REPORT OF THE STUDIES COMMITTEE
TO THE LEGISLATIVE COUNCIL

May 22, 1991

The Studies Committee of the Legislative Council met on May 22, 1991, and makes the following recommendations:

1. That the attached proposed guidelines for interim study committees be approved as the policy of the Legislative Council.
2. That authority be granted to the leadership to appoint the members of the Public Retirees Health Benefits Task Force approved by the Legislative Council on March 19, 1991.
3. That authority be granted to the leadership to contact public organizations and associations to obtain a list of individuals who would be willing to serve as public members on interim study committees when public members are required.

The Committee also instructed the Director of the Legislative Service Bureau to send a letter to each member of the General Assembly requesting that they submit by June 1, 1991, a list of interim committees that they want established.

Respectfully submitted,

SENATOR BILL HUTCHINS
Chairperson

rptstu
mg/dg

PROPOSED GUIDELINES FOR INTERIM STUDY COMMITTEES

1991 INTERIM

ADOPTION OF RULES

Interim Committees which have no public members must have a majority of the members representing each house voting affirmatively in order to adopt rules.

COMPENSATION OF PUBLIC MEMBERS

Persons serving as public members receive actual expenses only, if they are not eligible for expense reimbursement by an organization that they represent.

STAFF WORK FOR PUBLIC MEMBERS

After consultation with, as appropriate, the LSB or LFB Director, a study committee chair may authorize research or legislative drafting work by the LSB or LFB for public members of study committees.

APPROVAL OF NOMINEES

Public members of study committees may be nominated by designated organizations, subject to Legislative Council approval.

GENDER BALANCE

Appointment of public members to study committees shall be gender balanced.

APPROVAL OF MEETINGS OUTSIDE DES MOINES

Any meeting or public hearing by a study committee held outside of Des Moines requires the prior approval of the studies committee or legislative leadership.

APPROVAL OF EXPENSES FOR SPEAKERS AND CONSULTING WORK

Any expenditure by a study committee for a speaker or presentation or for contractual consulting work requires the prior approval of the Studies Committee and Legislative Council.

SCHEDULING GUIDELINES

Interim committees must be completed by November 1, 1991, unless otherwise authorized by the Legislative Council.

PUBLIC HEARINGS

When authorization is given to a public hearing by a study committee, the committee may hold one hearing as a body or individual members may each hold a public hearing or groups of two or more members may hold public hearings. However, for each authorized public hearing, no members of the study committee may receive compensation for attendance at more than one session.

Sched
DB/dg

REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL

May 22, 1991

The Service Committee of the Legislative Council met on May 22, 1991. The meeting was called to order by Senator Joseph J. Welsh, Chairperson, at 10:58 a.m. in Room 22 of the State House, Des Moines, Iowa.

The Service Committee respectfully submits to the Legislative Council the following report and recommendations:

1. The Service Committee received and filed a personnel report from the Office of Citizen's Aide/Ombudsman.
2. The Service Committee received and filed a personnel report from the Computer Support Bureau.
3. The Service Committee received and filed a personnel report from the Legislative Fiscal Bureau.
4. The Service Committee received and filed a personnel report from the Legislative Service Bureau.
5. The Service Committee received and filed information from the Computer Support Bureau relating to a proposed processor upgrade for the legislative computer system. A copy of the proposal is attached to this report. A subcommittee was appointed to negotiate with Unisys as to the total proposed cost of the upgrade. The members of the subcommittee are Senator Joseph J. Welsh, Senator Jack Rife, Representative Harold Van Maanen, and Representative Kay Chapman.
6. The Service Committee received and filed information relating to possible redistricting assistance from the Legislative Service Bureau to counties, cities, and school districts.

The following recently hired employees of the Central Legislative Staff Agencies were introduced to the members of the Service Committee:

1. **Judi Stageberg,** Office of Citizens' Aide/Ombudsman.
2. **Kathy Hanlon,** Legislative Service Bureau.
3. **Neal Baedke,** Legislative Service Bureau

Respectfully submitted,

SENATOR JOSEPH J. WELSH
Chairperson

STATE OF IOWA

LEGISLATIVE COMPUTER SYSTEM

PROPOSAL FOR PROCESSOR UPGRADE

Present:

1 - Current Processor is being phased out by Unisys for software upgrades and maintenance.

2 - Current maintenance costs are being increased due to age of current equipment and the new developed technology.

3 - Current long-term software lease agreement will expire. Cost advantage of current long-term agreements will not be able to be renegotiated.

4 - Current front-end processor will not support all current software and new connections.

Proposal:

1 - Proposed upgrade will provide direct PC support and programming capabilities with mainframe. Users will be able to create graphical environment on the mainframe with the PC environment.

2 - Proposed upgrade will provide increased communications speed between mainframe and PC interfaces.

3 - Proposed upgrade will increase throughput in part due to using large scale integration. LSB and LFB will realize less processing time for all production runs.

4 - Proposed upgrade will reduce over-all maintenance costs and environmental cost.

5 - Proposed upgrade will support two-way communications with Executive Branch (including the Regents).

May 22, 1991

Total outright proposed upgrade cost $1,713,000

Assuming 5 year lease/purchase plan:

	Year 1	Year 2	Year 3
Existing System	$278,000	$393,900	$444,400
Proposed Upgrade	$451,200	$445,500	$446,500
Net Difference	$173,200	$ 52,600	$ 2,100

May 22, 1991

TENTATIVE SCHEDULE

LEGISLATIVE COUNCIL - 1991 INTERIM

Thursday, June 13

Thursday, July 18

No August Meeting

Tuesday, September 17

Thursday, October 17

Thursday, November 21

Thursday, December 19

CCLsch

STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF PUBLIC SAFETY
PAUL H. WIECK II, COMMISSIONER

April 18, 1991

Ms. Kathleen Williams, Acting Director
Department of General Services
A Level Hoover Building
LOCAL

RE: Fire Safety Inspection, Capitol Building

Dear Ms. Williams:

Enclosed please find a copy of our fire safety inspection report along with orders for the correction of fire safety deficiencies in the Capitol building.

We recognize that correction of major problems, such as exiting, will take time to properly plan and implement. I believe the time frame provided in the order is reasonable. We will work with your department as much as possible in finding a fire safety solution for this structure which will not detract from its historic significance.

Complete fire detection and automatic sprinkler systems greatly enhance fire safety and are a widely accepted method of of compensation for many deficiencies. I believe this approach may be the most practical in achieving a reasonable degree of fire safety for the building and it's occupants. I have enclosed a copy of "FIRE SAFETY RETROFITTING In Historic Buildings", which was issued by the Advisory Council on Historic Preservation and the General Services Administration. This document may be of assistance as the required plan of correction is being prepared.

We recommend that Judy McClure, State Historical Architect, be involved in the correction process.

This is an order to correct and not merely a report of fire code deficiencies, but let me assure you we are anxious to work with your department both in preparing the plan and seeing it to completion.

Respectfully,

Roy L. Marshall

Roy L. Marshall
State Fire Marshal and
State Building Code Commissioner

Enclosure

cc: Judy McClure, Cultural Affairs, New Historical Bldg.
Paul H. Wieck, II, Commissioner
Don Paulen, Administrative Assistant, Governor's Office
Executive Council
Iowa Legislative Council
Iowa Supreme Court

WRITE PLAINLY

FIRE MARSHAL'S DIVISION
DEPARTMENT OF PUBLIC SAFETY

ADDRESS:
STATE FIRE MARSHAL
900 EAST GRAND
WALLACE STATE OFFICE BUILDING
DES MOINES, IOWA 50319

LOCATION Iowa State Capitol Governmental Offices COUNTY Polk DATE 4/18/91

OCCUPANT State of Iowa ADDRESS Capitol Complex

OWNER State of Iowa ADDRESS Des Moines, IA 50319

AGENT Iowa Department of General Services ADDRESS Des Moines, IA 50319

WE HAVE INSPECTED THE ABOVE PREMISES AND FIND fire code violations, as outlined in the attached report.

Pursuant to Section 100.13, State Code of Iowa, you are directed to make corrections as follows:

1. Maintenance items referred to under the heading "Individual Room and Office Inspection" are to be corrected by May 30, 1991.
2. Items under the heading "Electrical" are to be corrected by June 30, 1991.
3. Exiting violations under Chapter 100, State Code of Iowa, and Iowa Administrative Code 661-5.50 - 661.105(100) are to be dealt with by providing an acceptable plan of correction to this office not later than July 30, 1991. This plan of correction will include both a starting and completion date for the project, with the starting date to be not later than July 1, 1992.

CORRECT ABOVE CONDITIONS ~~BY~~ AS NOTED.

DATE OF COMPLIANCE

Roy L Marshall
STATE ~~DEPUTY~~ FIRE MARSHAL

Kathleen De Williams
AGENT ~~ASSIGNED~~

PLEASE NOTIFY THE OFFICE OF THE FIRE MARSHAL UPON COMPLIANCE

595-0935

FIRE SAFETY INSPECTION - STATE CAPITOL

DECEMBER 26-27, 1990

EXITS - CHAPTER 100, STATE CODE OF IOWA, AND IOWA ADMINISTRATIVE CODE 661-5.50(100 - 661-5.105(100):

A major fire safety problem with this building is the lack of approved exits. All current exits from the building require that a person pass through the rotunda area. There are four spiral stairs which serve the third floor and exit on the corners of second floor on either side of the entrances to the House and Senate. Exiting from the second floor rotunda area is down the east grand staircase onto the first floor. The areas behind the House and Senate have unenclosed stairs which lead down to the north and south ends of the first floor. Although each end has two stairs from the first floor, they share a common landing on upper levels and can be considered as only one exit. There is no way for people on the second and third floors in the area behind the House or Senate to reach the exits in the rotunda. Exiting problems are further compounded by the addition, at some previous time, of wood-framed intermediate levels. Exit paths are poorly marked and emergency lighting is not installed throughout the building. (Note: an engineer is currently designing a system to upgrade the emergency generator and to provide emergency lighting; exact status of the project is unknown). Additional enclosed exit stairs are needed for safe exiting. These should be located near each of the corners of the building.

ELECTRICAL:

Use of Extension Cords: It has been Fire Marshal policy to allow up to two approved extension cords per workspace, when the cords were not used to power high-wattage devices. This apparently does not meet OSHA standards. During a recent OSHA inspection of the Employment Services Building, we were apprised that OSHA standards apparently allow only the use of "Temporary Power Tap"-type cordsets. (These may have up to six outlets and must have built-in fuse or circuit breaker protection. They may also have some power conditioning feature such as spike or surge protection for use with computers and other sensitive equipment). OSHA limits the use of power taps to use with computer equipment and temporary use until permanent outlets can be installed. This inspection was performed in accordance with existing Fire Marshal Policy, which permits only heavy-duty UL-listed grounding cordsets.

Throughout the building are numerous "homemade" extension cords. These cords are made using black rubber-covered cord and metal boxes with NM cable style cable clamps. Although the components are individually UL-listed, these cordsets are not UL-listed and are not approved for use.

These cords should be removed and permanent outlets provided.

During the inspection, an electrician was observed making some minor repairs. Even with a circuit tracer, he was having trouble finding the proper circuit breaker to de-energize the circuit he was working on. All breaker panels are to be properly labeled, as required by the National Electrical Code.

INDIVIDUAL ROOM AND OFFICE INSPECTION: *

X Using approved fire-safing materials, repair all penetrations through the **ATTIC FLOOR**, such as the one on the north side of the Senate attic near the copper vent line. (Most holes found during the December 5, 1989 inspection have been repaired).

Adjust the west fire door from the **LAW LIBRARY ATTIC** to the House attic so that it closes properly.

Using approved fire safety materials, repair the penetrations through the fire walls such as the ones around the conduit between the **LAW LIBRARY ATTIC** and the **HOUSE ATTIC** and the one around the fire alarm conduit north of the fire doors from the **HOUSE ATTIC** to the **EAST WING**.

The carbon dioxide fire extinguisher in the **GOVERNOR'S OFFICE COPY CENTER** is due for hydrostatic testing.

Replace the cover on the junction box on the **KITCHEN** ceiling. Panel B-3 was so hot you could not comfortably leave your hand on it. Have the panel checked and repair or rewire as needed to correct the problem.

X The fire hose in the **LAW LIBRARY** had not been replaced (note: this was the only fire hose which hadn't been replaced since the December 5, 1989 inspection).

The flexible metallic conduit has been pulled out of its connector in the **ASSISTANT SENATE MAJORITY LEADER** office.

Replace the cover for electrical panel D-16 in **ROOM 206**.

Replace the broken cover on the junction box for the heater in the **FISCAL DIRECTOR CONFERENCE ROOM**.

PANELS C6 and D6 had circuits taped on. This is permissable only if it can be documented that this does not interfere with the breaker operation. To date, we have received no documentation that this is acceptable.

Electrical **PANELS E-1 and E-3** have missing bus covers exposing live parts.

X The cover on the **HOUSE FLAG POLE** junction had been replaced but only the top screw had been installed; the bottom two were missing.

Replace the cover on the open electrical junction box, east wall **ROOM 305.1.**

Remove all storage from **ROOM 305.2** (space under the wooden exit stair from above) until a one-hour fire-rated door is installed and the room is completely lined with materials which will provide one-hour fire-resistive protection for the stairs.

Repair the heat detector in the **HOUSE DEMOCRATIC CAUCUS** STAFF ROOM; it is hanging by the wires.

Unused knockout in ceiling mounted junction box north end of **LEGISLATIVE SERVICES CONFERENCE ROOM** are to be covered.

Check the wiring in the **HOUSE AIR HANDLING ROOM.** There were numerous covers missing on electrical boxes. The porcelain base light fixture was hanging by the wires.

Relocate the smoke detector in the **HOUSE SPEAKER CONFERENCE ROOM;** it is located about three feet below the ceiling. Unless listed for other locations, the detector shall be mounted on the ceiling or within four to six inches from the ceiling.

Repair the **SOUTH EXIT DOOR** on **EAST END, FIRST FLOOR,** so that it will open properly.

Replace the two broken bus covers on **PANEL B-6.**

Replace the cover for **PANEL B-7; the cover** was loose and appeared too small to completely cover the panel box.

Repair the exit sign at the **NORTH END, GROUND FLOOR.**

Seal all penetrations into the **ELEVATOR SHAFTS** with approved fire-resistive materials.

Throughout the **SUB-BASEMENT,** there were numerous junction box covers missing; replace all missing junction box covers.

Remove the temporary wiring from **PANEL A-1** and replace the cover. Based on the dust on wires, this does not appear to be "work in progress."

Cover the openings for circuits 8 and 10 in **PANEL AA-37** with approved material.

Replace the missing bus covers in **PANELS A-3 and AA-26.**

Relocate **PANEL AA-28** to an area which has the working clearances required by the National Electrical Code.

Remove the temporary wiring near **TRANSFORMER 3AB**.

Replace the missing fire extinguisher; empty bracket located **NORTH, TRANSFORMER 3AB**.

Replace the cover for the elevator switchgear in the **ELEVATOR EQUIPMENT ROOM**, below the Supreme Court area.

Fill unused breaker locations with approved materials in the unlabeled breaker box, **EAST of ENTRANCE TO TUNNEL** (circuit 1 labeled tunnel lights; label this panel).

Remove the unused "homemade" strip outlet-style extension cord which was formerly used to power some phone equipment. The extension cord is adjacent to **UNLABELED PANEL NOTED ABOVE**.

Remove the "office on the second floor landing", **NORTHWEST SPIRAL STAIR**.

