

CAPITOL COMMISSION

MINUTES

SEPTEMBER 29, 1986

The Capitol Commission convened in the Executive Conference Room of the Capitol at 1:00 p.m. on Monday, September 29, 1986.

Attending: Rep. John Bragg, Secretary of State Gentry Crowell, Chairman Amon Evans, State Architect Mike Fitts, Senator Douglas Henry, Commissioner Don Jackson, Dave Manning for Treasurer Harlan Mathews, Charles Harrison for Comptroller William Snodgrass, Commissioner Susan Simons.

Absent: Russell Hippe, Dr. John Mallette.

Chairman Amon Evans presided.

Agenda Item #1 - Approve Minutes from Previous Two Commission Meetings: Motion was made by Mr. Crowell, seconded by Senator Henry, that both sets of minutes be approved.

Agenda Item #2 - Phase One - Current Scope of Work: State Architect Mike Fitts addressed the proposed estimated revision of the budget allocation for the first phase of the restoration.

Chairman Evans appointed the following individuals to an "ad hoc" committee to develop a proposal for the 1987-'88 Finance and Administration Capitol Budget. The members are:

Secretary of State
Treasurer
Comptroller
Commissioner of General Services
Commissioner of Finance and Administration (Chairman)
Senator Doug Henry (Vice-Chairman)
Staff: Mike Fitts, John Kiser

Commissioner Simons brought the Commission up to date on the Library project. From Ms. Simons' report came a request for approval on the selection of items from the Furnishings Subcommittee, and a request for authorization from the Building Commission Subcommittee to go sole source on some items, and to bid with qualifications on others.

Chairman Evans recommended that the Commission, as assembled, act as a Committee of the Whole on these items.

Motion was made by Commissioner Simons that the recommendations in the Historic Structure Report for the Legislative Library be adopted; that the selections of draperies, fabrics and trim, cornices, and blinds for light control be approved; and that the cabinets be in a design that will match the ones in the early photographs. Commissioner Jackson seconded. MOTION CARRIED.

Motion was made by Commissioner Jackson that the portraits on the ceiling of the Legislative Library be restored as outlined by the State Architect and the Architectural Consultant. Commissioner Simons seconded. MOTION CARRIED.

Action on the proposed estimated budget allocation for Phase One followed. Motion was made by Commissioner Simons and duly seconded that the Commission adopt the proposed estimated program and budget revisions as of September 29th, as presented. MOTION CARRIED.

Agenda Item #3 - Space Allocation: After discussion in regard to space allocation, motion was made by Representative Bragg that the space utilization plan be approved subject to further negotiations between the Secretary of State's office and, if necessary, the Commissioner of Finance and Administration or his designee, and then contingent upon an agreement and understanding being reached, subject to approval by the Building Commission Subcommittee.

Agenda Item #4 - Policy for Use of the Capitol: General Services' Staff Attorney Jerry Daniels gave an overview of the most recent revisions to a proposed policy on the use of the Capitol Building and Grounds.

Meeting Adjourned.

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Meeting Adjourned.

PROPOSED ESTIMATED
PROGRAM AND BUDGET REVISIONS
SEPT. 29, 1986

	MACC (estimated)	OVERAGE	ACTUAL	REDUCTIONS	PROPOSED BUDGET
<u>GROUND FL.</u> Crypt rest.	995,000	600,000	1,595,000	310,000	1,285,000
<u>FIRST FL.</u> Supreme Court 1 Bay off. Ladies' Rm.	295,000				295,000
<u>LOBBY & CORRIDOR</u>	665,000				665,000
<u>GALLERY OFFICES</u>	320,000				320,000
<u>FIRE SUPP.</u>	265,000			100,000	165,000
<u>KIOSK</u>	110,000				110,000
<u>GROUNDS</u>	320,000				55,000
<u>GENERAL</u>	55,000				55,000
TOTAL	\$3,050,000				
<u>ASBESTOS</u>	- 100,000				
Total	\$2,950,000				\$2,950,000

