November 10, 2011

Members of the Capitol Preservation Commission -

The Capitol Preservation Commission accomplished a great deal on Tuesday November 1, 2011 during the full commission meeting. While it may seem like a small step to approve the guiding principles for the project, we will find that these will form the foundation for how we move forward. We will be able to judge all the decisions that will need to be made upon these three principles; that of, preserving the architectural integrity of the Cass Gilbert Capitol, establishing a functional building, and providing for Life Safety and Security for the people of the State. This is a great step forward.

Based on initial availability, we are putting forward the following dates for our next two full Capitol Preservation Commission Meetings:

- December 8, 2011 from 10:00am – 12:00pm
- January 11, 2012 from 10:00am – 12:00pm

The location will be announced with the issuance of the agenda. In general, at our December meeting we will provide the Commission with information that we discover while conducting the functional diagram interviews as well as what we find out from our mechanical and electrical review. At the January Commission meeting, we will present our recommendations on the Master Plan and a possible Bond amount. In order to hit these two important meeting dates the following describes the work that we will be doing over the next two months:

**Next Steps**

Looking to January 15th, 2012 for delivery of the Legislative Report, there is a lot of work that will need to be done. We will be setting up a number of Functional Diagramming interviews that will be held over the next two weeks, Nov 16, 17 and 18 in particular. Some of these conversations will be with relevant staff; however, you will be invited – and encouraged – to attend as well. These interviews will be to gather and to understand the functional realities of the House, Senate, Governor, Lt. Governor, Attorney General, the Judiciary and the other organizations that are in the Capitol such as the Historical Society and Capitol Security.

We will also begin the investigation into the Mechanical and Electrical systems the week of November 14 through the 18. We will be meeting with engineers who will be asked to review the 2007 proposal and to provide recommendations for system solutions for the existing building. The information gathered from the meetings with the engineers will be overlaid and combined with the information gathered from the Functional
Diagramming interviews to form several new diagrams. These new diagrams will form the basic understanding of how the Capitol would function if certain actions were taken.

We will also be reaching out to members of both the Preservation and Budget Subcommittees to hold a meeting, hopefully on December 13 or 14 to discuss Master Plan development and budget analysis.

In addition to the information listed above I would like to highlight some additional resources that are available:

- **Tours** – Some have requested tours of the building. We will schedule these following the next Preservation Subcommittee meeting on the 13th or the 14th. If that does not work for your schedule please let Winnie Sullivan at (651-201-2556 or winnie.sullivan@state.mn.us) and we will try to accommodate alternative options.

- **Website** - We have updated the website to include information requested in the November 1st Commission meeting on the operating budget, cost allocation for existing projects, and the Facility Condition Assessment for the State Office Building. You can visit the website at: http://www.admin.state.mn.us/recs/capitol/capbldg.htm

- **Press** – If you didn’t get a chance to see the articles in the St. Paul Pioneer Press front page, editorial page, or on MinnPost following our last meeting, please take a look.

Finally, as we work with you to pull together a high level master plan, budget and schedule you will notice some additional MOCA staff and support personal (ie. Joe Stahlmann, Paul Brown, Dan Holzman and Paul Ernst) assisting me so that we will be able to deliver the report to you prior to the January 15th deadline.

Again thank you for the direction you provided in the meeting on the November 1st. It is a real pleasure to be working with you on the historic project.

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