

Municipal Building Commission Meeting April 25, 2024, 8:30 a.m.

Meeting location: City Hall/Courthouse Conference Room 143

<u>AGENDA</u>

INTRODUCTIONS:

CLOSED ITEM:

1)This portion may be closed under Minnesota Statute, section 13D.05 to receive and discuss security briefings and reports.

INFORMATIONAL AGENDA ITEM:

2) Preliminary 2025 – 2027 Capital Funding Request

CONSENT AGENDA ITEMS:

- 3) Approve February 28, 2024, meeting minutes
- 4) Approve MBC contract summary

DISCUSSION AND ACTION AGENDA ITEMS:

- 5) Approve MBC expenditure report
- 6) Approve MBC historic preservation fund balance
- 7) Joint MBC Mechanical/Life Safety and City Restack project
- 8) Payroll/Human Resources Assistance
- 9) Authority for MBC professional services consulting pool

Closed Agenda Item: 1

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: Closed Item: 1

This portion may be closed under Minnesota Statute, section 13D.05 to receive and discuss security briefings and reports.

Information will be distributed at the meeting.

Informational Agenda Item: 2

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: 2025-2027 Capital Funding Request

Informational Agenda Item: 2

Listed below is the MBC's preliminary Capital Funding request for 2025-2027. This is an informational item. Staff presented this funding request to the City / CLIC last week and will present to the County / CBTF in July. No action is requested.

MBC 202	MBC 2025-2027 Capital Funding Request							
	Project Name	Priority	2025 request	2026 request	2027 Request	Total		
New	Fire Alarm Upgrades Includes both City Hall and ADC	1	\$75,000.00	\$1,000,000.00		\$1,075,000.00		
New	Heat Exchangers for DW&HW/Pumps/Controls Replacement	2	\$50,000.00	\$600,000.00		\$650,000.00		
Existing	Exterior Improvements	3	\$3,300,000.00	\$6,000,000.00		\$9,300,000.00		
Existing	Elevator 12 Modernization	4	\$400,000.00	\$0.00		\$400,000.00		
New	Electrical bus-ducts replacement	5	\$75,000.00	\$3,500,000.00		\$3,575,000.00		
New	HC Only ADC Metal Framing	6	\$75,000.00	\$3,000,000.00		\$3,075,000.00		
New	5th Street Sidewalk reconstruction	7	\$75,000.00	\$0.00	\$3,250,000	\$3,325,000.00		
			\$4,050,000.00	\$14,100,000.00	\$3,250,000.00	\$21,400,000.00		

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: MBC Board meeting minutes

Consent Agenda Item: 3

Staff requests approval of the attached February 28, 2024, MBC Board meeting minutes.

UNAPPROVED Municipal Building Commission Meeting Minutes February 28, 2024

President Irene Fernando called the regular Municipal Building Commission (MBC) meeting to order at 9:00 AM at the City Hall/Courthouse, Room 143. Present were:

President Irene Fernando, Chair of the Hennepin County Board Vice President Jacob Frey, Mayor, City of Minneapolis Minneapolis City Council Member LaTrisha Vetaw

Hennepin County Commissioner Marion Greene, was absent

INFORMATIONAL ITEMS

The following item was discussed:

1. 2025-2027 Capital Funding Schedule.

CONSENT AGENDA ITEMS

Council Member Vetaw moved to approve the following consent items:

- 2. Minutes from the December 13th, 2023, meeting
- 3. Contract Summary (through January 31, 2024)
- 4. 2024 Board Meeting Schedule
- 5. 2024 Carillon Bell Concert Schedule
- 6. Doors Open Minneapolis Event

Mayor Frey seconded. A roll call vote was taken, and the motion carried:

Irene Fernando Yea Jacob Frey Yea Marion Greene Absent LaTrisha Vetaw Yea

DISCUSSION & ACTION AGENDA ITEMS

- 7. Mayor Frey moved to approve the following items related to the MBC Mechanical/Life Safety and City Restack Project:
 - a. Contract with Legence Subsidiary Holdings, LLC dba ICS for Owner's Project Representation services in the amount of \$371,420.00.
 - b. Amendment #3 to the Wold Design Contract in the amount of \$9,750.00.
 - c. Amendment #3 to the Sheehy Construction Contract in the amount of \$140,000.00.

Council Member Vetaw seconded. A roll call vote was taken, and the motion carried:

UNAPPROVED Municipal Building Commission Meeting Minutes February 28, 2024

Irene Fernando Yea Jacob Frey Yea Marion Greene Absent LaTrisha Vetaw Yea

8. Mayor Frey moved to approve the labor contract with Minneapolis Building & Construction Trades for the 24-month period of January 1, 2023, through December 31, 2024. Council Member Vetaw seconded. A roll call vote was taken, and the motion carried:

Irene Fernando Yea Jacob Frey Yea Marion Greene Absent LaTrisha Vetaw Yea

ADJOURNMENT

The meeting was adjourned at 9:11 AM by President Fernando.

