

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On June 5, 2017 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held its regular meeting on June 5, 2017 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

Members Present: Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert

Staff Present: Brian A. Dillon, Director
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF MAY 30, 2017. Mr. Valengavich moved and Mr. Josephy seconded a motion to accept the minutes of May 30, 2017. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

REAL ESTATE – NEW BUSINESS

PRB #	17-155	Transaction/Contract Type:	RE / Assignment
Origin/Client:	DOT / DOT		
Project Number:	146-159-004A		
Grantee:	Town of Vernon		
Property:	Land and Easements located along Spring Street, Vernon		
Project Purpose:	Assignment of real estate to the Town of Vernon for highway purposes		
Item Purpose:	Assignment of 3,366± SF of land together with 8,164± SF of easements to the Town of Vernon for highway purposes only which were originally acquired for the Replacement of Bridge No. 04572 on Spring Street over the Hokanum River Project.		

Staff recommended Board approval for the release of the above referenced real estate. The conveyance complies with Section 13a-80 of the CGS governing the release of excess property by the commissioner of transportation. The descriptions in the Quitclaim to release the real property are consistent with the project acquisition deeds.

DOT acquired and is now releasing land and easements that were originally acquired for the Replacement of Bridge No. 04572 on Spring Street over the Hokanum River Project. The project is complete and it is necessary for the DOT to convey the property to the Town of Vernon for highway purposes, per Item No. 9 of Agreement No. 1.30-04(06). There is no monetary consideration.

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, June 5, 2017

Page 2

PRB #	17-156	Transaction/Contract Type:	RE / Assignment
Origin/Client:	DOT / DOT		
Project Number:	143-177-001A		
Grantee:	City of Torrington		
Property:	Land and Easements located along Pinewoods Road, Torrington		
Project Purpose:	Assignment of real estate to the City of Torrington for highway purposes		
Item Purpose:	Assignment of 1,230± SF of land; and various easements and rights totaling 10,424± SF to the City of Torrington for highway purposes only which were originally acquired for the Reconstruction of Pinewoods Road Project.		

Staff recommended Board approval for the release of the above referenced real estate. The conveyance complies with Section 13a-80 of the CGS governing the release of excess property by the commissioner of transportation. The descriptions in the Quitclaim to release the real property are consistent with the project acquisition deeds.

DOT acquired and is now releasing land and easements that were originally acquired for the Reconstruction of Pinewoods Road Project. The project is complete and it is necessary for the DOT to convey the property to the City of Torrington for highway purposes, per Item No. 12 of Agreement No. 4.19-05(05). There is no monetary consideration.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB#	17-134	Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-Q-634	Origin/Client:	DCS/CTARNG
Contract:	OC-DCS-CA-0023		
Consultant:	Arcadis U. S., Inc.		
Property:	Camp Hartell, Windsor Locks		
Project Purpose:	New Civil Support Team Ready Building Project		
Item Purpose:	Task Letter #5 to compensate the consultant for construction administration services related to the construction of the new 23,759 GSF Civil Support Team (CST) Ready Building at Camp Hartell.		

Staff reported that this project involves the design and construction administration for the construction of a new Civil Support Team (“CST”) Ready Building at Camp Hartell. The new CST Building will provide administrative functions, training and operational response services for homeland defense in the event of a chemical, biological or nuclear incident. The CST will operate under the direction of the Adjutant General’s Office and coordinate the dual state and federal mission for this program. The CST Ready Building is envisioned to comprise approximately 23,759 GSF for use by 22 Active Guard Personnel specializing in HazMat Technicians, WMD Specialists as well as Command, Operations, Logistics, Communications, Medical and Survey Groups. The initial Construction Budget and Total Budget for this project have been established at \$8,800,000 and \$10,505,000.

At the request of DCS, in July 2016, SPRB approved Arcadis U.S., Inc. (“AUI”) as the seventh firm under the latest On-Call Construction Administrator Series of consultant contracts. This contract was approved (PRB File #16-184) with a new expiration date June 30, 2017 and an increased maximum cumulative fee of \$1,000,000.

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, June 5, 2017

Page 3

Task Letter #3 is a new task letter in the amount of \$368,754 and is subject to SPRB approval because the total value of the task letter exceeds \$100,000. As detailed in the scope letter from AUI to DCS dated April 10, 2017 the task letter is intended to compensate the Construction Administrator for the following project scope: Full Time Construction Administration Services including but not limited to construction observation, progress meetings, pay application reviews and close-out requirements.

Staff recommended that the Board suspend Task Letter #5 for Arcadis to provide construction administration services on the CST Ready Building Project. In reviewing the project fee the proposed hourly rates appear to be in excess of similar projects that have been recently approved.

