

**MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, SEPTEMBER 13, 2022 1:30 P.M.
LUXFORD STUDIO, RM 113
COUNTY CITY BUILDING**

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

VACANT: Constituent member

OTHERS PRESENT: Kerin Peterson, Yohance Christie, Dan Mulligan, Becki Gaston, Vicky Hansen, Rachel Garver, Leslie Ahrens, Captain Witte, James Gilman, Cindy Dittmer, and Margaret Bohy.

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

The meeting minutes from August 9, 2022, Budget Hearing and August 9, 2022, Public Building Commission meeting, were presented for approval. Jane Raybould motioned for approval and Richard Meginnis seconded. The vote carried.

Human Services, Introduction of Barney – Leslie Ahrens, Human Services employee and dog handler of Barney, the resident therapy dog introduced Barney to the Public Building Commission. He received affection and compliments.

Hall of Justice Front Service Counter Remodel Update, Contract Update and Payment Application – Dan Mulligan, Innerspace Studios, brought forward payment application one in the amount of \$101,420.40 from Brown Brothers Construction. Dan shared that the project is going smoothly and is on schedule. Margaret Bohy brought forward a contract addition of the retainage amounts to be held from the payment applications until completion of the project as this was omitted on the original contract. Sean Flowerday motioned for approval of the payment application and the addition to the contract. Richard Meginnis seconded, and the vote carried.

Vote for the Constituent Member of the PBC – After all considerations were made to the applicants presented, Jane Raybould motioned to approve Todd Duncan as constituent member of the Public Building Commission. Sean Flowerday seconded and the motioned carried. It was remarked by several of the commissioners that all candidates were very qualified, and they were pleased to have so many quality applicants to choose from.

Security Update – Captain Witte complimented Brown Brothers for doing a fantastic job with the front service counter remodel and have been fabulous to work with. He also updated that his office is continuing to upgrade from the Hirsch panels to the RS2 system. There will be a large upgrade on September 14, 2022, and they will continue moving forward.

Jane Raybould motioned to approve the general vouchers for August 2022. Richard Meginnis seconded the motion. The vote carried.

County Treasurer Office Remodel, Unit Price Bid Approval – Kerin Peterson along with Dan Mulligan, Innerspace Studio came forward with a unit price bid approval request for \$49,744.00. There was only one bid, however it was within the original 5% of the original projection and with the added phasing changes added that would justify the price increase. This will replace the 25-foot front counter at the County

Treasurer's office. There will be some protective glass and the bid includes electrical, data, and mill work as well as some ADA features that were needed. Jane Raybould motioned for approval of the unit price bid. Sean Flowerday seconded, and the vote carried.

National Voter Registration Day, Registration Table Request – Becki Gaston, Assistant Election Commissioner came forward to request to put a table at the front entrance of the County City Building on September 20, 2022, for National Voter Registration Day. They will also hang a banner in the front the County City Building. They are requesting this building as it's a busy government building, and they are hopeful to attract non-registered constituents as they conduct business on the campus. She reminded the PBC that the voter registration is nonpartisan. Sean Flowerday motioned for approval. Jane Raybould seconded. The vote carried.

There were four contract approvals submitted by Purchasing:

- a. Amendment to Contract for Carpet Upholstery Cleaning #20-154 Supersteam;
- b. Amendment to Contract for Cost Per Services Copies, Photocopier #17-199 Visual Edge IT;
- c. Amendment to Contract for Person Protective Equipment and First Aid Supplies #22-024 Fastenal;
- d. Contract for Rental and Cleaning of Mats and Various Linen and Related Items #22-135 Cintas Corporation;

Jane Raybould made a motion to approval all contracts brought forward. Sean Flowerday seconded the motion, and the vote carried.

The next meeting of the Public Building Commission will be moved to October 4, 2022.

Report from Administrative Staff – Kerin Peterson brought forward John Kay, Sinclair Hille to discuss the overhead garage doors for the under-County City Building garage remodel. They reported after discussions with the contractor and the sub-contractor that was designated in the approved contract, they will stay with the specified doors. In looking at the other options they didn't offer the reliability, speed or specifications needed for this remodel. There was discussion of the various options. Roma Amundson asked if there was a delay in proceeding and it was shared the preconstruction meeting is already set and they will move forward. There will be a period that a displacement of all parkers will be needed but there is adequate space to move the parkers around the campus parking lots. The lead time for the door is 8-12 weeks. It was shared that Jane Raybould would have preferred that other brands were researched to see if there was a cheaper alternative. Kerin then shared that next month we will discuss the Multi-Model Transit Center.

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