



**Municipal Building Commission Meeting**  
**June 12, 2023, 1:00 p.m.**  
**Meeting location: City Hall/Courthouse Conference Room 143**

**AGENDA**

**INTRODUCTIONS:**

**INFORMATIONAL AGENDA ITEMS:**

- 1) 2024-2026 Capital Funding schedule

**CONSENT AGENDA ITEMS:**

- 2) Approve the December 9, 2022, meeting minutes
- 3) Approve contract summary

**DISCUSSION AND ACTION AGENDA ITEMS:**

- 4) Approve expenditure report
- 5) Approve MBC historic preservation fund balance
- 6) Approve joint MBC Mechanical/Life Safety and City Restacking project

**Construction contract amendment**

**Design contract amendment**

**Construction contract**

- 7) Approve MBC capital projects
  - a) **Building Wide Electrical upgrades**
  - b) **Facility Safety Improvements, Phase C**
  - c) **4<sup>th</sup> street improvement**
- 8) Approve updates to MBC paid parental leave policy

**APPENDIX:**

- 9) Meeting request

## Informational Agenda Item: 1

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **2024-2026 Capital Funding schedule**  
**Informational Agenda Item: 1**

Listed below is the MBC Capital Funding request for 2024-2026. Staff presented to CLIC (City of Minneapolis) on April 26, 2023, and will present to CBTF (Hennepin County) on August 7. Joint capital projects are split 50-50 between the City and County.

No action is requested at this time.

MBC 2024-2026 Joint Capital Funding Request					
Projects	Priority	2024 total	2025 total	2026 total	Total
Life Safety Improvements	1	\$7,426,024	\$0	\$0	\$7,426,024
Mechanical System Upgrades	2	\$7,664,024	\$0	\$0	\$7,664,024
Facility Safety Improvements	3	\$1,350,000	\$1,076,500	\$0	\$2,426,500
Elevator 12 Modernization	4	\$979,000	\$0	\$0	\$979,000
Exterior Improvements	5	\$7,600,000	\$4,000,000	\$0	\$11,600,000
<b>Total</b>		<b>\$25,019,048</b>	<b>\$5,076,500</b>	<b>\$0</b>	<b>\$30,179,548</b>

**Consent Agenda Item: 2**

**Date: June 12, 2023**

**To: Municipal Building Commission Board:  
Commissioner Irene Fernando, President  
Mayor Jacob Frey, Vice President  
Commissioner Marion Greene  
Council Member Lisa Goodman**

**From: Erin Delaney**

**Subject: MBC Board meeting minutes  
Consent Agenda Item: 2**

Staff requests approval of the attached December 9, 2022, MBC Board meeting minutes.

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**December 9, 2022**

President Marion Greene called the regular Municipal Building Commission (MBC) meeting to order at 10:07 AM at the City Hall/Courthouse Hearing Room 326C. Present were:

President Marion Greene, Chair of the Hennepin County Board  
Vice President Jacob Frey, Mayor, City of Minneapolis  
Minneapolis City Council Member Lisa Goodman

Absent:

Hennepin County Commissioner Angela Conley

**CONSENT AGENDA ITEMS**

Mayor Frey moved to approve the following consent agenda items:

1. Meeting minutes from the November 10, 2022 meeting.
2. Contract summary as of October 31, 2022.

Chair Greene seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

**COMMUNICATION AGENDA ITEMS**

Staff reviewed the following communication items:

1. 2022 - 2026 Capital Funding Schedule
2. City Hall/Courthouse Room Number Sequencing
3. 2023 Doors Open *Minneapolis* Event
4. City Hall/Courthouse 2023 Carillon Bell Concert Schedule

**DISCUSSION & ACTION AGENDA ITEMS**

1. Council Member Goodman moved to approve the expenditure report through October 31, 2022. Chair Greene seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**December 9, 2022**

2. Council Member Goodman moved to approve the MBC Historic Preservation Fund balance as of October 31, 2022. Chair Greene seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

3. Chair Greene moved to approve release of a Request for Proposals for a City Hall/Courthouse food service/concession vendor. Mayor Frey seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

4. Council Member Goodman moved to approve the City Hall/Courthouse open hours as 7:00 AM to 6:00 PM Monday – Friday. Chair Greene seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

**CLOSED AGENDA**

Chair Greene called for closure of the meeting at 10:28 AM for a legal briefing to discuss strategies pertaining to security policy.

**ADJOURN**

Chair Greene moved to adjourn the meeting at 11:05 AM. Council Member Goodman seconded. A roll call vote was taken, and the motion carried:

Marion Greene	Yea	Jacob Frey	Yea
Angela Conley	Absent	Lisa Goodman	Yea

## **Consent Agenda Item: 3**

**Date: June 12, 2023**

**To: Municipal Building Commission Board:  
Commissioner Irene Fernando, President  
Mayor Jacob Frey, Vice President  
Commissioner Marion Greene  
Council Member Lisa Goodman**

**From: Erin Delaney**

**Subject: MBC Contract Summary  
Consent Agenda Item: 3**

Attached are the balances for MBC Contracts through April 30, 2023. The summary report includes:

- Professional Services Contracts
- Master Contracts
- Pricing Contracts
- Bid Contracts
- Other Contracts (Service, Revenue, MOU's etc.)

