



Municipal Building Commission Meeting
August 21, 2:00 p.m.
Meeting location: City Hall/Courthouse Conference Room 143

AGENDA

INTRODUCTIONS:

INFORMATIONAL AGENDA ITEMS:

- 1) 2025 – 2027 capital funding request
- 2) Carillon Committee

CONSENT AGENDA ITEMS:

- 3) Approve June 5, 2024, meeting minutes
- 4) Approve MBC contract summary
- 5) Approve MBC expenditure report
- 6) Approve MBC historic preservation fund balance

DISCUSSION AND ACTION AGENDA ITEMS:

- 7) Approve 2025 Operating budget
- 8) MBC Mechanical/Life Safety and City Restack project
 - a) Video presentation
 - b) Approve construction contract amendment
 - c) Approve design contract amendment
- 9) Approve contract with Construction Results Corporation – FSI phase D
- 10) Approve contract with Construction Results Corporation – Exterior Improvement project
- 11) Approve contract extension with System Soft Technologies

Informational Agenda Item: 1

Date: August 21, 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: 1

Listed below is the MBC’s Capital Funding request for 2025-2027. Capital funding is split 50-50 between the City and County unless a project is specific to one entity.

CLIC / City of Minneapolis recommended the MBC’s full 2025 funding request. Staff will be notified about CBTF / Hennepin County in September.

This is informational only; no action is requested at this time.

MBC 2025-2027 Joint 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	\$0.00	\$3,500,000.00	\$3,575,000.00
New	HC Only ADC Metal Framing	6	\$75,000.00	\$0.00	\$1,500,000.00	\$1,575,000.00
New	5th Street Sidewalk reconstruction	7	\$75,000.00	\$0.00	\$3,250,000.00	\$3,325,000.00
			\$4,050,000.00	\$7,600,000.00	\$8,250,000.00	\$19,900,000.00

Informational Agenda Item: 2

Date: August 21, 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: **Carillon Committee**
Informational Agenda Item: 2

The carillon committee is a group of volunteer bell players who have played the City Hall carillon bells since circa 1970. Dr. Tony Hill was the coordinator and scheduled volunteers to play at City Hall concerts. Dr. Hill passed away in June 2023 and named the carillon committee as the beneficiary of a \$250,000 life insurance policy.

A current group of volunteers is working to update the committee's non-profit status in order to file for the life claim. The committee is tentatively comprised of five directors: Mike Mikulay, Nancy Laskaris, Pierre Girard, Dan Wascoe, and Anita Ruth.

The MBC Board approves the carillon concert schedule, of approximately 60 concerts per year. The MBC is responsible for the care and maintenance of the bells and keyboard.

Staff is reviewing options on how best to document the relationship between the MBC and carillon committee, and will keep the Board updated.

There is no action requested at this time.

Consent Agenda Item: 03

Date: August 21, 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: 03**

Staff requests approval of the attached June 5, 2024, MBC Board meeting minutes.

UNAPPROVED
Municipal Building Commission Meeting Minutes
June 5, 2024

President Irene Fernando called the regular Municipal Building Commission (MBC) meeting to order at 9:07 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

INFORMATIONAL ITEMS

The following items were discussed:

1. 2025 – 2027 Capital Funding Request
2. 2025 Preliminary Operating Budget
3. Doors Open Minneapolis Event
4. Payroll/Benefits Assistance

CONSENT AGENDA ITEMS

President Fernando moved to approve the following consent items:

5. Minutes from the May 1, 2024, meeting
6. Contract Summary (through March 31, 2024)

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

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

DISCUSSION & ACTION AGENDA ITEMS

7. President Fernando moved to approve the March 31, 2024 expenditure report.
Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

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

8. Mayor Frey moved to approve the MBC Historic Preservation Fund balance.
Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

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

UNAPPROVED
Municipal Building Commission Meeting Minutes
June 5, 2024

9. President Fernando moved to approve the following items related to the MBC Mechanical/Life Safety and City Restack Project:

- a. Amendment to the Shaw Lundquist contract in the amount of \$144,408.00, for an updated contract amount of \$25,660,725.00.

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

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

ADJOURNMENT

The meeting was adjourned at 9:46 AM by President Fernando.

Consent Agenda Item: 04

Date: August 21, 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: 04

Attached are the balances for MBC Contracts through June 30, 2024. The summary report includes:

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

Professional Services Contracts as of 6/30/2024

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	82,090.92	17,909.08	0.00
COM0000931A	BUILDING SYSTEMS HOLDINGS LLC.	MBC - CONSULTING POOL	5/15/2019	12/31/2024	431,834.05	5,623.64	372,026.57	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	72,479.00	102,521.00	0.00
COM0007914	ICS CONSULTING, INC.	MBC-OPR MECH/LIFE SAFETY	3/1/2024	6/1/2026	381,000.00	364,119.00	16,881.00	0.00
COM0003961	JOHN A. VAN DEUSEN & ASSOCIATES, INC.	MBC-ELEVATOR CONSULTING	5/1/2021	5/1/2026	81,000.00	39,287.50	40,222.50	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	71,069.99	28,930.01	0.00
COM0008274	TRAFAC TA, INC.	MBC- TEMPORARY STAFFING- PAYROLL SPEC	6/21/2024	12/20/2024	100,000.00	0.00	0.00	100,000.00
COM0004187	WOLD ARCHITECT AND ENGINEERS	MBC-MLS_CITY TI DESIGN PH 3	8/31/2021	8/31/2024	2,831,124.00	454,283.40	2,363,274.38	13,566.22

