

MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, JANUARY 11, 2022, 1:30 P.M.
LUXFORD STUDIO, RM 113
COUNTY CITY BUILDING

PRESENT: Roma Amundson, Chris Callihan, Sean Flowerday, Richard Meginnis and Jane Raybould

OTHERS PRESENT: Kerin Peterson, Yohance Christie, Lane Grow, Dee Adams, Nick Hanna, Brian Johnson, Cindy Dittmer, and Margaret Bohy.

The meeting of the Public Building Commission was called to order by Roma Amundson and notice of public meetings act posted in the rear of the room was stated.

The meeting minutes from December 7, 2021, were presented for approval. Chris Callihan motioned for approval and Richard Meginnis seconded. The vote carried.

County Attorney Remodel, 605 Building, Update, Change Orders and Payment Application – Nick Hanna, Clark and Enersen, presented payment application number four in the amount of \$184,140.00. Richard Meginnis motioned for approval. Chris Callihan seconded, and the vote carried. Nick updated that the payment application includes most of the framing, start of the drywall, start of mechanical and electrical rough ins and the metal framing. Nick then shared the change orders that have been submitted:

Change Order 008 – Added cost to relocate the existing fire sprinkler mains and branches so no wall conflicts occur. Cost of \$4,779.72. Discussion on using new technology to 3D scan the areas to avoid these conflicts future jobs and Nick said they are working on that for projects to avoid these type of change orders. Richard Meginnis motioned to approve COR 008, Sean Flowerday seconded, and the vote carried. Change Order 009 – Added cost to add wall type A2 to the east and west side of the column located in Office 270 to hide existing structural steel. Cost is \$335.48. Richard Meginnis motioned for approval of COR 009; Sean Flowerday seconded the motion. The vote carried.

Change Order 007R – Revised request for added cost to demo the existing VBR and ductwork to avoid the new bulkhead location, rather than relocate the VBR, add manual damper at storage wall. Cost of \$1,052.05. Chris Callihan motioned for approval of COR 007R. Richard Meginnis seconded, and the vote carried.

Jane Raybould entered the meeting.

Security Update – Brian Johnson updated that are continuing to move to the new security system. He shared that the ID cards he uses are on backorder, so they have options in place if they run out and has placed a larger order to hopefully avoid this delay in the future. Roma Amundson asked for an update on the panic button update project. Brian reported the quote has been delivered to Cpt. Witte.

Richard Meginnis motioned to approve the general vouchers for December 2021, noting there needed to be a title change to the document presented from “November” to “December”. Jane Raybould seconded the motion. The vote carried.

605 Building, 2nd Floor Mother’s Room, Contract Approval – Kerin Peterson reported that she received Unit Price bids back on the Mother’s Room and it includes countertop, sink, electrical, plumbing, paint, carpet, and some insulation for \$38,400.00 by Genesis Contracting whom are also the contractors on the County Attorney remodel. Chris Callihan motioned for approval of the bid; Jane Raybould seconded. The vote carried.

Space Heater Policy Revision – Margaret Bohy shared the updated space heater policy that Lane Grow has revised. The main revision was to not exceed 750 watts because of tripping breaker issues the maintenance team is frequently addressing. The existing heaters are grandfathered in, so this policy applies to all new heater requests. When receiving requests, the maintenance team is also adjusting and resolving any heating issues to avoid use of space heaters. Richard Meginnis motioned to approve the Space Heater Policy Revision; Jane Raybould seconded. The vote carried.

Bill Luxford Studio Photo and Biography Installation – Margaret Bohy shared the request that has been forwarded by Beau Wolfe. The staff has been working on a plaque and picture of Bill Luxford to be posted inside the Luxford Studio near the entrance door and open meetings act placement. Chris Callihan motioned for approval. Jane Raybould seconded, and the vote carried.

There were five contract approvals submitted by Purchasing:

- a. Amendment to Contract for Cost Per Services for Copies, Photocopier #17-199 Midwest Office Automations;
- b. Amendment to Contract for Waste and Recyclable Collection Services #13-304 Uribe Refuse Services;
- c. Amendment to Memo of Understanding for Auto Parts and Accessories #MOU049 Advanced Auto Parts;
- d. Amendment to Memo of Understanding for Furniture, Installation and Related Products and Services #MOU068 Haworth, Inc.;
- e. Amendment to Memo of Understanding for Lightbulbs, Ballasts and Retrofit Kits #MOU016 Voss Lighting;

Jane Raybould motioned for approval of all contracts brought forward. Richard Meginnis seconded the motion and the vote carried.

The next meeting of the Public Building Commission will be moved to February 15, 2022.

Report from Administrative Staff – Kerin shared she is working on getting together the capital expenditure projects for 2022-23 budget year. First is the Under-CC parking garage remodel. She indicated John Kay with Sinclair Hille will be updating the PBC in the upcoming months on that project. Secondly, the roof of the 555 Building needs to be replaced and is not under warranty as it is 25 years old. Kerin asked Dee Adams to explain the incident at Northeast Senior Center a few weeks ago. Dee explained the incident that Bauer Underground, subcontractor of Allo, ran their lines through our drain line for the Senior Center. This caused a backup of sewage into the building. Dee and team did cleanup as much as possible immediately and an outside contractor was hired to do the rest. The plumbing repair has been done, will need drywall replacement and further check of any mold issues as well as carpet and tile replacement. Bauer Underground will cover all expenses and have been very responsive to the invoices.

With no further business Richard Meginnis moved to adjourn, Jane Raybould seconded. The vote carried and the meeting was adjourned.