

PERMANENT BUILDING FUND ADVISORY COUNCIL MEETING

Official Minutes, September 1, 2026

A regular meeting of the Permanent Building Fund Advisory Council (PBFAC) was held on this date in Boise, Idaho.

The September 1, 2026 meeting was called to order by Chair Mr. Clint Shiflet at 9:30 a.m. in the Legislative Meeting Room EW40, Capitol Bldg in conjunction with Zoom virtual conferencing in Boise, Idaho.

Council Members Present:

Mr. Clint Shiflet, Chair
Ms. Bonnie Layton, Vice Chair
Representative Mark Sauter
Senator David Lent (Virtual)

Department of Administration and Division of Public Works Staff Present:

Ms. Glenda Smith, Chief Financial Officer, Department of Administration
Ms. Kelly Berard, Administrator, Division of Public Works
Mr. Dan Asbury, Deputy Administrator, Division of Public Works
Ms. Wynter Bell, Management Assistant, Division of Public Works
Ms. Peggy Birk, Senior Project Coordinator, Division of Public Works
Ms. Margie Kennedy, Senior Project Manager, Division of Public Works
Ms. Nicole Cecil, Senior Project Manager, Division of Public Works
Mr. Brian Boyd, Senior Project Manager, Division of Public Works (Virtual)
Ms. Elaine Hill, Project Manager, Division of Public Works (Virtual)
Mr. Gary Groff, Project Manager, Division of Public Works
Mr. John Parham, Project Manager, Division of Public Works (Virtual)
Ms. Nicole Gallaher, Project Manager, Division of Public Works
Mr. Darius Elison, Project Manager, Division of Public Works (Virtual)
Ms. Melissa VanSlochteren, Project Manager, Division of Public Works
Mr. Duran Villegas, Project Manager, Division of Public Works (Virtual)
Mr. Nic Van Diepen, Project Manager, Division of Public Works
Ms. Brett Brown, Project Manager, Division of Public Works
Mr. Andrew Gibler, Project Manager, Division of Public Works (Virtual)
Ms. Dee Aguilar, Project Coordinator, Division of Public Works
Ms. Kate Bates, Receptionist, Division of Public Works (Virtual)

SOUTHEAST PBFAC PRESENTATIONS

Department of Corrections

Mr. Clint Shiflet welcomed Mr. Justin Freeman, Facilities Services Unit Manager, Department of Corrections. Mr. Freeman provided an overview of the agency's projects.

Division of Veterans Services

Mr. Asbury welcomed Mr. Mark Tschampl, Administrator, Division of Veterans Services. Mr. Tschampl provided an overview of the agency's projects.

Ms. Berard inquired about the number of employees required to maintain the Boise Veterans Cemetery. Mr. Tschampl reported that the cemetery is staffed by nine caretakers and three administrative staff members. He also noted that the Boise Home will accommodate 122 veterans and will include a memory care unit.

Boise State University

Mr. Asbury welcomed Mr. Drew Alexander, Assistant Vice President for Campus Operations and Evan Danforth, Executive Director of Architectural and Engineering Services, Boise State University. Mr. Alexander and Mr. Danforth provided an overview of the university's projects.

Council discussion ensued regarding strategies to enhance safety and security while maintaining community access to the library and adjacent Greenbelt areas. Discussion included the use of integrated access controls to monitor designated areas, as well as active staff monitoring. Additional security measures will be implemented to support anticipated growth and ensure a safe environment for patrons and staff.

College of Western Idaho

Mr. Asbury welcomed Mr. Gordon Jones, President, College of Western Idaho. Mr. Jones provided an overview of the college's projects.

Council discussion ensued regarding the following:

- Mr. Aaron Whitman explained a VAV as a Variable Air Volume Unit which varies how much air comes into a space based upon its need.
- Mr. Jones shared CWI's focus on building the workforce pipeline for mechatronics and advanced manufacturing. CWI is working to expand training and educational opportunities for local students to develop the mechanical and electronic skills needed by Micron and other Idaho manufacturers. The goal is to prepare more students for these high-demand careers and support the workforce needs of the broader manufacturing industry. No future HS launch programs at CWI
- Mr. Jones shared the growth in interest among Idaho high school graduates in the Launch program and CWI's overall enrollment. He noted that CWI focuses on providing affordable education with a direct pathway to employment, particularly

through its career technical education programs. CWI also supports students who choose to continue their education, with approximately 500 students transferring to Boise State each year and others transferring to institutions across Idaho.