Master Contracts as of 6/30/2024

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
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Pricing Contracts as of 6/30/2024

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0007431	DRAIN KING, INC.	MBC- DRAIN CLEANING SERVICES	11/1/2023	10/31/2024	67,500.00	66,750.00	750.00	0.00
COM0005900	PWF SOLUTIONS, INC.	MBC -MISC. JANITORIAL PRODUCT	9/9/2022	8/31/2024	175,000.00	13,404.83	161,595.17	0.00

Bids as of 6/30/2024

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	102,788.59	83,386.41	0.00
COM0003333	PAINTING BY NAKASONE, INC	MBC- PAINTING SERVICES	2/1/2021	1/31/2025	741,000.00	198,769.49	542,230.51	0.00
COM0002838	QUALUS SERVICES	MBC - SWITCHGEAR MAINTENENCE	9/16/2020	12/31/2024	264,854.00	58,497.00	206,357.00	0.00
COM0006688	REILING CONSTRUCTION CO., INC.	MBC-JOURNEYMAN CARPENTRY SERV	4/5/2023	4/30/2025	88,000.00	88,000.00	0.00	0.00
COM0004086	SCHINDLER ELEVATOR CORPORATION	MBC-ELEVATOR MAINTENANCE_SERV	9/27/2021	10/1/2024	305,580.00	124,200.52	181,379.48	0.00
COM0007568	SHAW LUNDQUIST ASSOCIATES, INC.	MBC-RFP CITY HALL RESTACK PH	12/27/2023	6/30/2026	24,191,782.00	18,262,007.11	4,720,185.79	1,209,589.10
COM0006975	SHEEHY CONSTRUCTION COMPANY	MBC-RFP CITY HALL RESTACK PH	6/26/2023	6/30/2025	3,075,681.28	202,720.09	2,432,382.58	440,578.61
COM0007779	TWIN CITY HARDWARE COMPANY, INC.	MBC: BEST LOCKS HARDWARE	2/22/2024	2/21/2025	35,000.00	29,925.20	5,074.80	0.00
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	8,859.33	21,140.67	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	12/15/2023	12/31/2025	75,000.00	25,000.00	0.00	50,000.00

Other Contracts as of 6/30/2024

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	319,990.60	6,362,275.91	23,317,733.49
COM0003746	HENNEPIN COUNTY	MBC-A2110735_IT SVCS AGREEMENT	5/1/2021	4/30/2028	600,000.00	132,370.67	467,629.33	0.00
COM0003837	METROPOLITAN COUNCIL	MBC-METPASS COM INCNTV PRGRM	6/1/2021	5/31/2026	50,000.00	39,957.00	10,043.00	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

Consent Agenda Item: 05

Date: August 21, 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
Consent Agenda Item: 05

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 June 30, 2024. Staff requests approval of the attached report.

Municipal Building Commission 2024
Budget vs YTD Actuals - Expenses

Report Generated 7/29/2024 For Period End 6/30/2024
Percent of Year Remaining 50%

Department	Budget	YTD Actual	% Spent	% Remaining	\$ Remaining
5200100 Administration	\$1,730,123	\$610,071	35%	65%	\$1,120,052
5200200 Custodial & Security	\$3,360,172	\$1,386,729	41%	59%	\$1,973,443
5200300 Repairs & Improvements	\$3,842,737	\$1,549,546	40%	60%	\$2,293,190
Subtotal	\$8,933,031	\$3,546,346	40%	60%	\$5,386,685
5200400 Adult Detention Center	\$681,000	\$135,648	20%	80%	\$545,352
5200500 Work for Others	\$100,000	\$3,330	3%	97%	\$96,670
Total	\$9,714,031	\$3,685,323	38%	62%	\$6,028,708

The City's fund balance at the MBC is currently \$3,507,211. Considering the minimum required fund balance, the available balance is \$2,167,211. The fund balance is monitored and managed to budget.