**Professional Services Contracts as of 4/30/2023**

Contract	Supplier Name	Descr.	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
C-42871	AUTOMATIC DATA PROCESSING, INC.	MBC-HR & PAYROLL SERVICES	6/19/2017	11/25/2023	250,000.00	16,646.45	233,353.55	0.00
COM0000931A	BUILDING SYSTEMS HOLDINGS LLC.	MBC - CONSULTING POOL	5/15/2019	5/31/2024	356,149.05	15,086.16	237,445.21	103,617.68
C-43202	DRT BENEFITS CORP/ BRI PARENT INC.	MBC- COBRA ADMIN RETIREE SERV	11/29/2017	12/31/2024	20,000.00	4,989.00	15,011.00	0.00
C-43996	ENCOMPASS, INC.	MBC-RE-CERT FOR FALL RESTRAINT	7/1/2018	7/1/2023	16,000.00	0.00	12,340.00	3,660.00
COM0004996	FIRENET SYSTEMS, INC	MBC-FIRE SYST INSPECTIONS	3/14/2022	3/14/2024	480,000.00	108,624.25	122,034.25	249,341.50
COM0005966	FIRENET SYSTEMS, INC	MBC-SMOKE DAMPER TESTING	10/1/2022	12/31/2024	175,000.00	102,650.00	72,350.00	0.00
COM0003961	JOHN A. VAN DEUSEN & ASSOCIATES, INC.	MBC-ELEVATOR CONSULTING	5/1/2021	5/1/2026	81,000.00	59,767.50	21,232.50	0.00
COM0003948	J. PELZL CONSULTING LLC	MBC-ORG DEVELOPMENT_HR CONSULT	6/1/2021	6/1/2026	20,000.00	4,125.00	15,875.00	0.00
COM0005526	MILLER DUNWIDDIE ARCHITECTURE, INC.	MBC- ELEVATOR 7 AND 8 SERVICES	5/27/2022	12/31/2023	264,799.00	39,719.15	225,079.15	0.00
C-43442	NHA HEATING AND AIR CONDITIONING, INC.	MBC-DRIVE MAINTENANCE & REPAIR	1/1/2018	12/31/2023	45,000.00	10,000.00	0.00	35,000.00
COM0002763	ROGERS, SHAUN M.	MBC- REPAIRS & IMPROVEMENTS	7/1/2020	7/1/2025	100,000.00	86,099.99	13,900.01	0.00
COM0001293	SUMMIT FIRE PROTECTION COMPANY	MBC-FIRE PROTECTION CONSULTING	7/15/2019	7/15/2024	150,000.00	114,983.00	35,017.00	0.00
COM0006780	SYSTEM SOFT TECHNOLOGIES INC.	MBC-TEMPORARY STAFFING	5/1/2023	4/30/2024	80,640.00	80,640.00	0.00	0.00
COM0004187	WOLD ARCHITECT AND ENGINEERS	MBC-MLS_CITY TI DESIGN PH 3	8/31/2021	8/31/2024	1,314,625.00	315,067.14	762,932.86	236,625.00

**Master Contracts as of 4/30/2023**

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
C-44360	ANGSTROM ANALYTICAL, INC.	MBC - CONSULTING POOL	11/1/2018	11/1/2023	1.00	0.00	0.00	1.00
COM0000666	BENTZ THOMPSON & RIETOW	MBC - MC CONSULTING POOL	2/1/2019	2/1/2024	2,000,000.00	43,422.50	70,617.50	1,886,060.00
C-44359A	BRAUN INTERTEC CORPORATION	MBC - CONSULTING POOL	11/1/2018	11/1/2023	858,012.33	33,650.11	25,474.89	798,887.33
COM0000952	DLR GROUP, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000670	TRUE NORTH CONSULTING GROUP, LLC	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000191	ENCOMPASS, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	4,723.54	995,276.46
COM0000671	ERICKSEN ELLISON AND ASSOCIATE, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	2,590.81	132,057.19	865,352.00
COM0000975	ICS CONSULTING, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000672	INSPIC, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000882	MEP ASSOCIATES, LLC	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	2,000,000.00	93,186.75	299,808.43	1,607,004.82
COM0000665	MILLER DUNWIDDIE ARCHITECTURE, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	2,000,000.00	279,124.86	225,146.24	1,495,728.90
COM0000953	PALANISAMI AND ASSOC, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	1,950.00	998,050.00
COM0001034	SCHULER AND SHOOK, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000200	TERRACON CONSULTANTS, INC.	MBC-MC CONSULTING POOL	2/1/2019	11/1/2023	1,000,000.00	0.00	0.00	1,000,000.00
COM0000169	UDRIS BURGESS ARCHITECTURE & DESIGN	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	2,000,000.00	0.00	17,810.22	1,982,189.78
COM0000674	WALKER PARKING CONSULTANT ENGINEERS INC	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	0.00	1,000,000.00
COM0000675	WISS, JANNEY, ELSTNER ASSOCIATES, INC.	MBC-MC CONSULTING POOL	2/1/2019	2/1/2024	1,000,000.00	0.00	5,867.50	994,132.50

**Pricing Contracts as of 4/30/2023**

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0005559	ALLIANCE MECHANICAL SVCS	MBC - HVAC REPAIR & MAINTENANCE	6/24/2022	6/30/2023	118,000.00	69,219.00	781.00	48,000.00
COM0005759	APEC ACQUISITION, INC.	MBC - HVAC REPAIR & MAINTENANCE	7/25/2022	7/31/2023	175,000.00	160,216.57	14,783.43	0.00
COM0005900	PWF SOLUTIONS, INC.	MBC- MISC. JANITORIAL PRODUCT	9/9/2022	8/31/2023	127,700.00	61,603.50	66,096.50	0.00
COM0001012	REILING CONSTRUCTION CO., INC.	MBC- CONSTRUCTION	4/1/2019	12/31/2023	95,600.00	0.00	95,600.00	0.00
COM0001973	WELNA II HARDWARE LLP	MBC - PAINT & MISC. SUPPLIES	2/27/2020	2/28/2024	100,000.00	20,885.19	79,114.81	0.00

**Bids as of 4/30/2023**

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0003448	LVC COMPANIES, INC.	MBC- FIRE PROTECTION INSPECTION	3/11/2021	3/10/2026	186,175.00	137,986.00	48,189.00	0.00
COM0003311	NASSEFF PLUMBING & HEATING, INC.	MBC-CONTRACT PLUMBING SERVICES	1/19/2021	12/31/2023	497,895.00	34,948.19	462,946.81	0.00
COM0003148	NORTHERN AIR CORPORATION	MBC- Alerton Controls Svcs	1/1/2021	12/31/2023	50,000.00	10,000.00	9,669.54	30,330.46
COM0003333	PAINTING BY NAKASONE, INC	MBC- PAINTING SERVICES	2/1/2021	1/31/2024	510,000.00	72,060.39	319,939.61	118,000.00
COM0002838	QUALUS SERVICES	MBC - SWITCHGEAR MAINTENANCE	9/16/2020	12/31/2024	264,854.00	113,253.00	151,601.00	0.00
COM0004086	SCHINDLER ELEVATOR CORPORATION	MBC-VERT TRANSPRTN MAINTNCE	9/27/2021	10/1/2024	305,580.00	233,817.50	71,762.50	0.00
COM0001762	VEIT DISPOSAL SYSTEMS	MBC-CONSTRUCTION WASTE RECYCLE	1/3/2020	12/31/2024	30,000.00	13,921.81	16,078.19	0.00

