine Maintenance requests in the future.**

The Plan of Action will require continued public sector support to develop the information, with private sector involvement to provide for more, consistent and permanent funding. The Plan of Action will be reviewed again in February, June and November and a report back to the Governor will be made on our progress and accomplishments after the June and November meetings and as part of the Annual Report to the Governor in December. Prepared by the Vertical Infrastructure Advisory Committee

This Committee continues to promote the importance of prioritizing and coordinating repair projects on an enterprise-wide basis is an efficient and effective way to distribute limited funds. We look forward to continued progress in 2009 and we thank you for your support.

Vertical Infrastructure Advisory Committee
Dennis Bennett, Norwalk
Gary Benshoof, Des Moines
Les Holland, Ames
Mary Krier, Ollie
Eve Palmer, Carlisle
Dan Prymek, Indianola
Terry Slinde, Clive

Attachments:

- Tab 1—2008 Plan of Action and Vision Statement for the Vertical Infrastructure Advisory Committee
- Tab 2—Letters of Support
- Tab 3—FY2004/FY2005/FY2006/FY2007/FY2008/FY2009 Major Maintenance Project Status Report
- Tab 4—FY2009 Distribution of Routine Maintenance Funds
- Tab 5—FY2009 Major Maintenance Funding Recommendations and FY2010 Capital Project Request Recommendations

**Tab 1—2008 Plan of Action and Strategic Plan for Vertical Infrastructure
Advisory Committee**

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- 1) Annually update a list of facts relating to state buildings and the maintenance needs for those buildings. This information will support the case for increased and permanent funding. Include information on:**
 - Demolition Planning, including criteria for demolition and factors that will promote the need for demolition funding.**
 - Routine Maintenance Planning**
 - Building Code and Related Issues**
- 2) Encourage agencies to invite legislators and local constituencies to all committee meetings, and document participation in periodic Plan of Action progress reports.**
- 3) Develop testimonials supporting the need for routine and major maintenance and how the maintenance funding is being put to work around the state on projects such as electrical distribution systems, roofing work and tuck pointing.**
- 4) Provide updated information and facts to advocates throughout the state so they can help carry the message on maintenance needs and adequate funding.**
- 5) Continue working with private sector and other groups with a common interest in major maintenance and routine maintenance funding that can spearhead the legislative effort to provide an adequate level of funding.**
- 6) Work with the Department of Administrative Services on consolidation of projects and alternative delivery systems for projects as a way of saving money.**
- 7) Deliver the message to the public that tax dollars are being well spent, through press releases and other means of public awareness.**

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Prepared by the Vertical Infrastructure Advisory Committee
Approved February 14, 2008

2—Letters of Support

Support for the Work of the Vertical Infrastructure Advisory Committee

Several agencies and institutions have submitted e-mails, letters and photos to report on the accomplishments of the Vertical Infrastructure Program over the last year.

Attachments are included from the following:

- Department of Corrections
 - Central Office
 - Rockwell City
 - Anamosa
- Department of Cultural Affairs
- Department of Human Services
 - Office of the Director
 - Cherokee Mental Health Institute
 - Clarinda Mental Health Institute
 - Glenwood Resource Center
 - Independence Mental Health Institute
 - State Training School, Eldora
 - Woodward Resource Center
- Iowa Workforce Development
- Iowa Public Television
- Vocational Rehabilitation
- Iowa State Patrol
- Iowa Veterans Home, Marshalltown
- Department of Administrative Services
- Terrace Hill
- Alcoholic Beverages Division

**Tab 3—FY2003/FY2004/FY2005/FY2006/FY2007/FY2008/FY2009
Major Maintenance Project Status Report**

Tab 4—FY2009 Distribution of Routine Maintenance Funds

FY2009 Distribution of Routine Maintenance Funds

For FY2009 the Department of Administrative Services received an appropriation of \$3 million for statewide routine maintenance. However, due to the floods, this number was reduced to \$1.4 million. The Vertical Infrastructure Advisory Committee recommended distribution of the funds on a square foot basis by agency. Funds have been distributed as follows:

ALLOCATION CHART TO BE INSERTED

**Tab 5—FY2009 Major Maintenance Funding Recommendations and FY2010
Capital Project Request Recommendation**