The second floor door to the **NORTHWEST SPIRAL DOOR** does not close and latch; has plain glass vision panels. Correct by repair or replacement.

Each side of the rotunda-side, **SENATE GALLERY**, has seating for over 50 persons (59), only one exit and the door swings against exit travel and does not have panic hardware. Correct by additional exit or occupancy limitation.

Panic hardware, second floor door for the **SOUTHWEST SPIRAL STAIR**, had been dogged down so the door will not latch (note: when the door is latched there is no release form the rotunda side). Correct by repair or replacement.

CONFERENCE ROOM 22, occupant load should be 49, not the posted 68; only one exit. Occupant load exceeding 50 require at least two exits swinging in the direction of exit travel and panic hardware.

Remove the furniture in the **THIRD FLOOR HALL**, behind the north house gallery.

Remove the desks and boxes on the **SECOND FLOOR** portion of the exit stairs behind the **HOUSE**.

ROOM 116 doors swing against exit travel and have plain glass. Correct door to swing with direction of exit travel.

Exiting from the **WEST END OF FIRST FLOOR** was obstructed by construction. Maintain proper exits at all times the building is occupied.

ROOM 118 Only one exit door in a room with occupant load posted 58 exits are provided. Correct by additional exit or occupany limitation.

LEGISLATIVE SERVICES, THIRD FLOOR: Non-listed and unapproved cords found in various locations.

LAW LIBRARY: Non-listed cords found in various locations; one powering coffee pot.

LEGISLATURE - SENATE: Extension cord used on space heater; combustibles stacked on top of heater.

SENATOR MAJORITY LEADER: Unapproved extension cord.

SENATE LEGAL COUNCIL: Unapproved extension cord.

SENATE MINORITY LEADER: Three unapproved cords.

SENATE ASSISTANT MAJORITY FLOOR LEADER: Electrical heater powered by "power tap-type" extension cord.

ROOM 324: Unapproved cords.

ROOM 322: Coffee pot powered by extension cord.

NORTHEAST CORNER STAFF AREA BEHIND SENATE: Unapproved extension cord.

SENATE CHAMBERS: The extension cord powering the wreath went through the door to the area behind the chamber.

ROOM 211: Coffee pot powered by extension cord.

SENATOR WELSH OFFICE: Unapproved extension cord.

SENATE ASSISTANT MINORITY LEADER: Non-approved extension cords; one powering coffee pot.

HOUSE COMMITTEE CHAIR ROOM: Unapproved extension cords.

FINANCE OFFICE: Unapproved extension cords.

HOUSE INDEXING: Non-listed cords.

X HOUSE MAJORITY LEADER: Extension cord to refrigerator.

RULES COMMITTEE LEGAL STAFF: Unapproved extension cord; electric heater powered by extension cord.

ROOM 117: Electric heater powered by an extension cord and non-listed cords.

APPEALS COURT CLERICAL AREA: Electric heaters and refrigerators powered by extension cords.

APPEALS COURT BOOKSHELVES: Remove the electrical outlets in the aisle.

SUPREME COURT OFFICE AREA: Copier powered by extension cord.

GOVERNOR'S OFFICE STAFF AREA, FIRST FLOOR: Non-listed extension cords.

AUDITOR'S OFFICE: Non-listed extension cords.

TREASURER'S OFFICE: Cords in aisle found in various locations.

ROOM 16: Unapproved two-wire cord found.

ROOM 15: The required clear floor space in front of electrical panel B-5 was obstructed by pop can storage.

ROOM 14, OFFICE OF MANAGEMENT: Coffee pot powered by extension cord.

ROOM 13: Non-listed extension cords.

GOVERNOR'S OFFICE, GROUND FLOOR: Unapproved two-wire cord found.

SUPREME COURT CLERK'S AREA: Coffee pot powered by unapproved light gauge two-wire extension cord.

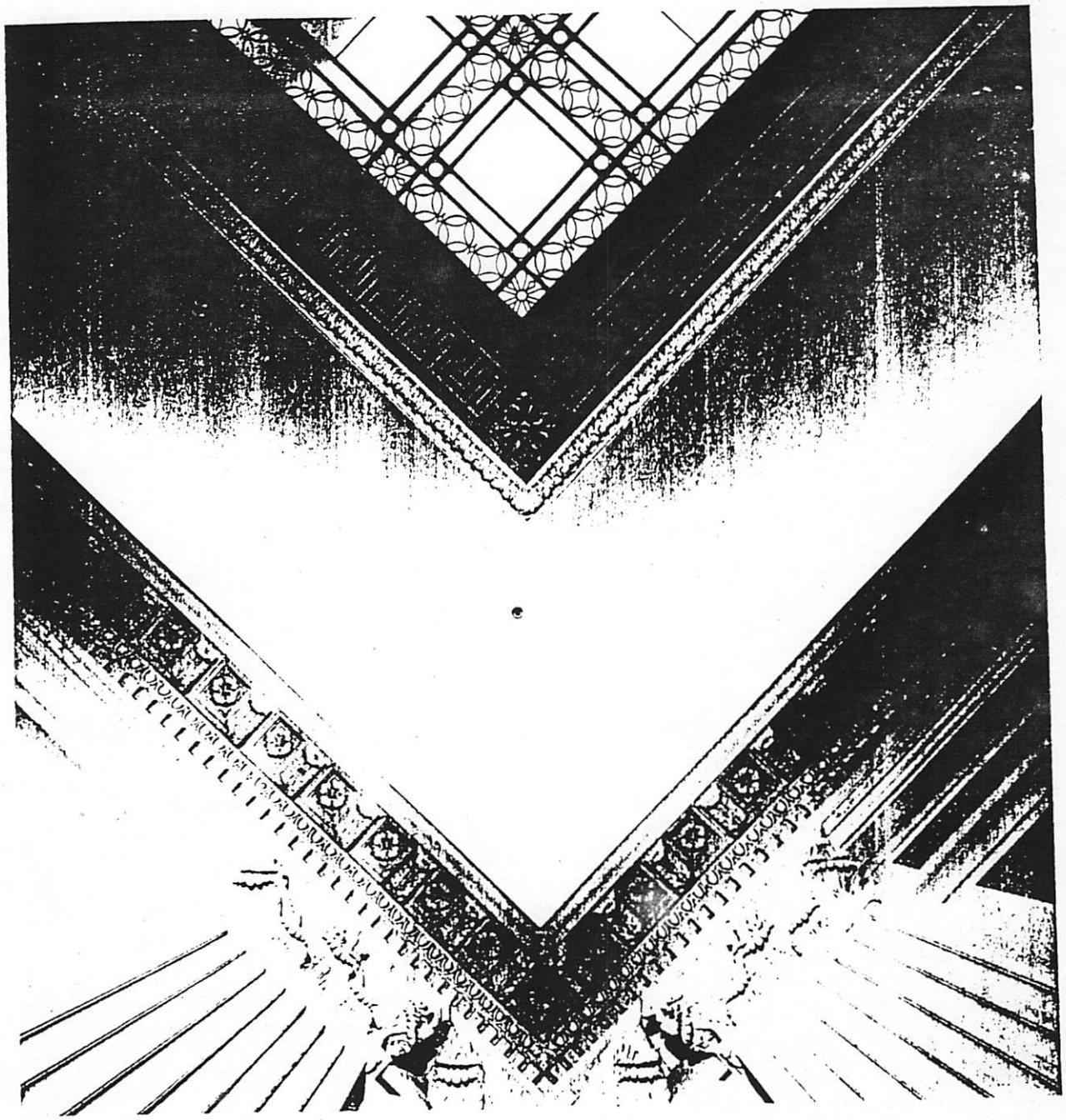
COURT ADMINISTRATOR: An extension cord was running through a door to power a humidifier in the hallway.

COURT OF APPEALS: A "power tap-type" extension cord was being used to power another extension cord.

EXECUTIVE COUNCIL: An extension cord was being used to power a copier.

*The room and office inspections include most, but not all, offices and rooms. This report reflects the common fire safety violations in the building, but in all probability not all the problems in each individual room were found.

FIRE SAFETY RETROFITTING
IN HISTORIC BUILDINGS

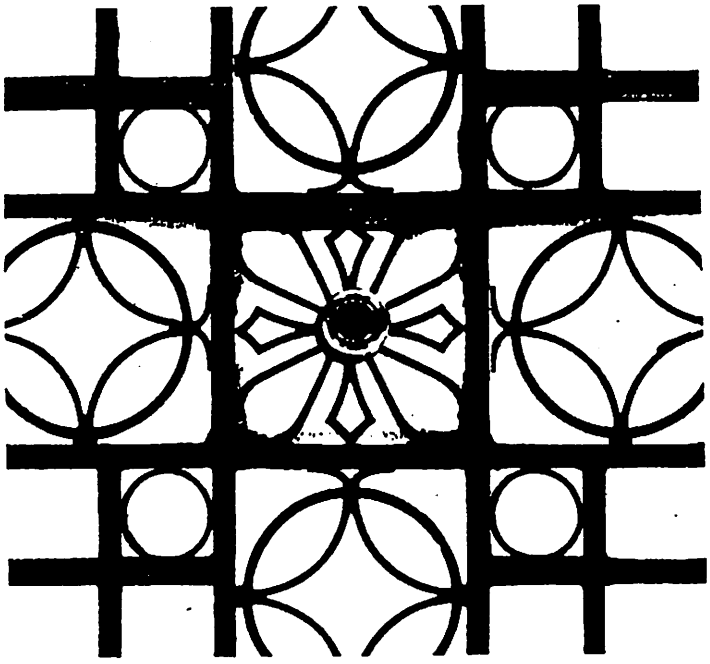


JOINTLY ISSUED BY

Advisory Council on Historic Preservation and the General Services Administration

AUGUST 1989

FIRE SAFETY RETROFITTING
IN HISTORIC BUILDINGS



JOINTLY ISSUED BY
Advisory Council on Historic Preservation
General Services Administration
AUGUST 1989

Preface

The concern for public safety and the protection of property, within the context of historic preservation, has led to challenges in the continuing use of historic properties. Older buildings, constructed before modern fire safety requirements were established, must be made safe for the public.

This publication is designed to address concerns about maintaining safety and property integrity, while preserving the distinct historic features of that property. The Advisory Council on Historic Preservation encourages the incorporation of preservation issues into the comprehensive program planning developed by Federal agencies for managing their properties, and the procedures recommended throughout this text emphasize the necessity of thorough and early planning for successful and efficient retrofitting of fire safety systems in historic buildings. With any undertaking, however, Federal agencies must take into account the effects of that undertaking on historic properties, as required by Section 106 of the National Historic Preservation Act of 1966, as amended (NHPA).

Any alterations planned by a Federal agency for a historic structure, such as the addition of fire safety systems, must include compliance with the Section 106 review process, which is administered by the Council under its regulations at 36 CFR Part 800. During this process, Federal agencies must provide the Council an opportunity to comment on any agency activity or undertaking that may affect historic properties, and must take the Council's comments into account. The Section 106 review process consists of five steps: identifying and evaluating historic properties within the areas of potential effects, assessing effects on the properties, consulting with appropriate parties to avoid or reduce any adverse effects, Council comment, and proceeding with the undertaking. This publication recommends specific examples of methods for retrofitting fire safety systems that can avoid harm to historic features and discourages other specific methods likely to be incompatible with those features. Following these recommendations will facilitate Section 106 review of fire safety retrofitting projects.

The General Services Administration is author of this publication. The Advisory Council on Historic Preservation and General Services Administration are jointly publishing these technical notes to reinforce both agencies' concerns for the issues raised in the text discussion. The Council and GSA hope that this publication will be used widely as agencies plan for fire safety retrofitting in historic buildings in such a manner as to comply with both protective requirements and Section 106.

The publication makes clear that the protection of life and property are paramount to the enhancement of the historic features of a property. However, through careful consideration of the issues of preservation and fire safety that are presented in this publication, and by incorporation of those issues into agency planning, agencies can efficiently coordinate policies and programs with those of the National Historic Preservation Act and effectively fulfill the need for public safety as well.

Robert D. Bush
Executive Director
Advisory Council on Historic Preservation

Dale Lanzone
Director of Arts and Historic Preservation
General Services Administration

Donald G. Bathurst
Chief of Fire Protection Engineering
General Services Administration

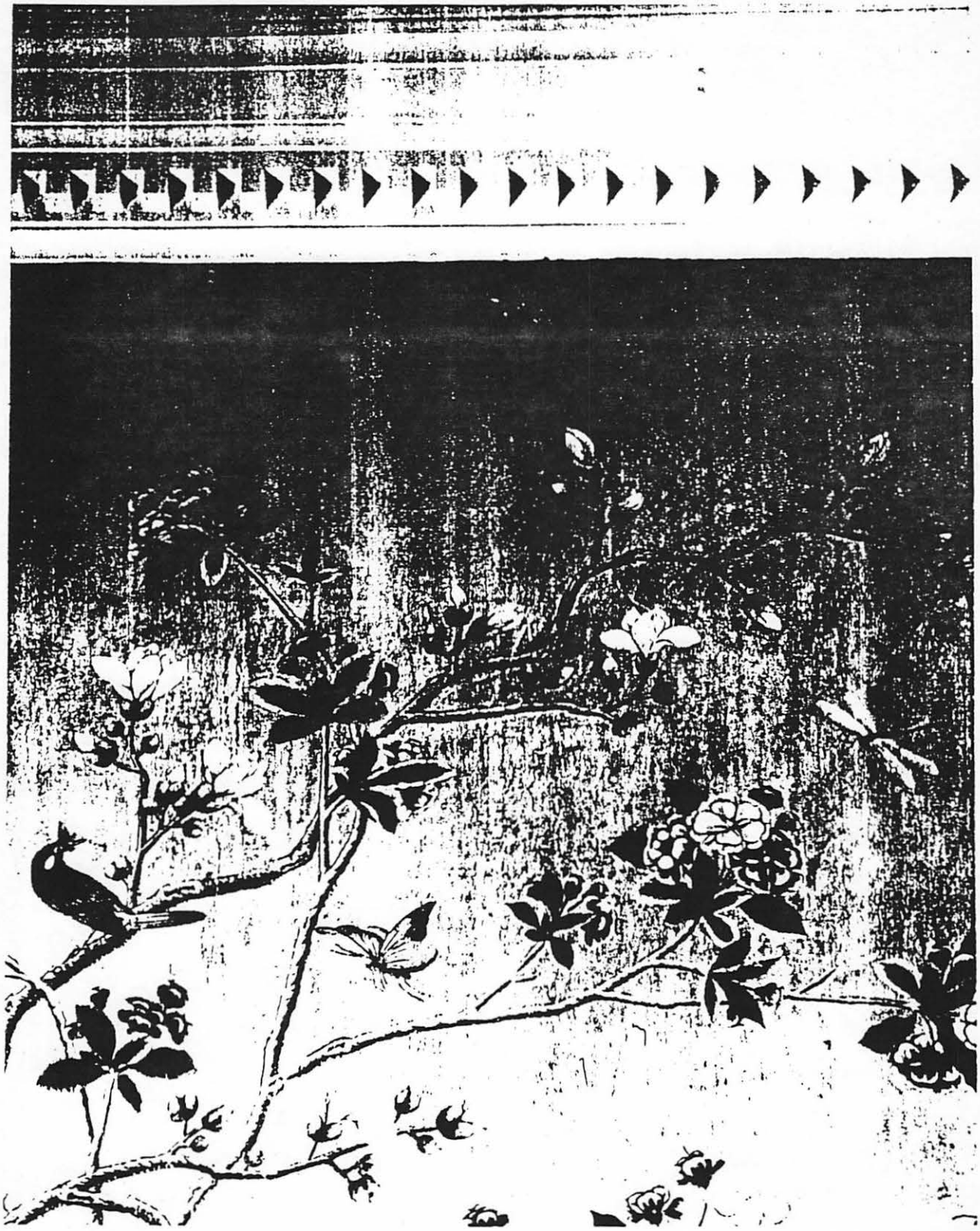


Figure 1. Blair House, the Presidential guest quarters, Washington, DC, has undergone a fire safety retrofit. A sprinkler head is visible below the cornice line.