**Other Contracts as of 4/30/2023**

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0005214	COMPLIANCE LINE LLC	MBC-COMPLIANCE HOTLINE	4/13/2022	4/13/2027	21,000.00	16,580.00	4,420.00	0.00
C-18285	HENNEPIN COUNTY	MBC-MOU-MPOP ROOM-A020092	6/1/2001	12/31/2030	1.00	0.00	0.00	1.00
C-27394	HENNEPIN COUNTY	MBC-STEAM/CHILLED WATER TO CH	1/2/2010	12/31/2030	30,000,000.00	307,490.01	5,964,776.50	23,727,733.49
COM0003746	HENNEPIN COUNTY	MBC-A2110735_IT SVCS AGREEMENT	5/1/2021	4/30/2028	300,000.00	16,194.57	283,805.43	0.00
COM0003837	METROPOLITAN COUNCIL	MBC-METPASS COM INCNTV PRGRM	6/1/2021	5/31/2026	50,000.00	44,190.00	5,810.00	0.00
COM0005283	MN DEPART OF EMPLOYMNT & ECON DEV	MBC - VENDING MACHINE SERVICES	8/1/2018	7/31/2023	1.00	0.00	0.00	1.00
C-44318	STATE OF MINNESOTA	MBC-CH/CRTHSE VEND AGREEMENT	8/1/2018	7/31/2023	1.00	0.00	0.00	1.00

## Discussion and Action Agenda Item: 4

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **MBC Expenditure report**  
**Discussion and Action Agenda Item: 4**

This is a Budget vs. Actual Expense report from the City of Minneapolis COMET financial system. This report reflects expenses posted to the system from January 1 through April 30, 2023. Staff requests approval of the attached report.

**Municipal Building Commission 2023**  
**Budget vs YTD Actuals - Expenses**

*Report Generated 5/26/2023      For Period End 4/30/2023*  
*Percent of Year Remaining                  67%*

Department	Budget	YTD Actual	% Spent	% Remaining	\$ Remaining
5200100 Administration	\$1,730,551	\$511,978	30%	70%	\$1,218,573
5200200 Custodial & Security	\$3,156,238	\$755,649	24%	76%	\$2,400,589
5200300 Repairs & Improvements	\$3,665,821	\$989,574	27%	73%	\$2,676,247
<b>Subtotal</b>	<b>\$8,552,610</b>	<b>\$2,257,201</b>	<b>26%</b>	<b>74%</b>	<b>\$6,295,409</b>
5200400 Adult Detention Center	\$370,516	\$139,024	38%	62%	\$231,492
5200500 Work for Others	\$81,000	\$6,955	9%	91%	\$74,045
<b>Total</b>	<b>\$9,004,126</b>	<b>\$2,403,180</b>	<b>27%</b>	<b>73%</b>	<b>\$6,600,946</b>

The City's fund balance at the MBC is currently \$2,865,596. Considering the minimum required fund balance, the available balance is \$1,565,596. The fund balance is monitored and managed to budget.

<b>Fund Balance through 4/30/2023 - 31100</b>		<b>\$ 2,865,596</b>
<b>Minimum Fund balance amount</b>		<b>(\$1,300,000)</b>
<b>Projected End Fund Balance Amount</b>		<b>\$ 1,565,596</b>



