



**Municipal Building Commission Meeting**  
**October 23, 2024, 9:00 a.m.**  
**Meeting location: City Hall/Courthouse Conference Room 143**

**AGENDA**

**INTRODUCTIONS:**

**INFORMATIONAL AGENDA ITEMS:**

- 1) 2025 – 2027 capital funding request
- 2) OSA Management and Compliance report
- 3) Payroll transition

**CONSENT AGENDA ITEMS:**

- 4) Approve August 21, 2024, meeting minutes
- 5) Approve MBC contract summary
- 6) Approve MBC expenditure report
- 7) Approve MBC historic preservation fund balance

**DISCUSSION AND ACTION AGENDA ITEMS:**

- 8) Approve enrollment in Xcel Energy's Renewable\*Connect program
- 9) MBC Mechanical/Life Safety and City Restack project
  - a) Video presentation
  - b) Approve construction contract amendment
- 10) Approve contract for Exterior Improvement project
- 11) Approve expenditure authority for elevator maintenance contract

## Informational Agenda Item: 01

**Date:** October 23, 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: 01**

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 and the Mayor's recommended budget support the MBC's request. Staff presented the funding request to the City Council budget committee on October 11. The County Administrator and CBTF also support the MBC's request and will recommend funding to the County board on October 23.

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

MBC 2025-2027 Joint Capital Funding Request					
	Project Name	2025 request	2026 request	2027 Request	Total
New	Fire Alarm System Replacement	\$75,000.00	\$1,000,000.00		\$1,075,000.00
New	Heat Exchangers and Pump Replacement	\$50,000.00	\$600,000.00		\$650,000.00
Existing	Exterior Improvements	\$3,300,000.00	\$6,000,000.00		\$9,300,000.00
Existing	Elevator 12	\$400,000.00	\$0.00		\$400,000.00
New	HC Only ADC Metal Door Frame Replacement	\$75,000.00	\$1,500,000.00		\$1,575,000.00
New	5th Street Sidewalk reconstruction	\$75,000.00	\$0.00	\$3,250,000.00	\$3,325,000.00
		\$3,975,000.00	\$9,100,000.00	\$4,750,000.00	\$16,325,000.00



## Informational Agenda Item: 02

**Date:** October 23, 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:** OSA Management and Compliance Report  
Informational Agenda Item: 02

The Office of the State Auditor (OSA) recently completed its Management and Compliance Report (audit) on the MBC for the year ending December 31, 2023.

The MBC is considered a component unit of the City and the MBC's financial statements are included in the City's Annual Comprehensive Financial Report (ACFR) as a discretely presented component unit.

Two material misstatements were detected and immediately corrected by MBC staff.

- The Capital Project Fund's \$325K increase in accounts payable and expenditures: Amount was reported as a 2024 expenditure, rather than 2023.
- The governmental activities non-depreciable capital assets related to construction in progress, increased by \$2,642,494 and expenses decreased by same amount. Amount should have been captured as an asset as work in progress. This misstatement was due to a formula error on the City's ACFR spreadsheet.

As per the auditor, the transactions themselves were appropriate, the misstatements were related to the reporting. A correction plan has been put into place to prevent future reporting misstatements.

**Date:** October 23, 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 transition to Hennepin County**  
**Informational Agenda Item: 0 3**

MBC and County IT and Payroll staff are continuing to work on the transfer of payroll to the County’s APEX system.

<b>MBC payroll transfer timeline / as of 10/15/2024</b>	
August-November	County finance and IT staff: build out of County’s APEX payroll system
October	MBC staff and labor partners notified of conversion to County's APEX system.
November 18-22	MBC staff open enrollment. Processed through ADP
November	Notification to benefit vendors and pension programs
December	Employee in person and on-line training on County's APEX system
	Training dates: Dec. 11 & Dec. 12
<b>December 1-14</b>	
December 1-14	Employees record time in ADP
<b>December 15- 28</b>	
December 15- 28	Employees record time in HC/APEX
<b>Friday, December 27, 2024</b>	
Friday, December 27, 2024	Final ADP issued paycheck
<b>Friday, January 3, 2025</b>	
Friday, January 3, 2025	First HC/APEX issued paycheck

Staff is finalizing a request for approval to enter into an agreement with Hennepin County to provide comprehensive payroll services for the agency. The initial contract term will be for 3 years, with an option to renew upon mutual consideration. Under the terms of the agreement, the county will assign one full time senior accountant to process the MBC payroll. The estimated annual cost will not exceed \$125,000 and will be paid by MBC operating budget.

Staff intends to request approval of the final agreement at the December 4<sup>th</sup> board meeting.

**Consent Agenda Item: 04**

**Date: October 23, 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: 04**

Staff requests approval of the attached August 21, 2024, MBC Board meeting minutes.

