

**MINUTES
of the
SECOND MEETING
of the
CAPITOL BUILDINGS PLANNING COMMISSION**

**January 3, 2024
Video Conference**

The second meeting of the Capitol Buildings Planning Commission for the 2023 interim was called to order by Representative Reena Szczepanski, designee for Representative Javier Martínez, co-chair, on January 3, 2024 at 1:40 p.m. by video conference via an online platform.

Present

Robert Doucette, Secretary of General Services, Co-Chair
Rep. Reena Szczepanski, Designee for Rep. Javier Martínez, Co-Chair
C. Shannon Bacon, Chair, Supreme Court Building Commission
Wesley Billingsley, Designee for Wayne Probst, Secretary of Finance and Administration
Greg Geisler, Designee for Debra Garcia y Griego, Secretary of Cultural Affairs
Jerri Mares, Designee for Laura M. Montoya, State Treasurer
Ricky Serna, Secretary of Transportation
Sen. Mimi Stewart, Senate President Pro Tempore
Sunalei Stewart, Designee for Stephanie Garcia Richard, Commissioner of Public Lands

Absent

Sen. Gregory A. Baca, Senate Minority Floor Leader
Rep. T. Ryan Lane, House Minority Floor Leader

Staff

Raúl E. Burciaga, Director, Legislative Council Service (LCS)
Michelle Jaschke, Capital Outlay Programs Coordinator, LCS
Clinton Turner, Fiscal Policy Analyst, LCS

Minutes Approval

Because the commission will not meet again this year, the minutes for this meeting have not been officially approved by the commission.

Guests

The guest list is in the meeting file.

Handouts

Handouts and other written testimony are in the meeting file and posted on the legislature's website.

References to Webcast

The time reference noted next to each agenda item in this document is cross-referenced to the webcast of the commission meeting, which can be found at www.nmlegis.gov under the "Webcast" tab. The presentations made and commission discussions for agenda items can be found on the recorded webcast for this meeting.

Wednesday, January 3

Approval of Agenda and Minutes (1:42 p.m.)

Upon motions duly made and seconded, and without any objections, the commission approved the agenda for the meeting as well as the minutes of the May 23, 2023 meeting.

Adoption of Open Meetings Act Resolution 2024 (1:44 p.m.)

Mr. Burciaga described the Open Meetings Resolution for 2024. Upon a motion duly made and seconded, and without any objections, the commission adopted an Open Meetings Act resolution. The resolution can be found here:

<https://www.nmlegis.gov/handouts/CBPC%20010324%20Item%201%20Open%20Meetings%202024.pdf>.

Issuance of Request for Proposals for Master Planning and Statewide Inventory of Property and Facilities Maintenance Services (1:46 p.m.)

Mr. Burciaga informed the commission that the master planning contract has been with Architectural Research Consultants, Inc., for the last four years. The contract is due for a new bidding process after having been renewed for the three allowable time frames. On a motion duly made and seconded, and without any objections, the commission approved the issuance of a request for proposals for a new contract. The current master planning contract documents can be found here:

https://www.nmlegis.gov/Publications/Legislative_Contract_Documents/ARC%2020-14%20r3.pdf.

Request to Use the Current Master Planning Space Use and Furnishings Study Contract for the State Capitol and Capitol North Buildings (1:49 p.m.)

Mr. Burciaga provided background on current contract coverage and funding sources and requested approval to use the existing contract for a space use and furnishings study for the State Capitol and Capitol North buildings. On a motion duly made and seconded, and without any objections, the commission approved the request.

Adjournment

There being no further business before the commission, the meeting adjourned at 1:59 p.m.