Consent Agenda Item: 4

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: MBC Contract Summary

Consent Agenda Item: 4

Attached are the balances for MBC Contracts through February 29, 2024. The summary report includes:

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

	Р	rofessional Services Cor	ntracts as	s of 2/29	/2024				
Contract	Supplier Name	Descr.	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance	
COM0007742	AUTOMATIC DATA PROCESSING, INC.	MBC-HR & PAYROLL SERVICES	11/26/2023	11/25/2025	100,000.00	92,615.92	7,384.08	0.00	
COM0000931A	BUILDING SYSTEMS HOLDINGS LLC.	MBC - CONSULTING POOL	5/15/2019	12/31/2024	431,834.05	42,397.00	335,253.21	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	
COM0005966	FIRENET SYSTEMS, INC	MBC-SMOKE DAMPER TESTING	10/1/2022	12/31/2024	175,000.00	80,275.00	94,725.00	0.00	
COM0003961	JOHN A. VAN DEUSEN & ASSOCIATES, INC.	MBC-ELEVATOR CONSULTING	5/1/2021	5/1/2026	81,000.00	44,062.50	35,447.50	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	
COM0002763	ROGERS, SHAUN M.	MBC- REPAIRS & IMPROVEMENTS	7/1/2020	7/1/2025	100,000.00	74,289.99	25,710.01	0.00	
COM0001293	SUMMIT FIRE PROTECTION COMPANY	MBC-FIRE PROTECTION CONSULTING	7/15/2019	7/15/2024	150,000.00	106,203.00	43,797.00	0.00	
COM0006780	SYSTEM SOFT TECHNOLOGIES INC.	MBC-TEMPORARY STAFFING	5/1/2023	4/30/2024	175,000.00	51,440.69	123,559.31	0.00	
COM0004187	WOLD ARCHITECT AND ENGINEERS	MBC-MLS_CITY TI DESIGN PH 3	8/31/2021	8/31/2024	2,831,124.00	579,194.65	2,238,363.13	13,566.22	
Contract	Supplier Name	Master Contracts a		Expire Dt	Max. Amt	Encumbered	Expended	Available Balance	
Contract	Supplier Name				Max. Aint	Liteumbereu	Experiueu	Available balance	
	1	Pricing Contracts a							
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	45,829.00	72,171.00	0.00	
COM0007431	DRAIN KING, INC.	MBC- DRAIN CLEANING SERVICES	11/1/2023	10/31/2024	67,500.00	67,500.00	0.00	0.00	
COM0005900	PWF SOLUTIONS, INC.	MBC -MISC. JANITORIAL PRODUCT	9/9/2022	8/31/2024	175,000.00	27,581.07	147,418.93	0.00	
	Bids as of 2/29/2024								
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	119,108.59	67,066.41	0.00	
COM0003333	PAINTING BY NAKASONE, INC	MBC- PAINTING SERVICES	2/1/2021	1/31/2024	685,000.00	187,000.29	497,999.71	0.00	
COM0007041	PREFERRED ELECTRIC, INC.	MBC- BUILDING-WIDE ELECTRICAL	6/27/2023	6/30/2024	2,462,042.18	2,462,042.18	0.00	0.00	
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	
COM0007568	SHAW LUNDQUIST ASSOCIATES, INC.	MBC-RFP CITY HALL RESTACK PH	12/27/2023	6/30/2026	24,191,782.00	22,982,192.90	0.00	1,209,589.10	
COM0006975	SHEEHY CONSTRUCTION COMPANY	MBC-RFP CITY HALL RESTACK PH	6/26/2023	6/30/2025	2,773,792.28	321,872.26	2,313,230.41	138,689.61	
COM0007779	TWIN CITY HARDWARE COMPANY, INC.	MBC: BEST LOCKS HARDWARE	2/22/2024	2/21/2025	35,000.00	34,720.20	279.80	0.00	
COM0006990	VERSACON, INC.	MBC: REBID -CITY HALL SAFETY	6/28/2023	6/30/2024	810,000.00	355,786.40	413,713.60	40,500.00	
COM0005600	VERSACON, INC.	MBC- OFFICE IMP PHASE 3A	6/29/2023	6/30/2024	1,047,405.99	19,389.54	982,756.43	45,260.02	
COM0007135	VERSACON, INC.	MBC- PHASE 3C EARLY DEMOLITION	8/4/2023	12/31/2024	64,442.00	5,539.65	58,902.35	0.00	
COM0001762	VEIT DISPOSAL SYSTEMS	MBC- CONSTRUCTION WASTE RECYCLE	1/3/2020	12/31/2024	30,000.00	9,142.33	20,857.67	0.00	
COM0007851	WELNA HARDWARE, INC.	MBC- CARPET TILE PURCHASE	2/6/2024	3/5/2025	175,000.00	175,000.00	0.00	0.00	
COM0007521	WELNA HARDWARE, INC.	MBC- PAINT SUPPLIES Other Contracts a		12/31/2025 /2024	75,000.00	25,000.00	0.00	50,000.00	
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	14,670.00	6,330.00	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	356,935.59	6,325,330.92	23,317,733.49	
COM0003746	HENNEPIN COUNTY	MBC-A2110735_IT SVCS AGREEMENT	5/1/2021	4/30/2028	600,000.00	180,607.99	419,392.01	0.00	
COM0003837	METROPOLITAN COUNCIL	MBC-METPASS COM INCNTV PRGRM	6/1/2021	5/31/2026	50,000.00	40,621.00	9,379.00	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	
C-44318	STATE OF MINNESOTA	MBC-CH/CRTHSE VEND AGREEMENT	8/1/2018	7/31/2025	1.00	0.00	0.00	1.00	

Discussion and Action Agenda Item: 5

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: MBC Expenditure report

Discussion and Action Agenda Item: 5

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 February 29, 2024. Staff requests approval of the attached report.

Municipal Building Commission 2024 Budget vs YTD Actuals - Expenses

Report Generated 4/17/2024 For Period End 2/29/2024
Percent of Year Remaining 83%

	Department		Budget	YTD Actual	% Spent	% Remaining	\$ Remaining
5200100	Administration		\$1,730,123	\$205,072	12%	88%	\$1,525,050
5200200	Custodial & Security		\$3,360,172	\$472,601	14%	86%	\$2,887,571
5200300	Repairs & Improvements		\$3,842,737	\$437,905	11%	89%	\$3,404,831
		Subtotal	\$8,933,031	\$1,115,579	12%	88%	\$7,817,452
5200400	Adult Detention Center		\$681,000	\$59,580	9%	91%	\$621,420
5200500	Work for Others		\$100,000	\$1,000	1%	99%	\$99,000
		Total	\$9,714,031	\$1,176,159	12%	88%	\$8,537,872

The City's fund balance at the MBC is currently \$2,972,957. Considering the minimum required fund balance, the available balance is \$1,632,957. The fund balance is monitored and managed to budget.

\$ 2,972,957
(\$1,340,000)
\$ 1,632,957
\$

-/	23/2024	
07	-f	020/

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
	Capital Outlav	803002 - PROPERTY TAXES	25.823.00	0	0	25.823.00 25,823.00	25.823.00 25,823.00	100.009
	Capital Outlay Contractual Services	501001 - ADVERTISING & PUBLICATIONS	25,823.00 500.00	0	0	500.00	500.00	100.009
		501401 - BIS APPLICATION SUPPORT	10,800.00	0	0	10,800.00	10,800.00	100.009
		501501 - BIS OPERATING CHARGES	42,000.00	0	0	42,000.00	42,000.00	100.009
		502101 - POSTAGE	275.00	30.42	0	244.58	244.58	88.949
		503001 - TEMPORARY EMPLOYMENT SERVICE	106,502.00	9,140.26	0	97,361.74	97,361.74	91.429
		505000 - PRINTING COPYING BINDING MICRO	1,500.00	17.400.20	0	1,500.00	1,500.00	100.009
		506101 - GENERAL FUND OVERHEAD 507000 - PROFESSIONAL SERVICES	104,764.00 140.000.00	17,460.30 51,643.07	99,635.92	87,303.70 88,356.93	87,303.70 (11,278.99)	83.339 63.119
		507000 - PROFESSIONAL SERVICES	4,500.00	0 0	99,033.92	4,500.00	4,500.00	100.009
		507010 - MIS SERVICE FEES	150,000.00	1,154.03	3,650.97	148,845.97	145,195.00	99.23
		507019 - OTHER PROFESSIONAL SERVICES	17,000.00	0	0	17,000.00	17,000.00	100.00
		507700 - ITS SERVICES	2,000.00	0	0	2,000.00	2,000.00	100.009
		508200 - PARKING LOT/SPACE RENT	3,000.00	0	0	3,000.00	3,000.00	100.009
		508202 - PARKING - MONTHLY	3,000.00	449.44	0	2,550.56	2,550.56	85.029
		513000 - MISCELLANEOUS	52,835.50	0	0	52,835.50	52,835.50	100.009
	Contractual Services		638,676.50	79,877.52	103,286.89	558,798.98	455,512.09	87.499
	Fringes	781201 - PERA-COORDINATED	32,671.00	3,100.66	0	29,570.34	29,570.34	90.519
		781301 - FICA-ASDI 782101 - MEDICARE	27,008.00 7,210.00	2,585.42 604.64	0	24,422.58 6,605.36	24,422.58 6,605.36	90.43
		782701 - DENTAL INSURANCE	5,538.00	769.12	0	4,768.88	4,768.88	86.11
		782801 - VEBA - EXPENSE	12,854.00	800.00	0	12,054.00	12,054.00	93.78