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**August 21, 2024**

President Irene Fernando called the regular Municipal Building Commission (MBC) meeting to order at 2:03 PM at the City Hall/Courthouse, Room 143. Present were:

President Irene Fernando, Chair of the Hennepin County Board  
Minneapolis City Council Member LaTrisha Vetaw  
Hennepin County Commissioner Marion Greene

Vice President Jacob Frey, Mayor, City of Minneapolis, was absent

Chair Fernando moved to approve an amended agenda removing Discussion and Agenda Item #10. Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

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

**INFORMATIONAL ITEMS**

The following informational items were discussed:

1. 2025 – 2027 Capital Funding Request
2. Carillon Committee

**CONSENT AGENDA ITEMS**

Commissioner Greene moved to approve the following consent items:

3. Minutes from the June 5, 2024 meeting
4. Contract Summary (through June 30, 2024)
5. MBC Expenditure Report (through June 30, 2024)
6. MBC Historic Preservation Fund Balance

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

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

**DISCUSSION & ACTION AGENDA ITEMS**

**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**August 21, 2024**

7. President Fernando moved to approve the MBC 2025 Operating Budget in the amount of \$10,185,911. Council Member Vetaw seconded. A roll call vote was taken, and the motion carried:

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

8.

- b) Council Member Vetaw moved to approve Shaw Lundquist construction contract amendments #5 - MBC \$383,421 and #6 - City \$23,789: Total \$407,210, for a new contract total \$26,056,868. Chair Fernando seconded. A roll call vote was taken, and the motion carried:

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

- c) Chair Fernando moved to approve Wold Architect design contract amendment #4 MBC \$6,562.50 and City \$17,362.50: Total amendment of \$23,925.00, for a new contract total \$2,864,798.50. Council Member Vetaw seconded. A roll call vote was taken, and the motion carried:

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

9. Council Member Vetaw moved to approve a contract with Construction Results Corporation in the amount of \$2,879,322.00 for the MBC Facility Safety Improvements project, Phase D. Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

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

11. Chair Fernando moved to approve a one-year contract extension with System Soft Technologies, for an amount of \$100,000 for contractor assistance. Council Member Vetaw seconded. A roll call vote was taken, and the motion carried:

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

**ADJOURNMENT**

Council Member Vetaw moved adjournment of the meeting at 2:40 PM. Chair Fernando seconded. A roll call vote was taken, and the motion carried:



**UNAPPROVED**  
**Municipal Building Commission Meeting Minutes**  
**August 21, 2024**

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

## Consent Agenda Item: 05

**Date:** October 23, 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: 05

Attached are the balances for MBC Contracts through August 31, 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 8/31/2024

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	75,070.92	24,929.08	0.00
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
COM0004996	FIRENET SYSTEMS, INC	MBC-FIRE SYST INSPECTIONS	3/14/2022	3/14/2025	480,000.00	497.25	178,161.25	301,341.50
COM0007914	ICS CONSULTING, INC.	MBC-OPR MECH/LIFE SAFETY	3/1/2024	6/1/2026	381,000.00	330,357.00	50,643.00	0.00
COM0003961	JOHN A. VAN DEUSEN & ASSOCIATES, INC.	MBC-ELEVATOR CONSULTING	5/1/2021	5/1/2026	81,000.00	35,525.00	43,985.00	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
COM0002763	ROGERS, SHAUN M.	MBC- REPAIRS & IMPROVEMENTS	7/1/2020	7/1/2025	100,000.00	65,169.99	34,830.01	0.00
COM0006780	SYSTEM SOFT TECHNOLOGIES, INC.	MBC- TEMPORARY STAFFING	5/1/2023	4/30/2026	350,000.00	158,496.00	191,504.00	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	10/31/2026	2,864,799.00	371,367.37	2,470,115.41	23,316.22

### Master Contracts as of 8/31/2024

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0005526	MILLER DUNWIDDIE ARCHITECTURE, INC.	MBC-ELEVATOR 7 AND 8 SERVICES	5/27/2022	12/31/2025	264,799.00	7,943.99	256,855.01	0.00

### Pricing Contracts as of 8/31/2024

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	6/30/2025	175,000.00	57,222.00	117,778.00	0.00
COM0005759	APEC ACQUISITIONS, INC.	MBC- HVAC FILTERS	7/25/2022	6/30/2025	175,000.00	150,408.12	24,591.88	0.00
COM0008236	BLACKHAWK INC,	MBC -MISC. JANITORIAL SUPPLY	6/5/2024	6/4/2025	80,000.00	60,846.46	39,205.58	0.00
COM0007431	DRAIN KING, INC.	MBC- DRAIN CLEANING SERVICES	11/1/2023	10/31/2024	67,500.00	35,750.00	2,750.00	29,000.00
COM0006859	WASTE MANAGEMENT OF MN, INC.	MBC- SOLID WASTE DISPOSAL	3/1/2023	12/31/2025	90,000.00	50,794.42	39,205.58	0.00