Standards for fire safety retrofitting

The challenges of fire safety retrofitting in historic buildings today are

- *first, to provide for the protection of life;*
- *second, to protect the property; and*
- *third, to ensure that the installation of fire safety devices has minimal impact on the historic features of the property.*

Fire safety systems must perform so that building occupants are ensured of sufficient time for protected egress during fire or other emergency conditions, property is protected to ensure minimal loss during fire, and continuity of mission is not disrupted due to fire.

In protecting the significant historic features, two principles must interact: the installation and operation of fire safety and suppression devices should have minimal impact on the historic features, and these systems and devices should provide maximum protection for the historic features.

Designing fire safety systems to ensure the maximum protection of significant historic building features must be accomplished within the context of the absolute need to protect life from fire and its effects. Within this context, protection and preservation of significant features can be accomplished by applying the following standards:

- **Creativity** *to ensure the consideration of all possible alternatives that would balance the needs to protect life and property with the overall preservation objectives.*
- **Flexibility** *to apply and adapt fire safety codes or risk reduction requirements to achieve both the safety and historic preservation objectives.*
- **Practicality** *to resolve conflicts between fire safety and historic preservation objectives creatively and flexibly.*

The complexity of retrofitting historic properties for fire safety varies with the degree of existing fire safety systems and the historic significance of the building. The more significant the historic features, and the more fire safety risks there are present, the greater the complexity is in achieving these standards.

Since each project has its own unique issues of preservation and fire safety, it is vital that each project team utilize a design process that will successfully integrate the contemporary needs of fire safety into the building with minimal effect on the significant historic features. This process needs to be sufficiently specific to guide each individual team member, yet sufficiently flexible to accommodate all projects. This guide will describe the project team required, the process for achieving successful fire safety retrofitting in historic buildings, code issues and fire safety systems, and specific applications with recommended and not recommended treatments.

The project team

The individuals (project team) involved in the renovation and retrofitting of fire safety systems in an historic structure typically include the building manager, the building occupants, the architects, the historic preservation specialist, the fire protection engineer, and the review authority(ies) having jurisdiction (Figure 2).

Both historic preservation and fire safety issues generally require specialists to properly research, document, and then recommend solutions for a given project. Because of the special requirements for each area, it is necessary that consultation and project coordination occur at the earliest possible time so that individual project objectives can be shared and developed into mutual objectives. Such consultation and coordination must occur between the project specialists as well as required participants, such as the State Historic Preservation Officer (SHPO) and the Advisory Council on Historic Preservation.

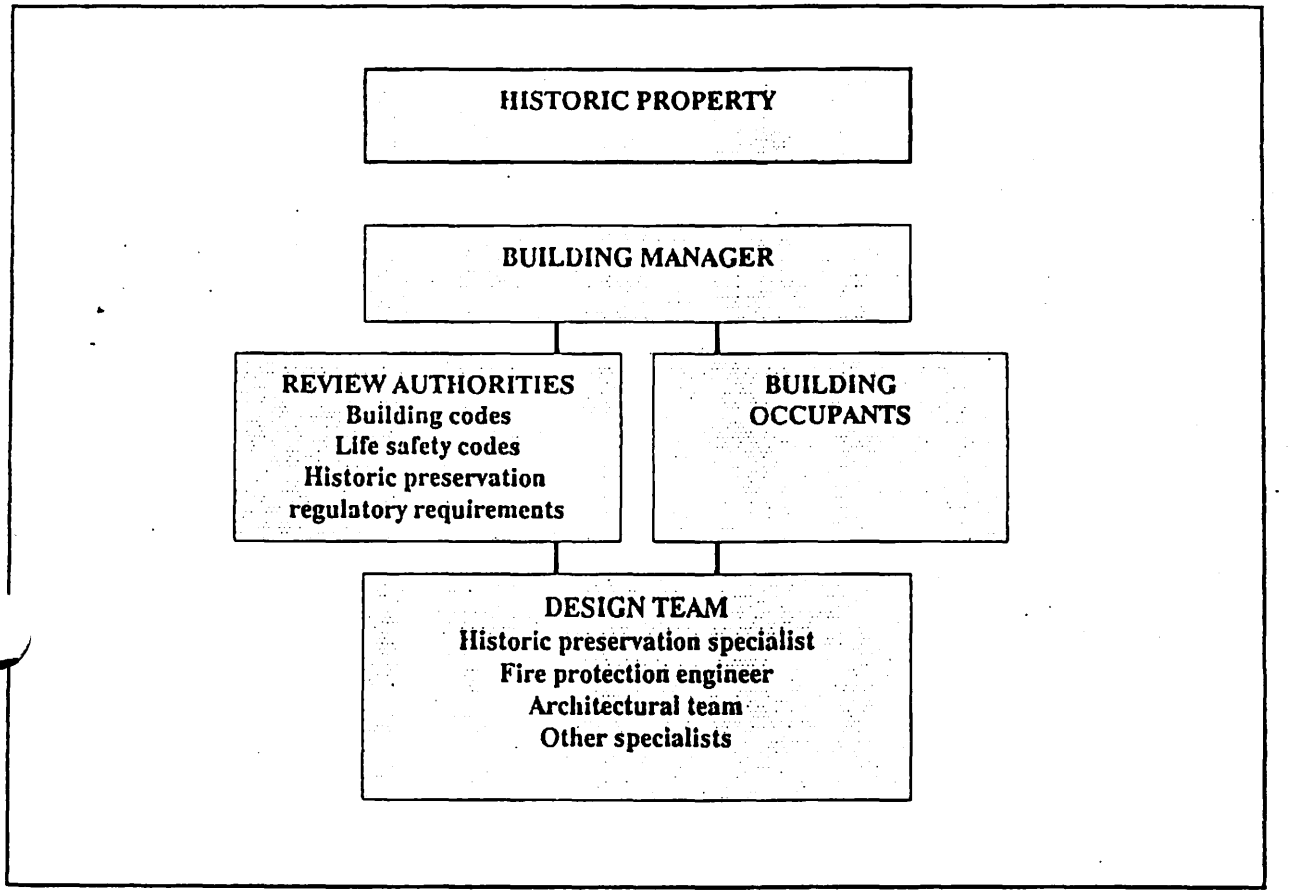


Figure 2. Project team organizational chart for fire safety retrofitting.

The process of fire safety retrofitting

The process for achieving a successful fire safety retrofitting in historic buildings consists of an assessment of the building, which includes an historic preservation assessment and a fire safety assessment; an evaluation of objectives and selection of proposed solutions; a review of proposed solutions; and implementation. Each of these steps is described below (Figure 3).

Assessment of the building

The historic preservation assessment. If a Historic Building Preservation Plan or Historic Structures Report has been completed for the building, it should be used as a frame of reference for the assessment.

For the assessment, the historic preservation specialist examines the building and its site, the zones within the building, and the individual features within the building. The building and its site are evaluated based on factors such as building type, style, use, age, condition, modifications, site context, and historical associations to determine the building's historical significance and historic character. The zones, i.e., public, private, and circulation spaces, are next evaluated to determine the significance of the zones based on their use, original design, public access, integrity, detailing, and materials. Finally, specific features located in the building are evaluated to determine their significance based on uniqueness, materials, detailing, and condition. The result of this evaluation is a determination of the level of significance of the building, zones, and features. Items

that are determined to be highly significant require creative and flexible approaches to fire safety retrofitting to preserve this significance.

The fire safety assessment. The purpose of the fire safety assessment is to determine how the building presently performs in the event of a fire, to define what deficiencies need to be corrected to ensure safe building evacuation and building preservation, and to determine how best to correct these deficiencies in a manner that both ensures fire safety and preservation of historical features. Critical to this assessment is the understanding that building codes and life safety codes are guidelines, not prescriptions, for the fire safety retrofitting of historic buildings. Strict application of the codes may result in the destruction of highly significant features and must be avoided through creative and flexible application of codes.

An alternative approach to codes and standards is an evaluation of buildings based on a systems approach with building and life safety codes used as benchmarks in determining building performance during a fire. This entails conducting a thorough inspection and objective evaluation of the entire property, including stairs, doors, corridors, construction materials, fire sources, existing fire safety equipment, operational support systems, and the occupancy as part of the total system relative to overall fire safety.

The result is a logical and reliable determination as to

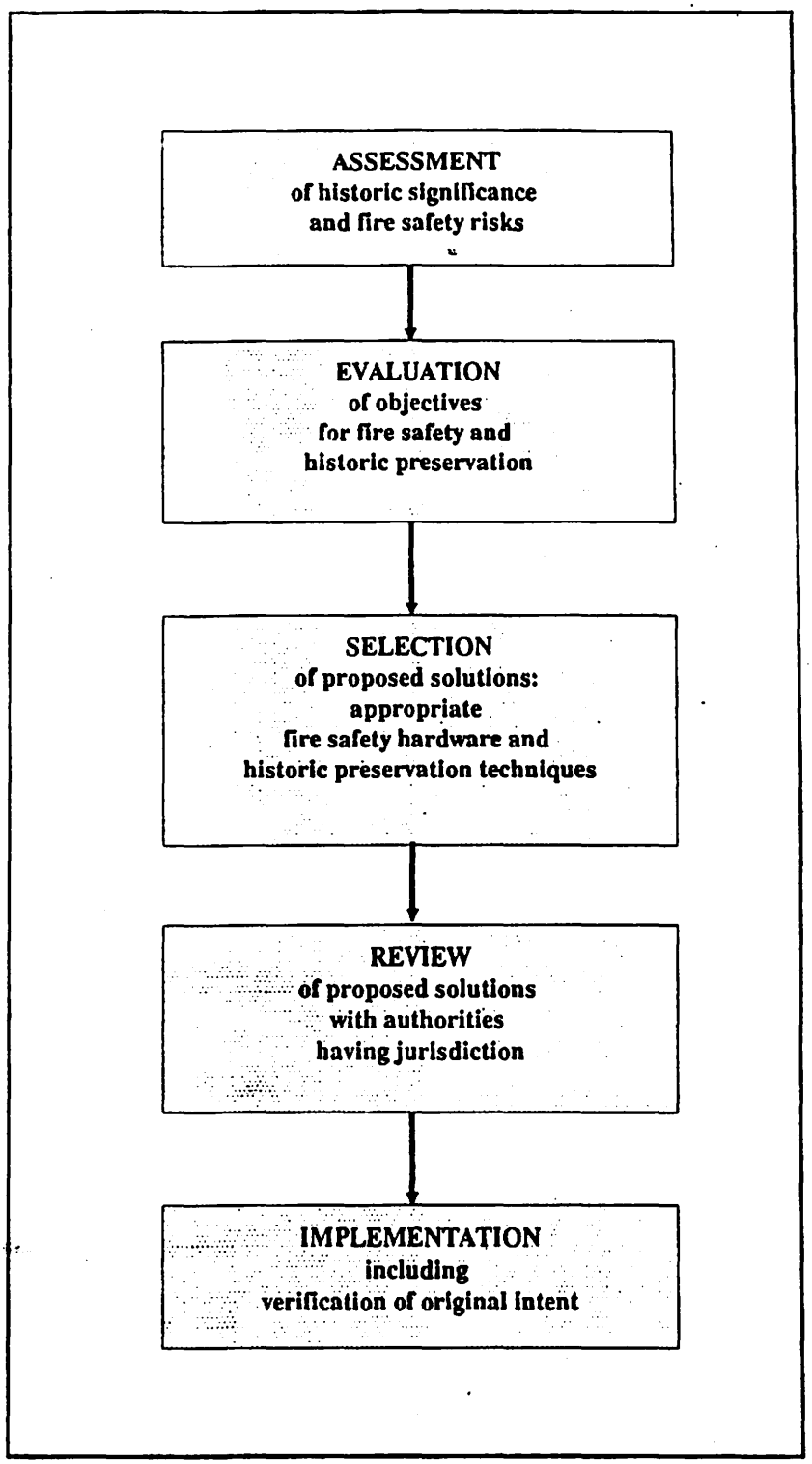


Figure 3. Decisionmaking process for fire safety retrofitting in historic buildings.

whether equivalent or alternative protection exists for any or all conditions.

Evaluation of objectives

Once the historic preservation assessment and the fire safety assessment have been completed, each should be analyzed in the context of the other. The most significant historic features and the most important fire safety objectives are identified and prioritized. Each priority is analyzed and design solutions explored to meet the objectives of both fire safety and historic preservation. The objective of this analysis is that each team recognizes and understands the values and/or requirements of the other's program. Such cooperation resolves issues of conflicting values and needs through sensitive design and planning solutions.

The overriding goal of this collaborative effort is to design the highest quality project while satisfying both historic preservation and fire safety values and objectives.

Selection of proposed solutions

In the selection phase, the methods of protecting the building occupants and the historic fabric of the building are decided. Fire safety system selection, which began during the evaluation phase, is finalized as the system requirements are balanced against the need for preserving the historic fabric. Actual fire safety hardware is matched to preservation and restoration techniques and locations, and details of installation are worked out, along with the logistics of accomplishing these activities.

Review of proposed solutions

Once the solutions from the selection phase have been documented, the project team should review the implications with the authorities having jurisdiction over the various fire safety requirements respective to historic properties.

This is the point at which the Historic Preservation Officer completes the Section 106 review requirements administered by the Advisory Council on Historic Preservation.

Once jurisdictional review requirements have been satisfied, the project manager may then complete the documentation and issue the drawings for implementation.

Implementation

During implementation, the project team must inspect the work at pre-established critical points to verify that the original intentions of the design are being carried out. If construction is required, it is important that photographs be taken prior to commencement of work and be incorporated into the design document to help clarify or pinpoint specific areas warranting added special attention. After project completion, photographs should be taken to document final outcome of the work and for use as pre- and post-construction comparison tools.

Code issues and fire safety systems

The purpose of codes in contemporary buildings

Modern construction is guided by a number of codes and common practice procedures. Specific codes are written for building construction, mechanical systems, plumbing systems, electrical systems, sanitary water supply systems, and life safety. The typical contemporary building is planned for fire safety and contains structural, mechanical, and electrical systems, and materials and methods of construction that are well known to the architect and/or engineer and therefore easily evaluated for fire safety using these codes.

Building and life safety codes establish minimum standards for building construction. Most codes determine allowable construction techniques or materials by weighing the degree of safety provided by the building (its construction classification) against the degree of hazard presented by the user (occupancy classification) and by taking into account such factors as installed fire protection systems.

Building codes

The purpose of building codes, typically, is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location, and maintenance of all buildings and

structures within its jurisdiction. The building codes define specific criteria for buildings based on their occupancy classification and/or type of construction. In addition, these codes specify detailed regulations in a number of areas such as existing fire extinguishing systems, wall and ceiling coverings, and elevators.