NO. WORK IN CRYPT 0

ALTERNATE CRYPT PLAN A 286,511

ALTERNATE CRYPT PLAN B 406,935

ALTERNATE CRYPT PLAN C 693,446

PROVIDE HANDICAPPED TOILETS	\$3,000	\$3,000	\$3,000	\$3,000
ASBESTOS REMOVAL <i>sp placement to work - included</i> (ceilings, paint, new lighting, carpet, ... FOR CRYPT)	3,000	289,511	409,935	696,446
FIRE SUPPRESSION SYSTEM	150,000	150,000	150,000	150,000
RESTORE SUPREME COURT	153,000	439,511	559,935	846,446
RESTORE FIRST FLOOR CORRIDORS	146,000	146,000	146,000	146,000
RENOVATE GOVERNOR'S OFFICES	299,000	585,511	705,935	992,446
RENOVATE CONSTITUTIONAL OFFICES	170,242	170,242	170,242	170,242
RESTORE FOUNTAINS	469,242	755,753	876,177	1,162,688
RESTORE PATH AND WALKS	630,055	630,055	630,055	630,055
RESTORE DRIVEWAY	1,099,297	1,385,808	1,506,232	1,792,743
KIOSK SECOND FLOOR	187,411	187,411	187,411	187,411
RESTORE SECOND FLOOR CORRIDORS	1,286,708	1,573,219	1,693,643	1,980,154
RESTORE GALLERY OFFICES	308,594	308,594	308,594	308,594
RESTORE HOUSE OF REPRESENTATIVES	1,595,302	1,881,813	2,002,237	2,288,748
RESTORE SENATE	22,500	22,500	22,500	22,500
RESTORE STONE TERRACES	1,617,802	1,904,313	2,024,737	2,311,248
RESTORE LIGHT STANDARDS	523,275	523,275	523,275	523,275
RESTORE SOUTH ENTRANCE & REVISE TUNNEL	2,141,077	2,427,588	2,548,012	2,834,523
	274,050	274,050	274,050	274,050
	2,415,127	2,701,638	2,822,062	3,108,573
	55,000	55,000	55,000	55,000
	2,470,127	2,756,638	2,877,062	3,163,573
	610,190	610,190	610,190	610,190
	3,080,317	3,366,828	3,487,252	3,773,763
	283,828	283,828	283,828	283,828
	3,364,145	3,650,656	3,771,080	4,057,591
	1,046,708	1,046,708	1,046,708	1,046,708
	4,410,853	4,697,788	4,817,788	5,104,299
	576,177	576,177	576,177	576,177
	4,987,030	5,273,541	5,393,965	5,680,476
	1,310,175	1,310,175	1,310,175	1,310,175
	6,297,205	6,583,716	6,704,140	6,990,651
	936,000	936,000	936,000	936,000
	7,233,205	7,519,716	7,640,140	7,926,651
	1,715,015	1,715,015	1,715,015	1,715,015
	8,948,220	9,234,731	9,355,155	9,641,666

\$2,050,000 - \$2,806,267 = \$243,733



DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF FACILITIES MANAGEMENT
JAMES K. POLK STATE OFFICE BUILDING
505 DEADERICK STREET, SUITE 1700
NASHVILLE, TENNESSEE 37219-5181

September 24, 1986

MEMORANDUM

TO: Capitol Commission Members

FROM: Michael A. Eitts, State Architect

SUBJECT: State Capitol Restoration, Phase II
SBC Project No. 529/05-01-86

As requested by the Commission at its last meeting, I have developed a proposed space allocation for both interim and permanent moves resulting from the Phase II Capitol Restoration project.

A summary of the existing square footage by function is shown on page 2 and a graphic description is included in Exhibit "A". A summary of the proposed square footage by function is shown on page 2 and a graphic description is included in Exhibit "B".

The permanent moves from the Capitol are defined on page 3. The amount of square footage lost by each function is identified and the location where this square footage is to be replaced is also identified.