Fund Balance through 6/30/2024 - 31100	\$ 3,507,211
Minimum Fund balance amount	(\$1,340,000)
Projected End Fund Balance Amount	\$ 2,167,211

31100 MUNICIPAL BUILDING COMMISSION
Budget vs Actual Expenses as of
6/30/2024

% of year Remaining: 50%

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%
	Capital Outlay		25,823.00	0	0	25,823.00	25,823.00	100.00%
	Contractual Services	501001 - ADVERTISING & PUBLICATIONS	500.00	0	0	500.00	500.00	100.00%
		501401 - BIS APPLICATION SUPPORT	10,800.00	0	0	10,800.00	10,800.00	100.00%
		501501 - BIS OPERATING CHARGES	42,000.00	0	0	42,000.00	42,000.00	100.00%
		502101 - POSTAGE	275.00	43.87	0	231.13	231.13	84.05%
		503001 - TEMPORARY EMPLOYMENT SERVICE	106,502.00	24,744.76	0	81,757.24	81,757.24	76.77%
		505000 - PRINTING COPYING BINDING MICRO	1,500.00	0	0	1,500.00	1,500.00	100.00%
		506101 - GENERAL FUND OVERHEAD	104,764.00	52,381.78	0	52,382.22	52,382.22	50.00%
		507000 - PROFESSIONAL SERVICES	140,000.00	211,779.87	210,504.76	(71,779.87)	(282,284.63)	-51.27%
		507001 - ACTUARIAL FEES	4,500.00	0	0	4,500.00	4,500.00	100.00%
		507010 - MIS SERVICE FEES	150,000.00	4,036.01	1,640.92	145,963.99	144,323.07	97.31%
		507019 - OTHER PROFESSIONAL SERVICES	17,000.00	675.00	1,325.00	16,325.00	15,000.00	96.03%
		507700 - ITS SERVICES	2,000.00	0	0	2,000.00	2,000.00	100.00%
		507701 - ITS BASIC SVS FEES	0	0	10,224.00	0	(10,224.00)	
		508200 - PARKING LOT/SPACE RENT	3,000.00	0	0	3,000.00	3,000.00	100.00%
		508202 - PARKING - MONTHLY	3,000.00	1,573.04	0	1,426.96	1,426.96	47.57%
		513000 - MISCELLANEOUS	52,835.50	0	0	52,835.50	52,835.50	100.00%
	Contractual Services		638,676.50	295,234.33	223,694.68	343,442.17	119,747.49	53.77%
	Fringes	781201 - PERA-COORDINATED	32,671.00	8,680.08	0	23,990.92	23,990.92	73.43%
		781301 - FICA-ASDI	27,008.00	7,268.90	0	19,739.10	19,739.10	73.09%
		782101 - MEDICARE	7,210.00	1,699.96	0	5,510.04	5,510.04	76.42%
		782701 - DENTAL INSURANCE	5,538.00	2,205.28	0	3,332.72	3,332.72	60.18%
		782801 - VEBA - EXPENSE	12,854.00	2,400.00	0	10,454.00	10,454.00	81.33%
		782901 - HEALTH INSURANCE	116,042.00	34,231.84	0	81,810.16	81,810.16	70.50%
		786001 - LIFE INSURANCE	515.00	154.00	0	361.00	361.00	70.10%
		786301 - L/T DISABILITY INS	1,236.00	422.87	0	813.13	813.13	65.79%
		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	40,000.00	41,655.94	1,655.94	87.92%
	Fringes		270,024.00	62,786.99	40,000.00	207,237.01	167,237.01	76.75%
	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	113,400.00	0	113,400.00	113,400.00	50.00%
		605001 - REGISTRATION FEE & TUITION	3,000.00	1,098.00	0	1,902.00	1,902.00	63.40%
		606000 - TRAVEL EXPENSE	250.00	0	0	250.00	250.00	100.00%
		608002 - CRIME COVERAGE	325.00	0	325.00	0	0	100.00%
		608005 - PROPERTY INSURANCE	108,054.00	0	108,053.65	108,054.00	0.35	100.00%
		610003 - COMPUTER SOFTWARE	12,000.00	18,147.62	0	(6,147.62)	(6,147.62)	-51.23%
		610004 - OFFICE SUPPLIES	2,000.00	61.78	0	1,938.22	1,938.22	96.91%
		613000 - REPAIR & MAINT SUPPLIES	0	0	0	0	0	
		619201 - MEMBERSHIPS & DUES	1,000.00	0	0	1,000.00	1,000.00	100.00%
		619401 - REFRESHMENTS - FOOD & BEVERAG	250.00	0	0	250.00	250.00	100.00%
	Materials / Other		356,679.00	132,707.40	108,378.65	223,971.60	115,592.95	62.79%
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	435,611.00	102,645.76	0	332,965.24	332,965.24	76.44%
		410001 - OVERTIME - REGULAR	1,679.00	471.28	0	1,207.72	1,207.72	71.93%
		420001 - OVERTIME - 1.5 TIME	1,630.00	0	0	1,630.00	1,630.00	100.00%
		430001 - OVERTIME - DOUBLE TIME	0	83.78	0	(83.78)	(83.78)	
		450001 - VACATION	0	9,961.00	0	(9,961.00)	(9,961.00)	
		460001 - SICK LEAVE	0	628.35	0	(628.35)	(628.35)	
		461001 - UNUSED SICK LEAVE	0	4,420.80	0	(4,420.80)	(4,420.80)	
		490001 - OTHER LEAVE	0	1,131.03	0	(1,131.03)	(1,131.03)	