April 30,2023  
 % of Year Remaining:73.31%

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
5200100 - ADMINISTRATION	Capital Outlay	803002 - PROPERTY TAXES	25,823.00	0	0	25,823.00	25,823.00	100.00%
	<b>Capital Outlay</b>		<b>25,823.00</b>	<b>0</b>	<b>0</b>	<b>25,823.00</b>	<b>25,823.00</b>	<b>100.00%</b>
	Contractual Services	501001 - ADVERTISING & PUBLICATIONS	800.00	0	0	800.00	800.00	100.00%
		501401 - BIS APPLICATION SUPPORT	10,579.00	2,644.86	0	7,934.14	7,934.14	75.00%
		501501 - BIS OPERATING CHARGES	32,686.00	11,776.90	0	20,909.10	20,909.10	63.97%
		502101 - POSTAGE	275.00	6.91	0	268.09	268.09	97.49%
		503001 - TEMPORARY EMPLOYMENT SERVICES	0	0	0	0	0	
		505000 - PRINTING COPYING BINDING MICRO	5,000.00	316.26	0	4,683.74	4,683.74	93.67%
		506101 - GENERAL FUND OVERHEAD	78,000.00	75,698.64	0	2,301.36	2,301.36	2.95%
		507000 - PROFESSIONAL SERVICES	60,000.00	41,585.87	30,575.00	18,414.13	(12,160.87)	30.69%
		507001 - ACTUARIAL FEES	2,000.00	4,325.00	0	(2,325.00)	(2,325.00)	-116.25%
		507009 - MEDICAL & DENTAL SERVICES	0	0	0	0	0	
		507010 - MIS SERVICE FEES	160,000.00	974.91	0	159,025.09	159,025.09	99.39%
		507012 - PROFESSIONAL TRAINING FEES	0	0	0	0	0	
		507019 - OTHER PROFESSIONAL SERVICES	5,000.00	10,982.72	0	(5,982.72)	(5,982.72)	-119.65%
		507700 - ITS SERVICES	0	1,502.00	0	(1,502.00)	(1,502.00)	
		508200 - PARKING LOT/SPACE RENT	2,500.00	62.21	0	2,437.79	2,437.79	97.51%
		508201 - PARKING - DAILY	0	391.39	0	(391.39)	(391.39)	
		508202 - PARKING - MONTHLY	0	453.60	1,655.01	(453.60)	(2,108.61)	
		513000 - MISCELLANEOUS	0	0	0	0	0	
		513007 - MISCELLANEOUS CONTRACTUAL SRV	0	0	0	0	0	
		533700 - MED ADMIN SERVICE CHARGES	500.00	0	0	500.00	500.00	100.00%
	<b>Contractual Services</b>		<b>357,340.00</b>	<b>150,721.27</b>	<b>32,230.01</b>	<b>206,618.73</b>	<b>174,388.72</b>	<b>57.82%</b>
	Fringes	781201 - PERA-COORDINATED	49,338.00	13,876.24	0	35,461.76	35,461.76	71.88%
		781301 - FICA-ASDI	40,827.00	11,163.30	0	29,663.70	29,663.70	72.66%
		782101 - MEDICARE	9,584.00	2,610.79	0	6,973.21	6,973.21	72.76%
		782701 - DENTAL INSURANCE	8,126.00	3,324.86	0	4,801.14	4,801.14	59.08%
		782801 - VEBA - EXPENSE	12,480.00	3,840.00	0	8,640.00	8,640.00	69.23%
		782901 - HEALTH INSURANCE	140,228.00	54,497.79	0	85,730.21	85,730.21	61.14%
		786001 - LIFE INSURANCE	257.00	242.00	0	15.00	15.00	5.84%
		786301 - L/T DISABILITY INS	931.00	624.11	0	306.89	306.89	32.96%
		787001 - NON-TAX FRINGE BEN-I.O.E.	9,500.00	0	0	9,500.00	9,500.00	100.00%
		787601 - Other Post Employment Expense	22,542.00	0	0	22,542.00	22,542.00	100.00%
		788801 - WORKERS' COMP-REINSURANCE	46,000.00	1,211.28	0	44,788.72	44,788.72	97.37%
	<b>Fringes</b>		<b>339,813.00</b>	<b>91,390.37</b>	<b>0</b>	<b>248,422.63</b>	<b>248,422.63</b>	<b>73.11%</b>
	Materials / Other	601111 - PROCUREMENT CARD	100.00	0	0	100.00	100.00	100.00%
		602000 - AWARDS CONTRIBUTIONS & GR	0	0	0	0	0	
		602301 - MERF ADDITIONAL - FIXED	226,800.00	75,600.00	0	151,200.00	151,200.00	66.67%
		605001 - REGISTRATION FEE & TUITION	5,000.00	695.00	0	4,305.00	4,305.00	86.10%
		606000 - TRAVEL EXPENSE	500.00	0	0	500.00	500.00	100.00%
		608000 - INSURANCE	0	0	0	0	0	
		608002 - CRIME COVERAGE	325.00	0	0	325.00	325.00	100.00%
		608005 - PROPERTY INSURANCE	83,968.00	0	0	83,968.00	83,968.00	100.00%
		610002 - COMPUTER SUPPLIES-NOT SOFTWARE	0	0	0	0	0	
		610003 - COMPUTER SOFTWARE	27,000.00	1,080.00	4,974.93	25,920.00	20,945.07	96.00%
		610004 - OFFICE SUPPLIES	2,000.00	975.91	0	1,024.09	1,024.09	51.20%
		611000 - OPERATING SUPPLIES	0	0	0	0	0	
		616002 - LICENSE FEES & PERMITS	1,000.00	547.40	0	452.60	452.60	45.26%
		619000 - OTHER OPERATING COSTS	0	0	0	0	0	
		619201 - MEMBERSHIPS & DUES	0	0	0	0	0	
		619401 - REFRESHMENTS - FOOD & BEVERAGE	750.00	0	0	750.00	750.00	100.00%
	<b>Materials / Other</b>		<b>347,443.00</b>	<b>78,898.31</b>	<b>4,974.93</b>	<b>268,544.69</b>	<b>263,569.76</b>	<b>77.29%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	658,501.00	159,645.86	0	498,855.14	498,855.14	75.76%
		410001 - OVERTIME - REGULAR	0	4,949.80	0	(4,949.80)	(4,949.80)	
		420001 - OVERTIME - 1.5 TIME	1,630.00	0	0	1,630.00	1,630.00	100.00%
		450001 - VACATION	0	11,419.22	0	(11,419.22)	(11,419.22)	
		460001 - SICK LEAVE	0	3,507.81	0	(3,507.81)	(3,507.81)	
		461001 - UNUSED SICK LEAVE	0	5,105.49	0	(5,105.49)	(5,105.49)	
		490001 - OTHER LEAVE	0	6,339.60	0	(6,339.60)	(6,339.60)	
	<b>Personnel Services</b>		<b>660,131.00</b>	<b>190,967.78</b>	<b>0</b>	<b>469,163.22</b>	<b>469,163.22</b>	<b>71.07%</b>
5200100 - ADMINISTRATION			<b>1,730,550.00</b>	<b>511,977.73</b>	<b>37,204.94</b>	<b>1,218,572.27</b>	<b>1,181,367.33</b>	<b>70.42%</b>
5200200 - CUSTODIAL AND SECURITY	Contractual Services	502401 - RAD/PAGE/CELLPHONE RENTAL	0	244.00	0	(244.00)	(244.00)	
		502500 - TELEPHONE SERVICES	0	0	0	0	0	
		502508 - TELEPHONE OTHER	200.00	0	0	200.00	200.00	100.00%
		507000 - PROFESSIONAL SERVICES	5,000.00	0	0	5,000.00	5,000.00	100.00%
		507012 - PROFESSIONAL TRAINING FEES	0	0	0	0	0	
		507015 - SECURITY SERVICES	0	0	299,761.46	0	(299,761.46)	
		507016 - TRANSLATOR SERVICES	750.00	0	0	750.00	750.00	100.00%
		507019 - OTHER PROFESSIONAL SERVICES	0	162.04	422,745.06	(162.04)	(422,907.10)	
		507200 - TRAINING	9,550.00	467.00	2,700.00	9,083.00	6,383.00	95.11%
		507901 - MEDICAL SERVICES	500.00	0	0	500.00	500.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	5,000.00	1,528.10	13,547.82	3,471.90	(10,075.92)	69.44%
		510012 - MISC REPAIR & MAINTENANCE SRVC	0	0	0	0	0	
		512003 - REFUSE DISPOSAL	46,000.00	2,036.00	14,523.81	43,964.00	29,440.19	95.57%
		512800 - INSPECTION & TESTING FEES	1,500.00	0	0	1,500.00	1,500.00	100.00%
	<b>Contractual Services</b>		<b>68,500.00</b>	<b>4,437.14</b>	<b>753,278.15</b>	<b>64,062.86</b>	<b>(689,215.29)</b>	<b>93.52%</b>
	Fringes	781201 - PERA-COORDINATED	140,218.00	34,910.62	0	105,307.38	105,307.38	75.10%
		781301 - FICA-ASDI	115,941.00	28,827.16	0	87,113.84	87,113.84	75.14%
		782101 - MEDICARE	27,109.00	6,741.83	0	20,367.17	20,367.17	75.13%
		782701 - DENTAL INSURANCE	37,882.00	8,990.50	0	28,891.50	28,891.50	76.27%
		782801 - VEBA - EXPENSE	51,000.00	11,954.48	0	39,045.52	39,045.52	76.56%
		782901 - HEALTH INSURANCE	683,194.00	143,990.22	0	539,203.78	539,203.78	78.92%