PRB#	17-136	Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-RD-299	Origin/Client:	DCS/BOR
Contract:	OC-DCS-ARC-0054		
Consultant:	Ames & Whitaker, Architects, P.C.		
Property:	Western Connecticut State University, Danbury		
Project Purpose:	White Hall Classroom Building Renovations Project		
Item Purpose:	Task Letter #1 to compensate the consultant for design and construction administration services related to the project.		

This project involves the design and construction administration for the upgrade and renovation of the 2nd and 3rd Floors of White Hall on the Western Connecticut State University Campus (“WCSU”). In general the scope of services is intended to include the complete renovation of both floors including renovations, a new fire protection system, fire alarms, new HVAC system, masonry repairs, power/data upgrades and elevator improvements. The scope of services will also include a new roof to the building. The existing toilet rooms will re-designed but priced as an alternate in the project bid package. The total area to be renovated between both floors is approximately 51,600 GSF. The construction and total project budget have been established at \$4,375,000 and \$6,165,000 respectively.

In January 2017, SPRB approved Ames & Whitaker Architects, LLC (“AWA”) (PRB File #17-006) as one of six firms under the latest On-Call Architectural Support Services consultant contracts. These contracts have a maximum contract fee of \$1,000,000 with a common expiration date March 15, 2019. This is the first task assignment that AWA has received under this series.

Task Letter #1 is a new task letter and subject to SPRB approval because the value of the task letter for this project exceeds \$100,000. As detailed in the scope letter from AWA to DCS dated March 29, 2017 the \$450,000 is intended to compensate the Architect for the following project scope: completion of schematic through construction document phase plans for 2nd and 3rd Floor Renovations; the current scope of work also includes a new roof design and the renovation of existing toilet rooms as an alternate bid item; associated code reviews, SHPO approvals and ADA checklists to confirm design plans; completion of required technical speculations and a new probable cost estimate; and limited construction administration services.

Staff recommended that the Board Task Letter #1 for Ames & Whitaker Architects, P.C. to provide consulting design and construction administration services on this project. The overall basic service fee of \$450,000 is 10.28% of the construction budget and is within the established guideline rate of 11.50% for Group B Renovation Project.

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, June 5, 2017

Page 4

PRB#	17-137	Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-RD-299	Origin/Client:	DCS/BOR
Contract:	OC-DCS-CA-0020		
Consultant:	Downes Construction Company		
Property:	Western Connecticut State University, Danbury		
Project Purpose:	White Hall Classroom Building Renovations Project		
Item Purpose:	Task Letter #11 to compensate the consultant for construction administration services related to the project.		

This project involves the design and construction administration for the upgrade and renovation of the 2nd and 3rd Floors of White Hall on the Western Connecticut State University Campus (“WCSU”). In general the scope of services is intended to include the complete renovation of both floors including renovations, a new fire protection system, fire alarms, new HVAC system, masonry repairs, power/data upgrades and elevator improvements. The scope of services will also include a new roof to the building. The existing toilet rooms will re-designed but priced as an alternate in the project bid package. The total area to be renovated between both floors is approximately 51,600 GSF. The construction and total project budget have been established at \$4,375,000 and \$6,165,000 respectively.

In June 2014, SPRB approved Downes Construction Company (“DCC”) (PRB #14-152) as one of six firms under the latest On-Call Construction Administration Consulting Services Contract. These contracts were amended in January 2016 to increase the maximum fee to \$1,000,000 and then again in March 2017 to extend the contraction until 6/30/2017.

Task Letter #11 is a new task letter and subject to SPRB approval because the value of the task letter for the project will exceeds \$100,000. As detailed in the proposal memo from DCC to DCS dated April 26, 2017 the \$195,026 fee is intended to compensate the consultant for the following project scope: preconstruction services including constructability reviews, periodic attendance at design meetings, estimating services and project bidding; and construction phase services including 3 site visits per week, schedule and submittal reviews, payment application reviews, project reporting, change order reviews and close-out.

Staff recommended that the Board suspend Task Letter #11 for Downes Construction Company to provide construction administration services on the WCSU White Hall Renovation Project. In reviewing the project fee the proposed hourly rates appear to be in excess of similar projects that have been recently approved.

OTHER BUSINESS

The Board took the following vote in Open Session:

PRB FILE #17-134 – Mr. Valengavich moved and Mr. Josephy seconded a motion to suspend PRB File #17-134, pending receipt of additional information about the project. The motion passed unanimously.

PRB FILE #17-136 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB File #17-136. The motion passed unanimously.

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, June 5, 2017

Page 5

PRB FILE #17-137 – Mr. Valengavich moved and Mr. Josephy seconded a motion to suspend PRB File #17-137, pending receipt of additional information about the project. The motion passed unanimously.

PRB FILE #17-155 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB File #17-155. The motion passed unanimously.

PRB FILE #17-156 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB File #17-156. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John P. Valengavich, Secretary