		782901 - HEALTH INSURANCE	116,042.00	12,078.08	0	103,963.92	103,963.92	89.59
		786001 - LIFE INSURANCE	515.00	44.00	0	471.00	471.00	91.46
		786301 - L/T DISABILITY INS	1,236.00	120.82	0	1,115.18	1,115.18	90.22
		787001 - NON-TAX FRINGE BEN-I.O.E.	9,270.00	0	0	9,270.00	9,270.00	100.00
		787601 - Other Post Employment Expense	10,300.00	0	0	10,300.00	10,300.00	100.00
		788801 - WORKERS' COMP-REINSURANCE	47,380.00	5,724.06	0	41,655.94	41,655.94	87.92
	Fringes		270,024.00	25,826.80	0	244,197.20	244,197.20	90.44
ı	Materials / Other	601111 - PROCUREMENT CARD	3,000.00	0	0	3,000.00	3,000.00	100.00
		602301 - MERF ADDITIONAL - FIXED	226,800.00	37,800.00	0	189,000.00	189,000.00	83.33
		605001 - REGISTRATION FEE & TUITION	3,000.00	278.00	0	2,722.00	2,722.00	90.73
		606000 - TRAVEL EXPENSE	250.00	0	0	250.00	250.00	100.009
		608002 - CRIME COVERAGE	325.00	0	0	325.00	325.00	100.009
		608005 - PROPERTY INSURANCE	108,054.00	10.147.63	0	108,054.00	108,054.00	100.009
		610003 - COMPUTER SOFTWARE 610004 - OFFICE SUPPLIES	12,000.00 2,000.00	18,147.62 0	0	(6,147.62) 2,000.00	(6,147.62) 2,000.00	-51.239 100.009
		613000 - REPAIR & MAINT SUPPLIES	2,000.00	0	0	2,000.00	2,000.00	100.007
		619201 - MEMBERSHIPS & DUES	1,000.00	0	0	1,000.00	1,000.00	100.009
		619401 - REFRESHMENTS - FOOD & BEVERAGI	250.00	0	0	250.00	250.00	100.009
	Materials / Other	015401 - KEI KESHIVIENTS - TOOD & BEVERAGI	356,679.00	56,225.62	0	300,453.38	300,453.38	84.249
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	435,611.00	38,721.72	0	396,889.28	396,889.28	91.119
		410001 - OVERTIME - REGULAR	1,679.00	0	0	1,679.00	1,679.00	100.009
		420001 - OVERTIME - 1.5 TIME	1,630.00	0	0	1,630.00	1,630.00	100.009
		461001 - UNUSED SICK LEAVE	0	4,420.80	0	(4,420.80)	(4,420.80)	
	Personnel Services		438,920.00	43,142.52	0	395,777.48	395,777.48	90.179
00100 - ADMINISTRATION			1,730,122.50	205,072.46	103,286.89	1,525,050.04	1,421,763.15	88.159
	Contractual Services	502401 - RAD/PAGE/CELPHONE RENTAL	780.00	122.00	0	658.00	658.00	84.369
URITY								
		507000 - PROFESSIONAL SERVICES	5,000.00	0	0	5,000.00	5,000.00	100.009
		507016 - TRANSLATOR SERVICES 507019 - OTHER PROFESSIONAL SERVICES	250.00	2,509.57	0	250.00 (2,509.57)	250.00 (2,509.57)	100.009
		507200 - TRAINING	4,000.00	2,309.37	0	4,000.00	4,000.00	100.009
		507901 - MEDICAL SERVICES	500.00	0	0	500.00	500.00	100.009
		510000 - REPAIR & MAINTENANCE-CONT	4,000.00	36.96	0	3,963.04	3,963.04	99.089
		512003 - REFUSE DISPOSAL	30,000.00	13,418.26	0	16,581.74	16,581.74	55.279
		512800 - INSPECTION & TESTING FEES	1,500.00	0	0	1,500.00	1,500.00	100.009
	Contractual Services		46,030.00	16,086.79	0	29,943,21	29,943.21	65.059
	Fringes	781201 - PERA-COORDINATED	150,599.00	21,153.75	0	129,445.25	129,445.25	85.959
		781301 - FICA-ASDI	124,496.00	17,405.42	0	107,090.58	107,090.58	86.029
		782101 - MEDICARE	29,116.00	4,070.61	0	25,045.39	25,045.39	86.029
		782701 - DENTAL INSURANCE	37,698.00	5,488.07	0	32,209.93	32,209.93	85.449