	Personnel Services		438,920.00	119,342.00	0	319,578.00	319,578.00	72.81%
5200100 - ADMINISTRATION			1,730,122.50	610,070.72	372,073.33	1,120,051.78	747,978.45	64.74%
5200200 - CUSTODIAL AND SECURITY	Contractual Services	502401 - RAD/PAGE/CELLPHONE RENTAL	780.00	366.00	0	414.00	414.00	53.08%
		507000 - PROFESSIONAL SERVICES	5,000.00	0	0	5,000.00	5,000.00	100.00%
		507016 - TRANSLATOR SERVICES	250.00	0	0	250.00	250.00	100.00%
		507019 - OTHER PROFESSIONAL SERVICES	0	17,663.05	16,334.15	(17,663.05)	(33,997.20)	
		507200 - TRAINING	4,000.00	776.73	223.27	3,223.27	3,000.00	80.58%
		507901 - MEDICAL SERVICES	500.00	0	0	500.00	500.00	100.00%
		508001 - BUILDING & GROUND	0	1,975.38	0	(1,975.38)	(1,975.38)	
		510000 - REPAIR & MAINTENANCE-CONT	4,000.00	110.88	0	3,889.12	3,889.12	97.23%
		512003 - REFUSE DISPOSAL	30,000.00	13,944.26	29,354.82	16,055.74	(13,299.08)	53.52%
		512800 - INSPECTION & TESTING FEES	1,500.00	659.15	0	840.85	840.85	56.06%
	Contractual Services		46,030.00	35,495.45	45,912.24	10,534.55	(35,377.69)	22.89%
	Fringes	781201 - PERA-COORDINATED	150,599.00	62,460.87	0	88,138.13	88,138.13	58.53%
		781301 - FICA-ASDI	124,496.00	53,581.28	0	70,914.72	70,914.72	56.96%
		782101 - MEDICARE	29,116.00	12,531.10	0	16,584.90	16,584.90	56.96%
		782701 - DENTAL INSURANCE	37,698.00	15,717.13	0	21,980.87	21,980.87	58.31%
		782801 - VEBA - EXPENSE	52,530.00	21,382.26	0	31,147.74	31,147.74	59.30%
		782901 - HEALTH INSURANCE	680,990.00	239,673.75	0	441,316.25	441,316.25	64.81%
		786001 - LIFE INSURANCE	4,635.00	2,024.60	0	2,610.40	2,610.40	56.32%
		786301 - L/T DISABILITY INS	5,150.00	3,341.81	0	1,808.19	1,808.19	35.11%
		787001 - NON-TAX FRINGE BEN-I.O.E.	20,600.00	0	0	20,600.00	20,600.00	100.00%
		787601 - Other Post Employment Expense	62,830.00	0	0	62,830.00	62,830.00	100.00%
	Fringes		1,168,644.00	410,712.80	0	757,931.20	757,931.20	64.86%
	Materials / Other	610004 - OFFICE SUPPLIES	0	460.00	540.00	(460.00)	(1,000.00)	
		611000 - OPERATING SUPPLIES	75,000.00	40,161.42	49,078.22	34,838.58	(14,239.64)	46.45%
		616002 - LICENSE FEES & PERMITS	500.00	1,872.00	0	(1,372.00)	(1,372.00)	-274.40%
		617001 - UNIFORMS CLOTHING PERS	10,500.00	4,307.42	0	6,192.58	6,192.58	58.98%
		619401 - REFRESHMENTS - FOOD & BEVERAG	0	290.27	0	(290.27)	(290.27)	
	Materials / Other		86,000.00	47,091.11	49,618.22	38,908.89	(10,709.33)	45.24%
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	2,007,998.00	584,467.24	0	1,423,530.76	1,423,530.76	70.89%
		400020 - SALARIES/WAGES - PREMIUM	0	21,824.70	0	(21,824.70)	(21,824.70)	
		400030 - SALARIES/WAGES - SHIFT	0	128,511.32	0	(128,511.32)	(128,511.32)	
		404401 - PAYMENT FOR COMP TIME	0	5,697.99	0	(5,697.99)	(5,697.99)	
		410001 - OVERTIME - REGULAR	0	46,836.10	0	(46,836.10)	(46,836.10)	
		420001 - OVERTIME - 1.5 TIME	51,500.00	0	0	51,500.00	51,500.00	100.00%
		440101 - HOLIDAY WORKED	0	28,934.93	0	(28,934.93)	(28,934.93)	
		450001 - VACATION	0	44,806.57	0	(44,806.57)	(44,806.57)	
		460001 - SICK LEAVE	0	31,648.92	0	(31,648.92)	(31,648.92)	
		490001 - OTHER LEAVE	0	701.68	0	(701.68)	(701.68)	
	Personnel Services		2,059,498.00	893,429.45	0	1,166,068.55	1,166,068.55	56.62%
5200200 - CUSTODIAL AND SECURITY			3,360,172.00	1,386,728.81	95,530.46	1,973,443.19	1,877,912.73	58.73%
5200300 - REPAIRS AND IMPROVEMENTS	Contractual Services	507000 - PROFESSIONAL SERVICES	315,000.00	3,730.85	60,000.00	311,269.15	251,269.15	98.82%
		507007 - ENGINEERING/ARCHITECTURAL SRV	28,000.00	6,480.00	0	21,520.00	21,520.00	76.86%
		507019 - OTHER PROFESSIONAL SERVICES	0	3,392.30	1,473.71	(3,392.30)	(4,866.01)	
		509201 - FLEET SUPPLY ESD	300.00	109.68	0	190.32	190.32	63.44%
		509205 - FLEET ADMINISTRATION	1,500.00	679.32	0	820.68	820.68	54.71%
		509301 - EQUIPMENT LABOR ESD	386.00	0	0	386.00	386.00	100.00%