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
		786001 - LIFE INSURANCE	7,750.00	993.55	0	6,756.45	6,756.45	87.18%
		786301 - L/T DISABILITY INS	4,340.00	1,525.90	0	2,814.10	2,814.10	64.84%
		787001 - NON-TAX FRINGE BEN-I.O.E.	28,120.00	0	0	28,120.00	28,120.00	100.00%
		787601 - Other Post Employment Expense	67,624.00	0	0	67,624.00	67,624.00	100.00%
	<b>Fringes</b>		<b>1,163,178.00</b>	<b>237,934.26</b>	<b>0</b>	<b>925,243.74</b>	<b>925,243.74</b>	<b>79.54%</b>
	Materials / Other	610003 - COMPUTER SOFTWARE	0	0	0	0	0	
		611000 - OPERATING SUPPLIES	90,000.00	17,065.70	11,146.70	72,934.30	61,787.60	81.04%
		611003 - CLEANING SUPPLIES	0	1,454.14	0	(1,454.14)	(1,454.14)	
		613000 - REPAIR & MAINT SUPPLIES	0	0	0	0	0	
		616002 - LICENSE FEES & PERMITS	500.00	268.00	0	232.00	232.00	46.40%
		617001 - UNIFORMS CLOTHING PERS	10,500.00	3,182.80	9,817.20	7,317.20	(2,500.00)	69.69%
	<b>Materials / Other</b>		<b>101,000.00</b>	<b>21,970.64</b>	<b>20,963.90</b>	<b>79,029.36</b>	<b>58,065.46</b>	<b>78.25%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	1,748,560.00	388,024.00	0	1,360,536.00	1,360,536.00	77.81%
		400020 - SALARIES/WAGES - PREMIUM	0	1,495.45	0	(1,495.45)	(1,495.45)	
		400030 - SALARIES/WAGES - SHIFT	0	9,372.22	0	(9,372.22)	(9,372.22)	
		404401 - PAYMENT FOR COMP TIME	0	3,358.82	0	(3,358.82)	(3,358.82)	
		410001 - OVERTIME - REGULAR	0	26,292.26	0	(26,292.26)	(26,292.26)	
		420001 - OVERTIME - 1.5 TIME	75,000.00	0	0	75,000.00	75,000.00	100.00%
		440101 - HOLIDAY WORKED	0	15,822.28	0	(15,822.28)	(15,822.28)	
		450001 - VACATION	0	29,672.66	0	(29,672.66)	(29,672.66)	
		460001 - SICK LEAVE	0	15,024.31	0	(15,024.31)	(15,024.31)	
		490001 - OTHER LEAVE	0	2,245.44	0	(2,245.44)	(2,245.44)	
	<b>Personnel Services</b>		<b>1,823,560.00</b>	<b>491,307.44</b>	<b>0</b>	<b>1,332,252.56</b>	<b>1,332,252.56</b>	<b>73.06%</b>
<b>5200200 - CUSTODIAL AND SECURITY</b>			<b>3,156,238.00</b>	<b>755,649.48</b>	<b>774,242.05</b>	<b>2,400,588.52</b>	<b>1,626,346.47</b>	<b>76.06%</b>
5200300 - REPAIRS AND IMPROVEMENTS	Contractual Services	507000 - PROFESSIONAL SERVICES	100,000.00	33,992.32	0	66,007.68	66,007.68	66.01%
		507007 - ENGINEERING/ARCHITECTURAL SRVC	65,000.00	6,203.75	0	58,796.25	58,796.25	90.46%
		507019 - OTHER PROFESSIONAL SERVICES	0	0	20,000.00	0	(20,000.00)	
		507200 - TRAINING	0	160.96	0	(160.96)	(160.96)	
		509201 - FLEET SUPPLY ESD	226.00	74.94	0	151.06	151.06	66.84%
		509205 - FLEET ADMINISTRATION	1,354.00	451.16	0	902.84	902.84	66.68%
		509301 - EQUIPMENT LABOR ESD	500.00	0	0	500.00	500.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	510,000.00	78,517.79	219,250.48	431,482.21	212,231.73	84.60%
		510002 - BUILDING/STRUCTURE REPAIR/MNT	0	25,000.00	0	(25,000.00)	(25,000.00)	
		510012 - MISC REPAIR & MAINTENANCE SRVC	0	0	0	0	0	
		510081 - ELEVATOR MAINTENANCE	75,000.00	20,644.10	36,662.50	54,355.90	17,693.40	72.47%
		510101 - ESD CONTRACTUAL REPAIRS	20.00	0	0	20.00	20.00	100.00%
		512003 - REFUSE DISPOSAL	0	(664.00)	0	664.00	664.00	
		512004 - STEAM	250,000.00	113,300.89	815,417.98	136,699.11	(678,718.87)	54.68%
		512006 - WATER-CHILLED	360,000.00	69,122.46	330,239.06	290,877.54	(39,361.52)	80.80%
		512007 - WATER & SEWER	150,000.00	48,514.47	0	101,485.53	101,485.53	67.66%
		512201 - ELECTRICITY	540,000.00	51,002.57	0	488,997.43	488,997.43	90.56%
		512800 - INSPECTION & TESTING FEES	2,000.00	0	0	2,000.00	2,000.00	100.00%
		512802 - STATE OF MN INSPECTION FEES	0	0	0	0	0	
		513000 - MISCELLANEOUS	0	0	0	0	0	
	<b>Contractual Services</b>		<b>2,054,100.00</b>	<b>446,321.41</b>	<b>1,421,570.02</b>	<b>1,607,778.59</b>	<b>186,208.57</b>	<b>78.27%</b>
	Fringes	781201 - PERA-COORDINATED	73,479.00	22,410.47	0	51,068.53	51,068.53	69.50%
		781301 - FICA-ASDI	60,743.00	17,901.89	0	42,841.11	42,841.11	70.53%
		782101 - MEDICARE	14,206.00	4,186.75	0	10,019.25	10,019.25	70.53%
		782701 - DENTAL INSURANCE	12,200.00	4,524.90	0	7,675.10	7,675.10	62.91%
		782801 - VEBA - EXPENSE	16,000.00	5,585.22	0	10,414.78	10,414.78	65.09%
		782901 - HEALTH INSURANCE	210,869.00	69,448.12	0	141,420.88	141,420.88	67.07%
		786001 - LIFE INSURANCE	2,500.00	388.55	0	2,111.45	2,111.45	84.46%
		786301 - L/T DISABILITY INS	1,400.00	1,019.44	0	380.56	380.56	27.18%
		787001 - NON-TAX FRINGE BEN-I.O.E.	24,539.00	4,111.61	0	20,427.39	20,427.39	83.24%
		787601 - Other Post Employment Expense	11,271.00	0	0	11,271.00	11,271.00	100.00%
	<b>Fringes</b>		<b>427,207.00</b>	<b>129,576.95</b>	<b>0</b>	<b>297,630.05</b>	<b>297,630.05</b>	<b>69.67%</b>
	Materials / Other	601111 - PROCUREMENT CARD	0	294.38	0	(294.38)	(294.38)	
		604002 - PARKING	0	0	0	0	0	
		605001 - REGISTRATION FEE & TUITION	1,000.00	2,151.00	0	(1,151.00)	(1,151.00)	-115.10%
		609101 - ESD EQUIPMENT PARTS	220.00	0	0	220.00	220.00	100.00%
		609201 - ESD EQUIPMENT FUEL	0	212.82	0	(212.82)	(212.82)	
		611000 - OPERATING SUPPLIES	125,000.00	78,619.34	22,164.43	46,380.66	24,216.23	37.10%
		611004 - CHEMICAL SUPPLIES & GASES	0	225.53	0	(225.53)	(225.53)	
		613000 - REPAIR & MAINT SUPPLIES	50,000.00	29,595.49	15,197.83	20,404.51	5,206.68	40.81%
		613004 - PAINTING SUPPLIES	0	709.87	0	(709.87)	(709.87)	
		613005 - PLUMBING/PIPEFITTING SUPPLIES	0	0	0	0	0	
		616002 - LICENSE FEES & PERMITS	2,000.00	130.00	0	1,870.00	1,870.00	93.50%
		617001 - UNIFORMS CLOTHING PERS	1,575.00	261.91	0	1,313.09	1,313.09	83.37%
		619000 - OTHER OPERATING COSTS	0	0	0	0	0	
		619201 - MEMBERSHIPS & DUES	500.00	0	0	500.00	500.00	100.00%
	<b>Materials / Other</b>		<b>180,295.00</b>	<b>112,200.34</b>	<b>37,362.26</b>	<b>68,094.66</b>	<b>30,732.40</b>	<b>37.77%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	1,004,219.00	266,671.94	0	737,547.06	737,547.06	73.44%
		400020 - SALARIES/WAGES - PREMIUM	0	278.25	0	(278.25)	(278.25)	
		400501 - BACK PAY - REGULAR TIME	0	2,079.86	0	(2,079.86)	(2,079.86)	
		410001 - OVERTIME - REGULAR	0	3,255.23	0	(3,255.23)	(3,255.23)	
		450001 - VACATION	0	12,408.35	0	(12,408.35)	(12,408.35)	
		460001 - SICK LEAVE	0	12,561.80	0	(12,561.80)	(12,561.80)	
		490001 - OTHER LEAVE	0	4,219.84	0	(4,219.84)	(4,219.84)	
	<b>Personnel Services</b>		<b>1,004,219.00</b>	<b>301,475.27</b>	<b>0</b>	<b>702,743.73</b>	<b>702,743.73</b>	<b>69.98%</b>
<b>5200300 - REPAIRS AND IMPROVEMENTS</b>			<b>3,665,821.00</b>	<b>989,573.97</b>	<b>1,458,932.28</b>	<b>2,676,247.03</b>	<b>1,217,314.75</b>	<b>73.01%</b>
5200400 - ADULT DETENTION CENTER	Contractual Services	507000 - PROFESSIONAL SERVICES	15,000.00	(191.00)	10,000.00	15,191.00	5,191.00	101.27%
		510000 - REPAIR & MAINTENANCE-CONT	100,000.00	40,598.00	3,000.00	59,402.00	56,402.00	59.40%