There are three model building codes that are adopted either in full or in part throughout the country: the Basic Building Code, used mostly in the northeast; the Southern Building Code, used through most of the southeast; and the Uniform Building Code, used primarily in all of the western states. In addition, some of the larger cities such as New York have adopted their own set of codes. Most codes also include appendices that reference industry standards prepared by manufacturers or research associations such as American Society for Testing and Materials (ASTM), American National Standards Institute (ANSI), Underwriters Laboratories, Inc. (UL), and Factory Mutual Approval Guide (FM), which provide more detailed information for adaptive use.

Although intended as a minimum, most building code requirements often become the standard of design. However, repairs, alterations, and additions necessary for the preservation, restoration, rehabilitation, or continued use of a building may be made without full compliance of all requirements of a building code given authorization from an authority having jurisdiction provided no unsafe conditions are deemed present.

Fire safety codes

Life Safety Code. The most widely recognized code that discusses life safety is the National Fire Protection Association (NFPA) Code for Safety to Life, commonly referred to as NFPA 101 or the Life Safety Code. It is this code that is either the model for other local and Federal codes or is enforced through reference. The Life Safety Code addresses those items in building design and operation which affect safe egress from a building and does not address protection of property nor other building safety measures such as are typically included in building codes.

The Life Safety Code focuses on three broad areas: means of egress, features of fire protection, and fire service and fire protection equipment. Similar to building codes, the specific requirements for each of these areas varies depending on the occupancy classification of the building. Occupancy is defined as "the purpose for which a building or portion thereof is used or intended to be used." Thus, the intended reuse or continued use of the historic building will determine the design and engineering of the life safety solutions.

Means of egress is defined as a "continuous and unobstructed way of exit travel from any point in a building or structure to a public way and consists of three separate and distinct parts: the exit access, the exit, and the exit discharge." The means of egress is an integral component of life safety systems, as it is through this mechanism that safe evacuation is conducted. Specific components of a means of egress include corridors and stairs.

Features of fire protection discussed in the Life Safety Code deal with construction and compartmentalization of the structure, sometimes referred to as passive fire protection. In this section, the code addresses specific requirements for installation of vertical and horizontal fire-rated partitions, smoke barriers, and interior finish materials.

Building service and fire protection section touches on ancillary equipment installed in buildings such as utilities, heating/ventilating/air conditioning (HVAC) equipment, and elevators. In addition, descriptive information is provided regarding various types of fire protection systems including fire alarm, detection and communication devices, automatic sprinkler systems, and other extinguishing equipment. Sprinklers and other fire extinguishing systems are commonly referred to as "active fire protection" features.

Codes in historic buildings

Adherence to the codes is more difficult for historic properties than for new construction. In fact, there are no specific codes to guide installation of fire safety systems in historic properties. In response to the lack of specific code guidance, the

model building codes make special provisions permitting the authority having jurisdiction to waive code requirements for construction, alterations, and the repair of historic properties.

NFPA has published recommended practices for protection of historic structures and rehabilitation and adaptive reuse for historic structures. The purpose of these practices is to provide background material on the historic preservation field and its requirements, information regarding the identification of fire hazards, and recommendations for planning and design approaches and solutions appropriate for the historic building relative to fire protection and prevention.

Alternative approaches to the codes

Qualitative risk assessment is a preferred method for determining proper fire safety retrofitting in historic properties. Risk assessment incorporates the identification and evaluation of the conditions of the building, the potential consequences, and the associated risk to the occupants, property, and the mission. All positive and negative features must be taken into consideration in the building evaluation. This approach will project the expected performance of the property during a fire from which an assessment of risk to life and property loss can be formulated. Once a risk assessment has been determined, the levels of acceptable risk must be agreed upon.

Risk is the potential harm or, more formally, the potential for realization of unwanted, negative consequences of an event. The objective of control of risk from fires is to reduce the probability and consequences of events leading to and resulting from fires to an acceptable level.

This systematic approach using risk assessment techniques should be applied in determining how conditions are to be corrected. Such techniques should be used by the project team when developing abatement procedures for conditions. Recommendations are to be based on the exposure to risk of loss.

Thus, each historic property must be individually evaluated

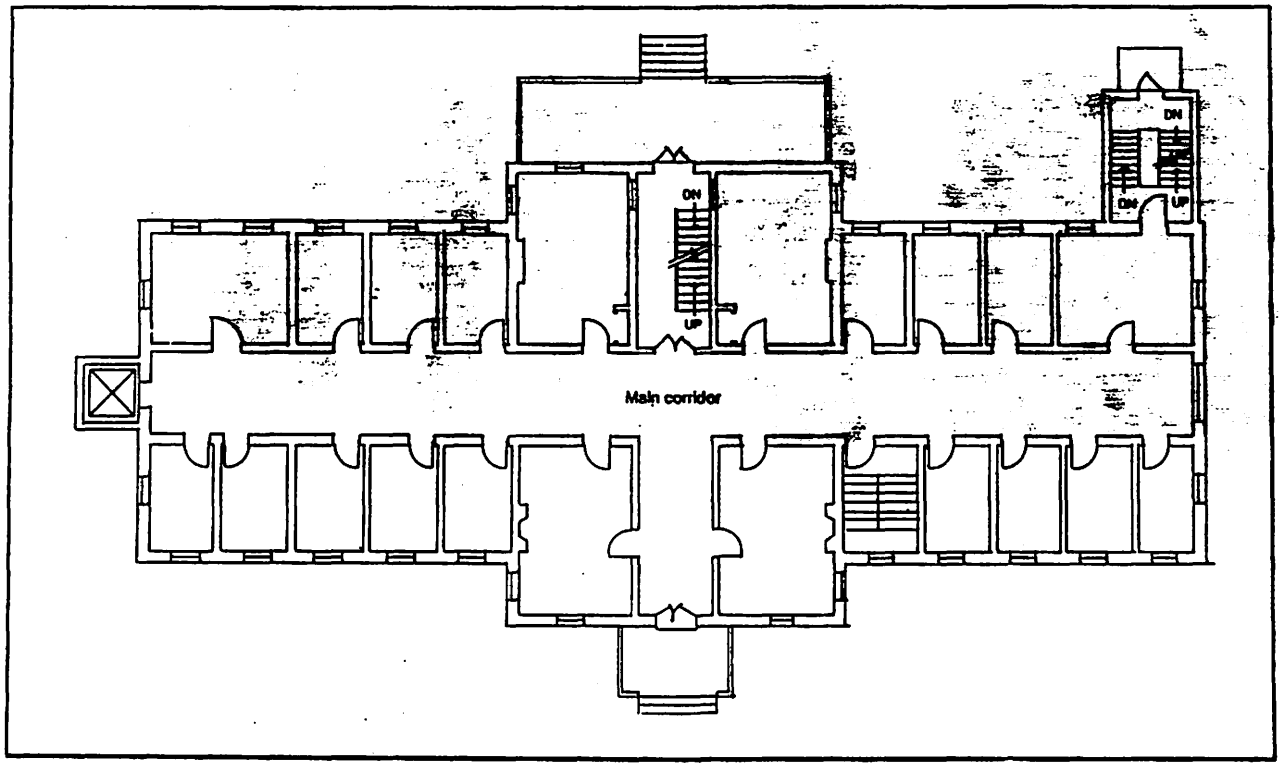


Figure 4. First- floor plan of existing 18th-century Alms House, Bedford, Pennsylvania, to be adapted for reuse. The main corridor was determined to be historically significant.

from a fire safety system standpoint and acceptable levels of risk must be established. The design team should research the existing infrastructure early in the planning stages to determine the value of fire protection inherent in the existing materials and systems as compared to modern building standards. The design team can then approach the applicable fire and life safety codes as a guide rather than a solution.

The team should then design and engineer solutions that apply risk assessment techniques with the need to protect the historic fabric of the property. Resolution of potential conflicts can be coordinated through the authority having jurisdiction and the historic preservation specialist.

Applications

The following are some general applications to illustrate recommended/not recommended treatments to fire safety and historic preservation issues.

Corridors

Corridors that lead to an exit are typically a component of a means of egress called the exit access. The pathway to an exit must be wide enough to accommodate egress of building occupants and be located in such a manner that travel distances to the exit are not exceeded, nor that dead end arrangements are prevalent. Corridors should be arranged so that if a fire blocks access to an exit in one direction, an occupant could access another exit from another direction.

In the adaptive reuse of the 3-story masonry Alms House built in the 1860s (Figure 4), the SHPO had indicated that the wide and open corridor flanked on either side by individual rooms was historically significant and due consideration should be given to maintaining the corridor unobstructed. At the same time, the authority having jurisdiction in fire safety matters cited various code violations that would require substantial upgrades of the existing historic fabric to accommodate the planned reuse. Using these

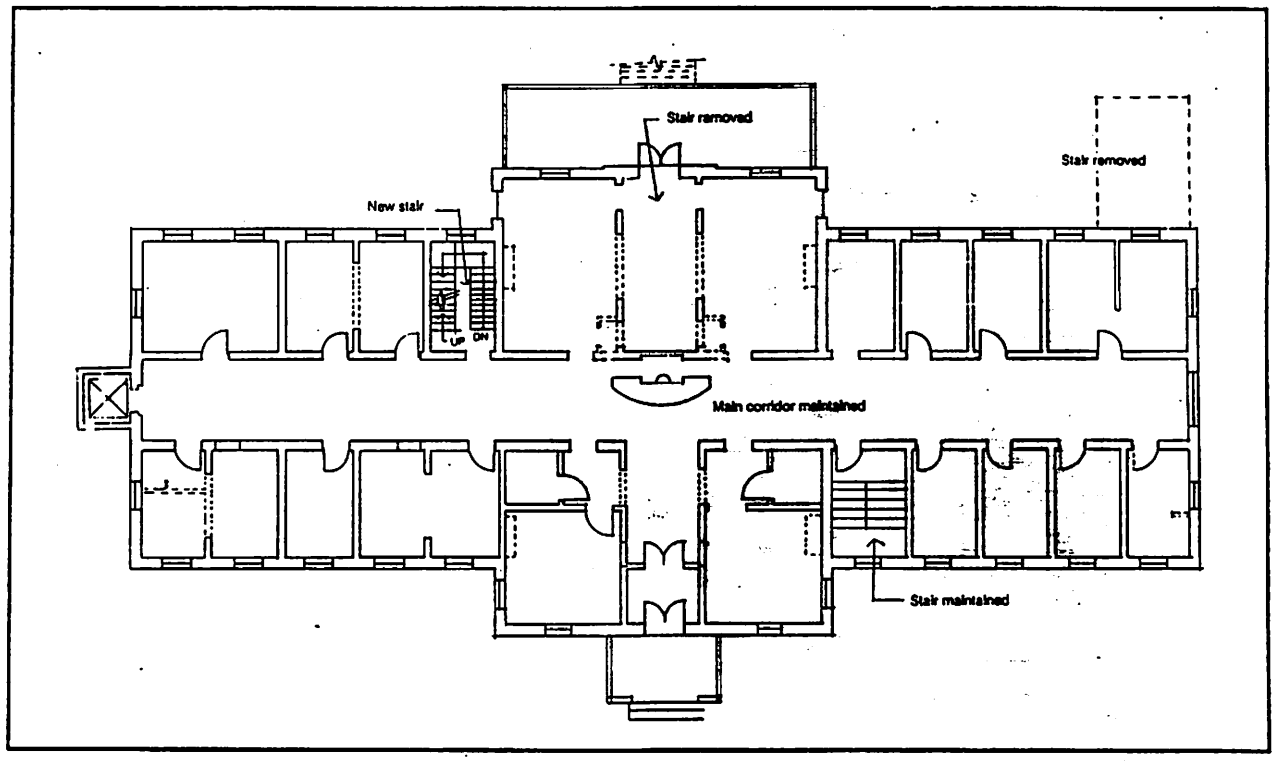


Figure 5. First-floor plan showing the final solution for retrofitting the building with stairs. The significant main corridor is retained.

assessments, the design team first produced a plan to illustrate the code and planning issues and then one that indicated what the SHPO considered significant historic features. Evaluating the two together was a simple matter of overlaying the two plans to visualize the interaction and identify coordination issues between preservation needs and code requirements. The project team then met with the code officials having jurisdiction and an alternate solution was agreed upon.

It was determined that the existing masonry walls had an equivalent fire resistance rating of two hours. Although the existing stairs were unenclosed, and not remotely located from one another, it was resolved that the arrangement could remain, provided automatic sprinklers were installed (Figure 5). The 3-story building does not require sprinkler protection in itself but the sprinkler system became a necessary tradeoff to maintain the historic significance of the corridor without sacrificing fire safety.

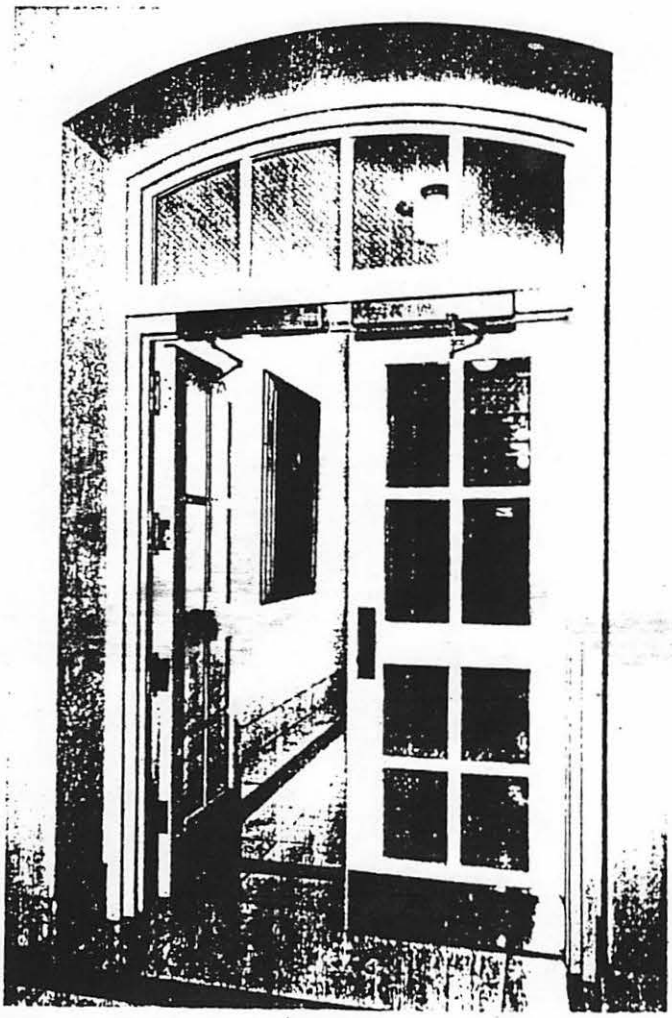
Treatments: Corridors

Recommended

- *Maintaining the historically significant building fabric within exit corridors without sacrificing fire safety requirements (Figure 6).*

Not recommended

- *Permanently altering the appearance of the historically significant ceiling, floor, or wall materials in a corridor to accommodate an exit access corridor.*
- *Removing historically significant openings and doors to accommodate an exit access corridor.*
- *Adding new doors or openings that would permanently alter the appearance of the historically significant building fabric to accommodate an exit access corridor or permanently closing off significant openings.*



Stairs

Stairs are normally a primary component of a means of egress and serve as the exit or protected pathway between the exit access (corridor) and exit discharge (public way or area of refuge). Stairs that serve as exits usually require separation from other spaces by fire-rated enclosures. If an existing stair in an historic building is found to be significant enough to preserve during the restoration, yet requires upgrading to serve as a component in the means of egress, then the project team must design a solution that preserves the stair yet also provides building occupants a safe means of egress.