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
		510000 - REPAIR & MAINTENANCE-CONT	380,000.00	91,135.09	16,548.42	288,864.91	272,316.49	76.02%
		510001 - APPLIANCE REPAIRS	0	0	0	0	0	
		510002 - BUILDING/STRUCTURE REPAIR/MNT	0	0	151,601.00	0	(151,601.00)	
		5100B1 - ELEVATOR MAINTENANCE	70,000.00	72,623.21	0	(2,623.21)	(2,623.21)	-3.75%
		510101 - ESD CONTRACTUAL REPAIRS	20.00	0	0	20.00	20.00	100.00%
		511000 - TRANSPORTATION	0	40,124.00	0	(40,124.00)	(40,124.00)	
		512000 - UTILITIES	0	0	0	0	0	
		512004 - STEAM	250,000.00	148,529.62	0	101,470.38	101,470.38	40.59%
		512005 - UTILITY INSTALLATION REPAIRS	0	75,582.96	334,417.04	(75,582.96)	(410,000.00)	
		512006 - WATER-CHILLED	410,000.00	22,933.18	0	387,066.82	387,066.82	94.41%
		512007 - WATER & SEWER	150,000.00	81,039.58	0	68,960.42	68,960.42	45.97%
		512201 - ELECTRICITY	425,000.00	125,495.66	348,417.38	299,504.34	(48,913.04)	70.47%
		512800 - INSPECTION & TESTING FEES	2,000.00	0	0	2,000.00	2,000.00	100.00%
		513000 - MISCELLANEOUS	54,004.50	0	0	54,004.50	54,004.50	100.00%
	Contractual Services		2,086,210.50	671,855.45	912,457.55	1,414,355.05	501,897.50	67.80%
	Fringes	781201 - PERA-COORDINATED	73,829.00	39,620.35	0	34,208.65	34,208.65	46.33%
		781301 - FICA-ASDI	61,033.00	32,424.68	0	28,608.32	28,608.32	46.87%
		782101 - MEDICARE	14,274.00	7,583.28	0	6,690.72	6,690.72	46.87%
		782701 - DENTAL INSURANCE	14,617.00	7,120.74	0	7,496.26	7,496.26	51.28%
		782801 - VEBA - EXPENSE	18,581.00	9,450.18	0	9,130.82	9,130.82	49.14%
		782901 - HEALTH INSURANCE	222,003.00	107,916.74	0	114,086.26	114,086.26	51.39%
		786001 - LIFE INSURANCE	2,529.00	717.75	0	1,811.25	1,811.25	71.62%
		786301 - L/T DISABILITY INS	1,730.00	1,962.94	0	(232.94)	(232.94)	-13.46%
		787001 - NON-TAX FRINGE BEN-I.O.E.	20,600.00	3,473.37	0	17,126.63	17,126.63	83.14%
		787601 - Other Post Employment Expense	11,609.00	0	0	11,609.00	11,609.00	100.00%
	Fringes		440,805.00	210,270.03	0	230,534.97	230,534.97	52.30%
	Materials / Other	601111 - PROCUREMENT CARD	3,000.00	1,206.61	0	1,793.39	1,793.39	59.78%
		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	67.49	0	232.51	232.51	77.50%
		610000 - ADMINISTRATION SUPPLIES	0	0	0	0	0	
		611000 - OPERATING SUPPLIES	145,000.00	55,981.31	80,069.31	89,018.69	8,949.38	61.39%
		611004 - CHEMICAL SUPPLIES & GASES	0	470.12	0	(470.12)	(470.12)	
		613000 - REPAIR & MAINT SUPPLIES	175,000.00	63,492.03	210,925.20	111,507.97	(99,417.23)	63.72%
		616002 - LICENSE FEES & PERMITS	2,500.00	532.60	0	1,967.40	1,967.40	78.70%
		617001 - UNIFORMS CLOTHING PERS	2,500.00	378.36	0	2,121.64	2,121.64	84.87%
		619000 - OTHER OPERATING COSTS	0	0	7,600.00	0	(7,600.00)	
		619201 - MEMBERSHIPS & DUES	500.00	0	0	500.00	500.00	100.00%
	Materials / Other		331,325.00	122,128.52	298,594.51	209,196.48	(89,398.03)	63.14%
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	984,396.00	429,531.10	0	554,864.90	554,864.90	56.37%
		400020 - SALARIES/WAGES - PREMIUM	0	2,752.78	0	(2,752.78)	(2,752.78)	
		400050 - BACK PAY - REGULAR TIME	0	30,533.61	0	(30,533.61)	(30,533.61)	
		404001 - COMP TIME EARNED-1.5 TIME	0	216.92	0	(216.92)	(216.92)	
		410001 - OVERTIME - REGULAR	0	18,872.75	0	(18,872.75)	(18,872.75)	
		430001 - OVERTIME - DOUBLE TIME	0	2,166.59	0	(2,166.59)	(2,166.59)	
		450001 - VACATION	0	34,569.02	0	(34,569.02)	(34,569.02)	
		460001 - SICK LEAVE	0	23,579.72	0	(23,579.72)	(23,579.72)	
		461001 - UNUSED SICK LEAVE	0	605.05	0	(605.05)	(605.05)	
		490001 - OTHER LEAVE	0	2,464.72	0	(2,464.72)	(2,464.72)	