- Mr. Jones shared there is no funding for future Athletic facilities.

Department of Health & Welfare

Mr. Asbury welcomed Mr. Gordie Kelsey, Bureau Chief, Bureau of Operations, Division of Management Services, Department of Health & Welfare. Mr. Kelsey provided an overview of the agency's projects.

[LUNCH RECESS]

The meeting readjoined at 1:31 p.m.

Mr. Asbury introduced Mr. Nic Van Dipen, the newest Project Manager for the Division of Public Works.

APPROVAL OF AUGUST 4, 2026 MEETING MINUTES

MOTION: MS. LAYTON MOVED COUNCIL APPROVE THE MINUTES FROM AUGUST 4, 2026, AS WRITTEN. Council passed the motion.

FISCAL UPDATES

Ms. Glenda Smith presented the Fiscal Updates.

DESIGN PROFESSIONAL SELECTIONS

DPW Project No. 23171

Remodel Restrooms, Boswell Hall
North Idaho College (NIC)
Coeur d' Alene, Idaho

Agency	\$ 208,000
2022 HB779:2A01	412,500
2022 HB779:7A03	700,000
2024 SB197:2A01	73,200
<u>2025 HB768:2A01</u>	<u>150,000</u>
	\$ 1,543,700

Previous Minutes: 01-02-24

DPW Project Manager: Sydnee Weersing

The scope of this project is to remodel seven group restrooms and add two new single occupancy restrooms in Boswell Hall. The current restrooms are original to the 1979 building. The remodel will include updated finishes throughout and new handicap accessible fixtures since there are currently none in the building.

Regional architect, H2A, of Coeur d'Alene, was hired in 2022 under the Regional Contract to design the project for an original project budget of \$412,500. During design it became apparent that the project budget would not be adequate to complete all the restrooms because the level of remodeling required to meet ADA.

In September of 2022 an additional \$700,000 was added to the project. The project was designed with several bid alternates since this amount was still inadequate to complete all the restrooms. Project was last bid in May of 2026. While the base bid was within budget, NIC requested to add agency funds and transfer money from other canceled NIC projects to accept all the bid alternates so construction could be completed for all phases at once. This further increased the project budget by \$431,200, bringing the total construction budget to \$1,348,127.

With the increase in scope of work, H2A has requested a fee amendment. This fee increase will exceed the regional contract limit of \$50,000.

NIC requests to continue using Design Professional, H2A, for the remainder of the project, based on provisions of Idaho Statute §67-2320 which allows a public agency to "negotiate an extended or new professional services contract" with a firm that has been "previously awarded a professional services contract for an associated or phased project." Continued involvement of H2A Architects will result in cost savings due to the firm's familiarity with the project requirements and scope of work.

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE THE USE OF H2A AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS FOR DPW PROJECT NO. 23171. Council passed the motion.

DPW Project No. 26603

Agency \$ 8,492,267

Boise Cemetery Expansion
Division of Veterans Services (IDVS)
Boise, Idaho

DPW Project Manager: Nicole Cecil

The scope of work is to expand the existing State Veterans Cemetery in Boise using land recently acquired from Dry Creek Cemetery.

The work of this project will include the preparation of additional sections for ground burial plots as well as the design and construction of additional columbarium walls and a new

committal shelter. The communal shelter will be similar in style to an existing one on the grounds but will need to be larger. A new wider access road will need to be built to serve this area that ties into an existing access road. A new berm will need to be built at the perimeter to screen existing residential areas. Most of the existing trees and drainage area should be kept in place. Most of the finished surface will be turf. The site is approximately 7 acres for this phase. There is an existing pond that may need some modifications to be converted to a large-scale irrigation / holding pond to allow for better irrigation. There may be also a bridge for pedestrian traffic (Honor Guard) and maintenance operations (golf cart). However, pending budget constraints these may be included as alternates. The project will be completed under a US Department of Veterans Affairs State Veterans Cemetery Construction Grant.

A Request for Qualifications (RFQ) was issued for architect / engineer services on June 17, 2026. Statements of Qualifications were received from two (2) firms on July 22, 2026. The submittals were evaluated and both firms were interviewed on August 18, 2026, by a Selection Committee consisting of Jake Faulkner and Nicole Cooper, IDVS; Angela Hansen, as independent architect; and Nicole Cecil and Josh Overgard, DPW.