		782801 - VEBA - EXPENSE	52,530.00	7,315.12	0	45,214.88	45,214.88	86.079
		782901 - HEALTH INSURANCE	680,990.00	86,028.51	0	594,961.49	594,961.49	87.37
		786001 - LIFE INSURANCE	4,635.00	589.39	0	4,045.61	4,045.61	87.28
		786301 - L/T DISABILITY INS	5,150.00	970.55	0	4,179.45	4,179.45	81.15
		787001 - NON-TAX FRINGE BEN-I.O.E.	20,600.00	0	0	20,600.00	20,600.00	100.009
		787601 - Other Post Employment Expense	62,830.00	0	0	62,830.00	62,830.00	100.009
	Fringes Materials / Other	611000 - OPERATING SUPPLIES	1,168,644.00	143,021.42	0 005 06	1,025,622.58	1,025,622.58	87.76 9
l'	viateriais / Otriei	616002 - LICENSE FEES & PERMITS	75,000.00 500.00	16,967.26 72.00	8,805.06 0	58,032.74 428.00	49,227.68 428.00	85.609
		617001 - UNIFORMS CLOTHING PERS	10,500.00	1,284.23	0	9,215.77	9,215.77	87.779
i i	Materials / Other	22.222 ONLONING CEOTHING PERS	86,000.00	18,323.49	8,805.06	67,676.51	58,871.45	78.699
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	2,007,998.00	230,868.93	0	1,777,129.07	1,777,129.07	88.509
		400020 - SALARIES/WAGES - PREMIUM	0	1,069.95	0	(1,069.95)	(1,069.95)	
		400030 - SALARIES/WAGES - SHIFT	0	5,298.90	0	(5,298.90)	(5,298.90)	
		404401 - PAYMENT FOR COMP TIME	0	1,555.64	0	(1,555.64)	(1,555.64)	
		410001 - OVERTIME - REGULAR	0	12,778.50	0	(12,778.50)	(12,778.50)	
		420001 - OVERTIME - 1.5 TIME	51,500.00	0	0	51,500.00	51,500.00	100.009
		440101 - HOLIDAY WORKED	0	17,778.40	0	(17,778.40)	(17,778.40)	
		450001 - VACATION	0	15,096.10	0	(15,096.10)	(15,096.10)	
		460001 - SICK LEAVE	0	10,722.95	0	(10,722.95)	(10,722.95)	
	Personnel Services		2,059,498.00	295,169.37	0	1,764,328.63	1,764,328.63	85.679
00200 - CUSTODIAL AND SECUR		FOZOOO DDOFFEEGONAL SERVICES	3,360,172.00	472,601.07	8,805.06	2,887,570.93	2,878,765.87	85.945
0300 - REPAIRS AND PROVEMENTS	Contractual Services	507000 - PROFESSIONAL SERVICES	315,000.00	485.75	0	314,514.25	314,514.25	99.85
MOVEINIEN 13		507007 - ENGINEERING/ARCHITECTURAL SRVI	28,000.00	900.00	0	27,100.00	27,100.00	00.70
		507019 - OTHER PROFESSIONAL SERVICES	28,000.00	900.00	4,866.01	27,100.00	(4,866.01)	96.79
		509201 - FLEET SUPPLY ESD	300.00	36.53	4,866.01	263.47	263.47	87.829
		509201 - FLEET SUPPLY ESD 509205 - FLEET ADMINISTRATION	1,500.00	226.44	0	1,273.56	1,273.56	84.90
		509301 - EQUIPMENT LABOR ESD	386.00	226.44	0	386.00	386.00	100.00
		510000 - REPAIR & MAINTENANCE-CONT	380,000.00	22,058.10	0	357,941.90	357,941.90	94.20
		510000 - REPAIR & MAINTENANCE-CONT	70,000.00	7,379.46	0	62,620.54	62,620.54	89.46
		510101 - ESD CONTRACTUAL REPAIRS	20.00	7,379.46	0	20.00	20.00	100.00
		512004 - STEAM	250,000.00	29,659.53	0	220,340.47		
		512004 - STEAM 512005 - UTILITY INSTALLATION REPAIRS	250,000.00	29,659.53	410,000.00	220,340.47	220,340.47 (410,000.00)	88.149
		512005 - UTILITY INSTALLATION REPAIRS 512006 - WATER-CHILLED	410,000.00	19,782.77	410,000.00	390,217.23	390,217.23	95.179
				42,131.44	0	107,868.56	107,868.56	71.919
		512007 - WATER & SEWER 512201 - ELECTRICITY	150,000.00 425,000.00	43,038.82	0	381,961.18	381,961.18	89.879

