

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On January 9, 2012 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on January 9, 2012 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice-Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe
John P. Valengavich

Staff Present: Brian A. Dillon, Director

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Millstein seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF JANUARY 3, 2012. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of January 3, 2012. The motion passed unanimously.

COMMUNICATIONS

REAL ESTATE- UNFINISHED BUSINESS

REAL ESTATE- NEW BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 11 - 275 **Transaction/Contract Type:** RE / Lease Amendment
Origin/Client: DAS / JUD
Statutory Disclosure Exemptions: 4b-23(e); 1-200(6) & 1-210(b)(7)

The Board commenced its discussion of the lease amendment at 9:35 and concluded at 9:45.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

OPEN SESSION

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

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PRB# 11-274 **Transaction/Contract Type:** AE / Task Letter
Project Number: BI-CTC-443A **Origin/Client:** DCS/DOHE
Contract: OC-DPW-STR-0018 Task Letter #5
Consultant: Macchi Engineers, LLC
Property: Manchester Community College, Manchester

Project Purpose: Exterior Repairs to Lowe Building
Item Purpose: Task Letter #5 to compensate the consultant for documenting the condition of and developing the design of a permanent repair for the defective exterior precast panels on the Lowe Building

Mr. Dillon reported that in October 2010, Macchi Engineers, LLC (“MEL”) was contracted by the Department of Construction Services (“DCS”) to perform an in-depth visual inspection of the exterior façade of the Frederick W. Lowe Building at Manchester Community College. The overall scope was intended to provide a complete analysis of the precast panels, caulk joints and evidence of water infiltration. Upon completion of this review MEL concluded that precast panel movement was being caused by concrete creep, shrinkage and slow cyclical movements derived by temperature variations.

This new Task Letter (“TL #5”) will authorize MEL to observe and document the exterior and interior condition of all the precast panels on the building and subsequently design a repair and/or replacement for all defective panels. At the request of the college MEL is also being requested to provide special inspection and construction administration services during the implementation of the repair. In order, construction and total project budgets are **\$567,113** and **\$807,824**.

Mr. Dillon recommended that SPRB approve Task Letter #5. The maximum allowable fee under the DCS guidelines for this Group B Renovation Project is 13% of the project construction budget. The overall basic service fee for this project is 11.8% which appears to be acceptable and within the established guidelines. Furthermore, DCS has separated the proposed CA fee and demonstrated that the CA portion (\$20,000) is within the established 5% guideline rate while the special inspection component (\$12,000) should be separated and not consolidated with basic CA services.

Board members briefly discussed the fact that this Task Letter was previously authorized by the DCS without approval of the Board. Mr. Dillon explained that it was an oversight by DCS due to the fact that it was the cumulative fee amount on the project and not solely this task letter that triggered SPRB approval. The Board members briefly continued to discuss this issue and agreed that the scope of the task letter was acceptable but that an acknowledgement of this process error should be documented in the file.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #11-274 - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #11-274. The motion passed unanimously.

PRB FILE #11-275 - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #11-275 inclusive a of a memorandum to the file detailing that the subject task letter was previously executed without approval by the Board. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary