

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On November 8, 2012 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on November 8, 2012 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. Millstein seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF NOVEMBER 1, 2012.** Mr. Valengavich moved and Mr. Josephy seconded a motion to approve the minutes of November 1, 2012. The motion passed unanimously.

### COMMUNICATIONS

**Department of Transportation Report of Property Acquisitions.** As required by CGS Section 13a-73(h), the Board received a report from DOT dated November 1, 2012 listing property acquisitions, not in excess of \$5,000, processed during the month of October 2012.

### REAL ESTATE- UNFINISHED BUSINESS

#### REAL ESTATE- NEW BUSINESS

**PRB #** 12-269      **Transaction/Contract Type:** RE / Lease Amendment  
**Origin/Client:** DAS/DMV  
**Project Number:** LP 12-03  
**Lessor:** Nichols Realty, LLC  
**Property:** 2200 Thomaston Avenue, Waterbury  
**Project Purpose:** Lease Amendment for Department of Motor Vehicles Branch Office  
**Item Purpose:** Lease Amendment for continued use of 7,725 NUSF of office space with parking for 124 cars for a 5-year term with one renewal option.

Ms. Goodhouse reported that the Department of Motor Vehicles initially began leasing at this location in 1994, occupying 7,725 SF of this one-story building. The current lease commenced 10/10/2007 (PRB #07-261) for a 5 year term, and included one renewal.

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The purpose of the First Amendment is to renew the lease at the current rate, which is 15% less than the renewal rate offered in Article 3.03 Renewal Option, in the 2007 lease agreement. The DAS proposal amends the lease as follows:

1. The rental rate remains at \$14.95/SF plus \$3.05/SF for additional parking requirements, which is the rate in effect since 10/10/2007. This is \$2.70/SF less than the renewal rate offered in the 2007 lease, for an annual reduction to the renewal rate of \$20,858; and a total of \$104,288 over the five year term.
2. The renewal option in the base lease (Article 3.03) may be exercised as a renewal option five years hence. The 2017 renewal would be a 15% increase over the current rate.
3. The requirement for new carpeting is waived at this time, but premises but will be repainted within 90 days after the amendment is approved. Carpet and paint are required at 2017 lease renewal.
4. Standard lease agreement provisions concerning executive orders, non-discrimination provisions, campaign contribution limitations, and the state's rights to inspect and audit have been updated to reflect current statutory requirements.

Staff recommended that the Board approve First Amendment to Lease 7,725 SF at 2200 Thomaston Avenue, Waterbury for the DMV branch office for the following reasons:

1. Rental rate of \$14.75/SF (+ \$3.05/SF for additional parking) and other lease terms and conditions appear to be within an acceptable range this type of property and use. The submittal was advertised as required under the provisions of Section 4b-34. The one response received was from the proponent offering lease at existing rate.
2. FASCAP contains approval for 7,725 square feet for this DMV office.
3. All required documentation has been provided by DAS.

With respect to the waiver of the carpeting requirement, Chairman Greenberg noted that the Amendment provides that the base rent for the new 5 year term remains at the 2007-2012 rate, which is savings of \$104,288 over five years. The negotiated rate and consequent savings justify the waiver of the tenant improvement of approximately \$15,000 for recarpeting. The carpeted area is approximately 3,745 sq. ft., of 49% of the floor area. According to the file memoranda, the carpet was replaced in May 2009.

<b>PRB #</b>	<b>12-273</b>	<b>Transaction/Contract Type:</b>	RE / Assignment
<b>Origin/Client:</b>	DOT / DOT		
<b>Project Number:</b>	36-176-2A		
<b>Grantee:</b>	City of Derby		
<b>Property:</b>	Various areas along Sodom Lane, Derby		
<b>Project Purpose:</b>	Assignment of Land to the City of Derby		
<b>Item Purpose:</b>	Assignment of various areas comprising approximately 6,793 SF of land, 5,290 SF of easement area and 5,220 SF of drainage right of way to the City of Derby for highway purposes in connection with the Reconstruction of Sodom Lane Project.		

