

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On February 8, 2016 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on February 8, 2016 in the State Office Building.

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

**Members Absent:** Pasquale A. Pepe

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

Chairman Greenberg called the meeting to order.

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

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF February 1, 2016.** Mr. Valengavich moved and Mr. Millstein seconded a motion to approve the minutes of February 1, 2016. The motion passed unanimously, except for Mr. Norman who abstained from voting.

### REAL ESTATE- UNFINISHED BUSINESS

### REAL ESTATE – NEW BUSINESS

**PRB #** 16-020 **Transaction/Contract Type:** RE / Lease Renewal  
**Origin/Client:** DAS/JUD  
**Property:** 225 North Main Street, Bristol, CT  
**Lessor:** The Carpenter Realty Company  
**Project Purpose:** Lease Renewal for Judicial Branch Adult Probation Office  
**Item Purpose:** 5-Year lease renewal for continued use of approximately 5,204 NUSF of ground and first floor office space as well as 19 unreserved parking spaces.

Judicial has had an office for adult probation at this location since 1984, when 1,500 SF was leased (PRB #84-470). In 1990 the lease space increased to 4,250 sf with a base rental rate of \$13.50/SF. In 1995, the rented space expanded by 327 sf for storage. The lease was in holdover until 2004, when SPRB approved a new lease for 5,204 NUSF. The lease was renewed in 2010. A lease amendment was approved by the Board in 2012, and because of the Board's research into paint and carpet requirements that had not been met, the amendment resulted in \$17,600 rental rate reduction.

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The amendment also reduced the base rent for proposed renewal, PRB #16-020. Board approval of PRB #16-020 will result in a savings to the State of  $\$0.72/\text{SF} \times 5,204 \text{ SF} \times 5 \text{ years} = \$18,734.40$ . This base rental rate deduction was a result of the SPRB study concerning paint and carpet requirements that were not being performed. Because Judicial waived new carpet and paint for the demised premises for the current renewal there is a  $\$0.72/\text{SF}$  reduction in the 2016-2021 renewal rate.

Staff recommended Board approval of the lease renewal. The State Facility Plan approves 5,204 SF and \$84,929 for this office; the Lease Renewal was approved by OPM on January 8, 2016. Complete documentation has been provided, including a Statement of Financial Interest and campaign contribution certification. Market data indicates that the  $\$15.78/\text{NUSF}$  rate is a fair rate for this Class B office space. SPRB approval will result in a savings of  $\$18,734.40$  attributed to the Board's efforts concerning the enforcement of lease terms regarding tenant improvements for paint and carpet requirements.

**PRB #** 16-036 **Transaction/Contract Type:** RE / Assignment  
**Origin/Client:** DOT / DOT  
**Project Number:** 056-275-002A  
**Grantee:** Town of Greenwich  
**Property:** Various land and rights of way located along King Street, Greenwich  
**Project Purpose:** Assignment of land to the Town of Greenwich  
**Item Purpose:** Assignment of 895± SF of land and 9,981± SF of drainage rights of way to the Town of Greenwich for highway purposes which were originally acquired for the Reconstruction of King Street Project, per Agreement No. 01.016-02(01).

Staff recommended Board approval for the release of the above referenced real estate to the Town of Greenwich for highway purposes. 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 Quit-Claim to release the real property are consistent with the description in the DOT acquisition deeds.

DOT acquired and is now releasing land and a drainage right of way which was originally acquired for the Reconstruction of King Street. The project is complete and it is now necessary for the State to assign the land to the Town per Section 11 of Agreement No. 1.16-02(01). This is a release along a town street for highway purposes only and there is not any monetary consideration. The project release areas comprise two (2) original property takings which totaled approximately 895 SF of land and 9,981 SF of drainage right of way.

**PRB #** 16-037 **Transaction/Contract Type:** RE / Assignment  
**Origin/Client:** DOT / DOT  
**Project Number:** 089-120-002A  
**Grantee:** Town of New Canaan  
**Property:** Various easement areas located along Mariomi Road, New Canaan  
**Project Purpose:** Assignment of land to the Town of New Canaan  
**Item Purpose:** Assignment of 1,360± SF of defined easement area and 4,458± SF of slope easement area to the Town of New Canaan for highway purposes which were originally acquired for the Replacement of Bridge No.04999 on Mariomi Road over Silvermine River Project, per Agreement No. 05.327-02(08).

Staff recommended Board approval for the release of the above referenced real estate to the Town of New Canaan for highway purposes. The conveyance complies with Section 13a-80 of the CGS governing the

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release of excess property by the commissioner of transportation. The descriptions in the Quit-Claim to release the real property are consistent with the description in the DOT acquisition deeds.

DOT acquired and is now releasing easements originally acquired for the Replacement of Bridge No. 04999 on Mariomi Road over Silvermine River Project. The project is complete and it is now necessary for the State to assign the easements to the Town per Section 7 of Agreement No. 05.27-02(08). This is a release along a town street for highway purposes only and there is not any monetary consideration. The project release areas comprises three original property takings comprising 5,818-SF of easement areas.

### **ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

#### **ARCHITECT-ENGINEER – NEW BUSINESS**

<b>PRB#</b>	<b>16-019</b>	<b>Transaction/Contract Type:</b>	AE / Task Letter
<b>Project Number:</b>	BI-CTC-490	<b>Origin/Client:</b>	DCS/DOE
<b>Contract:</b>	OC-DCS-ARC-0044		
<b>Consultant:</b>	Silver Petrucelli & Associates, Inc.		
<b>Property:</b>	Quinebaug Valley Community College, Danielson		
<b>Project Purpose:</b>	Site Improvements Project		
<b>Item Purpose:</b>	Task Letter #9B to compensate the consultant for additional design and construction administration services required for proposed site revisions to the main site entrance.		

Staff reported that in general this project involves the design and construction of various site improvements at the Quinebaug Valley Community College Campus. These site improvements intended include drainage improvements, parking lot repairs, new curbing, sidewalks, light pole/fixture replacement, increased landscaping, installation of “blue light” phone system, and electric/hybrid car charging stations. The project scope is also intended to include preliminary design services for a secondary campus egress road. This project is intended to include completion of all permit requirements, survey support as well as the required site-civil engineering for the associated egress road, lighting, utilities and storm water drainage.

In May 2012, SPRB approved Silver Petrucelli & Associates, Inc. (“SPA”) as one of eight firms under the latest On-Call Architectural Support Services consultant contracts. Since that time SPA’s contract has been amended in May 2014 to increase the maximum fee from \$500,000 to \$750,000 and again September 2014 to extend the contract expiration date from May 2014 until December 2014. Under this contract, DCS approved Task Letters #9 and #9A totaling \$99,900 for the QVCC Campus Site Improvement Project.

Task Letter #9B is a new task letter in the amount of \$9,310 and subject to SPRB approval because the cumulative value of task letters for this project now exceeds \$100,000. The Construction Budget and total Project Budget have been established at \$1,472,895 and \$2,189,620 respectively.

As detailed in the scope letter from SPA to DCS dated October 22, 2015 the \$9,310 is intended to compensate the Architect for the following additional project scope: completion of design documents required for the redesign of the main entrance landscaping plan to reduce ongoing maintenance obligations; associated topographical survey work as well as required site visits to confirm design plans;

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completion of required technical speculations and a new probable cost estimate; and limited construction administration services to administer and process the change order request with the current contractor.

Staff recommended that the Board approve Task Letter #9B for Silver Petrucelli & Associates, Inc. to provide additional consulting design and construction administration services on this project.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #16-019** – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #16-019. The motion passed unanimously.

**PRB FILE #16-020** – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #16-020. The motion passed unanimously.

**PRB FILE #16-036** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #16-036. The motion passed unanimously.

**PRB FILE #16-037** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #16-037. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Bruce Josephy, Secretary