



**Municipal Building Commission Meeting  
December 13, 2023, 2:00 p.m.  
Meeting location: City Hall/Courthouse Conference Room 143**

**AGENDA**

**INTRODUCTIONS:**

**INFORMATIONAL AGENDA ITEMS:**

- 1) 2024-2026 Capital Funding Request

**CONSENT AGENDA ITEMS:**

- 2) Approve the October 11, 2023 meeting minutes
- 3) Approve MBC contract summary

**DISCUSSION AND ACTION AGENDA ITEMS:**

- 4) Approve MBC expenditure report
- 5) Approve MBC historic preservation fund balance
- 6) MBC Mechanical/Life Safety and City Restacking project  
    Approve Phase 3C Construction proposal
- 7) Approve labor contract with AFSCME
- 8) Approve financial terms for MBC non-represented employees

**RESOLUTION:**

- 9) Lisa Goodman honorary resolution

## Informational Agenda Item: 1

**Date:** December 13, 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 Request**  
**Informational Agenda Item: 1**

Listed below is the MBC Capital Funding approved for 2024-2026.

The County CBTF and Administrator's recommendation included funding for Elevator 12 modernization and Exterior Improvements, however, an amendment was introduced to decrease the County funding to match the City's funding.

Priority projects 1 and 2 are used to fund the joint MBC Life Safety/Mechanical and City Restacking project.

This is an informational item. 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	\$0	\$0	\$0	\$0
Elevator 12 Modernization	4	\$0	\$0	\$0	\$0
Exterior Improvements	5	\$1,300,000	\$3,000,000	\$6,600,000	\$10,900,000
<b>Total</b>		<b>\$16,390,048</b>	<b>\$3,000,000</b>	<b>\$6,600,000</b>	<b>\$25,990,048</b>

**Consent Agenda Item: 2**

**Date: December 13, 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 October 11, 2023, MBC Board meeting minutes.

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**October 11, 2023**

President Irene Fernando called the regular Municipal Building Commission (MBC) meeting to order at 1:04 PM at the City Hall/Courthouse Hearing Room 143. Present were:

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

**INFORMATIONAL ITEMS**

The following items were discussed:

1. 2024-2026 Capital Funding Schedule. The following amended information was provided by Director Erin Delaney:

County CBTF and County Administrator are recommending:

- For Priority Project #4 Elevator 12 – funding of \$165,000 (Joint \$330,000)
  - For Priority Project #5 Exterior Improvements – funding of \$3,800,000 (Joint \$7,600,000)
  - It is anticipated that County Administration will introduce a budget amendment to decrease the County’s commitment and match the City’s recommendation.
2. 2022 Management and Compliance Report (audit) completed by the Office of the State Auditor.
  3. Joint MBC Mechanical/Life Safety and City Restacking project.

**CONSENT AGENDA ITEMS**

4. Council Member Goodman moved to approve the meeting minutes from the August 24, 2023 meeting. Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Lisa Goodman	Yea

5. Commissioner Greene moved to approve the contract summary as of August 31, 2023. Vice President Frey seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Lisa Goodman	Yea

**DISCUSSION & ACTION AGENDA ITEMS**

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**October 11, 2023**

6. Vice President Frey moved to approve the August 31, 2023 expenditure report. President Fernando seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Lisa Goodman	Yea

7. Commissioner Greene moved to approve the MBC Historic Preservation Fund balance, and an expenditure of not-to-exceed \$2,500 for repair work on the west face clock gear. President Fernando seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Lisa Goodman	Yea

**ADJOURNMENT**

The meeting was adjourned at 1:22 PM by President Fernando.

## **Consent Agenda Item: 3**

**Date: December 13, 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 October 31, 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 10/31/2023**

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	2,624.45	247,375.55	0.00
COM0000931A	BUILDING SYSTEMS HOLDINGS LLC.	MBC - CONSULTING POOL	5/15/2019	5/31/2024	356,149.05	0.00	301,965.21	54,183.84
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
COM0004996	FIRENET SYSTEMS, INC	MBC-FIRE SYST INSPECTIONS	3/14/2022	3/14/2024	480,000.00	82,783.25	147,875.25	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	45,075.00	34,435.00	1,490.00
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	21,184.00	243,615.00	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	80,099.99	19,900.01	0.00
COM0001293	SUMMIT FIRE PROTECTION COMPANY	MBC-FIRE PROTECTION CONSULTING	7/15/2019	7/15/2024	150,000.00	111,523.00	38,477.00	0.00
COM0006780	SYSTEM SOFT TECHNOLOGIES INC.	MBC-TEMPORARY STAFFING	5/1/2023	4/30/2024	175,000.00	142,463.11	32,536.89	0.00
COM0004187	WOLD ARCHITECT AND ENGINEERS	MBC-MLS_CITY TI DESIGN PH 3	8/31/2021	8/31/2024	2,831,124.00	1,770,352.47	1,060,771.53	0.00

