

MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, JANUARY 10, 2023 1:30 P.M.
LUXFORD STUDIO, RM 113
COUNTY CITY BUILDING

PRESENT: Roma Amundson, Richard Meginnis, Sean Flowerday, Todd Duncan

OTHERS PRESENT: Kerin Peterson, Yohance Christie, John Kay, Dan Mulligan, and Saige Walker.

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 November 29, 2022, Public Building Commission meeting were presented for approval. Todd Duncan motioned for approval and Richard Meginnis seconded. The vote carried.

Hall of Justice Front Service Counter Remodel Update and Payment Application – Dan Mulligan, Innerspace Studios, brought forward payment application five in the amount of \$71,674.54 from Brown Brothers Construction. Dan Mulligan updated that the project is substantially completed, and this payment application brings it to 68% payment completed. Richard Meginnis motioned to approve payment application five. Sean Flowerday seconded. The motion carried.

County City Building Garage Remodel, Update and Payment Application – Chuck Bachmann, Sinclair Hille, updated that they are installing the overhead doors now. There was some unanticipated concrete patching that will require a change order in the future. Change Order 001 was submitted for a change in the security including a rough in for a long-range sensor, removal of door position switches and motion sensor. The total cost for the change order is a deduction of \$47.00 to the project cost. Sean Flowerday motioned for the approval of Change Order 001. Richard Meginnis seconded, and the vote carried. Richard Meginnis then motioned for approval of payment application five. Todd Duncan seconded the motion. The vote carried.

Security Update – There was no update.

Richard Meginnis motioned to approve the general vouchers for November 2022. Todd Duncan seconded the motion. The vote carried.

There were four contract approvals submitted by Purchasing:

- a. Amendment to Contract for Telephone Answering Services #14-236 Executive Answering Service;
- b. Amendment to Memo of Understanding for Furniture, Installation and Related Products and Services #MOU068 Haworth, Inc;
- c. Amendment to Memo of Understanding for Lightbulbs, Ballasts and Retrofit Kits #MOU016 Voss Lighting;
- d. Contract for Annual Supply of HVAC Filters #22-227 Lampe’s Clean Air Specialists;

Richard Meginnis made a motion to approval all contracts brought forward. Todd Duncan seconded the motion, and the vote carried.

The next meeting of the Public Building Commission will be February 14, 2023.

Report from Administrative Staff – Kerin Peterson shared that at Pat Carlson with Kimley-Horn, the person who is doing the feasibility study for the parking deck, has ascertained we can go up two levels on the parking deck. Peterson stated she has heard from Liz Elliott who is putting out an RFP packages for project management and design for that side of the block. Yohance Christie has given the purchase agreement of 826 “H” Street to Peterson, and Peterson has passed it on to the owner’s attorney. Peterson will be using whoever the owner wants to use for the title company. Peterson mentioned the second floor may have antique fixtures in the building.

Records and Information Management will be moving out to Municipal Service Center (MSC), Peterson will be going out there to verify details and ceiling heights to make sure it’s something Brian Pillard is comfortable with. Meginnis asked about the parking lot next to the old police station. Peterson stated she turned it over to Park-and-Go, we do the snow removal and receive 50% revenue.

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