### Bids as of 8/31/2024

Contract	Supplier Name	Descr	Begin Dt	Expire Dt	Max. Amt	Encumbered	Expended	Available Balance
COM0008649	CONSTRUCTION RESULTS CORPORATION	BID-MBC-FACILITY SAFETY IMPROV	9/26/2024	12/31/2025	2,879,322.00	0.00	0.00	2,879,322.00
COM0003448	LVC COMPANIES, INC.	MBC- FIRE PROTECTION INSPECTION	3/11/2021	3/10/2026	226,175.00	120,229.59	105,945.41	0.00
COM0003333	PAINTING BY NAKASONE, INC	MBC- PAINTING SERVICES	2/1/2021	1/31/2025	741,000.00	144,545.99	596,454.01	0.00
COM0002838	QUALUS SERVICES	MBC - SWITCHGEAR MAINTENANCE	9/16/2020	12/31/2024	264,854.00	0.00	160,816.00	104,038.00
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
COM0007568	SHAW LUNDQUIST ASSOCIATES, INC.	MBC-RFP CITY HALL RESTACK PH	12/27/2023	6/30/2026	26,056,868.00	15,771,239.84	9,076,039.06	1,209,589.10
COM0006975	SHEEHY CONSTRUCTION COMPANY	MBC-RFP CITY HALL RESTACK PH	6/26/2023	6/30/2025	3,075,681.28	22,869.26	2,914,122.41	138,689.61
COM0007779	TWIN CITY HARDWARE COMPANY, INC.	MBC: BEST LOCKS HARDWARE	2/22/2024	2/21/2025	35,000.00	19,212.85	15,787.15	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	7,699.33	22,300.67	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	21,268.67	3,731.33	50,000.00

### Other Contracts as of 8/31/2024

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	182,241.41	6,500,025.10	23,317,733.49
COM0003746	HENNEPIN COUNTY	MBC-A2110735_IT SVCS AGREEMENT	5/1/2021	4/30/2028	600,000.00	108,252.01	491,747.99	0.00
COM0003837	METROPOLITAN COUNCIL	MBC-METPASS COM INCNVTY PRGRM	6/1/2021	5/31/2026	50,000.00	39,293.00	10,707.00	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: 06**

**Date:** October 23, 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: 06**

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 August 31, 2024. Staff requests approval of the attached report.

<b>Municipal Building Commission 2024</b>						
<b>Budget vs YTD Actuals - Expenses</b>						
<i>Report Generated</i>		10/10/2024	<i>For Period End</i>		8/31/2024	
			<i>Percent of Year Remaining</i>		33%	
Department		Budget	YTD Actual	% Spent	% Remaining	\$ Remaining
5200100	Administr	\$1,730,123	\$767,779	44%	56%	\$962,343
5200200	Custodial	\$3,360,172	\$1,754,183	52%	48%	\$1,605,989
5200300	Repairs &	\$3,842,737	\$2,244,964	58%	42%	\$1,597,773
<b>Subtotal</b>		<b>\$8,933,031</b>	<b>\$4,766,926</b>	<b>53%</b>	<b>47%</b>	<b>\$4,166,105</b>
5200400	Adult Det	\$681,000	\$231,359	34%	66%	\$449,641
5200500	Work for	\$100,000	\$10,731	11%	89%	\$89,269
<b>Total</b>		<b>\$9,714,031</b>	<b>\$5,009,016</b>	<b>52%</b>	<b>48%</b>	<b>\$4,705,015</b>

The City's fund balance at the MBC is currently \$3,013,678. Considering the minimum required fund balance, the available balance is \$1,673,678. The fund balance is monitored and managed to budget.

<b>Fund Balance through 8/31/2024 - 31100</b>	<b>\$ 3,013,678</b>
<b>Minimum Fund balance amount</b>	<b>(\$1,340,000)</b>
<b>Projected End Fund Balance Amount</b>	<b>\$ 1,673,678</b>