In a renovation or reuse of an historic building that is lacking sufficient stairs to meet means of egress requirements, additional stairs may be required. In this case, the overall configura-

tion of the existing historic building as well as the intended reuse or renovation must be carefully studied. Creative ways of introducing stairs without imposing on the historic fabric will require information from the project structural engineers regarding the existing structure, as well as design input from the architectural designers.

Depending on the circumstance, a stair may be located inside or outside the historic buildings. Stairs located on the outside of the historic building should connect only at the stair landings and be located on the sides of the property that are not normally viewed by the public. The new outside stair should be sensitive to the design and/or character of the existing historic building and its setting, yet be visually distinguishable.

If a new stair is to be located within the historic building, then the location should be dictated by the historic significance of the interior fabric with consideration for travel distances to exits and dead end corridors. Here, the interior planning for the reuse of the building must be carefully balanced with preservation and code requirements.

Treatments: Interior stairs

Recommended

- *Maintaining the exiting stairway's significant historic characteristics and satisfying fundamental exiting requirements (Figures 7 and 8).*
- *Constructing new exiting stairs, if required to augment existing requirements, so that the alteration to the existing plan of*

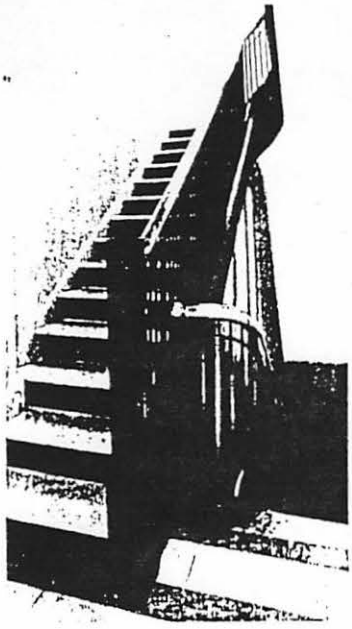
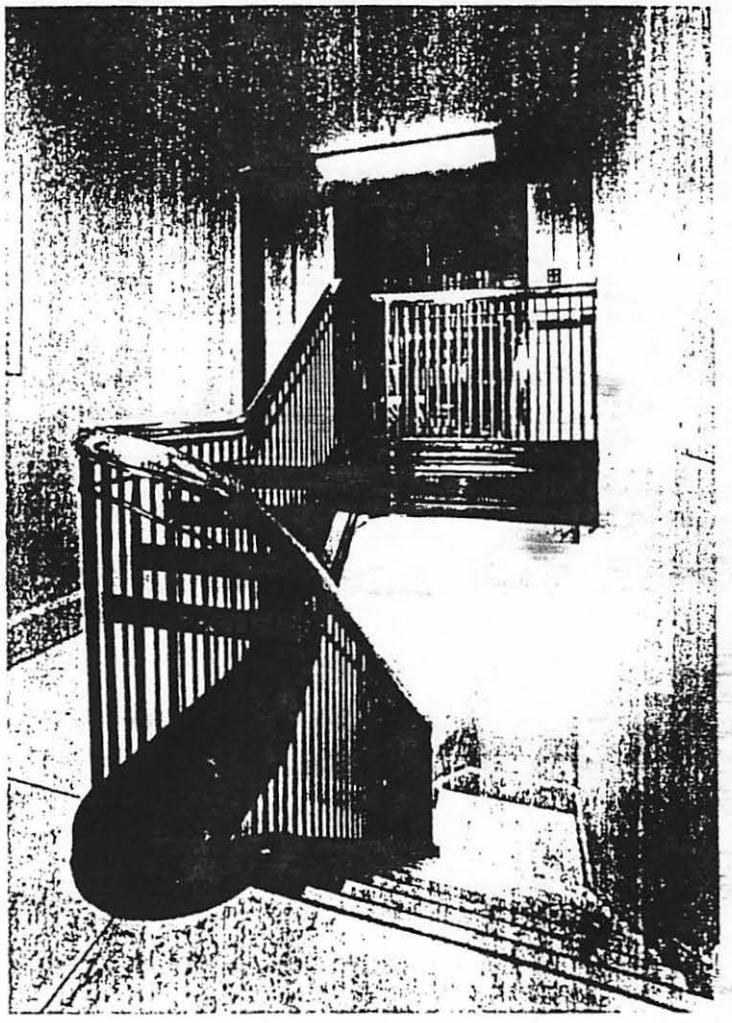


Figure 6 (opposite page). A pair of fire-rated doors, added to an existing corridor, are held open by electronic devices wired to close the doors during a fire. These doors are in the U.S. Military Court of Appeals building, Washington, DC.

Figure 7 (opposite). The extension to a historic stair in the U.S. Military Court of Appeals building.

Figure 8 (below). The new landing of this same stair.



the historic building fabric is minimized.

Not recommended

- *Totally enclosing an historically significant open stair without considering alternate means of satisfying fundamental exiting requirements.*
- *Permanently altering the appearance of historically significant fabric to accommodate a new stair.*

Treatments: Exterior stairs

Recommended

- *Placing new stairs to satisfy exiting requirements so that the stairs do not detract from historically significant facades or the setting of the building and are not readily seen by the public.*
- *Constructing the new stairs from approved materials and methods, and in a style that provides a distinct differentiation between old and new.*
- *Minimizing the physical alteration to the existing historic facade at the points where the new stair contacts the building.*

Not recommended

- *Locating new stairs on facades that are historically significant or visible to the public.*
- *Matching new stair construction with existing historic construction.*
- *Altering an existing historic facade to accommodate a new stair.*

Doors

Doors serve as an interface between exit access corridors and exits as well as an interface between exits and exit discharges. In both cases, the doors are typically fire rated and kept in the normally closed position in order to maintain the fire-rated integrity of the exit and to prohibit products of combustion from interfering with occupant egress. In a number of circumstances, it is impossible to keep these doors in the normally closed position due to high frequency travel between areas or in cases where the doors interfere with the historic integrity of the property. In these instances, electromagnetic door hold-open devices can be used to maintain the doors in the normally open position. Upon receipt of a fire alarm signal, the door hold-open devices will automatically de-energize and release the doors so they will close and latch (Figure 6).

An alternate method for providing a fire-rated equivalency for a historic door could be (but is not limited to) protecting each side of the door with automatic fire sprinklers. This method could be utilized in lieu of replacing the door, or if other means of complying with the fire and building codes would permanently alter the historic significance of the door.

Treatments: Doors

Recommended

- *Maintaining historically significant doors where a fire-rated door is required as a component to the means of egress.*
- *Constructing new fire-rated doors as a component of the means of egress in a manner that creates the required fire-rated assemblies while leaving the historic door intact.*
- *Attaching the historic door to an approved fire-rated door assembly without permanent damage to the historic door, where replacement of the historic door might otherwise be required to conform to a means of egress.*

Not recommended

- *Altering or removing a historic door without considering viable alternatives to meet fire safety requirements.*

Materials of construction

The materials used in the construction of a modern building are required to comply with various fire resistance ratings as set forth by the applicable building and fire safety codes. These materials include the many components and systems used for interior walls, and the finishes that cover these components and systems. As a new building is being designed, the use of these various components and systems ultimately set a number of other parameters for other fire safety requirements, such as the number of exits and the overall size of a building. However, the materials of construction that were used in the building of a historic structure may or may not comply with current fire resistance standards. The materials of construction found in an historic building are typically no longer utilized by today's construction industry and are therefore difficult to categorize within the modern standards set by the fire safety and building codes. However, in many instances, historic buildings involve the use of masonry walls with plaster, which are in-

herently fire resistant. The project team should identify equivalent fire resistive ratings for the various existing materials in the Assessment and Evaluation stages of the fire safety retrofitting process and then select the appropriate means, as required, to create comparable ratings.

Treatments: Materials

Recommended

- *Installation of passive fire suppression materials so that the significant historic fabric of a building is not permanently altered.*
- *Installation of fire proofing materials as required to augment existing nonconforming historic construction so that the significant historic fabric of a building is not permanently altered.*
- *The evaluation of equivalency concepts for existing historic construction so that the least amount of alteration to the fabric takes place.*

Not recommended

- *Permanently altering the appearance of historic walls, ceilings, and floor construction or the removal of significant existing historic building fabric to accommodate passive fire suppression.*
- *Installation of new partitions that damage historic features or historic character of the spaces.*
- *Addition of modern materials over existing historic building fabric.*

Automatic fire sprinkler protection

Where automatic fire sprinkler protection is required for life safety or protection of property, careful planning is required to ensure that its installation is conducted with minimal disturbance and damage to the historic fabric.

Piping should be concealed where such installation is possible. Where piping must be run exposed, the least intrusive methods should be planned, which can include furring of walls and painting piping to match existing ceilings and walls. Although the sprinkler heads themselves must be exposed, there are various methods of installation where their presence can either be min-

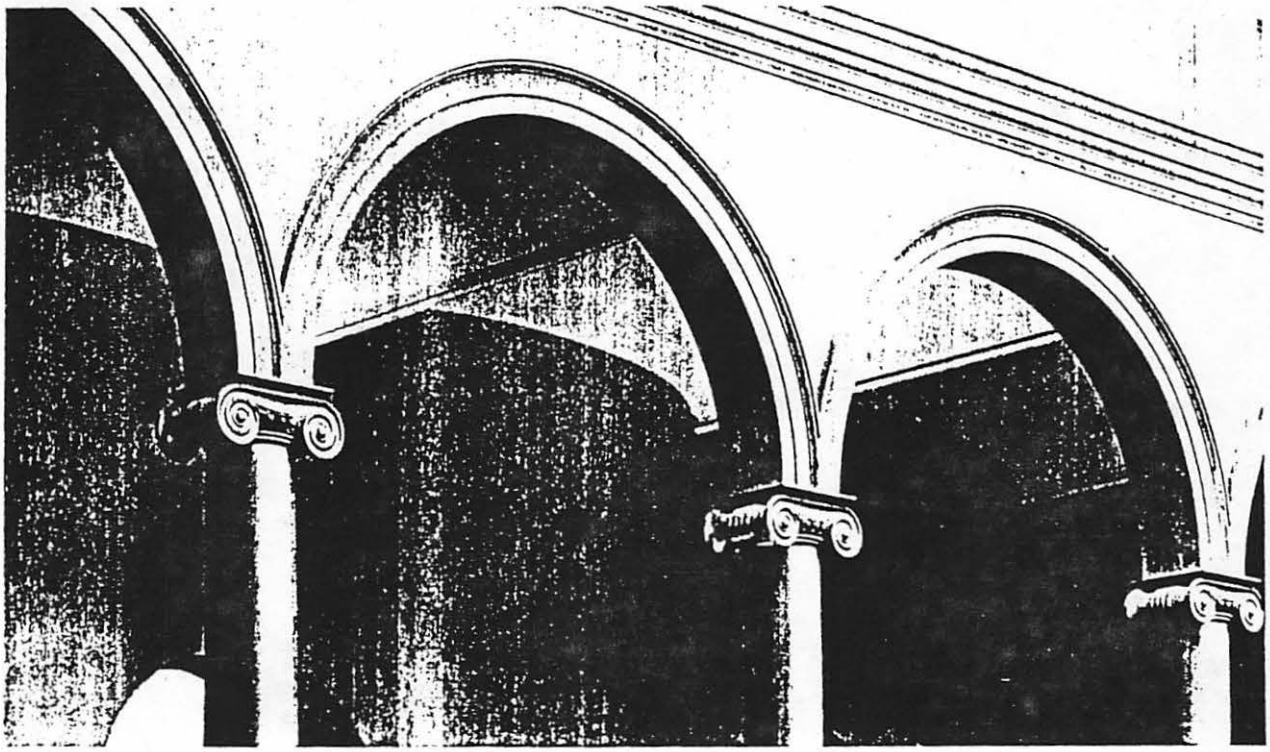


Figure 9. Sprinkler heads are tucked under the vaulted ceiling arches at the National Building Museum, Washington, DC.

imal or discretely hidden and not necessarily detract from the aesthetic or historic nature of the property (Figures 9-11).

Treatments: Fire sprinklers

Recommended

- *Evaluation of each historically significant space within a building for the selection of the best-suited fire sprinkler system type.*
- *Piping routes, sprinkler head types, styles, colors, and locations implemented so that the historic fabric and visual integrity of the building are least affected (Figures 12-17).*

Not recommended

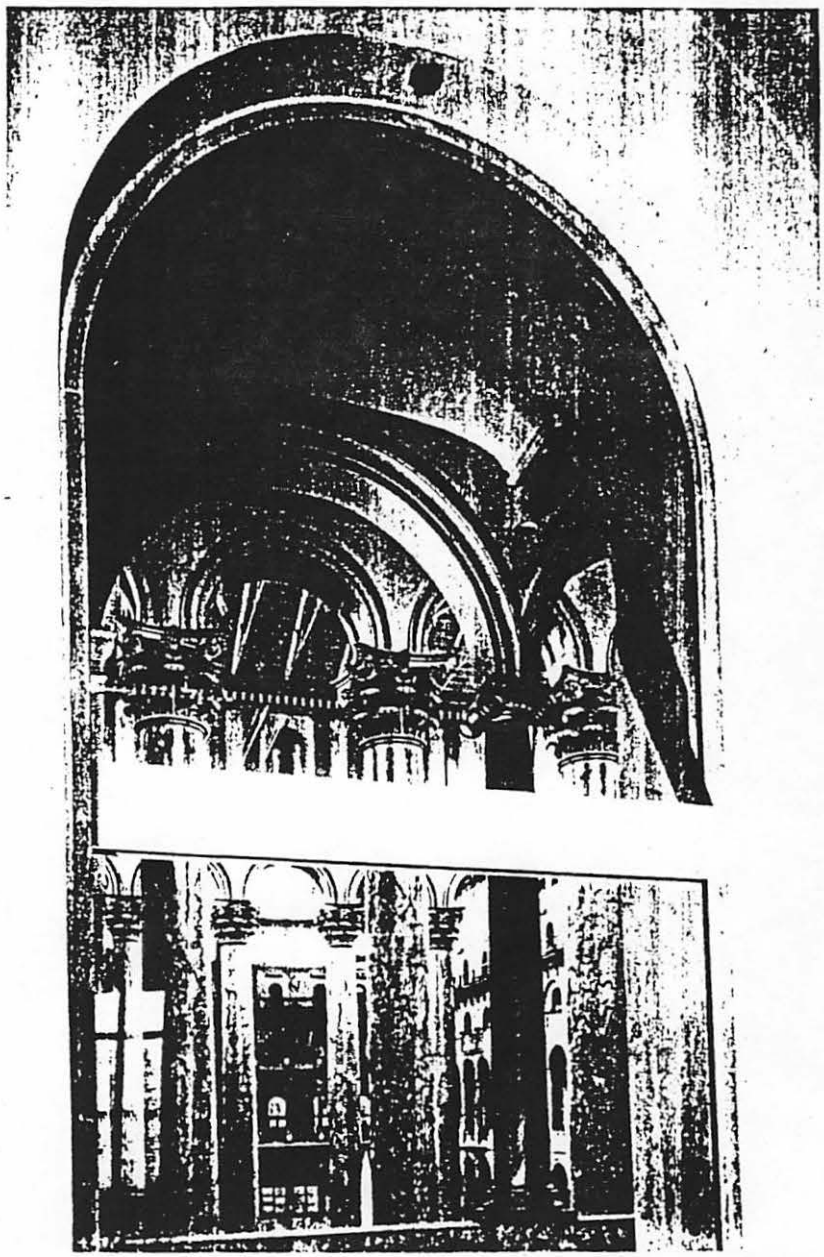
- *Routing sprinkler pipe so that it is exposed to view within the historically significant building fabric (Figure 13).*
- *Putting sidewall mounted sprinklers into plaster cornices and reliefs.*
- *Furring down ceilings in significant interior spaces to conceal piping.*

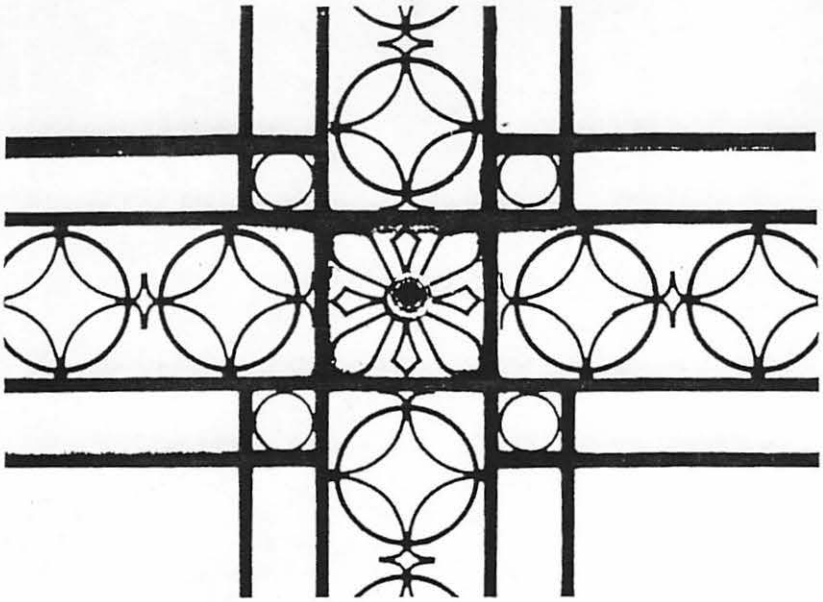
Figure 10 (above). Retrofitting in progress at the National Building Museum, showing sprinkler piping installed in an existing masonry opening.