Ms. Goodhouse recommended Board approval for the release of this real estate to the City of Derby. 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 descriptions in the DOT acquisition deeds.

In 2000 DOT acquired various drainage rights of way, numerous slope easements and some partial property takings on behalf of the City of Derby in connection with the reconstruction of Sodom Lane,

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which straddles the Town Line of Derby and the Town Line of Orange. Item #10 in project Agreement No. 3.31-03(98) stipulates that at completion, properties and rights acquired shall be returned to the municipality. This is a release along a town street for highway purposes only.

**PRB #** 12-275 **Transaction/Contract Type:** RE / Lease Out  
**Origin/Client:** DAS/DOC  
**Lessee:** The Hummingbird Catering Company, LLC  
**Property:** Department of Corrections Headquarters, 24 Wolcott Hill Road, Wethersfield  
**Project Purpose:** Lease-out of basement kitchen and dining area  
**Item Purpose:** Lease-out of approximately 4,975 SF of kitchen and dining area to provide food related goods and services consistent with DAS Contract #11PSX0252.

Mr. Dillon reported that Mr. Mallory of the Department of Administrative Services has requested that this item be returned to the agency due to the fact the proposed Lessee no longer wishes to pursue this contract.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 12-274 **Transaction/Contract Type:** AE / New Contract  
**Project Number:** CF-RC-382 **Origin/Client:** DCS/CCSU  
**Contract:** CF-RC-382-ARC  
**Consultant:** Centerbrook Architects & Planners, LLP  
**Property:** Central Connecticut State University, New Britain  
**Project Purpose:** New Dining Facility – Central Connecticut State University  
**Item Purpose:** New contract for the consultant to prepare a pre-design study and provide consulting design services from schematic design through construction administration for the development of a new 22,000 GSF dining facility.

Mr. Dillon reported that this project consists of the design of a new 22,000 GSF dining facility on the north end of campus. The new facility is planned to accommodate the dining needs of 1,400 students and include food preparation areas, various serving configurations, a dishwashing area, waste disposal and storage rooms with required cooler/freezer space. The overall facility will also include a modernized dining area, administrative space and restrooms. The overall construction budget and project budget are \$6,118,000 and \$10,304,000 respectively.

In June 2011 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for Architect and Consultant Design Teams related to the Central Connecticut State University – New Dining Facility Project. After completion of the internal review process four (4) firms were selected for short-listed interviews. These firms were as follows; Centerbrook Architects & Planners, LLP, Clohassey Harris & Kaiser, LLC, Kaestle Boos Associates, Inc. and Tai Soo Kim Partners, LLC. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. At the conclusion of the process DCS identified Centerbrook Architects & Planners, LLP (“CAP”) as the most qualified firm.

The compensation rate for this basic service is \$659,500 plus an additional \$264,640 for special services and/or sub-consultants. As such the total proposed contract is \$924,140 for project design services which

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amounts to a total fee of 15.11% of the overall construction budget. The basic service fee is equivalent to 10.78% of the construction budget.

DCS has confirmed for SPRB that funding is available for this contract. Project funding was approved pursuant to CHEFA J-Series Bond Sale.

SPRB Staff recommended approval of this contract. The basic service fee of \$659,500 which amounts to 10.78% of the construction budget is generally consistent with the maximum guideline rate of 10.75% established by the agency for design services on this Class C Project.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #12-269** – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #12-269. The motion passed unanimously.

**PRB FILE #12-273** - Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #12-273. The motion passed unanimously.

**PRB FILE #12-274** - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #12-274. The motion passed unanimously.

**PRB FILE #12-275** – Mr. Millstein moved and Mr. Valengavich seconded a motion to return PRB File #12-275 as requested by the Department of Administrative Services. The motion passed unanimously.

The meeting adjourned.

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