	Personnel Services		984,396.00	545,292.26	0	439,103.74	439,103.74	44.61%
5200300 - REPAIRS AND IMPROVEMENTS			3,842,736.50	1,549,546.26	1,211,052.06	2,299,190.24	1,082,138.18	59.68%
5200400 - ADULT DETENTION CENTER	Contractual Services	507000 - PROFESSIONAL SERVICES	79,938.00	0	10,000.00	79,938.00	69,938.00	100.00%
	Contractual Services		169,938.00	1,772.24	10,000.00	168,165.76	158,165.76	98.96%
	Fringes	781201 - PERA-COORDINATED	21,377.00	4,924.00	0	16,453.00	16,453.00	76.97%
		781301 - FICA-ASDI	17,672.00	3,550.98	0	14,121.02	14,121.02	79.91%
		782101 - MEDICARE	4,132.00	830.45	0	3,301.55	3,301.55	79.90%
		782701 - DENTAL INSURANCE	2,517.00	1,517.18	0	999.82	999.82	39.72%
		782801 - VEBA - EXPENSE	4,120.00	2,152.81	0	1,967.19	1,967.19	47.75%
		782901 - HEALTH INSURANCE	45,399.00	23,718.46	0	21,680.54	21,680.54	47.76%
		786001 - LIFE INSURANCE	515.00	131.31	0	383.69	383.69	74.50%
		786301 - L/T DISABILITY INS	288.00	210.43	0	77.57	77.57	26.93%
		787001 - NON-TAX FRINGE BEN-I.O.E.	0	266.40	0	(266.40)	(266.40)	
	Fringes		96,020.00	37,302.02	0	58,717.98	58,717.98	61.15%
	Materials / Other	611000 - OPERATING SUPPLIES	80,000.00	19,203.55	46,000.00	60,796.45	14,796.45	76.00%
		613000 - REPAIR & MAINT SUPPLIES	15,000.00	11,743.67	0	3,256.33	3,256.33	21.71%
	Materials / Other		95,000.00	30,947.22	46,000.00	64,052.78	18,052.78	67.42%
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	285,022.00	47,819.07	0	237,202.93	237,202.93	83.22%
		400020 - SALARIES/WAGES - PREMIUM	7,210.00	10,447.07	0	(3,237.07)	(3,237.07)	-44.90%
		400030 - SALARIES/WAGES - SHIFT	0	1,908.15	0	(1,908.15)	(1,908.15)	
		410001 - OVERTIME - REGULAR	0	837.09	0	(837.09)	(837.09)	
		420001 - OVERTIME - 1.5 TIME	27,810.00	0	0	27,810.00	27,810.00	100.00%
		450001 - VACATION	0	3,521.84	0	(3,521.84)	(3,521.84)	
		460001 - SICK LEAVE	0	1,093.00	0	(1,093.00)	(1,093.00)	
	Personnel Services		320,042.00	65,626.22	0	254,415.78	254,415.78	79.49%
5200400 - ADULT DETENTION CENTER			681,000.00	135,647.70	56,000.00	545,352.30	489,352.30	80.08%
5200500 - MBC - WORK FOR OTHERS	Contractual Services	507000 - PROFESSIONAL SERVICES	10,000.00	0	0	10,000.00	10,000.00	100.00%
	Contractual Services		38,400.00	0	0	38,400.00	38,400.00	100.00%
	513000 - MISCELLANEOUS		10,000.00	631.80	0	9,368.20	9,368.20	93.68%
	Contractual Services		58,400.00	631.80	0	57,768.20	57,768.20	98.92%
	Fringes	781201 - PERA-COORDINATED	0	72.48	0	(72.48)	(72.48)	
		781301 - FICA-ASDI	0	58.19	0	(58.19)	(58.19)	
		782101 - MEDICARE	0	13.61	0	(13.61)	(13.61)	
		782701 - DENTAL INSURANCE	0	9.89	0	(9.89)	(9.89)	
		782801 - VEBA - EXPENSE	0	14.75	0	(14.75)	(14.75)	
		782901 - HEALTH INSURANCE	0	159.06	0	(159.06)	(159.06)	
		786001 - LIFE INSURANCE	0	0.53	0	(0.53)	(0.53)	
		786301 - L/T DISABILITY INS	0	1.69	0	(1.69)	(1.69)	
	Fringes		0	330.20	0	(330.20)	(330.20)	
	Materials / Other	611000 - OPERATING SUPPLIES	0	0	7,379.00	0	(7,379.00)	
		613000 - REPAIR & MAINT SUPPLIES	20,000.00	1,401.32	0	18,598.68	18,598.68	92.99%
		616002 - LICENSE FEES & PERMITS	1,000.00	0	0	1,000.00	1,000.00	100.00%
	Materials / Other		21,000.00	1,401.32	7,379.00	19,598.68	12,219.68	93.33%
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	20,600.00	966.40	0	19,633.60	19,633.60	95.31%
	Personnel Services		20,600.00	966.40	0	19,633.60	19,633.60	95.31%
5200500 - MBC - WORK FOR OTHERS			100,000.00	3,329.72	7,379.00	96,670.28	89,291.28	96.67%
			9,714,031.00	3,685,323.21	1,742,034.85	6,028,707.79	4,286,672.94	62.06%