**Master Contracts as of 10/31/2023**

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	32,702.50	81,237.50	1,886,060.00
C-44359A	BRAUN INTERTEC CORPORATION	MBC - CONSULTING POOL	11/1/2018	11/1/2023	858,012.33	28,628.46	31,590.79	797,793.08
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	INSPEC, 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	301,775.71	251,195.39	1,447,028.90
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 10/31/2023**

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	6/30/2024	118,000.00	69,219.00	781.00	48,000.00
COM0001012	REILING CONSTRUCTION CO., INC.	MBC- CONSTRUCTION	4/1/2019	12/31/2023	95,600.00	0.00	95,600.00	0.00
COM0006859	WASTE MANAGEMENT OF MN, INC.	MBC - SOLID WASTE DISPOSAL	3/1/2023	4/30/2026	90,000.00	84,279.56	5,720.44	0.00
COM0001973	WELNA II HARDWARE LLP	MBC - PAINT & MISC. SUPPLIES	2/27/2020	2/28/2024	100,000.00	16,447.07	83,552.93	0.00

**Bids as of 10/31/2023**

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	127,423.34	58,571.66	0.00
COM0003311	NASSEFF PLUMBING & HEATING, INC.	MBC-CONTRACT PLUMBING SERVICES	1/19/2021	12/31/2023	497,895.00	26,041.42	471,853.58	0.00
COM0003148	NORTHERN AIR CORPORATION	MBC- Alerton Controls Svcs	1/1/2021	12/31/2023	50,000.00	9,219.15	10,450.39	30,330.46
COM0003333	PAINTING BY NAKASONE, INC	MBC- PAINTING SERVICES	2/1/2021	1/31/2024	510,000.00	98,077.89	378,922.11	33,000.00
COM0007041	PREFERRED ELECTRIC, INC.	MBC- BUILDING-WIDE ELECTRICAL	6/27/2023	6/30/2024	2,430,725.00	2,309,188.75	0.00	121,536.25
COM0002838	QUALUS SERVICES	MBC - SWITCHGEAR MAINTENENCE	9/16/2020	12/31/2024	264,854.00	0.00	151,601.00	113,253.00
COM0006688	REILING CONSTRUCTION CO., INC.	MBC-JOURNEYMAN CARPENTRY SERV	4/5/2023	4/30/2024	88,000.00	88,000.00	0.00	0.00
COM0003737	RJM CONSTRUCTION, LLC.	MBC-CH RESTACKING PH-2	5/10/2021	9/30/2023	5,408,955.43	140,514.51	5,177,679.23	90,761.69
COM0004086	SCHINDLER ELEVATOR CORPORATION	MBC-VERT TRANSPRTN MAINTNCE	9/27/2021	10/1/2024	305,580.00	215,972.08	89,607.92	0.00
COM0006975	SHEEHY CONSTRUCTION COMPANY	MBC-RFP CITY HALL RESTACK PH	6/26/2023	6/30/2025	2,773,792.28	2,635,102.67	0.00	138,689.61
COM0006990	VERSAACON, INC.	MBC: REBID -CITY HALL SAFETY	6/28/2023	6/30/2024	810,000.00	769,500.00	0.00	40,500.00
COM0005600	VERSAACON, INC.	MBC- OFFICE IMP PHASE 3A	6/29/2023	6/30/2024	1,047,405.99	29,629.89	972,516.08	45,260.02
COM0001762	VEIT DISPOSAL SYSTEMS	MBC-CONSTRUCTION WASTE RECYCLE	1/3/2020	12/31/2024	30,000.00	11,930.81	18,069.19	0.00

**Other Contracts as of 10/31/2023**

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	146,352.61	6,125,913.90	23,727,733.49
COM0003746	HENNEPIN COUNTY	MBC-A2110735_IT SVCS AGREEMENT	5/1/2021	4/30/2028	450,000.00	129,324.11	320,675.89	0.00
COM0003837	METROPOLITAN COUNCIL	MBC-METPASS COM INCNTV PRGRM	6/1/2021	5/31/2026	50,000.00	42,945.00	7,055.00	0.00
COM0006223	PROCUREMENT CONTRACT MGMT USE ONLY	MBC-COOPERATIVE AGREEMENT	1/1/2023	12/31/2026	1.00	0.00	0.00	1.00

## Discussion and Action Agenda Item: 4

**Date:** December 13, 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 October 31, 2023. Staff requests approval of the attached report.

<b>Municipal Building Commission 2023</b>
<b>Budget vs YTD Actuals - Expenses</b>

*Report Generated 11/27/2023      For Period End 10/31/2023*  
*Percent of Year Remaining                      17%*

Department	Budget	YTD Actual	% Spent	% Remaining	\$ Remaining
5200100 Administration	\$1,834,635	\$1,137,042	62%	38%	\$697,593
5200200 Custodial & Security	\$3,156,238	\$1,934,488	61%	39%	\$1,221,750
5200300 Repairs & Improvements	\$4,292,821	\$2,769,072	65%	35%	\$1,523,750
<b>Subtotal</b>	<b>\$9,283,694</b>	<b>\$5,840,602</b>	<b>63%</b>	<b>37%</b>	<b>\$3,443,092</b>
5200400 Adult Detention Center	\$370,516	\$308,789	83%	17%	\$61,727
5200500 Work for Others	\$81,000	\$13,252	16%	84%	\$67,749
<b>Total</b>	<b>\$9,735,210</b>	<b>\$6,162,643</b>	<b>63%</b>	<b>37%</b>	<b>\$3,572,567</b>

The City's fund balance at the MBC is currently \$3,001,527. Considering the minimum required fund balance, the available balance is \$1,701,527. The fund balance is monitored and managed to budget.

<b>Fund Balance through 10/31/2023 - 31100</b>	<b>\$ 3,001,527</b>
<b>Minimum Fund balance amount</b>	<b>(\$1,300,000)</b>
<b>Projected End Fund Balance Amount</b>	<b>\$ 1,701,527</b>



31100 MUNICIPAL BUILDING COMMISSION  
 Budget vs Actual Expenses as of  
 October 31, 2023  
 % of Year Remaining: 17%

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	9,697.82	0	881.18	881.18	8.33%
		501501 - BIS OPERATING CHARGES	32,686.00	29,962.02	0	2,723.98	2,723.98	8.33%
		502101 - POSTAGE	275.00	11.47	0	263.53	263.53	95.83%
		503001 - TEMPORARY EMPLOYMENT SERVICES	0	36,206.26	44,433.74	(36,206.26)	(80,640.00)	
		505000 - PRINTING COPYING BINDING MICRO	5,000.00	421.56	0	4,578.44	4,578.44	91.57%
		506101 - GENERAL FUND OVERHEAD	78,000.00	208,171.33	0	(130,171.33)	(130,171.33)	-166.89%
		507000 - PROFESSIONAL SERVICES	144,000.00	124,200.41	112,663.80	19,799.59	(92,864.21)	13.75%
		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	2,709.08	0	157,290.92	157,290.92	98.31%
		507012 - PROFESSIONAL TRAINING FEES	0	0	0	0	0	
		507019 - OTHER PROFESSIONAL SERVICES	5,000.00	16,753.27	150.00	(11,753.27)	(11,903.27)	-235.07%
		507700 - ITS SERVICES	0	1,551.49	0	(1,551.49)	(1,551.49)	
		508003 - OFFICE EQUIPMENT	0	9.36	0	(9.36)	(9.36)	
		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	2,041.20	67.41	(2,041.20)	(2,108.61)	
		513000 - MISCELLANEOUS	0	0	0	0	0	
		513007 - MISCELLANEOUS CONTRACTUAL SRV	0	0	0	0	0	
		533700 - MED ADMIN SERVICE CHARGES	1,500.00	0	0	1,500.00	1,500.00	100.00%
	<b>Contractual Services</b>		<b>442,340.00</b>	<b>436,513.82</b>	<b>157,314.95</b>	<b>5,826.13</b>	<b>(151,488.82)</b>	<b>1.32%</b>
	Fringes	781201 - PERA-COORDINATED	49,338.00	22,777.72	0	26,560.28	26,560.28	53.83%
		781301 - FICA-ASDI	40,827.00	18,385.14	0	22,441.86	22,441.86	54.97%
		7812101 - MEDICARE	9,584.00	4,299.78	0	5,284.22	5,284.22	55.14%
		782701 - DENTAL INSURANCE	8,126.00	6,283.86	0	1,842.14	1,842.14	22.67%
		782801 - VEBA - EXPENSE	12,480.00	6,595.00	0	5,885.00	5,885.00	47.16%
		782901 - HEALTH INSURANCE	140,228.00	101,643.74	0	38,584.26	38,584.26	27.52%