31100 MUNICIPAL BUILDING COMMISSION  
 Budget vs Actual Expenses as of  
 8/31/2024  
 % of Year Remaining: 33%

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	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 SERVICES	106,502.00	26,036.92	0	80,465.08	80,465.08	75.55%	
		505000 - PRINTING COPYING BINDING MICRO	1,500.00	70.06	0	1,429.94	1,429.94	95.33%	
		506101 - GENERAL FUND OVERHEAD	104,764.00	69,842.52	0	34,921.48	34,921.48	33.33%	
		507000 - PROFESSIONAL SERVICES	140,000.00	258,773.79	225,159.33	(118,773.79)	(343,933.12)	-84.84%	
		507001 - ACTUARIAL FEES	4,500.00	0	0	4,500.00	4,500.00	100.00%	
		507010 - MIS SERVICE FEES	150,000.00	4,798.11	1,281.32	145,201.89	143,920.57	96.80%	
		507019 - OTHER PROFESSIONAL SERVICES	17,000.00	675.00	101,325.00	16,325.00	(85,000.00)	96.03%	
		507700 - ITS SERVICES	2,000.00	0	0	2,000.00	2,000.00	100.00%	
		507701 - ITS BASIC SVS FEES	0	10,224.00	0	(10,224.00)	(10,224.00)	100.00%	
		508200 - PARKING LOT/SPACE RENT	3,000.00	0	0	3,000.00	3,000.00	100.00%	
		508201 - PARKING - DAILY	0	0	391.39	0	(391.39)		
		508202 - PARKING - MONTHLY	3,000.00	1,797.76	2,108.61	1,202.24	(906.37)	40.07%	
		513000 - MISCELLANEOUS	52,835.50	0	0	52,835.50	52,835.50	100.00%	
		<b>Contractual Services</b>		<b>638,676.50</b>	<b>372,262.03</b>	<b>330,265.65</b>	<b>266,414.47</b>	<b>(63,851.18)</b>	<b>41.71%</b>
	Fringes	781201 - PERA-COORDINATED	32,671.00	10,967.89	0	21,703.11	21,703.11	66.43%	
		781301 - FICA-ASDI	27,008.00	9,212.21	0	17,795.79	17,795.79	65.89%	
		782101 - MEDICARE	7,210.00	2,154.45	0	5,055.55	5,055.55	70.12%	
		782701 - DENTAL INSURANCE	5,538.00	2,705.56	0	2,832.44	2,832.44	51.15%	
		782801 - VEBA - EXPENSE	12,854.00	3,000.00	0	9,854.00	9,854.00	76.66%	
		782901 - HEALTH INSURANCE	116,042.00	39,269.68	0	76,772.32	76,772.32	66.16%	
		786001 - LIFE INSURANCE	515.00	176.00	0	339.00	339.00	65.83%	
		786301 - L/T DISABILITY INS	1,236.00	483.28	0	752.72	752.72	60.90%	
		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%	
		<b>Fringes</b>		<b>270,024.00</b>	<b>73,693.13</b>	<b>40,000.00</b>	<b>196,330.87</b>	<b>156,330.87</b>	<b>72.71%</b>
	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	151,200.00	0	75,600.00	75,600.00	33.33%	
		605001 - REGISTRATION FEE & TUITION	3,000.00	1,250.50	0	1,749.50	1,749.50	58.32%	
		606000 - TRAVEL EXPENSE	250.00	0	0	250.00	250.00	100.00%	
		608002 - CRIME COVERAGE	325.00	0	325.00	325.00	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%	
		611000 - OPERATING SUPPLIES	0	206.78	0	(206.78)	(206.78)		
		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 & BEVERAGE	250.00	0	0	250.00	250.00	100.00%	
		<b>Materials / Other</b>		<b>356,679.00</b>	<b>170,866.68</b>	<b>108,378.65</b>	<b>185,812.32</b>	<b>77,433.67</b>	<b>52.10%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	435,611.00	128,635.35	0	306,975.65	306,975.65	70.47%	
		410001 - OVERTIME - REGULAR	1,679.00	1,979.34	0	(300.34)	(300.34)	-17.89%	
		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	14,078.81	0	(14,078.81)	(14,078.81)		
		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)			
	<b>Personnel Services</b>		<b>438,920.00</b>	<b>150,957.46</b>	<b>0</b>	<b>287,962.54</b>	<b>287,962.54</b>	<b>65.61%</b>	
<b>5200100 - ADMINISTRATION</b>			<b>1,730,122.50</b>	<b>767,779.30</b>	<b>478,644.30</b>	<b>962,343.20</b>	<b>483,698.90</b>	<b>55.62%</b>	
5200200 - CUSTODIAL AND SECURITY	Contractual Services	502401 - RAD/PAGE/CELLPHONE RENTAL	780.00	488.00	0	292.00	292.00	37.44%	
		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	23,442.04	10,555.16	(23,442.04)	(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	976.32	0	3,023.68	3,023.68	75.59%	
		510003 - CLEANING SERVICES	0	0	80,000.00	0	(80,000.00)		
		512003 - REFUSE DISPOSAL	30,000.00	27,459.14	29,354.82	2,540.86	(26,813.96)	8.47%	
		512800 - INSPECTION & TESTING FEES	1,500.00	659.15	0	840.85	840.85	56.06%	
		<b>Contractual Services</b>		<b>46,030.00</b>	<b>55,776.76</b>	<b>120,133.25</b>	<b>(9,746.76)</b>	<b>(129,880.01)</b>	<b>-21.17%</b>
	Fringes	781201 - PERA-COORDINATED	150,599.00	79,360.95	0	71,238.05	71,238.05	47.30%	
		781301 - FICA-ASDI	124,496.00	67,373.51	0	57,122.49	57,122.49	45.88%	
		782101 - MEDICARE	29,116.00	15,756.72	0	13,359.28	13,359.28	45.88%	
		782701 - DENTAL INSURANCE	37,698.00	19,355.74	0	18,342.26	18,342.26	48.66%	
		782801 - VEBA - EXPENSE	52,530.00	26,564.86	0	25,965.14	25,965.14	49.43%	
		782901 - HEALTH INSURANCE	680,990.00	294,811.47	0	386,178.53	386,178.53	56.71%	
		786001 - LIFE INSURANCE	4,635.00	2,311.28	0	2,323.72	2,323.72	50.13%	
		786301 - L/T DISABILITY INS	5,150.00	3,819.24	0	1,330.76	1,330.76	25.84%	
		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%	
		<b>Fringes</b>		<b>1,168,644.00</b>	<b>509,353.77</b>	<b>0</b>	<b>659,290.23</b>	<b>659,290.23</b>	<b>56.41%</b>
	Materials / Other	610004 - OFFICE SUPPLIES	0	460.00	540.00	(460.00)	(1,000.00)		
		611000 - OPERATING SUPPLIES	75,000.00	48,384.04	42,936.79	26,615.96	(16,320.83)	35.49%	
		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	7,956.89	0	2,543.11	2,543.11	24.22%	
		619401 - REFRESHMENTS - FOOD & BEVERAGE	0	290.27	0	(290.27)	(290.27)		
		<b>Materials / Other</b>		<b>86,000.00</b>	<b>58,963.20</b>	<b>43,476.79</b>	<b>27,036.80</b>	<b>(16,439.99)</b>	<b>31.44%</b>