Consent Agenda Item: 06

Date: August 21, 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
Consent Agenda Item: 06**

The current Historic Preservation fund balance is \$413,721, through June 2024

Beginning Balance (Fund 3110H)		\$ 408,408
2024 Received Revenue to 6/30/2024		\$ 5,313
2024 Expenditure to 6/30/2024		
Ending Fund Balance - 3110H		\$ 413,721

Accordingly, staff is requesting approval of the Historic Preservation fund balance in the amount of \$413,721.

Discussion and Action Agenda Item: 07

Date: August 21, 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 Operating Budget
Discussion and Action Agenda Item: 07

Staff is proposing the following 2025 operating budget that provides for the MBC to maintain its current service levels.

The MBC is requesting from Hennepin County: \$4,381,840, which is within County budget guidelines.

The MBC is requesting from the City of Minneapolis: \$4,575,000 property tax and \$244,407 from Local Government Aid (LGA), and \$884,665 from the MBC fund balance, for a total of \$5,704,072, which is within guidance provided by the City.

Accordingly, staff is requesting approval of the 2025 Operating Budget, for the total expenditure amount of **\$10,185,911**.

TOTAL MBC BUDGET				
Revenues	2024 Adopted	2025 Budget	\$ Change	% Change
Property Taxes	8,573,213	8,255,409	(317,804)	-3.7%
Local Government Aid	203,672	244,407	40,735	20.0%
MBC Fund Balance	156,147	884,665	728,518	466.6%
Subtotal Shared Revenues	8,933,032	9,384,481	451,449	5.1%
ADC	681,000	701,430	20,430	3.0%
Work for Others	100,000	100,000	-	0.0%
Total Revenues	9,714,032	10,185,911	471,879	4.9%
Expenditures	2024 Adopted	2025 Budget	\$ Change	% Change
Administration	1,801,102	1,892,124	91,022	5.1%
Custodial & Security	3,342,028	3,510,925	168,897	5.1%
Repairs & Improvements	3,789,902	3,981,432	191,530	5.1%
<i>Subtotal Shared Expenditures</i>	<i>8,933,032</i>	<i>9,384,481</i>	<i>451,449</i>	<i>5.1%</i>
Adult Detention Center (county)	681,000	701,430	20,430	3.0%
Work for Others (self-funded)	100,000	100,000	-	0.0%
Total Expenditures	9,714,032	10,185,911	471,879	4.9%

Discussion and Action Agenda Item: 08

Date: August 21, 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: 08

Progress continues in the joint MBC Mechanical/Life Safety and City Restack project. The MBC Board approves all contracts and amendments for this project.

- 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 completed July 2023.
 - Phase 3C: 3rd and Mezzanine floors, 3rd floor to be completed March 31, 2025.

Video Presentation

Action Item - Shaw Lundquist construction contract amendment #5 MBC \$383,421 and #6 City \$23,789: Total of \$407,210.

<i>Project Budget and Funding / Phase 3C Construction</i>	\$29,030,138.00			
	MBC01 Life Safety	MBC02 Mechanical	City Restack	Total Contract Amount
Shaw Lundquist contract:	\$5,457,477.00	\$8,146,317.00	\$10,587,988.00	\$24,191,782.00
Amendment #1 MBC approved 05/01/24	\$94,833.00	\$994,905.00		\$1,089,738.00
Amendment #2 City approved 05/01/24			\$223,730.00	\$223,730.00
Amendment #3 MBC approved 06/05/24	\$2,925.00	\$37,878.00	\$1,409,657.00	\$40,803.00
Amendment #4 City approved 06/05/24			\$103,605.00	\$103,605.00
Current Contract Total				\$25,649,658.00
<i>Amendment #5 MBC:</i> Added 15 card readers for restrooms/staircases. Includes demolition unforeseen plaster ceilings/trim work. Added code required fireproofing. Removal of water and waste lines no longer in use.	\$320,091.00	\$63,330.00		\$383,421.00
<i>Amendment #6 City:</i> Includes hardware revisions			\$23,789.00	\$23,789.00
Proposed Contract Total	\$5,875,326.00	\$9,242,430.00	\$10,939,112.00	\$26,056,868.00
Budget remaining for Phase 3C construction after amendment #5 and #6				\$2,973,270.00

Action Item – Wold Architect design contract Amendment #4 MBC \$6562.50 and City \$17,362.50, Total amendment of \$23,925.00.