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
	<b>Contractual Services</b>		<b>115,000.00</b>	<b>40,407.00</b>	<b>13,000.00</b>	<b>74,593.00</b>	<b>61,593.00</b>	<b>64.86%</b>
	Fringes	781201 - PERA-COORDINATED	9,172.00	3,691.19	0	5,480.81	5,480.81	59.76%
		781301 - FICA-ASDI	7,582.00	2,833.70	0	4,748.30	4,748.30	62.63%
		782101 - MEDICARE	1,773.00	662.71	0	1,110.29	1,110.29	62.62%
		782701 - DENTAL INSURANCE	2,444.00	1,034.33	0	1,409.67	1,409.67	57.68%
		782801 - VEBA - EXPENSE	4,000.00	1,421.02	0	2,578.98	2,578.98	64.47%
		782901 - HEALTH INSURANCE	42,174.00	15,922.14	0	26,251.86	26,251.86	62.25%
		786001 - LIFE INSURANCE	500.00	124.15	0	375.85	375.85	75.17%
		786301 - L/T DISABILITY INS	280.00	189.02	0	90.98	90.98	32.49%
		787001 - NON-TAX FRINGE BEN-I.O.E.	0	20.38	0	(20.38)	(20.38)	
	<b>Fringes</b>		<b>67,925.00</b>	<b>25,898.64</b>	<b>0</b>	<b>42,026.36</b>	<b>42,026.36</b>	<b>61.87%</b>
	Materials / Other	611000 - OPERATING SUPPLIES	25,800.00	22,725.01	0	3,074.99	3,074.99	11.92%
		613000 - REPAIR & MAINT SUPPLIES	12,500.00	773.48	984.23	11,726.52	10,742.29	93.81%
		617001 - UNIFORMS CLOTHING PERS	0	4.17	0	(4.17)	(4.17)	
	<b>Materials / Other</b>		<b>38,300.00</b>	<b>23,502.66</b>	<b>984.23</b>	<b>14,797.34</b>	<b>13,813.11</b>	<b>38.64%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	119,841.00	39,161.14	0	80,679.86	80,679.86	67.32%
		400020 - SALARIES/WAGES - PREMIUM	2,450.00	2,136.11	0	313.89	313.89	12.81%
		400030 - SALARIES/WAGES - SHIFT	0	46.40	0	(46.40)	(46.40)	
		410001 - OVERTIME - REGULAR	0	674.82	0	(674.82)	(674.82)	
		420001 - OVERTIME - 1.5 TIME	27,000.00	0	0	27,000.00	27,000.00	100.00%
		440101 - HOLIDAY WORKED	0	709.50	0	(709.50)	(709.50)	
		450001 - VACATION	0	6,029.16	0	(6,029.16)	(6,029.16)	
		460001 - SICK LEAVE	0	458.28	0	(458.28)	(458.28)	
	<b>Personnel Services</b>		<b>149,291.00</b>	<b>49,215.41</b>	<b>0</b>	<b>100,075.59</b>	<b>100,075.59</b>	<b>67.03%</b>
<b>5200400 - ADULT DETENTION CENTER</b>			<b>370,516.00</b>	<b>139,023.71</b>	<b>13,984.23</b>	<b>231,492.29</b>	<b>217,508.06</b>	<b>62.48%</b>
5200500 - MBC - WORK FOR OTHERS	Contractual Services	507000 - PROFESSIONAL SERVICES	10,000.00	0	0	10,000.00	10,000.00	100.00%
		507007 - ENGINEERING/ARCHITECTURAL SRVC	0	0	0	0	0	
		507015 - SECURITY SERVICES	0	0	0	0	0	
		510000 - REPAIR & MAINTENANCE-CONT	20,000.00	0	3,368.00	20,000.00	16,632.00	100.00%
		513000 - MISCELLANEOUS	0	0	0	0	0	
		513007 - MISCELLANEOUS CONTRACTUAL SRV	0	0	0	0	0	
	<b>Contractual Services</b>		<b>30,000.00</b>	<b>0</b>	<b>3,368.00</b>	<b>30,000.00</b>	<b>26,632.00</b>	<b>100.00%</b>
	Fringes	781201 - PERA-COORDINATED	0	169.69	0	(169.69)	(169.69)	
		781301 - FICA-ASDI	0	135.09	0	(135.09)	(135.09)	
		782101 - MEDICARE	0	31.59	0	(31.59)	(31.59)	
		782701 - DENTAL INSURANCE	0	37.52	0	(37.52)	(37.52)	
		782801 - VEBA - EXPENSE	0	39.28	0	(39.28)	(39.28)	
		782901 - HEALTH INSURANCE	0	442.42	0	(442.42)	(442.42)	
		786001 - LIFE INSURANCE	0	4.93	0	(4.93)	(4.93)	
		786301 - L/T DISABILITY INS	0	12.20	0	(12.20)	(12.20)	
		787001 - NON-TAX FRINGE BEN-I.O.E.	0	31.84	0	(31.84)	(31.84)	
	<b>Fringes</b>		<b>0</b>	<b>904.56</b>	<b>0</b>	<b>(904.56)</b>	<b>(904.56)</b>	
	Materials / Other	611000 - OPERATING SUPPLIES	0	280.93	3,609.96	(280.93)	(3,890.89)	
		613000 - REPAIR & MAINT SUPPLIES	20,000.00	3,506.44	6,282.56	16,493.56	10,211.00	82.47%
		616002 - LICENSE FEES & PERMITS	1,000.00	0	0	1,000.00	1,000.00	100.00%
		617001 - UNIFORMS CLOTHING PERS	0	0.01	0	(0.01)	(0.01)	
	<b>Materials / Other</b>		<b>21,000.00</b>	<b>3,787.38</b>	<b>9,892.52</b>	<b>17,212.62</b>	<b>7,320.10</b>	<b>81.96%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	30,000.00	2,262.75	0	27,737.25	27,737.25	92.46%
	<b>Personnel Services</b>		<b>30,000.00</b>	<b>2,262.75</b>	<b>0</b>	<b>27,737.25</b>	<b>27,737.25</b>	<b>92.46%</b>
<b>5200500 - MBC - WORK FOR OTHERS</b>			<b>81,000.00</b>	<b>6,954.69</b>	<b>13,260.52</b>	<b>74,045.31</b>	<b>60,784.79</b>	<b>91.41%</b>
			9,004,125.00	2,403,179.58	2,297,624.02	6,600,945.42	4,303,321.40	73.31%