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
Personnel Services	400001 - SALARIES/WAGES - REGULAR		2,007,998.00	669,364.21	0	1,338,633.79	1,338,633.79	66.67%
	400020 - SALARIES/WAGES - PREMIUM		0	38,445.72	0	(38,445.72)	(38,445.72)	
	400030 - SALARIES/WAGES - SHIFT		0	223,716.98	0	(223,716.98)	(223,716.98)	
	404041 - PAYMENT FOR COMP TIME		0	6,835.68	0	(6,835.68)	(6,835.68)	
	410001 - OVERTIME - REGULAR		0	52,279.24	0	(52,279.24)	(52,279.24)	
	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	66,112.92	0	(66,112.92)	(66,112.92)	
	460001 - SICK LEAVE		0	38,773.12	0	(38,773.12)	(38,773.12)	
	461001 - UNUSED SICK LEAVE		0	3,067.68	0	(3,067.68)	(3,067.68)	
	490001 - OTHER LEAVE		0	2,559.12	0	(2,559.12)	(2,559.12)	
	<b>Personnel Services</b>		<b>2,059,498.00</b>	<b>1,130,089.60</b>	<b>0</b>	<b>929,408.40</b>	<b>929,408.40</b>	<b>45.13%</b>
	<b>5200200 - CUSTODIAL AND SECURITY</b>		<b>3,360,172.00</b>	<b>1,754,183.33</b>	<b>163,610.04</b>	<b>1,605,988.67</b>	<b>1,442,378.63</b>	<b>47.79%</b>
	5200300 - REPAIRS AND IMPROV	Contractual Services	507000 - PROFESSIONAL SERVICES	315,000.00	31,330.23	10,699.57	283,669.77	272,970.20
		507007 - ENGINEERING/ARCHITECTURAL SRVC	28,000.00	6,480.00	0	21,520.00	21,520.00	76.86%
		507019 - OTHER PROFESSIONAL SERVICES	0	3,392.30	18,256.71	(3,392.30)	(21,649.01)	
		509201 - FLEET SUPPLY ESD	300.00	194.03	0	105.97	105.97	35.32%
		509205 - FLEET ADMINISTRATION	1,500.00	905.76	0	594.24	594.24	39.62%
		509301 - EQUIPMENT LABOR ESD	386.00	0	0	386.00	386.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	380,000.00	153,113.09	19,813.42	226,886.91	207,073.49	59.71%
		510001 - APPLIANCE REPAIRS	0	0	0	0	0	
		510002 - BUILDING/STRUCTURE REPAIR/MNT	0	0	151,601.00	0	(151,601.00)	
		510081 - ELEVATOR MAINTENANCE	70,000.00	96,672.44	0	(26,672.44)	(26,672.44)	-38.10%
		510101 - ESD CONTRACTUAL REPAIRS	20.00	0	0	20.00	20.00	100.00%
		511000 - TRANSPORTATION	0	47,728.00	0	(47,728.00)	(47,728.00)	
		512000 - UTILITIES	0	0	0	0	0	
		512004 - STEAM	250,000.00	223,646.25	0	26,353.75	26,353.75	10.54%
		512005 - UTILITY INSTALLATION REPAIRS	0	232,353.04	177,646.96	(232,353.04)	(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	117,377.77	0	32,622.23	32,622.23	21.75%
		512201 - ELECTRICITY	425,000.00	245,706.87	228,247.93	179,293.13	(48,954.80)	42.19%
		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%
<b>Contractual Services</b>			<b>2,086,210.50</b>	<b>1,181,832.96</b>	<b>606,265.59</b>	<b>904,377.54</b>	<b>298,111.95</b>	<b>43.35%</b>
Fringes		781201 - PERA-COORDINATED	73,829.00	48,093.13	0	25,735.87	25,735.87	34.86%
		781301 - FICA-ASDI	61,033.00	39,192.02	0	21,840.98	21,840.98	35.79%
		782101 - MEDICARE	14,274.00	9,165.97	0	5,108.03	5,108.03	35.79%
		782701 - DENTAL INSURANCE	14,617.00	8,544.68	0	6,072.32	6,072.32	41.54%
		782801 - VEBA - EXPENSE	18,581.00	11,262.28	0	7,318.72	7,318.72	39.39%
		782901 - HEALTH INSURANCE	222,003.00	129,954.70	0	92,048.30	92,048.30	41.46%
		786001 - LIFE INSURANCE	2,529.00	801.45	0	1,727.55	1,727.55	68.31%
		786301 - L/T DISABILITY INS	1,730.00	2,201.86	0	(471.86)	(471.86)	-27.28%
		787001 - NON-TAX FRINGE BEN-I.O.E.	20,600.00	4,239.60	0	16,360.40	16,360.40	79.42%