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
		513000 - MISCELLANEOUS	54,004.50	0	0	54,004.50	54,004.50	100.00
	Contractual Services		2,086,210.50	165,698.84	414,866.01	1,920,511.66	1,505,645.65	92.06
	Fringes	781201 - PERA-COORDINATED	73,829.00	12,752.37	0	61,076.63	61,076.63	82.73
		781301 - FICA-ASDI	61,033.00	10,142.73	0	50,890.27	50,890.27	83.38
		782101 - MEDICARE	14,274.00	2,372.10	0	11,901.90	11,901.90	83.38
		782701 - DENTAL INSURANCE	14,617.00	2,559.36	0	12,057.64	12,057.64	82.49
		782801 - VEBA - EXPENSE	18,581.00	3,352.16	0	15,228.84	15,228.84	81.96
		782901 - HEALTH INSURANCE	222,003.00	37,240.12	0	184,762.88	184,762.88	83.23
		786001 - LIFE INSURANCE	2,529.00	217.98	0	2,311.02	2,311.02	91.38
		786301 - L/T DISABILITY INS	1,730.00	571.97	0	1,158.03	1,158.03	66.94
		787001 - NON-TAX FRINGE BEN-I.O.E.	20,600.00	1,296.73	0	19,303.27	19,303.27	93.71
		787601 - Other Post Employment Expense	11,609.00	0	0	11,609.00	11,609.00	100.00
	Fringes		440,805.00	70,505.52	0	370,299.48	370,299.48	84.01
	Materials / Other	601111 - PROCUREMENT CARD	3,000.00	1,080.70	0	1,919.30	1,919.30	63.98
		605001 - REGISTRATION FEE & TUITION	2,500.00	0	0	2,500.00	2,500.00	100.00
		609101 - ESD EQUIPMENT PARTS	25.00	0	0	25.00	25.00	100.00
		609201 - ESD EQUIPMENT FUEL	300.00	0	0	300.00	300.00	100.00
		610000 - ADMINISTRATION SUPPLIES	0	0	0	0	0	
		611000 - OPERATING SUPPLIES	145,000.00	26,609.17	62,580.00	118,390.83	55,810.83	81.65
		611004 - CHEMICAL SUPPLIES & GASES	0	90.74	0	(90.74)	(90.74)	
		613000 - REPAIR & MAINT SUPPLIES	175,000.00	3,855.19	3,500.00	171,144.81	167,644.81	97.80
		616002 - LICENSE FEES & PERMITS	2,500.00	0	0	2,500.00	2,500.00	100.00
		617001 - UNIFORMS CLOTHING PERS	2,500.00	50.00	0	2,450.00	2,450.00	98.00
		619000 - OTHER OPERATING COSTS	2,500.00	0	2,600.00	2,430.00	(2,600.00)	55.00
		619201 - MEMBERSHIPS & DUES	500.00	0	2,000.00	500.00	500.00	100.00
	Materials / Other	013201 - MICHIDENSI III, 3 & DOE3	331.325.00	31,685.80	68,680.00	299,639.20	230,959.20	90.44
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	984,396.00	144,754.96	68,680.00	839,641.04	839,641.04	90.44 85.30
	r ersonner services	400001 - SALARIES/WAGES - REGULAR 400020 - SALARIES/WAGES - PREMIUM	984,396.00	310.05	0			85.30
						(310.05)	(310.05)	
		410001 - OVERTIME - REGULAR	0	4,767.52	0	(4,767.52)	(4,767.52)	
		430001 - OVERTIME - DOUBLE TIME	0	322.77	0	(322.77)	(322.77)	
		450001 - VACATION	0	12,731.73	0	(12,731.73)	(12,731.73)	
		460001 - SICK LEAVE	0	5,801.69	0	(5,801.69)	(5,801.69)	
		461001 - UNUSED SICK LEAVE	0	157.29	0	(157.29)	(157.29)	
		490001 - OTHER LEAVE	0	1,169.04	0	(1,169.04)	(1,169.04)	
	Personnel Services		984,396.00	170,015.05	0	814,380.95	814,380.95	82.73
200300 - REPAIRS AND IMPROV	EMENTS		3,842,736.50	437,905.21	483,546.01	3,404,831.29	2,921,285.28	88.60
200400 - ADULT DETENTION ENTER	Contractual Services	507000 - PROFESSIONAL SERVICES	79,938.00	0	0	79,938.00	79,938.00	100.00
		510000 - REPAIR & MAINTENANCE-CONT	90,000.00	0	0	90,000.00	90,000.00	100.00
	Contractual Services		169,938.00	0	0	169,938.00	169,938.00	100.00
	Fringes	781201 - PERA-COORDINATED	21,377.00	2,111.96	0	19,265.04	19,265.04	90.12
		781301 - FICA-ASDI	17,672.00	1.627.69	0	16,044.31	16,044.31	90.79
		782101 - MEDICARE	4,132.00	380.67	0	3,751.33	3,751.33	90.79
		782701 - DENTAL INSURANCE	2,517.00	538.56	0	1,978.44	1,978.44	78.60
		782801 - VEBA - EXPENSE	4,120.00	770.38	0	3,349.62	3,349.62	81.30
		782901 - HEALTH INSURANCE	45,399.00	8.558.65	0	36,840.35	36.840.35	81.15
