

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On August 18, 2011 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on August 18, 2011 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  
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 August 11 and August 12, 2011.** Mr. Norman moved and Mr. Josephy seconded a motion to approve the minutes of August 11 and August 12, 2011. The motion passed unanimously.

### **REAL ESTATE- UNFINISHED BUSINESS**

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

### EXECUTIVE SESSION

#### **REAL ESTATE - UNFINISHED BUSINESS**

**PRB #** 11 - 015      **Transaction/Contract Type:** RE / Lease-Out  
**Origin/Client:** DAS / DMHAS

**Statutory Disclosure Exemptions:** 4b-23(e); 1-200(6) & 1-210(b)(7)

The Board commenced its discussion concerning the subject lease out at 10:00 a.m. and concluded at 10:13 a.m.

#### **REAL ESTATE – NEW BUSINESS**

**PRB #** 11 - 163      **Transaction/Contract Type:** RE / Holdover Agreement  
**Origin/Client:** DAS / OCSA

**Statutory Disclosure Exemptions:** 4b-23(e); 1-200(6) & 1-210(b)(7)

**PRB #** 11 - 164      **Transaction/Contract Type:** RE / New Lease  
**Origin/Client:** DAS / OCSA

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**Statutory Disclosure Exemptions: 4b-23(e); 1-200(6) & 1-210(b)(7)**

The Board commenced its discussion concerning the subject leases at 10:13 a.m. and concluded at 10:35 a.m.

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

**OPEN SESSION**

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER - NEW BUSINESS**

**PRB#** 11-171 **Transaction/Contract Type:** AE / New Contract  
**Project Number:** BI-CTC-440 **Origin/Client:** DPW / CTC  
**Contract:** OC-CTC-440-ENG  
**Consultant:** James Purcell Associates, Inc.  
**Property:** Manchester Community College, Manchester

**Project Purpose:** Renovate B Lot and Add 225 New Parking Spots  
**Item Purpose:** A/E new contract for the consultant to provide design services for the complete rehabilitation of the existing B-Lot and the construction of 225 new parking spots on campus. The scope includes new site lighting, drainage improvements, landscaped islands, revised ingress/egress locations and the reconfiguration of driveway aisles.

Mr. Dillon summarized the project, which consists of the design and complete rehabilitation of the existing B-Lot at Manchester Community College and the construction of 225 new parking spots at an additional location on campus.

The existing B-Lot has 685 parking spaces and DCS has determined that the project will require new access / egress drive relocations and the reconfiguration of interior access aisles. The new parking lot will also include updated sight lighting all required drainage improvements and additional landscaping. The project scope advertised by DCS has identified that a new State Traffic Commission Certificate will be needed.

The proposed contract is for Engineer Consultant Design Team Services from preliminary design until the completion of construction. The compensation rate for this basic service is \$229,600 plus an additional \$93,600 for a preliminary planning and design report in addition to \$44,250 for special service sub-consultants. As such the total proposed contract is \$367,450 for project A/E design services which amounts to a total fee of 12.75% of the overall construction budget.

DCS has confirmed for SPRB that funding is available for this contract, and is sufficient to cover the contractual expenses for the successful firm, James Purcell and Associates Inc., to complete basic and special services components of the project at a cost of \$367,450.

Mr. Dillon recommended Board approval of the contract. The documentation shows conformance to State statutes and DCS policy. He noted that the request for proposal elicited 27 candidates, of which four were recommended, and the selected firm was ranked first by the interview pane. The firm submitted the required Consulting Agreement Affidavit. The amount of the contract fee attributed to basic services is \$229,600, which is 7.97% of the \$2,880,915 construction budget. This is within DCS established guidelines for Group A projects.

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**OTHER BUSINESS, REAL ESTATE/ARCHITECT-ENGINEER**

The Board took the following votes in Open Session:

**PRB FILE #11- 015** - Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #11-015. The motion passed unanimously.

**PRB FILES #11-163 & #11-164** - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB Files #11-163 & #11-164. The motion passed unanimously.

**PRB FILE #11- 171** - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #11-171. The motion passed unanimously.

The meeting adjourned.

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