

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On April 22, 2013 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on April 22, 2013 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. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF APRIL 15, 2013.** Mr. Norman moved and Mr. Millstein seconded a motion to approve the minutes of April 15, 2013. Mr. Valengavich abstained from voting. The motion passed with all other members voting yes.

**ACCEPTANCE OF MINUTES OF APRIL 16, 2013.** Mr. Norman moved and Mr. Millstein seconded a motion to approve the minutes of April 16, 2013. Mr. Pepe abstained from voting. The motion passed with all other members voting yes.

### COMMUNICATIONS

#### REAL ESTATE- UNFINISHED BUSINESS

#### REAL ESTATE- NEW BUSINESS

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

### EXECUTIVE SESSION

**PRB #** 13-089 **Transaction/Contract Type:** Lease Renewal  
**Origin/Client:** DAS/ JUD

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6) & 1-210(b)(24)**

The board commenced its discussion of PRB File #13-089 at 9:40 a.m. and concluded at 10:02 a.m.

STATE PROPERTIES REIVEW BOARD

Minutes of Meeting, April 22, 2013

Page 2

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Executive Session and into Open Session.

**OPEN SESSION**

**PRB #** 13-073 **Transaction/Contract Type:** RE / Agency Relocation  
**Origin/Client:** DAS/DORS  
**Property:** 25 Sigourney Street, Hartford, CT  
**Project Purpose:** Relocation of the Department of Rehabilitation Services  
**Item Purpose:** Approval pursuant to CGS 4b-29 for the relocation and consolidation of the Department of Rehabilitation Services Fiscal Unit currently located at both 9 Windsor Avenue and the 11<sup>th</sup> Floor of 25 Sigourney Street. This will allow for the unit to be re-located entirely on the 6<sup>th</sup> Floor of 25 Sigourney Street.

SPRB Staff recommended Board approval pursuant to CGS 4b-29 for the relocation and consolidation of the fiscal staff for the recently created Department of Rehabilitation Services (“DORS”). The overall goal of this submittal is to consolidate these employees on the 6<sup>th</sup> Floor of 25 Sigourney Street. The relocation will involve the reassignment of 4.5 FTEs from the BESB Office at 9 Windsor Street as well as 10 FTEs from the 11<sup>th</sup> to the 6<sup>th</sup> Floor within 25 Sigourney Street. This is a relocation of an agency from leased space and state space to entirely within state space. The primary purpose of the relocation is to consolidate DORs Fiscal Group within one location.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 13-066 **Transaction/Contract Type:** AE / Task Letter  
**Project Number:** BI-RD-273 **Origin/Client:** DCS/WCSU  
**Contract:** OC-DPW-CA-0009 Task Letter #2  
**Consultant:** Arcadis U.S., Inc.  
**Property:** Western Connecticut State University Campus  
**Project Purpose:** WCSU New Police Station Project  
**Item Purpose:** Task Letter #2 to compensate the consultant for project design phase estimating, budget review, commissioning and part-time construction phase construction administration services

SPRB stated that this project involves the completion of design documents for the construction of a new police station at the Western Connecticut State University Campus. The overall project is intended to include the construction of an 8,100 GSF facility inclusive of all required administrative, conference, record retention, training, evidence room and detention requirements. The pre-design study, once completed by Jacunski Humes Architects, Inc., will assist in the verification of three identified mid-town sites, development of the project scope and space programming needs based upon the established construction budget.

STATE PROPERTIES REIVEW BOARD

Minutes of Meeting, April 22, 2013

Page 3

The overall project will include site work improvements encompassing high intensity lighting, security fencing, cameras and card access through gates and at all building access points. The construction and total project budgets for the project are **\$3,131,213** and **\$4,745,000** respectively.

In October 2010, SPRB approved Arcadis U.S., Inc. (“AUI”) as one of six firms under the latest On-Call Construction Administrator Series of consultant contracts. These contracts expire on June 20, 2013, and had a maximum cumulative fee of \$500,000.

**TASK LETTER #2** is a new task letter and is subject to SPRB approval because it exceeds the threshold cost of \$100,000. The total Construction Budget for the project is \$3,131,213 and the Architect’s total fee for the project is \$166,947. As detailed in the scope letter from AUI to DCS dated November 19, 2012 the scope is intended to compensate the Construction Administrator for the following project scope:

- Part-time construction administration services averaging 3-days a week or 111-hour a month over a 15-month construction period which includes three months of project close-out.
- Project design phase estimating, budget review and construction cost reconciliation.
- Commissioning Agent Services

SPRB staff recommended approval of this task letter.

**PRB#** 13-067                      **Transaction/Contract Type:** AE / Commission Letter  
**Project Number:** BI-NN-627      **Origin/Client:** DCS/DEEP  
**Contract:** BI-NN-627-ENG                      Commission Letter #4  
**Consultant:** AECOM Technical Services, Inc.  
**Property:** Southbury Training School, Southbury  
**Project Purpose:** Sewer and Pump Station Project  
**Item Purpose:** Commission Letter #4 to compensate the consultant for additional consulting services required for continued construction administration due to the extended project timeframe and additional project management services.

SPRB staff recommended approval of Commission Letter #4 which will modify AECOM’s contract and provide for an additional **\$46,080** in consulting fees for extended construction administration services due to the extended project timeframe and additional project management services.

The submittal provided included correspondence dated December 2012 by AECOM which requests additional funding for the continued oversight of construction activities as well as providing project management services for the completion of Phase II activities. The Phase II activities that are still needed for completion include some demolition work, site paving and final landscaping.

***OTHER BUSINESS*** – Discussion with Commissioner DeFronzo and Deputy Commissioner Salemi on the status of Web RFQ: BI-2B-312-DB-2 for the possible construction of a new data center.

Commissioner DeFronzo from the Department of Administrative Services (“DAS”), Deputy Commissioner Salemi from the Department of Construction Services (“DCS”) and Erin Choquette also from DAS joined the Board at 10:30 to provide an update on the proposed data center project. The Commissioner’s each spoke about the ongoing coordination between various

STATE PROPERTIES REIVEW BOARD

Minutes of Meeting, April 22, 2013

Page 4

DAS divisions and DAS to evaluate technologies, construction vs. lease proposals, schedule and budgets for the project. Commissioner DeFronzo briefly described the collaborative efforts between DCS and DAS. Deputy Commissioner Salemi also commented on the requirements from both a building and location standpoint for the project. Chairman Greenberg and Mr. Norman briefly asked some questions regarding schedule and costs. Mr. Josephy also asked a few questions regarding some of the proposed utility costs under the various construction or development scenarios. Commissioner DeFronzo assured the Board that more information will be forthcoming in the future as decisions are finalized on various fronts concerning the project.

On behalf of the Board, Chairman Greenberg thanked Commissioners DeFronzo and Salemi for joining the Board at its meeting today.

***VOTES ON PRB FILES:***

The Board took the following votes in Open Session:

**PRB FILE #13-089**- Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #13-089. The motion passed unanimously.

**PRB FILE #13-073** - Mr. Pepe moved and Mr. Valengavich seconded a motion to approve PRB File #13-073. The motion passed unanimously.

**PRB FILE #13-067** – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #13-067. The motion passed unanimously.

**PRB FILE #13-066** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #13-066. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary