

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On April 27, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on April 27, 2015 in the State Office Building.

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

**Members Absent:** Edwin S. Greenberg, Chairman

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

Vice Chairman Millstein 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 20, 2015 and APRIL 22, 2015.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of April 20, 2015 and April 22, 2015. The motion passed unanimously.

### REAL ESTATE- UNFINISHED 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 #** 15-058-A **Transaction/Contract Type:** AG / Purchase of Develop. Rights  
**Origin/Client:** DOA / DOA

**Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)**

The Board commenced its discussion of the above referenced purchase at 9:31 a.m. and concluded at 9:39 a.m.

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

### REAL ESTATE – NEW BUSINESS

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### OPEN SESSION

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 #** 15-080-A **Transaction/Contract Type:** AG / Purchase of Develop. Rights  
**Origin/Client:** DOA / DOA

**Statutory Disclosure Exemptions:** 1-200(6) & 1-210(b)(7)

The Board commenced its discussion of the above referenced purchase at 9:40 a.m. and concluded at 9:55 a.m.

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

### ARCHITECT-ENGINEER - UNFINISHED BUSINESS

### ARCHITECT-ENGINEER – NEW BUSINESS

**PRB#** 15-083 **Transaction/Contract Type:** AE / Task Letter  
**Project Number:** BI-CTC-455 **Origin/Client:** DCS/BOR  
**Contract:** OC-DCS-MDE-0028  
**Consultant:** BVH Integrated Services, P.C.  
**Property:** Housatonic Community College, Bridgeport  
**Project Purpose:** Master Plan Phase II Renovations Project  
**Item Purpose:** Task Letter #4 to compensate the consultant for preparation of a storm drainage analysis report and comprehensive hydraulic model of the existing infrastructure within the project area as required for OSTA review.

Staff reported that, in general, this project involves the complete renovation of the existing Lafayette Hall as well as 55,000 GSF of cumulative new additions to the building. The proposed renovation and expansion project is intended to support the increased enrollment at the college as well as expansion space for various program offerings. The existing Lafayette Hall comprises 183,000 GSF and supports a broad mix of campus functions including administrative space, library, daycare/preschool, the new manufacturing center, developmental studies and performing arts. The program expansion is intended to include new/renovated science rooms, computer and general classrooms, expanded cafeteria space and library space. The overall project will also require MEP enhancements to the building such as new chillers, boilers and generators.

Task Letter #4 is a new task letter and subject to SPRB approval because DCS has confirmed that it is an extension of the base contract approved under PRB #13-013. While the value and/or cumulative fee for task letter does not exceed \$100,000, DCS has opted to submit the proposal to SPRB for review and approval. The Construction Budget and total Project Budget still remain at \$29,838,772 and \$47,741,350 respectively for this project. As detailed in the scope letter from BVH to DCS dated February 16, 2015 the \$15,000 is intended to compensate BVH for the following project scope: complete an evaluation of

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the existing storm drainage system within the project area; develop a comprehensive hydraulic model of the existing system within the project area as well as the evaluation of project impacts on the current infrastructure at the required OSTA storm intervals; preparation of a storm drainage analysis report which shall be submitted to the City of Bridgeport and OSTA; assist DCS and the project design team with submittal requirements and required support for the presentation of an OSTA application and subsequent decision. DCS has confirmed that funding is available for this project.

Staff recommended that the Board approve Task Letter #4 for BVH Integrated Services, P.C to provide permitting and consulting services on this project. The lump fee of \$15,000 appears to be reasonable based upon the scope and fee provided.

<b>PRB#</b>	<b>15-090</b>	<b>Transaction/Contract Type:</b> AE / Task Letter
<b>Project Number:</b>	BI-C-287	<b>Origin/Client:</b> DCS/DVA
<b>Contract:</b>	OC-DCS-ARC-0051	
<b>Consultant:</b>	Ames & Whitaker Architects, P.C.	
<b>Property:</b>	Veterans Home Campus, Rocky Hill	
<b>Project Purpose:</b>	Campus Housing Study Project	
<b>Item Purpose:</b>	Task Letter #2 to compensate the consultant for completion of a master plan study to evaluate existing conditions and review relevant architectural, site-civil, structural, mechanical and electrical information for the purposes of a developing additional housing units on the campus.	

The Department of Veterans Affairs (“DVA”) has requested consultant services for the development of a campus housing study for the purposed of preparing a Master Plan document which shall include but not be limited to the identification of housing types, gross facility capacity, space requirements, amenities, recreation, transportation, community ties and conceptual costs. The consultant design team will review existing campus master plans, prepare an existing conditions survey, evaluate the existing site-civil infrastructure, review the existing structures for rehabilitation options, conduct preliminary structural assessments and complete an engineering review of the fire protection systems, plumbing systems, electrical distribution and HVAC systems. The final plan is envisioned to include 3-D renderings, a phasing plan, cost estimates, project narrative and large scale sketches for various housing options. The project scope will also include the use of a sub-consultant for the completion of market surveys, demographic analyzes and a needs assessment related to veteran groups anticipated for inclusion in this project.

In November 2014, SPRB approved Ames & Whitaker Architects, P.C., (“AWA”) as one of eight firms under the latest On-Call Architects Consulting Services Contract.

Task Letter #2 is a new task letter that is 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 16, 2015 the \$300,000 fee is intended to compensate the consultant for the following additional project scope: completion of a site visit to evaluate existing conditions and review relevant architectural, site-civil, structural, mechanical and electrical information; interview staff and residents to better understand facility operations; complete a demographic, marketing and needs assessment report for potential end-users; evaluate existing utilities, soil conditions, building requirements, conditions, plant output and other infrastructure review requirements; develop conceptual plans with site improvements inclusive of

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roadway circulation, layout, curbing and sidewalks; and provide a written narrative report with proposed architectural and engineering concepts.

Staff recommended that the Board approve Task Letter #2 for Ames & Whitaker Architects, P.C. to provide master planning and design consulting services on this project. The overall fee and scope of the contract is comprehensive and generally consistent with other master planning studies requested by DCS.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #15-058-A** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #15-058-A. The motion passed unanimously.

**PRB FILE #15-080-A** – Mr. Valengavich moved and Mr. Norman seconded a motion to suspend PRB File #15-080-A, pending but not limited to the results of a site inspection. The motion passed unanimously.

**PRB FILE #15-083** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #15-083. The motion passed unanimously.

**PRB FILE #15-090** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #15-090. The motion passed unanimously.

The meeting adjourned.

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