

APPROVED
Municipal Building Commission Meeting Minutes
February 21, 2017

President Jan Callison called the regular Municipal Building Commission (MBC) meeting to order at 12:04 PM at the City Hall/Courthouse Hearing Room 326C. Present were:

- President Jan Callison, Chair of the Hennepin County Board
- Hennepin County Commissioner Peter McLaughlin
- Minneapolis City Council President Barbara Johnson
- Vice President Betsy Hodges, Mayor, City of Minneapolis (delayed arrival)

CONSENT AGENDA ITEMS

1. Commissioner McLaughlin moved to approve these consent agenda items:
 - a. December 22, 2016 minutes;
 - b. Contract Summary as of January 30, 2017
 - c. 2017 Board Meeting Schedule

Council President Johnson seconded and the motion carried:

Jan Callison	Yea	Betsy Hodges	Not Present
Peter McLaughlin	Yea	Barbara Johnson	Yea

COMMUNICATION AGENDA ITEMS

Staff reviewed the following communication items:

1. 2017 – 2021 Capital Budget
2. Clock Face Project Update; MBC Board members interested in clock face unveiling event.

DISCUSSION & ACTION AGENDA ITEMS

1. Commissioner McLaughlin moved to approve the expenditure report through December 31, 2016. Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Not Present
Peter McLaughlin	Yea	Barbara Johnson	Yea

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2. Commissioner McLaughlin moved to approve the MBC Historic Preservation Fund balance. Chair Callison seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Not Present
Peter McLaughlin	Yea	Barbara Johnson	Yea

3. Commissioner McLaughlin moved to approve carrying forward \$553,921 of the 2016-operating budget to fund the completion of the Stages 22/23, 2016 Carpet, and ADC Card Reader projects in 2017. Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Not Present
Peter McLaughlin	Yea	Barbara Johnson	Yea

Vice President, Mayor Hodges entered the meeting.

4. Chair Callison moved to approve the Purchasing Expenditure Authority request, authorizing the MBC Director to:
- a. Continue compliance with City purchasing/procurement policies;
 - b. Continue utilizing City Contract Management for issuing solicitations and for authority to execute contracts and standard agreements [general and target market];
 - c. Approve expenditures up to \$100,000, in compliance with City Contract Management oversight, including use of pre-approved templates for maximum 5-year terms.
 - d. Continue providing a list of all standard agreements signed by the MBC Director at each board meeting, and moving forward, staff will include standard agreements, formal contracts and pricing contracts.

Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

5. Mayor Hodges moved to approve the release of pricing contract bids for the four (4) core services of Plumbing, Pipefitting, Painting, and Electrical, and to contract with the two low bidders for each core service, for the term of 3 years, plus 2 (one-year) extensions and for the following annual not to exceed amounts:

Plumbing:	\$300,000
Pipefitting:	\$150,000
Painting:	\$300,000

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Electrical: \$250,000

Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

6. Commissioner McLaughlin moved to approve the release of construction bids for Stages 23 and 22 and to contract with the lowest responsible bidder. Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

7. Mayor Hodges moved to approve the release of a Request for Proposals for full design services starting with design development for the Life Safety Scope as identified in the Michaud Cooley Erickson schematic design, and to contract with the chosen vendor. Commissioner McLaughlin seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

8. Council President Johnson moved to approve the release of a Request for Proposals for full design services for modernization of passenger elevators 1-6 (rotunda and 5th street cars) and to contract with the chosen vendor. Mayor Hodges seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

9. Council President Johnson moved to approve the appointment of the MBC Director as the entity's Data Practices Responsible Authority, authorizing them to take all actions necessary to assure that all programs, procedures, and forms used by the MBC are in compliance with the Data Practices Act, and for the MBC to adopt the model policies developed by IPAD (Information Policy Analysis Division) regarding access to government data and to notify the Commissioner of Administration of such adoption. Mayor Hodges seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Yea	Barbara Johnson	Yea

Chair Callison requested that staff provide a copy of the MBC's policy and summary of research as to any blanket policies that may cover administrative duties of a

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board or commission such as the MBC.

10. Board Members discussed the request from the Hennepin County Sheriff's Office (HCSO) to relocate the Hennepin County Protector Statue, which is currently located on the rotunda ground floor just outside Room 6. This item was laid-over for future consideration. Board members requested MBC staff to further discuss with HCSO and report back.

11. Commissioner McLaughlin moved to approve proceeding with a contract with The Chewery for the ground floor café space. Mayor Hodges seconded. Commissioner McLaughlin exited the meeting. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Not Present	Barbara Johnson	Yea

ADJOURN

Mayor Hodges moved to adjourn at 12:52 PM. Council President Johnson seconded. The motion carried:

Jan Callison	Yea	Betsy Hodges	Yea
Peter McLaughlin	Not Present	Barbara Johnson	Yea