		786001 - LIFE INSURANCE	257.00	407.00	0	(150.00)	(150.00)	-58.37%
		786301 - L/T DISABILITY INS	931.00	1,058.30	0	(127.30)	(127.30)	-13.67%
		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	41,211.28	0	4,788.72	4,788.72	10.41%
	<b>Fringes</b>		<b>339,813.00</b>	<b>202,661.82</b>	<b>0</b>	<b>137,151.18</b>	<b>137,151.18</b>	<b>40.36%</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	207,900.00	0	18,900.00	18,900.00	8.33%
		603004 - RETURN ITEMS	0	75.00	0	(75.00)	(75.00)	
		605001 - REGISTRATION FEE & TUITION	5,000.00	1,081.17	0	3,918.83	3,918.83	78.38%
		606000 - TRAVEL EXPENSE	500.00	0	0	500.00	500.00	100.00%
		608000 - INSURANCE	0	16,596.00	0	(16,596.00)	(16,596.00)	
		608002 - CRIME COVERAGE	325.00	325.00	0	0	0	0.00%
		608005 - PROPERTY INSURANCE	83,968.00	108,053.65	0	(24,085.65)	(24,085.65)	-28.68%
		610002 - COMPUTER SUPPLIES-NOT SOFTWARE	0	0	0	0	0	
		610003 - COMPUTER SOFTWARE	45,585.00	16,982.14	11,776.00	28,602.86	16,826.86	62.75%
		610004 - OFFICE SUPPLIES	2,000.00	1,722.83	0	277.17	277.17	13.86%
		611000 - OPERATING SUPPLIES	0	0	0	0	0	
		611014 - PAPER GOODS	0	37.20	0	(37.20)	(37.20)	
		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	
		619017 - MISC OTHER OPERATING COST	0	201.60	0	(201.60)	(201.60)	
		619201 - MEMBERSHIPS & DUES	0	0	0	0	0	
		619401 - REFRESHMENTS - FOOD & BEVERAGE	1,250.00	0	0	1,250.00	1,250.00	100.00%
	<b>Materials / Other</b>		<b>366,528.00</b>	<b>353,521.99</b>	<b>11,776.00</b>	<b>13,006.01</b>	<b>1,230.01</b>	<b>3.55%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	658,501.00	146,715.59	0	511,785.41	511,785.41	77.72%
		410001 - OVERTIME - REGULAR	0	5,663.65	0	(5,663.65)	(5,663.65)	
		420001 - OVERTIME - 1.5 TIME	1,630.00	0	0	1,630.00	1,630.00	100.00%
		450001 - VACATION	0	23,200.50	0	(23,200.50)	(23,200.50)	
		460001 - SICK LEAVE	0	4,449.41	0	(4,449.41)	(4,449.41)	
		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>191,474.24</b>	<b>0</b>	<b>468,656.76</b>	<b>468,656.76</b>	<b>70.99%</b>
<b>5200100 - ADMINISTRATION</b>			<b>1,834,635.00</b>	<b>1,184,171.92</b>	<b>169,090.95</b>	<b>650,463.08</b>	<b>481,372.13</b>	<b>35.45%</b>
5200200 - CUSTODIAL AND	Contractual Services	502401 - RAD/PAGE/CELLPHONE RENTAL	0	610.00	0	(610.00)	(610.00)	
		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	3,978.46	438,928.64	(3,978.46)	(442,907.10)	
		507200 - TRAINING	9,550.00	3,167.00	0	6,383.00	6,383.00	66.84%
		507901 - MEDICAL SERVICES	500.00	0	0	500.00	500.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	5,000.00	4,320.79	11,884.99	679.21	(11,205.78)	13.58%
		510005 - EQUIPMENT - MOBILE REPAIR/MNT	0	0	0	0	0	
		510012 - MISC REPAIR & MAINTENANCE SRVC	0	0	0	0	0	
		512003 - REFUSE DISPOSAL	46,000.00	18,241.64	95,400.37	27,758.36	(67,642.01)	60.34%
		512800 - INSPECTION & TESTING FEES	1,500.00	1,404.47	0	95.53	95.53	6.37%
	<b>Contractual Services</b>		<b>68,500.00</b>	<b>31,722.36</b>	<b>845,975.46</b>	<b>36,777.64</b>	<b>(809,197.82)</b>	<b>53.69%</b>
	Fringes	781201 - PERA-COORDINATED	140,218.00	89,211.62	0	51,006.38	51,006.38	36.38%

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
		781301 - FICA-ASDI	115,941.00	73,548.87	0	42,392.13	42,392.13	36.56%
		782101 - MEDICARE	27,109.00	17,200.96	0	9,908.04	9,908.04	36.55%
		782701 - DENTAL INSURANCE	37,882.00	23,438.43	0	14,443.57	14,443.57	38.13%
		782801 - VEBA - EXPENSE	51,000.00	29,640.94	0	21,359.06	21,359.06	41.88%
		782901 - HEALTH INSURANCE	683,194.00	361,812.36	0	321,381.64	321,381.64	47.04%
		786001 - LIFE INSURANCE	7,750.00	2,501.29	0	5,248.71	5,248.71	67.73%
		786301 - L/T DISABILITY INS	4,340.00	3,830.88	0	509.12	509.12	11.73%
		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>601,185.35</b>	<b>0</b>	<b>561,992.65</b>	<b>561,992.65</b>	<b>48.32%</b>
	Materials / Other	610003 - COMPUTER SOFTWARE	0	1,800.00	0	(1,800.00)	(1,800.00)	
		610004 - OFFICE SUPPLIES	0	912.00	0	(912.00)	(912.00)	
		611000 - OPERATING SUPPLIES	90,000.00	52,378.03	14,634.43	37,621.97	22,987.54	41.80%
		611003 - CLEANING SUPPLIES	0	1,454.14	0	(1,454.14)	(1,454.14)	
		611004 - CHEMICAL SUPPLIES & GASES	0	0	0	0	0	
		613000 - REPAIR & MAINT SUPPLIES	0	0	0	0	0	
		616002 - LICENSE FEES & PERMITS	500.00	569.26	0	(69.26)	(69.26)	-13.85%
		617001 - UNIFORMS CLOTHING PERS	10,500.00	6,121.72	7,878.28	4,378.28	(3,500.00)	41.70%
	<b>Materials / Other</b>		<b>101,000.00</b>	<b>63,235.15</b>	<b>22,512.71</b>	<b>37,764.85</b>	<b>15,252.14</b>	<b>37.39%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	1,748,560.00	966,098.14	0	782,461.86	782,461.86	44.75%
		400020 - SALARIES/WAGES - PREMIUM	0	3,014.74	0	(3,014.74)	(3,014.74)	
		400030 - SALARIES/WAGES - SHIFT	0	25,436.82	0	(25,436.82)	(25,436.82)	
		404401 - PAYMENT FOR COMP TIME	0	11,260.74	0	(11,260.74)	(11,260.74)	
		410001 - OVERTIME - REGULAR	0	66,010.10	0	(66,010.10)	(66,010.10)	
		420001 - OVERTIME - 1.5 TIME	75,000.00	0	0	75,000.00	75,000.00	100.00%
		440101 - HOLIDAY WORKED	0	35,471.81	0	(35,471.81)	(35,471.81)	
		450001 - VACATION	0	89,775.43	0	(89,775.43)	(89,775.43)	
		460001 - SICK LEAVE	0	41,196.05	0	(41,196.05)	(41,196.05)	
		461001 - UNUSED SICK LEAVE	0	4,866.96	0	(4,866.96)	(4,866.96)	
		490001 - OTHER LEAVE	0	6,329.04	0	(6,329.04)	(6,329.04)	
	<b>Personnel Services</b>		<b>1,823,560.00</b>	<b>1,249,459.83</b>	<b>0</b>	<b>574,100.17</b>	<b>574,100.17</b>	<b>31.48%</b>
<b>5200200 - CUSTODIAL AND SECURITY</b>			<b>3,156,238.00</b>	<b>1,945,602.69</b>	<b>868,488.17</b>	<b>1,210,635.31</b>	<b>342,147.14</b>	<b>38.36%</b>
5200300 - REPAIRS AND IMPROV	Contractual Services	501101 - BENEFITS ADMIN FEE	0	1.25	0	(1.25)	(1.25)	
		507000 - PROFESSIONAL SERVICES	100,000.00	79,797.37	0	20,202.63	20,202.63	20.20%
		507007 - ENGINEERING/ARCHITECTURAL SRVC	100,000.00	20,573.75	0	79,426.25	79,426.25	79.43%
		507012 - PROFESSIONAL TRAINING FEES	0	460.00	0	(460.00)	(460.00)	
		507019 - OTHER PROFESSIONAL SERVICES	0	3,395.00	20,000.00	(3,395.00)	(23,395.00)	
		507200 - TRAINING	0	160.96	0	(160.96)	(160.96)	
		509201 - FLEET SUPPLY ESD	226.00	185.75	0	40.25	40.25	17.81%
		509205 - FLEET ADMINISTRATION	1,354.00	1,240.69	0	113.31	113.31	8.37%