The contract was originally approved in October 2021. Contract terms mandated that design fees for scope added to the project be capped at 7.5% of estimated construction costs. Since original contract approved; over 123,000 square feet was added to contract scope. Design fees that exceed original scope and funding are paid for in project contingency.

Project Budget and Funding / Design for Phase 3				\$1,856,944.00
	MBC01 Life Safety	MBC02 Mechanical	City Restack	Total Contract Amount
Original contract Phase 3A Approved October 1, 2021	\$249,490.00	\$443,510.00	\$385,000.00	\$1,078,000.00
Amendment #1 Approved Nov. 10, 2022 Added 3B MECC design /27,000 sq. ft.			\$236,625.00	\$1,314,624.00
Amendment #2 Approved June 12, 2023 Added 3C 3rd/M design /90,000 sq. ft. Vertical bus duct design, central vacuum, security assessment, wayfinding and signage	\$529,570.00	\$198,897.00	\$788,032.00	\$2,831,124.00
Amendment #3 Approved Feb. 28, 2024 Added City security office /6,000 sq. ft.			\$9,750.00	
Current Contract Total	\$779,060.00	\$642,407.00	\$1,419,407.00	\$2,840,874.00
Proposed Amendment #4 for Additional Svcs. 08/21/2024 Board mtg.				
Council office suite changes			\$3,200.00	
PMI suite changes			\$4,400.00	
Cmty Safety Suite Changes			\$3,200.00	
structural Revisions for AHU's		\$6,562.50	\$6,562.50	
Proposed Amendment 4		\$6,562.50	\$17,362.50	
Proposed Contract Total	\$779,060.00	\$648,969.50	\$1,436,769.50	\$2,864,798.50

Date: August 21, 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: **Contract Approval - Facility Safety Improvement Phase D**
Discussion Action Agenda Item: 09

The MBC's capital project Facility Safety Improvements is multi-phased and addresses life safety work in public and non-tenant assigned spaces in the building, such as hallways, rotunda, attic. The 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, Completed installation of fire sprinkling in 4th street rotunda gallery, 5th street staircase and 1st floor lobby.

The current project is Phase D, to install fire sprinklers and alarm notification system in the attic and 4th, and 5th street towers, as required by code.

On June 26th, three bids were received for Phase D:

- **Construction Results Corporation: \$2,879,322.00**
- Sheehy Construction Company: \$3,083,300.00
- Noor Companies: \$4,783,294.00

Upon review by City procurement, Minneapolis Department of Civil Rights and MBC staff, Construction Results Corporation's bid is deemed responsive and complete. The MBC has approved capital dollars to fund this project.

Accordingly, The MBC staff is requesting approval to enter into a contract with Construction Results Corporation in the amount of \$2,879,322.00.

Date: August 21, 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: **Contract Approval – Exterior Improvement Project**
Discussion Action Agenda Item: 10

The MBC's capital project Exterior Improvements includes 5 phases:

- Phase 1 (Completed 2020): 4th Avenue, 4th Street and 3rd Avenue exterior facades and heat tape replacement.
- Phase 2 (Completed 2021): 5th Street Exterior façade and tower work; 4th Street door replacement, exterior lighting improvements.
- Phase 3: Replace the 13th Floor roof, remove and repair the 12th floor ceiling tiles in the north tower. Remove antiquated antenna system and upgrade the flagpole for safer operations.
- *Future Phases :*
Phase 4 (2025): Moat roof repairs, paver removal and waterproof work.
Waterproofing and resetting 5th Street stairs. Repair exterior doors along 3rd and 4th avenues.
Phase 5 (2026): Inner Courtyard Preservation. All remaining interior courtyard windows, waterproofing, heat tape, and masonry repairs.

On June 6th, 2024, two bids were received for Phase 3 of the MBC Exterior Improvement Project :

- **Construction Results Corporation: \$ 478,802.00**
- Noor Companies \$1,948,806.00

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

Accordingly, upon approval by the Department of Civil Rights, MBC staff is requesting approval to enter into a contract with Construction Results Corporation in the amount of \$478,802.00.

Date: August 21, 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: **Contract Extension – System Soft Technologies**
Discussion Action Agenda Item: 11

MBC and County finance staff have continued discussions on partnership opportunities to assist with processing MBC payroll. Staff supports moving forward with finalizing details, outlining tasks and costs, and will return to the Board with a proposed agreement for approval. A tentative start date of January 1, 2025, is being discussed.

The continued use of contracting services will be necessary through the potential transition to the County. The MBC is using System Soft Technologies to provide contractor staff and the current contract is expired.

Therefore, staff is requesting a one year contract extension with System Soft Technologies, for an amount of \$100,000 for contractor assistance.