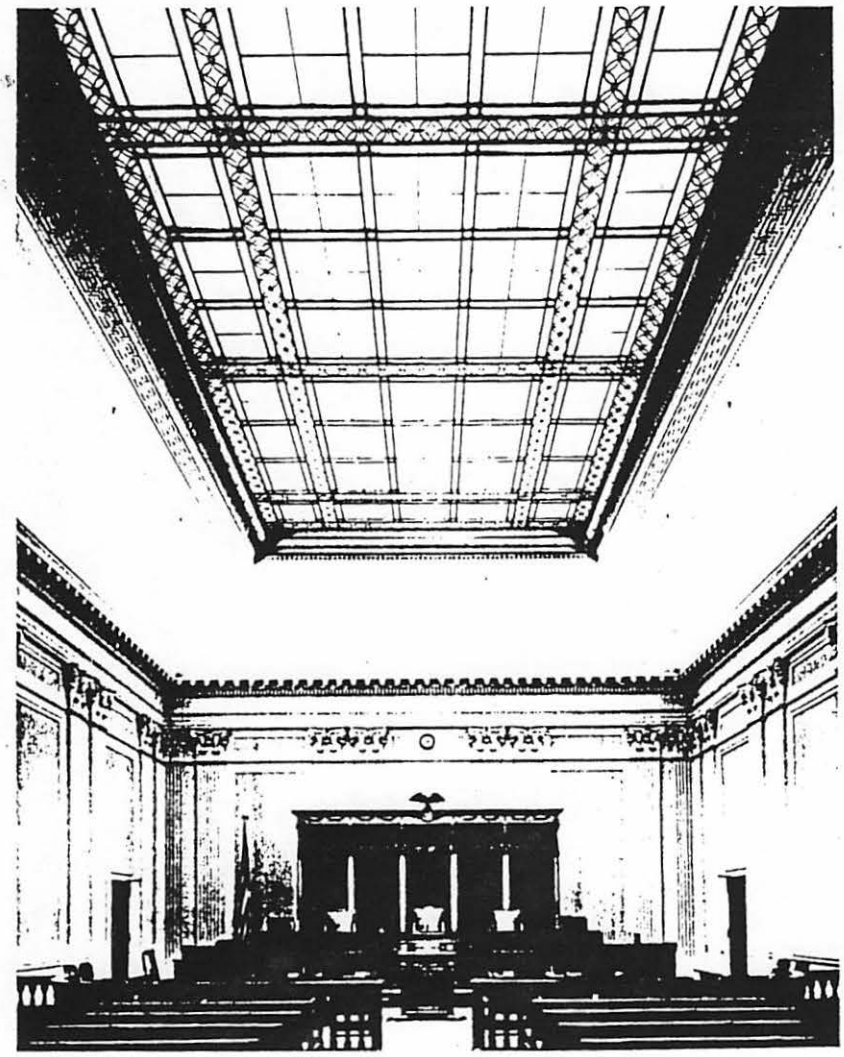
Figure 11 (left). The resulting sprinkler head is quite unobtrusive: it is the circular brass plate atop the window arch. The window looks out over the central atrium.

Figure 12 (right, above). Sprinkler heads thoughtfully organized into an existing decorative ceiling motif: the sprinkler is in the center of the cross.

Figure 13 (right, below). The location is the courtroom of the U.S. Military Court of Appeals building, Washington, DC. A row of sprinkler heads is also visible in the ceiling plaster surrounding the skylight.







Treatments: Fire extinguishers

Recommended

- *Installing fire extinguishers without the permanent alteration of the appearance of the historically significant building fabric.*
- *Using surface mounted fire extinguisher cabinets in areas where recessed cabinets would alter the significant historic fabric, such as marble wainscotting.*
- *Using recess mounted fire extinguisher cabinets where possible.*
- *Selection of a fire cabinet style that is least obtrusive to the surrounding historic fabric.*

Not recommended

- *Installing fire extinguishers and/or cabinets on existing historically significant walls in a manner that permanently alters their character and appearance.*

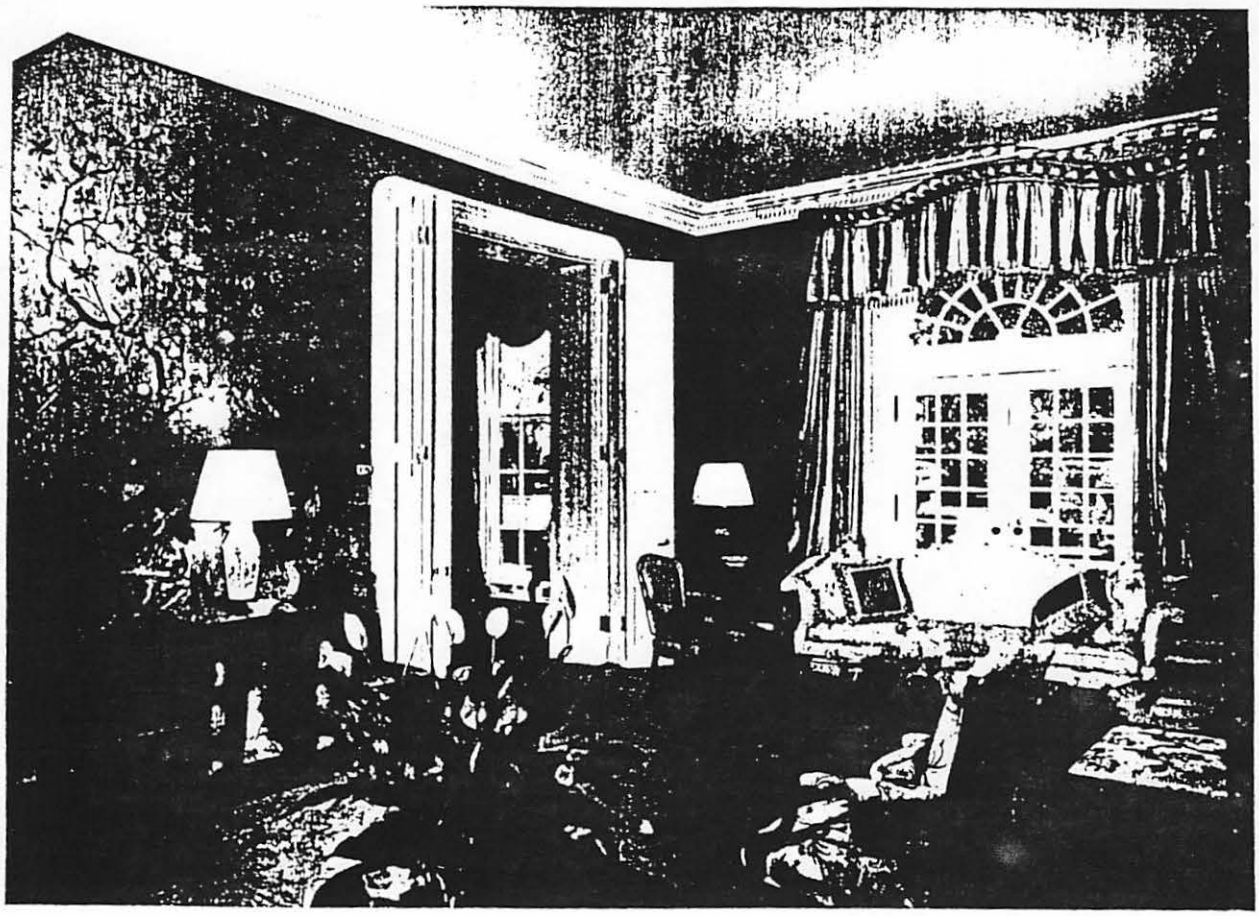
Fire alarm and detection systems

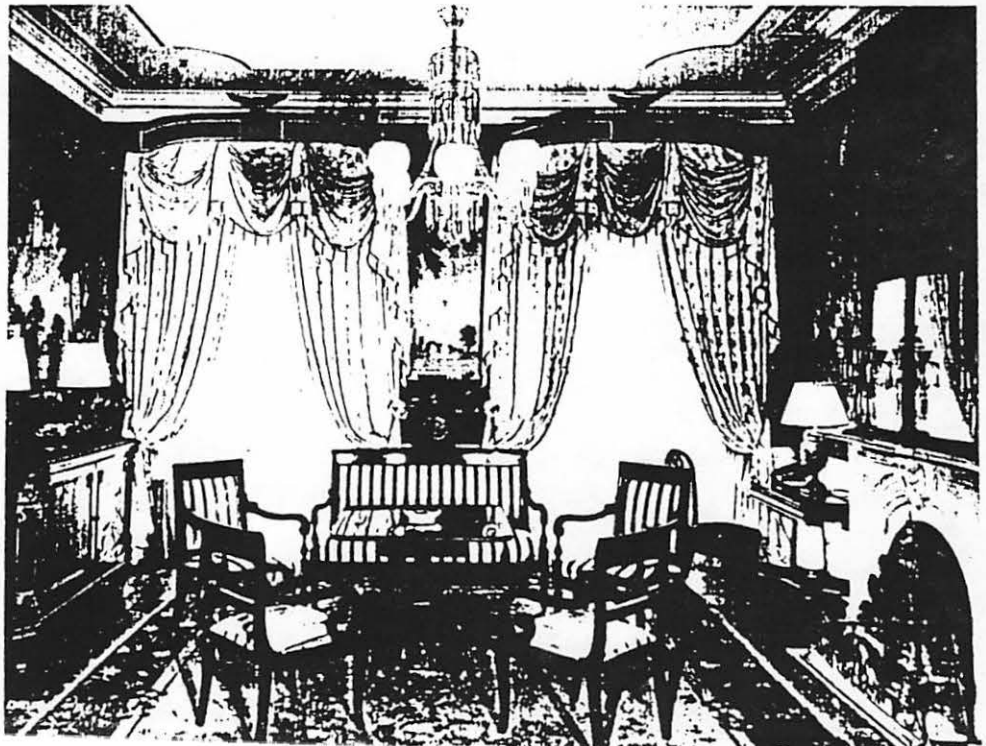
Fire alarm and detection devices, because of their inherent function, are more difficult to adapt to historic properties. These devices usually cannot be hidden, thus their installation must be closely coordinated between the authority having jurisdiction and the historic preservation specialist. Conduit installation and locations should be treated similarly to that of sprinkler piping.

Treatments: Smoke detectors

Recommended

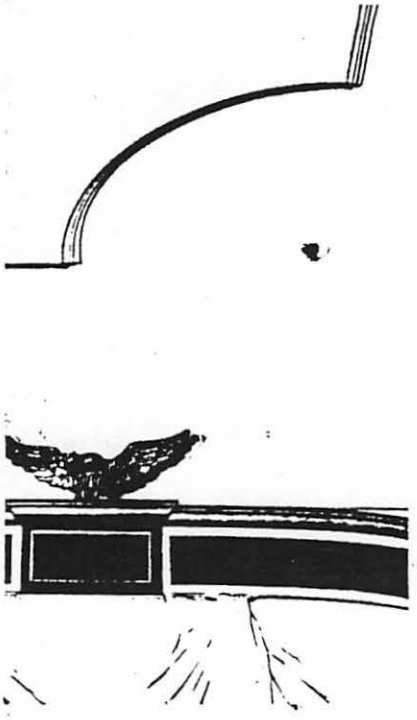
- *Retrofitting smoke and heat detectors and required electri-*

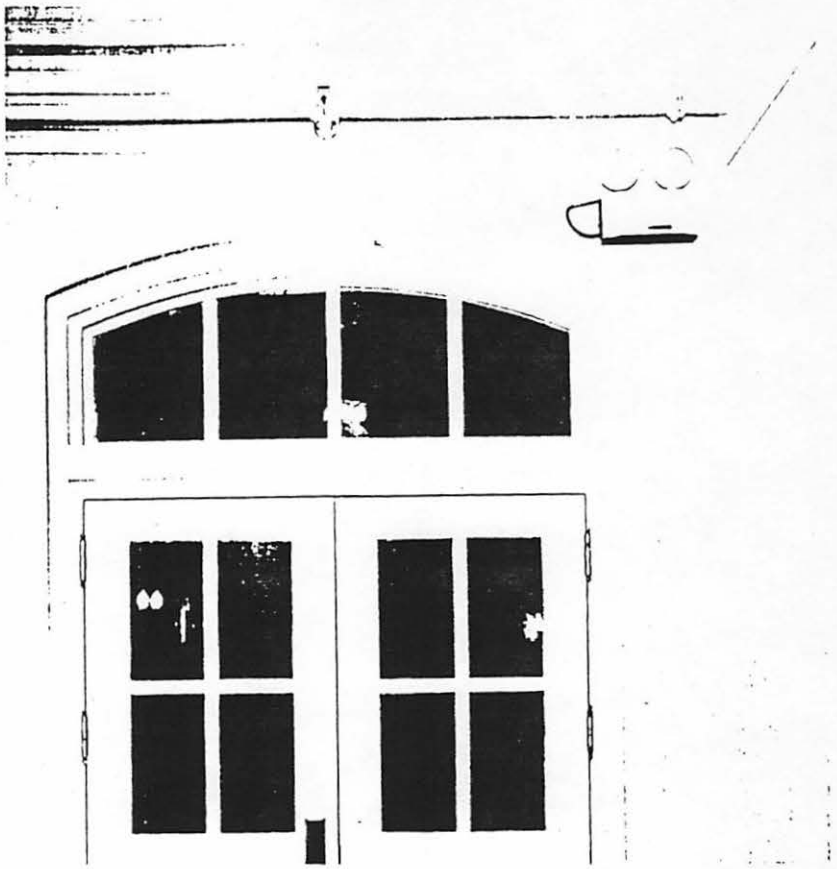




Figures 14 and 15 (above left and immediately above). In the Dillon Room at Blair House, Washington, DC, side-mounted sprinklers have escutcheons painted to match existing historic wallpaper.