The temporary moves from the Capitol that are required to accommodate the Phase II restoration are shown on page 4. The space currently occupied by the VFW on the ground floor in the north wing of the War Memorial Building would be vacated for usage by Legislative Services. Museum space on the ground floor in the central portion of the War Memorial Building would be renovated into office space to accommodate the VFW's needs. This is graphically shown in Exhibit "C".

If the above space allocation is acceptable to the State Capitol Commission and the State Building Commission, Phase II Restoration of the Capitol can begin in an timely manner.

MAF/gg

STATE CAPITOL SUMMARY

<u>GROUND FLOOR</u>	<u>Existing</u>	<u>S Q U A R E F E E T</u> <u>Proposed</u>	<u>Difference</u>
Legislative Services	1,111	1,467	+356
Executive Support Offices	5,117	5,412	+295
Senate Engrossing Clerk	1,270	1,467	+197
Concession	802	648	-154
Comptroller	642	120	-522
General Services	944	963	+ 19
Finance & Administration	56	56	0
Toilets	530	800	+270
<u>FIRST FLOOR</u>			
Executive Offices	4,147	3,363	-784
Treasury	1,040	1,040	0
Comptroller	1,218	1,040	-178
Secretary of State	1,464	1,040	-424
Supreme Court	0	1,536	+1536
Toilets	630	480	-150
<u>SECOND FLOOR</u>			
Senate Clerk	540	528	- 12
Speaker House of Rep.	528	540	+ 12
Concessions	Yet to be determined		

PERMANENT MOVES FROM CAPITOL

EXECUTIVE SQ.FT. DEFICIT	443 sq.ft. to 450 sq.ft. of expansion space provided within John Sevier
COMPTROLLER SQ.FT. DEFICIT	686 sq.ft. to 8,354 sq.ft. of expansion space provided within J.K. Polk (14 - 16 Floors)*
SECY. OF STATE SQ.FT. DEFICIT	410 sq.ft. to 3,889 sq.ft. of expansion space provided within J.K. Polk (18th Floor)**

*COMPTROLLER PERMANENT MOVE

Existing sq.ft. 14th Floor J. K. Polk	17,603
Existing sq.ft. 15th Floor J. K. Polk	17,603
Existing sq.ft. 16th Floor J. K. Polk	<u>9,249</u>
SUB TOTAL	44,455
Available sq.ft. 14th, 15th, 16th Floors J. K. Polk	<u>52,809</u>
Excess Assigned for Expansion	<u>8,354</u>

**SECRETARY OF STATE PERMANENT MOVE

Existing sq.ft. 17th Floor J. K. Polk	3,900
Existing sq.ft. 5th Floor J. K. Polk	<u>9,814</u>
SUB TOTAL	13,714
Available sq.ft. 18th Floor J. K. Polk	<u>17,603</u>
Excess Assigned for Expansion	<u>3,889</u>

TEMPORARY MOVES FROM CAPITOL

LEGISLATIVE SERVICES

Existing
1,111

Proposed
1,030 sq.ft. in Ground
Floor of War Memorial*

Temporarily absorbed within
offices under East gallery of
House Chamber

SENATE ENGROSSING CLERK

1,270

Temporarily absorbed within
kiosk and second floor lobby
space

CONCESSIONS

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*VFW will vacate 700 sq.ft. in Ground Floor of War Memorial Building North
wing for temporary relocation of Legislative Services (see Exhibit "C").
An additional 330 sq.ft. of storage space can be assigned for their use.
VFW will occupy 1341 sq.ft. in Ground Floor of central portion of War
Memorial Building (see Exhibit "C").

CAPITOL COMMISSION MEETING

SEPTEMBER 12, 1986

The meeting convened in the Executive Conference Room of the State Capitol.

Attending: Chairman Amon Evans, Gentry Crowell, Douglas Henry, Russell Hippe, Don Jackson, David Manning for Harlan Mathews, Dr. John Mallette, Susan Simons, Bill Snodgrass.