		786001 - LIFE INSURANCE	515.00	45.13	0	469.87	469.87	91.24
		786301 - L/T DISABILITY INS	288.00	73.56 40.72	0	214.44	214.44	74.46
		787001 - NON-TAX FRINGE BEN-I.O.E.				(40.72)	(40.72)	
	Fringes		96,020.00	14,147.32	0	81,872.68	81,872.68	85.27
	Materials / Other	611000 - OPERATING SUPPLIES	80,000.00	9,434.72	0	70,565.28	70,565.28	88.21
		613000 - REPAIR & MAINT SUPPLIES	15,000.00	7,864.21	0	7,135.79	7,135.79	47.57
	Materials / Other		95,000.00	17,298.93	0	77,701.07	77,701.07	81.79
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	285,022.00	24,537.96	0	260,484.04	260,484.04	91.39
		400020 - SALARIES/WAGES - PREMIUM	7,210.00	836.60	0	6,373.40	6,373.40	88.40
		400030 - SALARIES/WAGES - SHIFT	0	165.00	0	(165.00)	(165.00)	
		410001 - OVERTIME - REGULAR	0	316.00	0	(316.00)	(316.00)	
		420001 - OVERTIME - 1.5 TIME	27,810.00	0	0	27,810.00	27,810.00	100.00
		450001 - VACATION	0	1,645.20	0	(1,645.20)	(1,645.20)	
		460001 - SICK LEAVE	0	632.96	0	(632.96)	(632.96)	
	Personnel Services		320,042.00	28,133.72	0	291,908.28	291,908.28	91.21
00400 - ADULT DETENTION CE	NTER		681,000.00	59,579.97	0	621,420.03	621,420.03	91.25
00500 - MBC - WORK FOR	Contractual Services	507000 - PROFESSIONAL SERVICES	10,000.00	0	0	10,000.00	10,000.00	100.00
HERS								
		510000 - REPAIR & MAINTENANCE-CONT	38,400.00	0	0	38,400.00	38,400.00	100.00
		513000 - MISCELLANEOUS	10,000.00	0	0	10,000.00	10,000.00	100.00
	Contractual Services		58,400.00	0	0	58,400.00	58,400.00	100.009
	Fringes	781201 - PERA-COORDINATED	0	54.95	0	(54.95)	(54.95)	
	V	781301 - FICA-ASDI	0	44.10	0	(44.10)	(44.10)	
		782101 - MEDICARE	0	10.31	0	(10.31)	(10.31)	
		782701 - DENTAL INSURANCE	0	8.66	0	(8.66)	(8.66)	
				12.34	0	(12.34)	(12.34)	
			n		U	(14.34)		
		782801 - VEBA - EXPENSE	0		0	(127.25)	/127.25\	
	Esingue		0	137.35	0	(137.35)	(137.35)	
	Fringes	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE	0	137.35 267.71	0	(267.71)	(267.71)	
	Fringes Materials / Other	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES	0 0	137.35 267.71 0	0 4,879.00	(267.71) 0	(267.71) (4,879.00)	100
		782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES 613000 - REPAIR & MAINT SUPPLIES	0 0 0 20,000.00	137.35 267.71 0	0 4,879.00 0	(267.71) 0 20,000.00	(267.71) (4,879.00) 20,000.00	
	Materials / Other	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES	0 0 0 20,000.00 1,000.00	137.35 267.71 0 0	4,879.00 0	(267.71) 0 20,000.00 1,000.00	(267.71) (4,879.00) 20,000.00 1,000.00	100.00
	Materials / Other Materials / Other	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES 613000 - REPAIR & MAINT SUPPLIES 616002 - LICENSE FEES & PERMITS	0 0 0 20,000.00 1,000.00 21,000.00	137.35 267.71 0 0 0	0 4,879.00 0 0 4,879.00	(267.71) 0 20,000.00 1,000.00 21,000.00	(267.71) (4,879.00) 20,000.00 1,000.00 16,121.00	100.00 100.00
	Materials / Other	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES 613000 - REPAIR & MAINT SUPPLIES	0 0 0 20,000.00 1,000.00	137.35 267.71 0 0	4,879.00 0	(267.71) 0 20,000.00 1,000.00	(267.71) (4,879.00) 20,000.00 1,000.00	100.00 100.00
.00500 - MBC - WORK FOR OTH	Materials / Other Materials / Other Personnel Services Personnel Services	782801 - VEBA - EXPENSE 782901 - HEALTH INSURANCE 611000 - OPERATING SUPPLIES 613000 - REPAIR & MAINT SUPPLIES 616002 - LICENSE FEES & PERMITS	0 0 0 20,000.00 1,000.00 21,000.00	137.35 267.71 0 0 0	0 4,879.00 0 0 4,879.00	(267.71) 0 20,000.00 1,000.00 21,000.00	(267.71) (4,879.00) 20,000.00 1,000.00 16,121.00	100.00 100.00 100.00 96.44 96.44