		787601 - Other Post Employment Expense	11,609.00	0	0	11,609.00	11,609.00	100.00%
<b>Fringes</b>			<b>440,805.00</b>	<b>253,455.69</b>	<b>0</b>	<b>187,349.31</b>	<b>187,349.31</b>	<b>42.50%</b>
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	39.03	0	2,460.97	2,460.97	98.44%
		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	70,390.60	80,167.48	74,609.40	(5,558.08)	51.45%
		611004 - CHEMICAL SUPPLIES & GASES	0	2,058.35	0	(2,058.35)	(2,058.35)	
		613000 - REPAIR & MAINT SUPPLIES	175,000.00	72,639.35	229,123.47	102,360.65	(126,762.82)	58.49%
		613004 - PAINTING SUPPLIES	0	0	0	0	0	
		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	4,101.11	3,498.89	(4,101.11)	(7,600.00)	
		619201 - MEMBERSHIPS & DUES	500.00	0	0	500.00	500.00	100.00%
<b>Materials / Other</b>			<b>331,325.00</b>	<b>151,413.50</b>	<b>312,789.84</b>	<b>179,911.50</b>	<b>(132,878.34)</b>	<b>54.30%</b>
Personnel Services		400001 - SALARIES/WAGES - REGULAR	984,396.00	520,671.34	0	463,724.66	463,724.66	47.11%
		400020 - SALARIES/WAGES - PREMIUM	0	3,067.33	0	(3,067.33)	(3,067.33)	
		400501 - 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	22,675.51	0	(22,675.51)	(22,675.51)	
		430001 - OVERTIME - DOUBLE TIME	0	2,166.59	0	(2,166.59)	(2,166.59)	
		450001 - VACATION	0	44,724.61	0	(44,724.61)	(44,724.61)	
		460001 - SICK LEAVE	0	31,135.73	0	(31,135.73)	(31,135.73)	
		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)	
<b>Personnel Services</b>			<b>984,396.00</b>	<b>658,261.41</b>	<b>0</b>	<b>326,134.59</b>	<b>326,134.59</b>	<b>33.13%</b>
<b>5200300 - REPAIRS AND IMPROVEMENTS</b>			<b>3,842,736.50</b>	<b>2,244,963.56</b>	<b>919,055.43</b>	<b>1,597,772.94</b>	<b>678,717.51</b>	<b>41.58%</b>
5200400 - ADULT DETENTION CE	Contractual Services	507000 - PROFESSIONAL SERVICES	79,938.00	0	10,000.00	79,938.00	69,938.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	90,000.00	16,822.24	28,000.00	73,177.76	45,177.76	81.31%
<b>Contractual Services</b>			<b>169,938.00</b>	<b>16,822.24</b>	<b>38,000.00</b>	<b>153,115.76</b>	<b>115,115.76</b>	<b>90.10%</b>
Fringes		781201 - PERA-COORDINATED	21,377.00	7,805.58	0	13,571.42	13,571.42	63.49%
		781301 - FICA-ASDI	17,672.00	5,795.90	0	11,876.10	11,876.10	67.20%
		782101 - MEDICARE	4,132.00	1,355.47	0	2,776.53	2,776.53	67.20%
		782701 - DENTAL INSURANCE	2,517.00	2,203.95	0	313.05	313.05	12.44%
		782801 - VEBA - EXPENSE	4,120.00	3,082.69	0	1,037.31	1,037.31	25.18%
		782901 - HEALTH INSURANCE	45,399.00	34,941.73	0	10,457.27	10,457.27	23.03%
		786001 - LIFE INSURANCE	515.00	175.95	0	339.05	339.05	65.83%
		786301 - L/T DISABILITY INS	288.00	308.39	0	(20.39)	(20.39)	-7.08%
		787001 - NON-TAX FRINGE BEN-I.O.E.	0	660.55	0	(660.55)	(660.55)	
<b>Fringes</b>			<b>96,020.00</b>	<b>56,330.21</b>	<b>0</b>	<b>39,689.79</b>	<b>39,689.79</b>	<b>41.33%</b>
Materials / Other		605001 - REGISTRATION FEE & TUITION	0	13.97	0	(13.97)	(13.97)	
		611000 - OPERATING SUPPLIES	80,000.00	39,124.46	46,231.40	40,875.54	(5,355.86)	51.09%
		613000 - REPAIR & MAINT SUPPLIES	15,000.00	16,104.91	9,300.00	(1,104.91)	(10,404.91)	-7.37%
<b>Materials / Other</b>			<b>95,000.00</b>	<b>55,243.34</b>	<b>55,531.40</b>	<b>39,756.66</b>	<b>(15,774.74)</b>	<b>41.85%</b>