## Discussion and Action Agenda Item: 5

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **MBC Historic Preservation Fund Balance**  
**Discussion and Action Agenda Item: 5**

The Historic Preservation fund balance is \$400,838 as of April 30, 2023. Accordingly, staff requests approval of the balance.

Beginning Balance ( <b>Fund 3110H</b> )		\$	400,288
2023 Received Revenue to 4/30/2023		\$	550
2023 Expenditure to 4/30/2023		\$	-
<b>Ending Fund Balance - 3110H</b>		<b>\$</b>	<b>400,838</b>

Accordingly, staff is requesting approval of the Historic Preservation fund balance.

**Discussion Action Agenda Item: 6**

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **Joint MBC Mech/Life Safety and City Restacking project**  
**Discussion Action Agenda Item: 6**

Progress continues in the joint MBC Mechanical/Life Safety and City Restacking project.

**Phase 1:** SW corner of the Ground floor (Stage 19). Work completed 2021.

**Phase 2:** SW corner of the 1<sup>st</sup> floor (Stage 15). Work completed October 2022. Construction contract amendment requested below.

**Phase 3:** SE and NE corner of 3<sup>rd</sup> and Mezzanine floors (Stages 20-21) and City Restacking on Floors 1, 2, 3 and Mezzanine.

Phase 3 is divided into sub-phases, Phase 3C is currently in design phase by Wold architect. Design contract amendment requested below.

- **Phase 3A:** Room 100 and 124, Interior office space tenant improvements for the City Assessor. Completed May 2023.
- **Phase 3B:** Room 51, Best Value solicitation completed. Construction contract requested below.
- **Phase 3C:** 3<sup>rd</sup> and Mezzanine floors, design on-going.