		509301 - EQUIPMENT LABOR ESD	500.00	0	0	500.00	500.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	1,025,000.00	254,602.39	239,692.86	770,397.61	530,704.75	75.16%
		510001 - APPLIANCE REPAIRS	0	0	0	0	0	
		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	61,728.14	30,512.50	13,271.86	(17,240.64)	17.70%
		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	231,260.43	713,902.94	18,739.57	(695,163.37)	7.50%
		512006 - WATER-CHILLED	360,000.00	305,824.97	93,536.55	54,175.03	(39,361.52)	15.05%
		512007 - WATER & SEWER	150,000.00	126,189.85	0	23,810.15	23,810.15	15.87%
		512201 - ELECTRICITY	540,000.00	329,905.09	135,000.00	210,094.91	75,094.91	38.91%
		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>2,604,100.00</b>	<b>1,439,661.64</b>	<b>1,232,644.85</b>	<b>1,164,438.36</b>	<b>(68,206.49)</b>	<b>44.72%</b>
	Fringes	781201 - PERA-COORDINATED	73,479.00	60,571.19	0	12,907.81	12,907.81	17.57%
		781301 - FICA-ASDI	60,743.00	48,032.85	0	12,710.15	12,710.15	20.92%
		782101 - MEDICARE	14,206.00	11,233.54	0	2,972.46	2,972.46	20.92%
		782701 - DENTAL INSURANCE	12,200.00	12,071.67	0	128.33	128.33	1.05%
		782801 - VEBA - EXPENSE	16,000.00	14,921.67	0	1,078.33	1,078.33	6.74%
		782901 - HEALTH INSURANCE	210,869.00	186,421.36	0	24,447.64	24,447.64	11.59%
		786001 - LIFE INSURANCE	2,500.00	1,033.33	0	1,466.67	1,466.67	58.67%
		786301 - L/T DISABILITY INS	1,400.00	2,692.67	0	(1,292.67)	(1,292.67)	-92.33%
		787001 - NON-TAX FRINGE BEN-I.O.E.	24,539.00	11,139.03	0	13,399.97	13,399.97	54.61%
		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>348,117.31</b>	<b>0</b>	<b>79,089.69</b>	<b>79,089.69</b>	<b>18.51%</b>
	Materials / Other	601111 - PROCUREMENT CARD	0	1,302.31	0	(1,302.31)	(1,302.31)	
		604002 - PARKING	0	0	0	0	0	
		605001 - REGISTRATION FEE & TUITION	4,000.00	2,181.00	0	1,819.00	1,819.00	45.48%
		609101 - ESD EQUIPMENT PARTS	220.00	0	0	220.00	220.00	100.00%
		609201 - ESD EQUIPMENT FUEL	0	289.90	0	(289.90)	(289.90)	
		611000 - OPERATING SUPPLIES	125,000.00	132,013.48	21,086.44	(7,013.48)	(28,099.92)	-5.61%
		611004 - CHEMICAL SUPPLIES & GASES	0	723.83	0	(723.83)	(723.83)	
		613000 - REPAIR & MAINT SUPPLIES	124,000.00	42,217.98	255,496.57	81,782.02	(173,714.55)	65.95%
		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	2,125.00	0	(125.00)	(125.00)	-6.25%
		617001 - UNIFORMS CLOTHING PERS	1,575.00	2,348.38	50.00	(773.38)	(823.38)	-49.10%
		619000 - OTHER OPERATING COSTS	0	2,169.27	2,330.73	(2,169.27)	(4,500.00)	
		619201 - MEMBERSHIPS & DUES	500.00	30.00	0	470.00	470.00	94.00%
	<b>Materials / Other</b>		<b>257,295.00</b>	<b>186,111.02</b>	<b>278,963.74</b>	<b>71,183.98</b>	<b>(207,779.76)</b>	<b>27.67%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	1,004,219.00	703,640.67	0	300,578.33	300,578.33	29.93%
		400020 - SALARIES/WAGES - PREMIUM	0	1,064.85	0	(1,064.85)	(1,064.85)	
		400501 - BACK PAY - REGULAR TIME	0	2,079.86	0	(2,079.86)	(2,079.86)	
		410001 - OVERTIME - REGULAR	0	11,934.47	0	(11,934.47)	(11,934.47)	