Absent: John Bragg

Agenda Item #1. Approve minutes from August 27 Commission meeting. Chairman Evans requested that the Commission delay the approval of minutes of the last meeting. Due to a malfunction of the recording machine, the last half of the minutes were reconstructed from memory. Chairman Evans requested time to go over the minutes to make changes and to clarify certain points.

Agenda Item #2. Update on approval of fees for architectural selection. Mike Fitts reported that the State Building Commission has approved a contract between the State and Warterfield-Goodwin/Ehrenkrantz at a rate of 10.9% of the maximum allowable construction cost.

Agenda Item #3. The Furnishings and Decoration Subcommittee to be formally named and established. Commissioner Simons requested that Furnishings and Decoration Subcommittee members name the persons who will act on the Subcommittee. Mike Fitts further explained that it is an administrative matter of identifying the working group that will be meeting so that approvals and reviews by the committee can begin to take place.

Chairman Evans pointed out that the legislative authority is placed in the hands of the office and that the office-holders have, under Tennessee statute, the authority to designate someone from their office as their representative but that the office-holder's responsibility is not therefore removed. Jerry Daniels, attorney for the Dept. of General Services, stated that the statute establishing the Commission does allow the Commissioner of General Services, the Comptroller of the Treasury, the Secretary of State, the State Treasurer, the Commissioner of Finance and Administration, and the Chairman of the Tennessee Historical Commission to appoint designees.

Chairman Evans and Commissioner Simons stated that they would represent themselves on the Subcommittee. The other members of the Subcommittee were asked to communicate with Commissioner Simons' office regarding designees.

Agenda Item #4. Update on Policy for Non-State Use of the Capitol. Jerry Daniels distributed a draft of the policy and explained that the Department of General Services has in place policies and procedures for the use of State facilities. This draft is an adaptation of that policy. The primary change is in numbered paragraph 1, which designates the officers or officials who are in charge of specific areas of the State Capitol. Mr. Daniels stated that to his knowledge, there is no policy for the use of the State Capitol, and that this draft is an effort to derive one based upon the policies and procedures that are already in place. Paragraph #2 establishes the use of the standard licensing agreement that presently General Services uses with anyone who uses the State facilities.

Paragraph #4 involves submission of the actual plan for the use of the specific event be submitted by a specific time (30 days before the event). Requests for technical assistance must be coordinated through the Department of General Services. The policy also provides for public liability insurance, but the State does not waive any other rights it may have to go against someone who injures or defaces the building or the furnishings. This policy also says that anyone using the facility must adhere to all reasonable rules and regulations of General Services as well as the Tennessee State Fire Marshall, the Alcoholic Beverage Commission, the Nashville Fire Department and other agencies that do have an interest. It is a general policy that gives General Services the authority to police, direct and control use of the building. The only change would be in the permission granted by the respective officials designated in paragraph one.

The Division of Public Works currently is the point of contact for persons requesting use of the Capitol.

Senator Henry expressed his concern that some broader based entity ought to assume the responsibility for the entire structure instead of the individuals listed in the draft.

Mr. Hippe stated that he believed the draft addressed procedures rather than policy and that perhaps an overall policy statement ought to be included as well. It should address the fact that activities conducted in the Capitol or on its grounds will have to be commensurate with the dignity of the building and its historical significance.

Chairman Evans remarked that Mr. Hippe's comments brings up the fact that the Commission will have to address the on-going curatorial approach to the Capitol both from a maintenance and a use standpoint, and that at some point, either a curatorial committee or a curatorial person may have to be selected to oversee these specific things.

Commissioner Jackson stated that he thought the job of determining who gets to use the Capitol and for what purposes should be lodged in a single office and should not be run by a committee. Since General Services maintains the grounds and the building, they seem to be the logical body in which to vest this authority.

Senator Henry stated again his preference for a committee to determine non-state use of the Capitol rather than a single entity.

The Commission agreed that representatives from the Attorney General's office, the Department of Finance and Administration, the Department of General Services, the Treasurer's office, the Comptroller's office, and the Secretary of State's office should meet to revise the present draft and iron out any differences of opinion.

Agenda Item #5. Space Allocation.