Department	Expense Class Descr	Account	Current Budget	Expended YTD	Encumbrance	Remaining Available	Remaining Available After Encumb	Percent Remaining Budget
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	285,022.00	71,943.42	0	213,078.58	213,078.58	74.76%
		400020 - SALARIES/WAGES - PREMIUM	7,210.00	20,528.41	0	(13,318.41)	(13,318.41)	-184.72%
		400030 - SALARIES/WAGES - SHIFT	0	4,076.15	0	(4,076.15)	(4,076.15)	
		410001 - OVERTIME - REGULAR	0	1,453.57	0	(1,453.57)	(1,453.57)	
		420001 - OVERTIME - 1.5 TIME	27,810.00	0	0	27,810.00	27,810.00	100.00%
		450001 - VACATION	0	3,719.82	0	(3,719.82)	(3,719.82)	
		460001 - SICK LEAVE	0	1,242.24	0	(1,242.24)	(1,242.24)	
	<b>Personnel Services</b>		<b>320,042.00</b>	<b>102,963.61</b>	<b>0</b>	<b>217,078.39</b>	<b>217,078.39</b>	<b>67.83%</b>
<b>5200400 - ADULT DETENTION CENTER</b>			<b>681,000.00</b>	<b>231,359.40</b>	<b>93,531.40</b>	<b>449,640.60</b>	<b>356,109.20</b>	<b>66.03%</b>
5200500 - MBC - WORK FOR OTH	Contractual Services	507000 - PROFESSIONAL SERVICES	10,000.00	0	0	10,000.00	10,000.00	100.00%
		510000 - REPAIR & MAINTENANCE-CONT	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%
	<b>Contractual Services</b>		<b>58,400.00</b>	<b>631.80</b>	<b>0</b>	<b>57,768.20</b>	<b>57,768.20</b>	<b>98.92%</b>
	Fringes	781201 - PERA-COORDINATED	0	173.09	0	(173.09)	(173.09)	
		781301 - FICA-ASDI	0	138.97	0	(138.97)	(138.97)	
		782101 - MEDICARE	0	32.51	0	(32.51)	(32.51)	
		782701 - DENTAL INSURANCE	0	27.33	0	(27.33)	(27.33)	
		782801 - VEBA - EXPENSE	0	40.17	0	(40.17)	(40.17)	
		782901 - HEALTH INSURANCE	0	449.23	0	(449.23)	(449.23)	
		786001 - LIFE INSURANCE	0	1.86	0	(1.86)	(1.86)	
		786301 - L/T DISABILITY INS	0	5.43	0	(5.43)	(5.43)	
	<b>Fringes</b>		<b>0</b>	<b>868.59</b>	<b>0</b>	<b>(868.59)</b>	<b>(868.59)</b>	
	Materials / Other	611000 - OPERATING SUPPLIES	0	4,879.00	14,200.00	(4,879.00)	(19,079.00)	
		613000 - REPAIR & MAINT SUPPLIES	20,000.00	1,630.20	0	18,369.80	18,369.80	91.85%
		616002 - LICENSE FEES & PERMITS	1,000.00	0	0	1,000.00	1,000.00	100.00%
	<b>Materials / Other</b>		<b>21,000.00</b>	<b>6,509.20</b>	<b>14,200.00</b>	<b>14,490.80</b>	<b>290.80</b>	<b>69.00%</b>
	Personnel Services	400001 - SALARIES/WAGES - REGULAR	20,600.00	2,721.09	0	17,878.91	17,878.91	86.79%
	<b>Personnel Services</b>		<b>20,600.00</b>	<b>2,721.09</b>	<b>0</b>	<b>17,878.91</b>	<b>17,878.91</b>	<b>86.79%</b>
<b>5200500 - MBC - WORK FOR OTHERS</b>			<b>100,000.00</b>	<b>10,730.68</b>	<b>14,200.00</b>	<b>89,269.32</b>	<b>75,069.32</b>	<b>89.27%</b>
			<b>9,714,031.00</b>	<b>5,009,016.27</b>	<b>1,669,041.17</b>	<b>4,705,014.73</b>	<b>3,035,973.56</b>	<b>48.44%</b>