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
		430001 - OVERTIME - DOUBLE TIME	0	1,966.57	0	(1,966.57)	(1,966.57)	
		450001 - VACATION	0	43,672.16	0	(43,672.16)	(43,672.16)	
		460001 - SICK LEAVE	0	36,935.14	0	(36,935.14)	(36,935.14)	
		490001 - OTHER LEAVE	0	6,318.40	0	(6,318.40)	(6,318.40)	
	<b>Personnel Services</b>		<b>1,004,219.00</b>	<b>807,612.12</b>	<b>0</b>	<b>196,606.88</b>	<b>196,606.88</b>	<b>19.58%</b>
<b>5200300 - REPAIRS AND IMPROVEMENTS</b>			<b>4,292,821.00</b>	<b>2,781,502.09</b>	<b>1,511,608.59</b>	<b>1,511,318.91</b>	<b>(289.68)</b>	<b>35.21%</b>
5200400 - ADULT DETENTION CENTER	Contractual Services	507000 - PROFESSIONAL SERVICES	15,000.00	9,809.00	0	5,191.00	5,191.00	34.61%
		510000 - REPAIR & MAINTENANCE-CONT	100,000.00	41,345.00	109,753.00	58,655.00	(51,098.00)	58.66%
	<b>Contractual Services</b>		<b>115,000.00</b>	<b>51,154.00</b>	<b>109,753.00</b>	<b>63,846.00</b>	<b>(45,907.00)</b>	<b>55.52%</b>
	Fringes	781201 - PERA-COORDINATED	9,172.00	9,423.20	0	(251.20)	(251.20)	-2.74%
		781301 - FICA-ASDI	7,582.00	7,205.22	0	376.78	376.78	4.97%
		782101 - MEDICARE	1,773.00	1,685.07	0	87.93	87.93	4.96%
		782701 - DENTAL INSURANCE	2,444.00	2,476.15	0	(32.15)	(32.15)	-1.32%
		782801 - VEBA - EXPENSE	4,000.00	3,410.69	0	589.31	589.31	14.73%
		782901 - HEALTH INSURANCE	42,174.00	37,961.37	0	4,212.63	4,212.63	9.99%
		786001 - LIFE INSURANCE	500.00	267.95	0	232.05	232.05	46.41%
		786301 - L/T DISABILITY INS	280.00	428.31	0	(148.31)	(148.31)	-52.97%
		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>62,878.34</b>	<b>0</b>	<b>5,046.66</b>	<b>5,046.66</b>	<b>7.43%</b>
	Materials / Other	611000 - OPERATING SUPPLIES	25,800.00	66,950.98	0	(41,150.98)	(41,150.98)	-159.50%
		613000 - REPAIR & MAINT SUPPLIES	12,500.00	4,181.33	5,984.23	8,318.67	2,334.44	66.55%
		617001 - UNIFORMS CLOTHING PERS	0	4.17	0	(4.17)	(4.17)	
	<b>Materials / Other</b>		<b>38,300.00</b>	<b>71,136.48</b>	<b>5,984.23</b>	<b>(32,836.48)</b>	<b>(38,820.71)</b>	<b>-85.73%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	119,841.00	106,426.17	0	13,414.83	13,414.83	11.19%
		400020 - SALARIES/WAGES - PREMIUM	2,450.00	5,789.46	0	(3,339.46)	(3,339.46)	-136.30%
		400030 - SALARIES/WAGES - SHIFT	0	46.40	0	(46.40)	(46.40)	
		410001 - OVERTIME - REGULAR	0	1,512.17	0	(1,512.17)	(1,512.17)	
		420001 - OVERTIME - 1.5 TIME	27,000.00	0	0	27,000.00	27,000.00	100.00%
		440101 - HOLIDAY WORKED	0	1,631.85	0	(1,631.85)	(1,631.85)	
		450001 - VACATION	0	8,318.24	0	(8,318.24)	(8,318.24)	
		460001 - SICK LEAVE	0	1,172.04	0	(1,172.04)	(1,172.04)	
	<b>Personnel Services</b>		<b>149,291.00</b>	<b>124,896.33</b>	<b>0</b>	<b>24,394.67</b>	<b>24,394.67</b>	<b>16.34%</b>
<b>5200400 - ADULT DETENTION</b>			<b>370,516.00</b>	<b>310,065.15</b>	<b>115,737.23</b>	<b>60,450.85</b>	<b>(55,286.38)</b>	<b>16.32%</b>
5200500 - MBC - WORK FOR	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	23.00	3,345.00	19,977.00	16,632.00	99.89%
		513000 - MISCELLANEOUS	0	0	2,500.00	0	(2,500.00)	
		513007 - MISCELLANEOUS CONTRACTUAL SRV	0	0	0	0	0	
	<b>Contractual Services</b>		<b>30,000.00</b>	<b>23.00</b>	<b>5,845.00</b>	<b>29,977.00</b>	<b>24,132.00</b>	<b>99.92%</b>
	Fringes	781201 - PERA-COORDINATED	0	436.55	0	(436.55)	(436.55)	
		781301 - FICA-ASDI	0	348.23	0	(348.23)	(348.23)	
		782101 - MEDICARE	0	81.43	0	(81.43)	(81.43)	
		782701 - DENTAL INSURANCE	0	85.59	0	(85.59)	(85.59)	
		782801 - VEBA - EXPENSE	0	111.70	0	(111.70)	(111.70)	
		782901 - HEALTH INSURANCE	0	1,317.26	0	(1,317.26)	(1,317.26)	
		786001 - LIFE INSURANCE	0	9.15	0	(9.15)	(9.15)	
		786301 - L/T DISABILITY INS	0	22.02	0	(22.02)	(22.02)	
		787001 - NON-TAX FRINGE BEN-I.O.E.	0	31.84	0	(31.84)	(31.84)	
	<b>Fringes</b>		<b>0</b>	<b>2,443.77</b>	<b>0</b>	<b>(2,443.77)</b>	<b>(2,443.77)</b>	
	Materials / Other	611000 - OPERATING SUPPLIES	0	280.93	609.96	(280.93)	(890.89)	
		613000 - REPAIR & MAINT SUPPLIES	20,000.00	4,682.54	4,321.39	15,317.46	10,996.07	76.59%
		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>4,963.48</b>	<b>4,931.35</b>	<b>16,036.52</b>	<b>11,105.17</b>	<b>76.36%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	30,000.00	5,821.25	0	24,178.75	24,178.75	80.60%
	<b>Personnel Services</b>		<b>30,000.00</b>	<b>5,821.25</b>	<b>0</b>	<b>24,178.75</b>	<b>24,178.75</b>	<b>80.60%</b>
<b>5200500 - MBC - WORK FOR OTHERS</b>			<b>81,000.00</b>	<b>13,251.50</b>	<b>10,776.35</b>	<b>67,748.50</b>	<b>56,972.15</b>	<b>83.64%</b>
			<b>9,735,210.00</b>	<b>6,234,593.35</b>	<b>2,675,701.29</b>	<b>3,500,616.65</b>	<b>824,915.36</b>	<b>35.96%</b>