Figures 16 and 17 (below left and immediately below). In the Jackson Place sitting room at Blair House, sprinkler heads have been thoughtfully positioned relative to ceiling moldings.





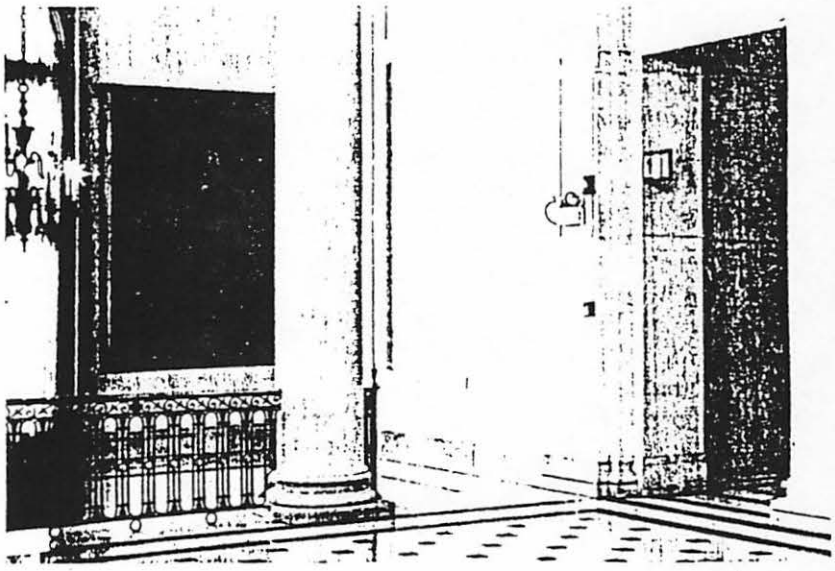


Figure 18 (above right). This sprinkler piping, fire alarm wiring and emergency lighting could have been installed in the wall to create less of an impact on the historic fabric.

Figure 19 (immediately above). In this instance as well, fire alarm and emergency lighting equipment are visually intrusive.

cal conduits so that they are not unusually prominent or do not affect the significant historic fabric of a building.

Not recommended

- *Installing smoke and heat detectors in historic plaster relief or cornices.*
- *Installing smoke and heat detectors on the surface of ceilings that are historically significant.*

Treatments: Fire alarms

Recommended

- *Locating fire alarms where routing of conduit will not permanently alter the historic fabric of the building.*
- *Selecting the style of alarm systems so that their appearance is in harmony with other architectural elements of the historic building.*

Not recommended

- *Installing fire alarm pull stations in such a manner that they detract from or permanently change the appearance of the historic building or area.*

Conclusion

Fire safety improvements support historic preservation objectives, as such improvements ultimately will protect the property from extensive damage in a fire incident. In most cases these improvements can be accomplished without significantly altering the historic features of the property. Construction codes define a set of minimum requirements for the design and construction of a building and should be used only as guidelines. Each historic property must be individually evaluated from a fire safety system standpoint and acceptable levels of risk must be established. Fire safety cannot rely on a single safeguard, but is based on several components. Any one component can fail, and so multiple safeguards are necessary to assure a reasonable degree of life safety.

Definitions

Advisory Council on Historic Preservation, an independent Federal agency, is charged with administering the provisions of Section 106 of the National Historic Preservation Act. Under Section 106 of NHPA, Federal agencies must afford the Council a reasonable opportunity to comment on proposed Federal, federally licensed, or federally assisted undertakings that may affect properties included in or eligible for inclusion in the National Register of Historic Places. Federal regulations at 36 CFR Part 800, "Protection of Historic Properties," outline the procedures for complying with the requirements of Section 106.

Under Section 110(f), Federal agencies afford the Council an opportunity to comment on such undertakings that may affect National Historic Landmarks. Under Section 202(a)(6), the Council reviews the policies and programs of Federal agencies and makes recommendations on ways in which agencies can ensure that their policies and programs are consistent with those carried out under NHPA.

Element. Items such as a lighting fixture or plaster cornice, which may be found within the context of a feature.

Fabric. Material and its characteristics that elements are composed of, such as a wainscot that is made of marble as opposed to gypsum board.

Feature. A prominent or important characteristic of a building, such as an entry lobby, which contributes to the definition of its historic character.

Federal Preservation Officer (FPO). The official, or designee, specifically responsible for coordinating an agency's activities under the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470 *et seq.*

Historic Building Preservation Plan. As described in GSA's publication, *Historic Building Preservation Plan*, the plan is used by GSA and other Federal agencies to assess significance, condition, maintenance and/or repair, and alteration requirements.

Historic context. An organizational format that groups historic properties sharing similarities of time, theme, and geography (e.g., early 20th-century cattle ranching in the panhandle of Oklahoma). Historic contexts are linked to actual resources and are used by public and private agencies and organizations to develop management plans based upon actual resource needs and information (from *Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines*, 48 FR 44739, September 29, 1983).

NHPA means the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470 *et seq.*

Project team. A team of professionals involved in the retrofitting of an historic building.

State Historic Preservation Officer (SHPO). The official appointed or designated pursuant to Section 101(b)(1) of the National Historic Preservation Act of 1966 to administer the State historic preservation program or a representative designated to act for the SHPO.

References

American Society for Testing and Materials (ASTM). Code available from American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19103.

American National Standards Institute (ANSI). Code available from The American Society of Mechanical Engineers, 345 East 47th Street, New York, NY 10017.

Factory Mutual (FM) System Approval Guide. Code available from Factory Mutual System, 1151 Boston-Providence Turnpike, Norwood, MA 02062.

Historic Building Preservation Plan, General Services Administration, Washington, DC. Available in draft form from GSA Arts and Historic Preservation Division (PGA), Office of Government-wide Real Property Relations, 18th and F Streets, NW., Washington, DC 20405.

National Fire Protection Association (NFPA) publications available from National Fire Protection Association, Batterymarch Park, Quincy, MA 02169:

- NFPA 101, Code for Safety to Life from *Fire in Buildings and Structures*, 1988 Edition
- NFPA 13, *Standard for the Installation of Sprinkler Systems*, 1987 Edition
- NFPA 72A, *Standard for the Installation, Maintenance, and Use of Local Protective Signaling Systems for Guard's Tour, Fire Alarm, and Supervisory Service*, 1987 Edition
- NFPA 72D, *Standard for the Installation, Maintenance, and Use of Proprietary Protective Systems*, 1986 Edition
- NFPA 72E, *Automatic Fire Detectors*, 1987 Edition
- NFPA 72F, *Installation, Maintenance, and Use Emergency Voice/Alarm Communication Systems*, 1985 Edition
- NFPA 72G, *Installation, Maintenance, and Use of Notification Appliances for Protective Signaling Systems*, 1985 Edition
- NFPA 80, *Fire Doors and Windows*, 1986 Edition
- NFPA 913, *Historic Structures and Sites*, 1987 Edition
- NFPA 914, *Recommended Practice for Rehabilitation and Adaptive Reuse of Historic Structures*, (Unpublished)

The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, (Revised 1983), U.S. Department of the Interior, National Park Service, Preservation Assistance Division, Washington, DC.

Underwriters Laboratories, Inc. (UL) publications available from Underwriters Laboratories, Inc., 333 Pfingsten Road, Northbrook, IL 60062:

- *Fire Protection Equipment Directory*
- *Building Materials Directory*

REPORT

April 24, 1991

VENTILATION AT THE STATE MICROGRAPHICS BUILDING
215 EAST 7TH STREET
DES MOINES, IOWA 50319

PREPARED BY
DEPARTMENT OF GENERAL SERVICES
PROPERTY MANAGEMENT DIVISION
Donald Ashwill, Facilities Engineer

There are three systems which provide heating, cooling, and ventilation for the Micrographics building. These systems have been installed at different times and all the systems have been modified over time. Also, the use of the building has changed with time so the original designs are not always adequate for the current occupants of the building.

The west end of the building is occupied by the State Ombudsman's Office and is served by a natural gas furnace with a direct expansion air conditioner. This unit has an outdoor air intake to provide fresh air. This system is more than adequate to serve the office spaces in the west end of the building.

The east end of the building consists of storerooms used by General Services Micrographics Section. This area is served by a small air handler using steam from the Records and Property Center for heating and a direct expansion air conditioner for cooling. There is an outdoor air intake to provide a minimum ventilation rate. This unit is quite old and uses combination supply air/return air diffusers which tend to cause short looping of ventilation air. However, since this space is used for storage the air handler is adequate for the current use of the space.

The center section of the building houses three offices for the State Ombudsman's Office and the offices and work areas for General Services Micrographics Section. This area includes the processing and darkroom areas where photographic chemicals are used. The system serving this area is an air handler using steam from the Records and Property Center for heating and a direct expansion air conditioner for cooling. The unit has an outdoor air intake which has a damper controlled by an outdoor air economizer. This unit has several problems which prevent it from adequately handling the area served. When the outdoor air damper is fully open the unit provides 470 cfm of outdoor air to the space. This is not adequate for the space, because the processing and darkroom areas need more fresh air than office spaces require. Also, when the thermostatic

controls shut the fresh air damper there is almost no fresh air being supplied to the space. Furthermore, the combination supply air/return air diffusers cause short looping of ventilation air, particularly in the large low velocity diffusers in the Micrographics work room. Finally, the system mixes return air from all the spaces, including the processing and darkroom areas, and redistributes the air to all the spaces. Even if the other problems were solved the mixing of return air steams would result in an unacceptable odor problem.

RECOMMENDATIONS

I would recommend removing the air handler serving the center section of the Micrographics Building and replacing it with three fan coil units. These units would be fed with steam from the Records and Property Center for heating. Each unit would be provided with a direct expansion air conditioner for cooling. One of the fan coil units would serve the area occupied by the Ombudsman's Office, one unit would serve the processing and darkroom areas, and the other unit would serve the offices and work areas of the Micrographics section. A total of 800 cfm of fresh air would be brought in to supply the three fan coil units with outdoor air. An air to air heat exchanger would be installed to recover the heat from the exhaust air. A new exhaust fan for the film processing machines would also be installed. All existing supply air/return air diffusers would be removed and replaced with separate supply air and return air diffusers. The total cost of this project would be $29,000. Of this total $5,700 would be for equipment serving the area occupied by the State Ombudsman's staff.

IN THE SUPREME COURT OF IOWA

No. 94/90-571

Filed May 15, 1991

SENATOR JOSEPH J. WELSH; SENATOR BILL HUTCHINS; SENATOR THOMAS MANN, JR.; REPRESENTATIVE THOMAS J. JOCHUM; REPRESENTATIVE BOB ARNOULD; and REPRESENTATIVE DONALD D. AVENSON,

Appellees,

vs.

TERRY E. BRANSTAD, Governor of the State of Iowa in his Official Capacity,

Appellant.

Appeal from the Iowa District Court for Polk County, Michael Streit, Judge.

The Governor appeals from judgment invalidating exercise of item veto of portions of three appropriation bills enacted by the General Assembly. **AFFIRMED IN PART, REVERSED IN PART, AND REMANDED.**

Robert A. Van Vooren and Maria Mihalakis Waterman of Lane & Waterman, for appellant.

Brent R. Appel and Thomas W. Andrews of Dickinson, Throckmorton, Parker, Mannheimer & Raife, P.C., Des Moines, for appellees.

Considered en banc.

CARTER, J.

The Governor of Iowa has appealed from a judgment which invalidated the exercise of the item vetoes of portions of three appropriation bills enacted by the General Assembly. These item vetoes affected portions of 1989 Iowa Acts ch. 307, § 6(10); ch. 308, § 1(8); and ch. 319, § 19. In the discussion which follows, we will refer to these three bills as S.F. 363, § 6(10); S.F. 520, § 1(8); and H.F. 774, § 19, respectively. The appellees are persons who are duly elected and acting members of the Seventy-third General Assembly, which enacted the legislation from which this controversy developed. They commenced this action in the district court challenging the legality of the item vetoes and seeking appropriate declaratory relief.

The district court granted the appellees' motion for summary judgment as to all three item veto challenges. The court entered declaratory judgments finding that all three item vetoes exceeded the Governor's authority under article III, section 16 of the Iowa Constitution, as amended in 1968, and declaring the legislation to have become law in the form enacted by the General Assembly.[1] After considering the arguments which have been presented by the parties to the appeal, we affirm the district court's order invalidating the item vetoes of S.F. 363, section 6(10) and

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[1]The court severed for separate determination the Governor's counterclaim alleging that the vetoed portions of S.F. 520 and H.F. 774 were an invalid exercise by the legislature of powers exclusively granted to the Governor and thus a violation of article III, § 1 of the Iowa Constitution.

H.F. 774, section 19.[2] We reverse that portion of the district court's order invalidating the item veto of S.F. 520, section 1(8).

I. Finality of Judgment for Purposes of Appeal.

As we have indicated earlier in this opinion, the Governor filed a counterclaim in this action challenging the validity of the vetoed portions of S.F. 520 and H.F. 774 under the separation of powers clause of article III, section 1 of the Iowa Constitution. Because these claims were severed for separate determination following the adjudication of appellees' item veto challenge, the action is not yet final with respect to all issues and all parties. Ordinarily this situation negates the required finality of judgment to allow an appeal as of right under Iowa Rule of Appellate Procedure 1(a). Reuter v. City of Oskaloosa, 253 Iowa 768, 772-73, 113 N.W.2d 716, 719 (1962). Notwithstanding this lack of finality, we may treat a notice of appeal as an application for permissive appeal under Iowa Rule of Appellate Procedure 1(c). Banco Mortgage Co. v. Steil, 351 N.W.2d 784, 786-87 (Iowa 1984). Given the importance of the issues presented to the operation of state government and the already lengthy delay since the challenged item vetoes took place, we will allow the appeal to proceed.

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[2]Our opinion only affects the item veto of that portion of H.F. 774, § 19, which is identified in our discussion of the issues. Item vetoes of other portions of that statute have not been challenged in this litigation.

II. The Legislation Which Was Vetoed.

The three pieces of legislation which were the subjects of the challenged item vetoes were totally unrelated. We briefly describe the portions of those acts which are the subject of the present controversy.

A. S.F. 363, section 6(10). The act identified as S.F. 363 was a bill making supplemental appropriations, effective immediately upon enactment, to a lengthy list of state agencies and departments for the remainder of the fiscal year ending June 30, 1989. Among the agencies for whose operations these funds were appropriated was the department of human services. Subsections 5, 6, and 7 of section 6 of S.F. 363 appropriated money for maintenance projects and capital improvements at mental health and juvenile facilities controlled by that agency.

The legislature attempted to shelter any unspent appropriations made in subsections 5, 6, and 7 of section 6 from the automatic reversion statute. Automatic reversion was a process mandated by Iowa Code section 8.33 (1987), which provided that, "[o]n September 30, or as otherwise provided in an appropriation Act, following the close of each fiscal year, all unencumbered or unobligated balances of appropriations made for that fiscal term revert to the state treasury." To avoid having any unspent portion of these particular appropriations revert to the treasury on September 30, 1989, the legislature provided as follows in subsection 10 of section 6:

> The provisions of section 8.33 do not apply to the funds appropriated in subsections 5, 6, and 7. The unobligated and unencumbered funds remaining on March 30, 1990, from the funds appropriated in subsections 5, 6, and 7, for the fiscal year beginning July 1, 1988, shall revert to the general fund of the state on March 30, 1990.

1989 Iowa Acts ch. 307, § 6(10). The Governor item vetoed subsection 10 in its entirety.

B. H.F. 774, section 19. The act designated as H.F. 774 was a massive appropriations bill relating to the funding of numerous departments, agencies, and commissions, including the board of regents institutions. An appropriation for faculty salaries at the University of Iowa is contained in Division IV(2) of the act. This legislation, as enacted by the legislature, provided, in relevant part, as follows:

> a. General university, including lakeside laboratory
>
> (1) For salaries, support, maintenance, equipment, miscellaneous purposes, and for not more than the following full-time equivalent positions:
>
> .....$ 149,732,881
> .....FTEs 4,345.69
>
> From moneys appropriated in this subparagraph, $900,000 shall be used to improve undergraduate education at the state university of Iowa. . . .
>
> . . . .
>
> (2) Agricultural health and safety pilot programs:
>
> .....FTEs 1.28
>
> b. Faculty salary increases

> For increases in faculty salaries for the fiscal year beginning July 1, 1989, and ending June 30, 1990, that are in addition to the total faculty salaries paid during the fiscal year beginning July 1, 1988;
>
> .....$ 3,311,000

1989 Iowa Acts ch. 319, § 19 (emphasis added). The Governor vetoed that portion of the bill which we have italicized.

In division IV of section 19 of H.F. 774, subparagraphs (3)(b) and (4)(b) contain appropriations for faculty salary increases at Iowa State University and the University of Northern Iowa. These appropriations, like the one relating to the University of Iowa, specify "faculty salary increases . . . that are in addition to the total faculty salaries paid during the fiscal year beginning July 1, 1988." 1989 Iowa Acts ch. 319, § 19 (emphasis added). The Governor also vetoed the italicized language in these two appropriations.

C. S.F. 520, section 1(8). The act designated as S.F. 520 contained a series of appropriations to the department of economic development for the fiscal year beginning July 1, 1989, and ending June 30, 1990. These appropriations related to salaries, tourism promotion programs, national marketing programs, and export trade activities. The appropriation for export trade activities was contained in subsection 8 of section 1 of S.F. 520. This legislation, as enacted by the legislature, provided as follows:

> Export trade activities
>
> For international trade activities including a program to encourage and increase participation in trade shows and trade missions by providing financial assistance to businesses for a percentage of their costs of participating in trade shows and trade missions, by providing the lease/sublease of showcase space in existing world trade centers, by providing temporary office space for foreign buyers, interna- tional prospects, and potential reverse investors, and by providing other promotional and assistance activities, including salaries and support for not more than the following full-time equivalent positions:
>
> .....$ 400,000
> .....FTEs 0.25
>
> As a condition, limitation, and qualification, any official Iowa trade delegation led by the governor which receives financial or other support from the appropriation in this subsection shall be represented by a bipartisan delegation of the executive council or their designees. Notwithstanding section 8.39, funds appropriated by this subsection shall not be subject to transfer.

1989 Iowa Acts ch. 308, § 1(8) (emphasis added). The Governor item vetoed that portion of the bill which we have italicized.

III. Propriety of Summary Judgment Procedure.

The Governor challenges the summary judgment procedure utilized by the district court in resolving the appellees' item veto challenges. In this argument it is urged that, whether the excised portion of the bills may be characterized as "separate appropriation items" or "unrelated riders," and thus subject to item veto, is a question of fact. It is contended that summary judgment was improper because different inferences and conclusions concerning

these characterizations could be drawn from the assorted affidavits filed in resistance to the motion.[3]

In contending that material factual issues had to be resolved in the litigation, the Governor relies on language contained in Colton v. Branstad, 372 N.W.2d 184 (Iowa 1985), which also involved an item veto challenge. In that case, we alluded to the general legal principles which apply in summary judgment procedure and observed:

> Plaintiffs did little to carry their burden to establish there was no genuine issue of material fact. . . .
>
> . . . .
>
> Defendant's affidavits obviously were designed to show there was a question of fact to be resolved as to whether veto of the section 12 language could in any way alter the purposes for which funds appropriated in section 4(6) might be spent.

Id. at 188. Notwithstanding these comments, we determined in Colton that summary judgment procedure was appropriate

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[3]These include: (1) the affidavit of Governor Branstad averring that the faculty salary appropriation veto did not affect the purpose or amount of the appropriation, that the limitation on reversion of department of human services capital improvement funds which was vetoed was a separate appropriation (or reappropriation) of those funds, and that the requirement for nonpartisan executive council representation on foreign trade delegations which was vetoed was unrelated to the amount and purpose of the appropriation; (2) the affidavits of Margaret Pickett, Assistant Vice President of Business and Finance at Iowa State University, and Ann M. Rhodes, Assistant Vice President of Finance and University Services at the University of Iowa, averring that the vetoed provisions tying faculty salary increases to prior-year expenditures mandated a minimum amount to be expended irrespective of changes in need or enrollment; and (3) the affidavit of Patrick D. Cavanaugh, director of the Iowa department of management, averring that for item veto purposes restrictions on automatic reversions pursuant to Iowa Code § 8.33 should be viewed differently than provisions restricting transfer of funds pursuant to Iowa Code § 8.39.

to consider the substantive issue raised because of certain stipulations by the parties. Id.

In the present case, there are no stipulations as to the subject matter of the proffered affidavits. Despite this condition of the record, we nonetheless conclude that summary judgment was a proper vehicle for determining the substantive issues raised in the present case. To the extent that the legal effect of vetoed legislation, either before or after the exercise of an item veto, becomes an issue in determining whether the veto was validly exercised, this subsidiary question is an issue of law rather than an issue of fact. Any contrary suggestion in Colton was a mischaracterization of the type of determination which is made in item veto cases. Similarly, the ultimate question of whether the excised portion was subject to item veto is always a question of law.

Item veto legislation is unique in the manner in which it blurs the distinction between legislative facts and adjudicative facts. Adjudicative facts are those which establish the factual predicate for application of legal issues relevant to the particular case. State v. Henze, 356 N.W.2d 538, 540 n.1 (Iowa 1984); 10 J. Moore & H. Bendix, Moore's Federal Practice § 201.10 (1985). Legislative facts, on the other hand, are ordinarily considered to be those disputable assertions of an evaluative nature which aid courts in shaping the law to achieve the proper social policy. Henze, 356 N.W.2d at

540; Lotus Dev. Corp. v. Paperback Software Int'l, 740 F. Supp. 37, 74 (D. Mass. 1990).

The basic adjudicative facts in item veto legislation consist of showing that a bill was enacted by the legislature in a particular form and that the Governor executed an item veto with respect to a portion of the bill. All other matters bearing on whether the vetoed portion of the legislation was "any item of an appropriation bill," and thus subject to item veto under article 3, section 16 of the Iowa Constitution, are legislative facts. These legislative facts may be presented either formally or informally, and neither the trial court which first considers such matters nor an appellate court on review is limited by the rules of admissibility and the standards of review that apply to disputed issues of adjudicative fact. Lockhart v. McCree, 476 U.S. 162, 168-69, 106 S. Ct. 1758, 1762-63, 90 L. Ed. 2d 137, 145 (1986) (rules for reviewing adjudicative facts do not apply to consideration of legislative facts by appellate court); Chastleton Corp. v. Sinclair, 264 U.S. 543, 548, 44 S. Ct. 405, 406, 68 L. Ed. 841, 844 (1924) (the court may ascertain as it sees fit any fact that is merely a ground for laying down a rule of law).

Based on the foregoing considerations, we conclude that the "genuine issue of material fact" required to preclude summary judgment under Iowa Rule of Civil Procedure 237(c) must involve adjudicative facts. The question of whether

or not the vetoed portions of the legislation are properly characterized as "separate appropriation items" or "unrelated riders" does not involve adjudicative facts. Consequently, the affidavits which the Governor presented in opposition to the summary judgment motion did not preclude the court from invoking that remedy.

IV. Validity of Item Vetoes of S.F. 363 and H.F. 774.

We have consistently recognized that the fundamental test for determining the validity of an item veto under article III, section 16 of the Iowa Constitution is whether the vetoed portion of the legislation

> may be taken out of a bill without affecting its other purposes and provisions. It is something that can be lifted bodily from it rather than cut out. No damage can be done to the surrounding legislative tissue, nor should any scar tissue result therefrom.

Rush v. Ray, 362 N.W.2d 479, 481 (Iowa 1985); State ex rel. Turner v. Iowa State Highway Comm'n, 186 N.W.2d 141, 151 (Iowa 1971).

The Governor attempts to distinguish a legislative restriction on section 8.33 reversions, for item veto purposes, from the legislative restriction on section 8.39 transfers which was the subject of our decision in Rush v. Ray, 362 N.W.2d at 483-84. He urges that the legislation shielding certain appropriations in S.F. 363 from the automatic reversion clause of Iowa Code section 8.33 constituted a reappropriation of those funds for the next fiscal year. This argument assumes that the so-called

reappropriation is a separate appropriation of moneys and thus subject to item veto. Although the reappropriation argument is ingenious, we cannot adopt it in the context of the present litigation.

The language of section 8.33 provides for reversion of funds on September 30 of the next fiscal year "or as otherwise provided in an appropriation Act." We believe this quoted language invites a tailored reversion clause within the appropriation bill itself. When this money was to be spent was obviously a matter of concern to the legislature in making a supplemental appropriation with only a few months remaining in the fiscal year. It acted on that concern by establishing a clear and unambiguous time for the reversion of these appropriations in subsection 10 of section 6 of S.F. 363. We believe that this provision was an integral part of the appropriation of the funds.

A legislative provision tailoring the reversion of appropriated moneys to the general fund was held not to be the subject of item veto in Welden v. Ray, 229 N.W.2d 706, 708, 713 (Iowa 1975). We find no reason to reach a different result with respect to the item veto of S.F. 363.

We also reject the Governor's contentions concerning those appropriations in section 19 of H.F. 774 for faculty salary increases at the three state universities which were "in addition to the total faculty salaries paid during the fiscal year beginning July 1, 1988." The excised language

does not, as the Governor suggests, constitute a separate appropriation item subject to item veto. Although the Governor and the appellees disagree on the interpretation of these provisions, they are under the interpretations espoused by either party, both quantitative and qualitative limitations on the moneys appropriated.[1] As such, they do not differ in their basic character from the limitation on salary appropriations of which item veto was held improper in Welden, 229 N.W.2d at 708, 713. The district court did not err in invalidating the challenged item vetoes of S.F. 363 and H.F. 774.

V. Validity of Item Veto of S.F. 520.

Our determination of the validity of the item veto exercised with respect to S.F. 520 calls into play the "unrelated rider" characterization espoused in Colton, 372 N.W.2d at 190-91. We recognized in that case, as concomitant principles, that on the one hand the Governor may not selectively strike words and phrases from "conditions inextricably linked to an appropriation," and, on the other hand, the legislature may not block item veto by attaching "unrelated riders" to an appropriation. Id. at 190-91. Our recognition of this distinction forces us to decide whether the requirement for nonpartisan executive counsel representation on foreign trade delegations financed by

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[1]This is particularly true in light of the affidavits filed in resistance to the motion for summary judgment. See n.3 supra.

appropriations contained in S.F. 520 was an "unrelated rider" tacked on to the appropriation.

In urging that the mandate for nonpartisan executive council representation was an "unrelated rider," the Governor asserts that the attachment of this requirement constituted "inappropriate" legislative drafting. This argument may stem from our use of quoted language in Colton which mentions "matter[s] of general legislation more appropriately dealt with in a separate enactment." Id. at 191 (quoting Henry v. Edwards, 346 So. 2d 153, 158 (La. 1977)). The absence of a useful frame of reference for determining when and how it is "appropriate" in the legislative sense to combine fiscal legislation with substantive provisions affecting the objects of the expenditures causes us to reject this test. We believe, rather, that the line must be drawn solely on the basis of whether the vetoed provision effectively qualified the subject, purpose, or amount of the appropriation either quantitatively or qualitatively.

Viewed in this light, the "unrelated rider" characterization recognized in Colton is but a restatement of the observations which this court made in its initial item veto case of State ex rel. Turner, 186 N.W.2d at 150. In Turner section 4 of an appropriations act specified that a particular appropriation could be used for overtime pay but not for capital improvements. Section 5 of the same bill provided that the permanent resident engineers' offices of

the state highway commission should not be moved from their present locations. In holding that the provisions of section 5 were subject to item veto we stated:

> It should be noted section 5 places no prohibition against the use of any moneys appropriated by the act for the moving of permanent resident engineers' offices presently established by the defendant commission. Had such language [been] used . . . we are impelled to the view that section 5 would have in such case been a proviso or condition upon the expenditure of the funds appropriated, but lacking such phraseology it obviously is not.

Id.

By analogy to State ex rel. Turner, the issue with respect to the item veto of S.F. 520 is whether the words "[a]s a condition, limitation, and qualification" impact upon the appropriation or whether they are a separate and unrelated piece of legislation affecting the composition of foreign trade delegations. We find the latter to be the case. The language with respect to bipartisan executive council representation on Iowa export trade delegations does not suggest that the amount or purpose of the appropriated funds would be affected if, for some reason, that provision was ignored. Consequently, we hold that this provision was properly subject to item veto and that the district court erred in concluding that it was not.

Because we have determined that the item veto issues were properly decided on a motion for summary judgment, we need not consider the appellant's contentions with respect to administrative scheduling orders in the district court.

Those orders were only material if the case had gone to trial. The trial of appellant's counterclaim was exempted from the operation of those scheduling orders. We have considered all other issues presented and conclude that the judgment of the district court must be affirmed with respect to the item vetoes of S.F. 363, section 6(1) and H.F. 774, section 19. The judgment of the district court with respect to S.F. 520, section 1(8) is reversed.

Because no fact issue is involved and the question is one of law, we remand the case so that the district court may entertain and grant a motion for summary judgment for the appellant with respect to appellees' challenge to the item veto of S.F. 520, section 1(8). Costs on appeal are assessed seventy-five percent to the appellant and twenty-five percent to the appellees.

AFFIRMED IN PART, REVERSED IN PART, AND REMANDED.

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May 17, 1991

MEMORANDUM

TO: CHAIRPERSON ARNOULD, VICE CHAIRPERSON HUTCHINS, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: Diane Bolender, Director DB

RE: Notice of Legislative Council Meeting Wednesday, May 22, 1991

The Legislative Council and Council Committees are scheduled to meet on the day of the Sine Die Adjournment, as follows:

Wednesday, May 22

10:00 a.m.	Sine Die Adjournment
10:30 a.m.	Studies Committee
11:00 a.m.	Legislative Council

The meetings will be in Room 22. A tentative agenda for the Legislative Council meeting is attached.

Also enclosed are copies of the Minutes of the March 18, 1991, meeting of the Subcommittee on Public Access to the Electronic Redistricting Data Base of the Redistricting Committee, the March 19, 1991, meeting of the Redistricting Committee, and the March 19, 1991, meeting of the Legislative Council.

Please notify the Legislative Service Bureau prior to the meeting date if you will be unable to attend.

CCL516