**Consent Agenda Item: 07**

**Date: October 23, 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: 07**

The current Historic Preservation fund balance is \$414,550 through August 2024

Beginning Balance ( <b>Fund 3110H</b> )		\$ 408,408
2024 Received Revenue to 8/31/2024		\$ 6,142
2024 Expenditure to 8/31/2024		
<b>Ending Fund Balance - 3110H</b>		<b>\$ 414,550</b>

Accordingly, staff is requesting approval of the Historic Preservation fund balance in the amount of \$414,550.



**Date:** October 23, 2024

**To:** **Municipal Building Commission Board:**  
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**Council Member LaTrisha Vetaw**

**From:** Erin Delaney

**Subject:** **Enrollment Approval – Xcel Renewable\*Connect program**  
**Discussion Action Agenda Item: 08**

In 2018, the City Council passed a resolution that all municipal facilities and operations be powered by 100% renewable energy. To meet that goal, the City partnered with Xcel Energy to participate in the Renewable\*Connect program. The City subscribed at the highest capacity level and approximately 60% of its operations were powered by renewable energy.

In September of 2023, Xcel launched a second iteration of the program and reserved sufficient capacity in the program to allow the City to subscribe all municipal operations, including the City Hall/Courthouse.

Both County and City Energy Managers have reviewed the program and support including the City Hall/Courthouse. Participation in the program will allow the City Hall/Courthouse to support both County and City's renewable energy goals. The cost for participation is anticipated to be cost-neutral.

Based on the success and availability of the Renewable\*Connect program, the MBC is requesting authority to participate for a 10-year term.

## Discussion and Action Agenda Item: 09

**Date:** October 23, 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: 09**

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 1<sup>st</sup> 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: 3<sup>rd</sup> and Mezzanine floors, 3<sup>rd</sup> floor to be completed March 31, 2025.

**Video Presentation**

**Action Item:** Approve Shaw Lundquist construction contract amendment #7: MBC \$119,364.00 and #8 City \$79,223.00, for a total of \$198,587.

<i>Project Budget and Funding / Phase 3C Construction</i>	\$29,030,138.00			
	MBC01 Life Safety	MBC02 Mechanical	City Restack	Total Contract Amount
<b>Shaw Lundquist contract:</b>	\$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		\$40,803.00
Amendment #4 City approved 06/05/24			\$103,605.00	\$103,605.00
Amendment #5 MBC approved 08/21/2024	\$320,091.00	\$63,330.00		\$383,421.00
Amendment #6 City approved 08/21/2024			\$23,789.00	\$23,789.00
<b>Contract Total with amendments to date</b>	<b>\$5,875,326.00</b>	<b>\$9,242,430.00</b>	<b>\$10,939,112.00</b>	<b>\$26,056,868.00</b>
<b>Amendment #7 MBC</b>	<b>\$81,743.00</b>	<b>\$37,621.00</b>		<b>\$119,364.00</b>
<b>Amendment #8 City</b>			<b>\$79,223.00</b>	<b>\$79,223.00</b>
<b>Proposed Contract Total with Amendments #7 and #8</b>				<b>\$26,255,455.00</b>
Budget remaining for Phase 3C construction after approval of amendment #7 and #8				\$2,224,683.00

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**From:** Erin Delaney

**Subject:** **Contract Approval – Exterior Improvements Project**  
**Discussion Action Agenda Item: 10**

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

- Phase 1 (Completed 2020): 4<sup>th</sup> Avenue, 4<sup>th</sup> Street and 3<sup>rd</sup> Avenue exterior facades and heat tape replacement.
- Phase 2 (Completed 2021): 5<sup>th</sup> Street Exterior façade and tower work; 4<sup>th</sup> Street door replacement, exterior lighting improvements.
- Phase 3: (Approval pending) Replace the 13<sup>th</sup> Floor roof, remove and repair the 12<sup>th</sup> 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 5<sup>th</sup> Street stairs. Repair exterior doors along 3<sup>rd</sup> and 4<sup>th</sup> avenues.*  
*Phase 5 (2026): Inner Courtyard Preservation. All remaining interior courtyard windows, waterproofing, heat tape, and masonry repairs.*

On October 3, 2024, two bids were received for Phase 3 of the MBC Exterior Improvements Project:

- **Shaw Lundquist** **\$ 678,175.00**
- **Construction Results Corporation:** **\$ 737,060.00**

Upon review by City procurement and MBC staff, Shaw Lundquist'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 Shaw Lundquist for the amount of \$678,175.00.

**Date:** October 23, 2024

**To:** **Municipal Building Commission Board:**  
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**From:** Erin Delaney

**Subject:** **Approve expenditure authority for elevator maintenance contract**  
**Discussion Action Agenda Item: 11**

The MBC maintains a full coverage maintenance contract with Schindler Elevator Corporation for all elevator equipment located in the City Hall/Courthouse. The contract includes a total of 14 elevators: 13 passenger and 1 service car, at a monthly maintenance cost of \$4,082. In addition to monthly maintenance fees, there are charges related to repairs outside maintenance.

The current 3-year contract amount is \$305,800 and expired October 1, 2024. City Procurement is processing a renewal for an additional 2 years, for a new expiration date of December 1<sup>st</sup>, 2026.

Board approval is required for expenditure authority on the 2-year extension. Based on projections, staff is requesting authority to expend an additional \$250,000 on the contract. This is a not to exceed amount and will be paid by existing MBC and Hennepin County Adult Detention Center operating budgets.

- Monthly maintenance fees projected for 2025 and 2026:  $\$4,500 \times 24 \text{ months} = \$108,000$
- Estimate of repairs not covered by maintenance:  $\$1,500 \text{ per month} = \$36,000$
- Elevator project work to be completed in the Adult Detention center:  $= \$100,000$

Accordingly, staff is requesting approval to increase the expenditure authority under the Schindler Elevator maintenance contract, by a not to exceed amount of \$250,000.