## Discussion and Action Agenda Item: 5

**Date:** December 13, 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 and expenditure**  
**Discussion and Action Agenda Item: 5**

The current Historic Preservation fund balance is \$404,133.

Beginning Balance ( <b>Fund 3110H</b> )		\$	400,288
2023 Received Revenue to 10/31/2023		\$	3,845
2023 Expenditure to 10/31/2023		\$	-
<b>Ending Fund Balance - 3110H</b>		<b>\$</b>	<b>404,133</b>

Accordingly, staff is requesting approval of the Historic Preservation fund balance in the amount of \$404,133.

Discussion and Action Agenda Item: 6

**Date:** December 13, 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 and 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 (MBC Stage 19). Work completed 2021.

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

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

**Phase 3A:** Room 100 and 124. Work completed May 2023.

**Phase 3B:** Room 51, Sheehy Construction holds contract in the amount of \$2,773,792.28.

MBC: \$708,466.26 and City: \$2,065,326.02. Work scheduled for completion in April 2024.

**Phase 3C:** 3<sup>rd</sup> and Mezzanine floors, and office improvements in several small areas on other floors.

Total square footage: 92,655 square feet.

A best value solicitation was recently completed for Phase 3C construction. Two construction proposals were received, and both were within budget. The project schedule estimates completion of the 3<sup>rd</sup> floor by December 15, 2024 and remaining areas by June 1, 2025. The contract will be in effect through June 2026 for final invoice processing.

	<u>MBC 01</u>	<u>MBC 02</u>	<u>MBC TOTAL</u>	<u>CITY</u>	<u>TOTAL</u>
<i>Best Value Proposal</i>	\$5,712,677	\$8,146,317	\$13,858,994	\$10,587,988	\$24,446,982
<i>Alternate 1</i>	\$30,800		\$30,800		\$30,800
<i>Alternate 2</i>	-\$164,000		-\$164,000		-\$164,000
<i>Alternate 3</i>	-\$122,000		-\$122,000		-\$122,000
<b>TOTAL</b>	<b>\$5,457,477</b>	<b>\$8,146,317</b>	<b>\$13,603,794</b>	<b>\$10,587,988</b>	<b>\$24,191,782</b>

**Action Item:**

Staff is requesting approval of Shaw Lundquist Associates, Inc construction proposal, for the MBC/City Joint Phase 3C construction contract, in the amount of \$24,191,782.

**Discussion and Action Agenda Item: 7**

**Date: December 13, 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: Labor Contract approval - AFSCME Council 5, Local 9  
Discussion and Action Agenda Item: 7**

MBC and AFSCME Local 9 staff and labor representatives have reached a tentative agreement on contract language for a 24-month period of January 1, 2023, through December 31, 2024. This AFSCME bargaining unit is comprised of 30 classifications.

12 custodians, 4 utility employees, 2 custodial foreperson  
11 security officers  
1 administrative assistant: vacant

The terms of the proposed contract include:

- Wages:  
Effective first full payroll in 2023  
All classifications, including longevity: 2.5% increase  
  
Effective first full payroll in 2024  
Custodial/Utility/Foreperson classifications: 4.0% increase  
Security classifications: 3.0% increase
- Effective final payroll in 2023  
Implementation of new pay grid for security staff
- Increase of \$10 per month into VEBA account, effective first pay period in 2023.
- Increase to premium pay for work in the Adult Detention Center
- Increase to Night and Weekend shift premium pay
- Addition of Juneteenth holiday to labor contract, consistent with MBC policy
- Delete phrase MinnFlex and replace with Flexible Spending Plan.

## Discussion and Action Agenda Item: 8

**Date:** December 13, 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:** **Financial term approval – non represented staff**  
**Discussion and Action Agenda Item: 8**

Historically, wage increases negotiated under the MBC/AFSCME contract have been applied to the MBC non-represented positions. There are 11 MBC non represented positions; 6 are filled and 5 are vacant:

- 1 accountant: filled
- 1 administration manager: vacant
- 1 building operations supervisor: filled
- 1 custodial supervisor: filled
- 1 director: filled
- 1 facility manager: vacant
- 1 human resource specialist: vacant *Partially filled by contractor*
- 1 human resource business partner: vacant *Partially filled by contract service*
- 2 project managers: 2 filled
- 1 security supervisor; vacant *Partially filled by interim*

Consistent with terms proposed for AFSCME:

Effective first full payroll in 2023

All classifications, including longevity: 2.5% wage increase

Effective first full payroll in 2024

All positions: 4.0% wage increase

Increase of \$10 per month into VEBA account, effective first pay period in 2023.

Accordingly, staff is requesting approval of the financial terms for MBC Non-represented positions.