Mike Fitts reported that he expects to have the space allocation plan for the Capitol completed by the next Commission meeting. He discussed the unofficial priorities for space allocation, although all problems have not been resolved at the present time.

Secretary of State Crowell suggested that Fitts conclude the space allocation discussions with a document detailing, in narrative form, what has been resolved. Fitts agreed to provide and circulate such a document.

Agenda Item #6. Status Report: Designer's Preliminary Mechanical Investigations
Charles Warterfield spoke to the Commission regarding the construction process. After considering alternatives, design solutions have been reached for the ductwork routing and the equipment location. The end result will be the design solution that John Mesick envisioned in his report. The majority of ductwork will be trenched in the rock that underlies the floor slab and the gravel fill in the crypt. A system has been designed to minimize the rock cutting. Some trenching will probably have to be done in some of the offices on the first floor. A construction progress schedule will be forthcoming. It will contain, as part of their design, specific numbers and a specific timeframe. They are presently seeking trenching prices from geologic consultants. Testing to ascertain the depth of rock underneath the ground floor will begin very soon. The cutting process on the first floor is a relatively simple one.

Mr. Warterfield reported that Warterfield/Ehrenkrantz differ from the HSR findings regarding mechanical equipment. The HSR assumes that there is enough life left in the equipment to justify saving it and relocating it. W./E. feel that that is not appropriate and they do not recommend it. They feel that the process of dismantling and relocating the equipment will completely deplete whatever life is left in it.

Mike Fitts addressed the difference in price estimates for work to be done in this phase of the restoration. The Ground Floor renovation, the Supreme Court, the Lobby of the First Floor, the offices on the First Floor, the gallery offices on the Second Floor, the Kiosk work, and the exterior fountains and walks work was included in the work to be done with the three million dollars that was appropriated from the legislature. In view of the current estimates from Warterfield/Ehrenkrantz, our priorities may have to be rearranged and some of that work may have to be given up, if we are to go forth with the ground floor first. Fitts stated that it looks like the fountains and walks might be the first thing we would want to set aside priority-wise, with the next being the first floor lobby.

Marion Fowlkes reported with some preliminary figures. Warterfield/Ehrenkrantz preliminary figures for installing new mechanical systems and a new mechanical room on the ground floor as well as completing the work on the first floor are around \$400,000 to \$425,000 as compared to HSR cost estimates of approximately \$200,000. The initial cutting and patching numbers that W./E. have come up with to date are closer to \$100,000 - \$120,000. The HSR estimates for cutting and patching were closer to \$20,000. In general terms, the shortfall between the original estimates and the W./E. estimates are in the range of \$300,000.

Fowlkes said that of the \$200,000 price differential for ground floor work, approximately \$100,000 can be attributed to installing a new mechanical system rather than relocating the present system. W./E. reported that by the time of the next meeting they should have a firm handle on their cost estimates.

Fitts reported that John Mesick was aware of the cost estimate differential and realized that using new vs. existing equipment was a grey-area decision. Fitts stated that he thought Mesick would support the decision to go with new equipment.

A discussion followed regarding funding for the entire project. Comptroller Snodgrass emphasized that the Commission has only the approval to do the first phase, with modifications.

Chairman Evans reported that all agenda items had been covered.

Senator Henry introduced Mr. Rick Williams to address the Commission regarding Mr. Williams involvement with the Texas Capitol Restoration program. Mr. Williams stated that he had worked with the producer of a television show in Austin, Texas which the Texas Capitol Commission had used to raise money for their capitol's restoration. He explained that a non-profit corporation was formed so that they could receive corporate contributions from ticket and advertisement sales. The Texas television show was a celebration of their sesquicentennial. Mr. Williams proposes that his group will do a show in Tennessee to celebrate Homecoming in the same manner and wondered if this Capitol Commission would be interested in having the proceeds of the ticket sales to the taping of the show. He further explained that he would be in touch with each of the Commission members individually at a later date.

Dr. Mallette moved that the Commission adjourned. Motion Carried.