The results of the Selection Committee's rankings are as follows:

Morrison-Maierle, Boise	85.70
South Beck & Baird, Boise	66.93

MOTION: MS. LAYTON MOVED COUNCIL APPROVE THE FINAL RANKING OF FIRMS AND AUTHORIZE PROCEEDING WITH CONTRACT NEGOTIATIONS AND PRELIMINARY DESIGN FOR DPW PROJECT NO. 26603. Council passed the motion.

MID-RANGE REVIEWS

<u>DPW Project No. 26600</u>	Agency	\$ 30,000
Memorial Road Edging / Statue ADA Access	2025 HB425:2A01	600,000
Boise Cemetery	2025 HB425:2A03	250,000
Idaho Division of Veteran Services (IDVS)		\$ 880,000
Boise, Idaho		

Previous Minutes: 02-03-26

Mr. Asbury introduced Mr. Rick Stewart, Pivot North, Boise, Idaho. Mr. Stewart shared plans and presented the project.

DPW Project Manager: Brett Brown

The work of this project consists of three elements: adding concrete edging, a new access road, and a new ADA access ramp and platform to the Memorial Statue on the upper level at the Boise Veterans Cemetery (IDVS) in Boise, Idaho.

The scope of the project will provide new concrete edging along the existing asphalt roadway which will enhance structural integrity and extend the lifespan of both the pavement and adjacent landscaping. The current transition between the asphalt and surrounding areas poses a safety concern and does not comply with the National Shrine Standards. A new access road will be installed, which will support the expansion of the Idaho Veterans Memorial. Currently at the Memorial Statue, ADA access is not present. With the addition of an ADA-compliant access ramp, individuals using wheelchairs or walkers will be provided with inclusive access to the Memorial Statue

Pivot North, Boise, has designed the project. The estimated construction cost is \$559,867, which is well within the \$662,000 construction budget. A couple Additive Alternate(s) are included for additional ribbon curbing and irrigation main line extension, with a total estimate cost of \$139,679. The work is anticipated to commence Fall 2026 and be completed prior to Spring 2027.

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 26600. Council passed the motion.

DPW Project No. 26332
Edgemoade Readiness Center
Personal Vehicle Parking
Military Division (MIL)
Mountain Home, Idaho

Agency	\$ 320,000
<u>2025 HB425:2A01</u>	<u>320,000</u>
	\$ 640,000

Mr. Asbury introduced Mr. Richard Creason, Myers Anderson Architects, Pocatello, Idaho (Virtual). Mr. Creason shared plans and presented the project.

DPW Project Manager: Brett Brown

This work of this project will complete 10-year maintenance of asphalt parking areas and replace site perimeter fencing that is failing and no longer meets Department of Defense standards throughout the Edgemoade Readiness Center site in Mountain Home, Idaho.

The scope of this project includes improvements to the existing privately owned vehicle parking lot at Edgemoade Readiness Center, including crack sealing, seal coating, and restriping of existing parking stalls. The work also includes installation of new chain-link security fencing and swing gates; selective demolition of existing fencing and swing gates; vegetation clearing and minor site preparation for fence installation; fire lane striping and pavement markings; and associated site improvements necessary to provide a complete

and functional project. Additive alternate work includes removal and replacement of additional existing fence sections and gates as identified in the contract documents.

Myers Anderson Architects, Pocatello, has designed the project. The estimated construction cost is \$498,311, which is within the \$512,000 construction budget. Additive Alternate(s) included will be Hot Creek Entrance Gate and Fencing for \$50,000 and Demo of fencing for \$17,360. The work is anticipated to commence November of 2026 and be completed prior to June of 2027.

MOTION: MS. LAYTON MOVED COUNCIL APPROVE PRELIMINARY DESIGN, FINAL PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW, AND AUTHORIZE PROCEEDING WITH BIDDING AND AWARD OF CONTRACT FOR DPW PROJECT NO. 26332. Council passed the motion.