MBC Board approval is required for these contact items because the MBC holds the design and construction contracts for the project.

**Three Action Items:**

- **Phase 2 Construction Contract Amendment:**  
Request approval of RJM contract amendment in the amount of **\$175,511** for a total contract amount of \$5,408,955.43.  
The amendment will be split evenly: MBC: \$87,755.50 and City: \$87,755.50.

- **Phase 3 Design Contract Amendment:**

Request approval of Wold contact amendment number 2 in the amount of **\$1,516,499.00**:

The amendment will be split MBC: \$728,467.00 and City: \$788,032.00 and includes the following items:

Phase 3B window sealing: MBC	\$ 5,250.00
MECC Central Vacuum: MBC	\$ 32,850.00
Vert. Bus Duct Shaft design; MBC	\$ 79,475.00
Vert. Bus Duct Power Study: MBC	\$ 33,150.00
Phase 3C window sealing: MBC	\$ 19,500.00
Security risk & assessment: MBC/City	\$ 73,050.00
Wayfinding and signage: MBC	\$ 42,000.00
Council Chambers A/V design	\$ 17,650.00
Phase 3C added scope: MBC/City	\$ 1,213,574.00

Original Wold contract amount:	\$1,078,000.00
Amendment #1 to contract:	\$ 236,625.00
Current Wold contract amount:	<u>\$1,314,625.00</u>

Amendment #2 to contract: **\$1,516,499.00**

Proposed Wold Contact amount: \$2,831,124.00

- **Phase 3B Construction Contract:**

Request approval of Sheehy construction contract in the amount of **\$2,773,792.28**

The contract will be split MBC \$708,466.26 and City: \$2,065,326.02.

On-site construction scheduled to start September 2023.

Accordingly, staff is requesting approval of the three items referenced above.

**Date:** June 12, 2023

**To:** Municipal Building Commission Board:  
Commissioner Irene Fernando, President  
Mayor Jacob Frey, Vice President  
Commissioner Marion Greene  
Council Member Lisa Goodman

**From:** Erin Delaney

**Subject:** Contract Approval - Building Wide Electrical upgrades project  
Discussion Action Agenda Item: 7A

The MBC's capital project Building Wide Electrical upgrades includes replacement and upgrades to the building's three electrical systems: Service #1 –277V/ 480V, Service#2 – 208V, and Service#3 – 208V/120V.

Design work for this project was completed by Salas-O'Brien and specific work involves replacing panelboards, circuit breakers and electrical conductors. The replacement of a horizontal bus duct in the City Hall/Courthouse basement is also included in the project. The work is required to bring the electrical systems into compliance with the National Electrical Code (NAC) and OSHA requirements.

The cost estimate for this project was estimated at \$2,500,000. On April 13, one bid was received:

- **Preferred Electric: \$ 2,430,725.00**

Upon review by City procurement and MBC staff, the bid is deemed responsive and complete. The City Civil Rights Department has completed its review. The MBC has approved capital dollars to fund this project.

Accordingly, staff is requesting approval to enter a contract with Preferred Electric in the amount of \$2,430,725.00.

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **Contract Approval - Facility Safety Improvement Phase C**  
**Discussion Action Agenda Item: 7B**

The MBC's capital project Facility Safety Improvements is multi-phased and addresses life safety work in public and non-assigned spaces in the building. Design work for this project was completed by Miller Dunwiddie.

Phase A: 2020-2021, Completed installation of 21 new smoke doors throughout the building, from the ground through mezzanine floors.

Phase B: 2021-2022, Completed installation of smoke barriers and filled penetrations in building mechanical shafts.

**Phase C: 2023,** To install fire sprinkling in 4<sup>th</sup> street rotunda gallery, 5<sup>th</sup> street staircase and 1<sup>st</sup> floor lobby.

Phase D: 2024, To install fire sprinklers and alarm notification in attic, 4<sup>th</sup>, and 5<sup>th</sup> street towers.

On April 26, three bids were received for Phase C:

- **Versacon Construction: \$810,000.00**
- Greiner Construction: \$889,000.00
- Reiling Construction: \$1,034,840.00

Upon review by City procurement and MBC staff, Versacon's bid is deemed responsive and complete. The City Civil Rights Department is completing its review. The MBC has approved capital dollars to fund this project.

Accordingly, upon approval by Civil Rights, staff is requesting approval to enter into a contract with Versacon in the amount of \$810,000.00.



**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **Contract Approval - Fourth Street Improvement**  
**Discussion Action Agenda Item: 7C**

The MBC's capital project Fourth Street Improvements includes the installation of a new delivery gate at the corner of 4<sup>th</sup> Street and 4<sup>th</sup> Avenue. The current gate will be replaced as it frequently malfunctions and is no longer considered secure. The project also includes the installation of a new moat gate at the corner of 4<sup>th</sup> Street and 3<sup>rd</sup> Avenue. This gate will prevent unauthorized moat access and direct pedestrians to the sidewalk instead of the moat.

Design work for this project has been completed by Miller Dunwiddie.

On May 30, one bid was received:

- **Construction Results Corporation: \$101,694.**

Upon review by City procurement and MBC staff, the bid is deemed responsive and complete. The City Civil Rights Department has completed its review. The MBC has approved capital dollars to fund this project.

Accordingly, staff is requesting approval to enter a contract with Construction Results Corporation in the amount of \$101,694.00

## Discussion and Action Agenda Item: 8

**Date:** June 12, 2023

**To:** **Municipal Building Commission Board:**  
**Commissioner Irene Fernando, President**  
**Mayor Jacob Frey, Vice President**  
**Commissioner Marion Greene**  
**Council Member Lisa Goodman**

**From:** Erin Delaney

**Subject:** **Policy Changes Approval - MBC Paid Parental Leave**  
**Discussion and Action Agenda Item: 8**

The MBC has an existing paid parental leave policy. Staff is requesting approval of the following changes to the existing policy. These policy updates are consistent with recent changes approved by the City of Minneapolis. This leave will run concurrently with any other leaves available under existing federal or state laws.

- Increase in the number of weeks of paid parental leave. Current policy provides for 9 weeks of leave, requesting increase to 12 weeks.
- Increase in the length of time to use the leave. Currently policy provides for use to occur within 3 months, requesting increase of up to 12 months to use the leave.

Accordingly, staff is requesting approval of these edits to the MBC's paid parental leave policy.