Discussion and Action Agenda Item: 6

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: MBC Historic Preservation fund balance and expenditure

Discussion and Action Agenda Item: 6

The current Historic Preservation fund balance is \$410,058.

Beginning Balance (Fund 3110H)	\$	408,408
2024 Received Revenue to 2/29/2024	\$	1,650
2024 Expenditure to 2/29/2024		
Ending Fund Balance - 3110H	\$	410,058

Accordingly, staff is requesting approval of the Historic Preservation fund balance in the amount of \$410,058.

Discussion and Action Agenda Item: 7

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: Joint MBC Mech/Life Safety and City Restack project

Discussion and Action Agenda Item: 7

Progress continues in the joint MBC Mechanical/Life Safety and City Restack project. The MBC is the contract holder for this project; therefore, the Board approves contracts and amendments.

Phase 1: SW corner of the Ground floor. Work completed 2021.

Phase 2: SW corner of the 1st floor. Work completed October 2022.

Phase 3: SE and NE corner of 3rd and Mezzanine floors and City Restacking on Floors 1, 2, 3 & M.

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

Phase 3B: Room 51 and Room 130. Work scheduled for completion in late summer 2024.

Phase 3C: 3rd and Mezzanine floors. Shaw Lundquist is the 3C contactor.

Staff is requesting approval of an amendment to the Shaw Lundquist contract, in the amount of \$1,324,535, for an updated contract amount of \$25,516,317. The project remains within budget and funding is available for the following work. In conjunction with this contract amendment, Shaw Lundquist notified the owner group of a potential schedule extension due to unforeseen conditions encountered during demolition. The owner group will work with the contractor to confirm the schedule and provide an update at the June 5th Board meeting.

Shaw Lundquist Contract	\$24,191,782.00
ceiling & piping abatement	\$7,480.00
plumbing changes	\$21,117.00
sprinkler valve replacement	\$4,192.00
asbestos abatement	\$19,140.00
additional demolition	\$49,989.00
demo bus duct	\$1,673.00
demo HVAC	\$16,753.00
hard ceiling removal	\$516,131.00
demo mechanical/sprinklers	\$262,688.00
demo ceiling & catwalks	\$64,021.00
floor repair	\$70,145.00
add horizontal bus duct	\$291,206.00
Proposed Contract Amendment	\$1,324,535.00
Proposed Contract Total	\$25,516,317.00

Date: April 25, 2024

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: Payroll/Human Resources assistance

Discussion and Action Agenda Item: 8

The MBC requires reliable and skilled staff to complete bi-weekly payroll, benefit processing and respond to human resource questions.

These tasks were previously completed by two (2) funded full time positions: an HR business partner and human resource specialist. Since May 2023, these positions have been vacant, and the agency has been relying on contractors.

Staff is requesting a discussion on the following:

- 1) Authority to hire a full time payroll/benefits and human resources employee.
- 2) Authority to enter into service level agreements with Hennepin County and/or City of Minneapolis for payroll and human resources assistance.

Date: April 25, 2025

To: Municipal Building Commission Board:

Commissioner Irene Fernando, President

Mayor Jacob Frey, Vice President Commissioner Marion Greene Council Member LaTrisha Vetaw

From: Erin Delaney

Subject: RFP for Professional Services consulting pool

Discussion and Action Agenda Item: 9

The MBC has used a professional services consulting pool since 2019. Agreements in the consulting pool are referred to as master contracts and provide access to qualified professional services and consultants that are already under contract.

The MBC's consulting pool request for proposals (RFP) is modeled after City solicitations, (Public Works and Convention Center) and similar to the County's consulting prequalification program.

Staff also participated in the City's Permanent Review Committee to review MBC documents.

The following 14 categories will be included in the RFP:

Acoustic Design
Computer-Aided Facility Management
Commissioning – Building Envelope
Engineering and Testing – Structural
IT/Website Support
Low Voltage Design/AV & Technology
Industrial Hygiene

Architecture and Interior Design Commissioning – HVAC/Electrical Engineering – Mechanical/Electrical Human Resources/Payroll Support Labor Relations Support Low Voltage Design/Security Solid Waste Recycling

Proposers will select their category and be evaluated on qualifications and experience. Each contract term will be up to three (3) years, for a maximum amount of \$600,000. Individual scopes of services under each contract cannot exceed the maximum amount of \$200,000. The list of MBC master contracts and amounts expended will be included in the Board approved contract summary.

Accordingly, staff is requesting approval to issue a Request for Proposals for a professional services consulting pool and contract with selected vendors.