PROJECT UPDATES

DPW Project No. 22899

Deferred Maintenance Program	2022	HB779:7A03	\$ 94,000,000
Department of Administration (ADM)	2022	HB779:2B04	147,431,900
Statewide	2023	SB1197:7A01	290,000,000
	2025	HB425:2C01	12,568,100
			\$ 544,000,000

Previous Minutes: 07-12-22, 07-11-23, 09-06-23, 01-03-24; 09-04-24; 03-04-25; 09-09-25; 03-03-26

Mr. Asbury introduced Ms. Nicole Gallaher, DPW, and Mr. Travis Casch, Jacobs Project Management Co., Boise, Idaho. Ms. Gallaher and Mr. Casch shared plans and presented the project.

DPW Project Manager: Nicole Gallaher

Deferred Maintenance Funding was established on November 15, 2021. During subsequent (2022 and 2023) Legislative Sessions, a combined \$544M was set aside to address critical Deferred Maintenance needs for State-owned buildings.

Of the funding referenced above, \$90.6M has been committed to 126 projects managed by DPW project managers as of July 31, 2026. As projects close funds are moved back into the program to be used for other projects that are of the Deferred Maintenance category as needed.

The remaining balance of deferred maintenance funding has been committed to the Deferred Maintenance Program managed by Jacobs Project Management Co. (Jacobs) In July 2022 Jacobs was selected via a competitive RFQ process to provide Owner's Representative services for the Deferred Maintenance Program. Jacobs reviewed the list

of deferred maintenance tasks provided by each agency and developed a strategy to address the needs statewide. The strategy consisted of grouping agencies and tasks regionally. The state was divided into six regional projects and three university projects. A design-build team was selected for each region to execute as many tasks as possible within the funding available.

There are currently **457 tasks** that are being executed as part of Deferred Maintenance Program. Progress, as of July 31, 2026, is summarized below:

- **6** tasks are currently in the validation phase (reduction of 3 in last 6 months)
- **15** tasks are currently in the design phase (reduction of 34 in last 6 months)
- **8** tasks are currently in the procurement phase (reduction of 16 in last 6 months)
- **83** tasks are currently in the construction phase (increase of 15 in last 6 months)
- **345** tasks have been completed (increase of 64 in last 6 months)

THE MATERIAL FOR 22899 IS PROVIDED FOR INFORMATION ONLY. NO ACTION IS REQUESTED OF THE COUNCIL.

SERVICE CONTRACT REQUESTS

DPW No.	Agency	Work Category	Initial Amount
27863	ADM	Light Construction - East Idaho	\$ 200,000
27864	ADM	Light Construction - East Idaho	\$ 200,000
27865	ISU	HVAC - Idaho Falls	\$ 200,000

MOTION: REPRESENTATIVE SAUTER MOVED COUNCIL APPROVE SERVICE CONTRACT NUMBERS 27863, 27864 AND 27865. Council passed the motion.

NON-STATE ENTITY FUNDED PROJECTS

Student Union Credit Union Boise State University (BSU) Boise, Idaho	Non-State Funds \$ 225,000
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Mr. Asbury introduced Mr. Daniel Mathews, Boise State University, Boise, Idaho. Mr. Mathews shared plans and presented the project.

This project will install an automated credit union branch in the Student Union at Boise State University (BSU). This project will remodel approximately 950 square feet of existing space in the Westmark Student Union Building to a new credit union microbranch. Work will include a new office space, finishes and any required utility modifications.

Design and construction services will be procured by Westmark Credit Union, a non-state entity. The estimated construction cost is \$201,806 which is within the \$225,000 construction budget. Work is expected to be completed in Fall 2026.

Council discussed the reason for the project is not due to leased space but rather for naming rights. The Credit Union is paying for the work of the project and Mr. Mathews reassured the council the work to be done will not interrupt the students.

MOTION: MS. LAYTON MOVED COUNCIL APPROVE PLANS AND SPECIFICATIONS, SUBJECT TO STAFF REVIEW FOR BOISE STATE STUDENT UNION CREDIT UNION PROJECT. Council passed the motion.

CLOSED PROJECT REPORT

Mr. Asbury presented the closed project report.

LEASE REPORT

Mr. Asbury presented the lease report.

NEW BUSINESS

Mr. Asbury presented the Tentative 2027 Meeting Schedule.

Council recommended moving the July meeting to the end of June, June 29th and 30th, due to the July 4th holiday.

ADJOURNMENT

The September 1, 2026 PBFAC Meeting adjourned at 2:28 pm.

Mr. Clint Shiflet, Chair

Ms. Wynter Bell, Management Assistant