

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On November 17, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on November 17, 2014 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 NOVEMBER 10, 2014 and NOVEMBER 12, 2014.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of November 10, 2014 and November 12, 2014. 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 #** 14-259-A **Transaction/Contract Type:** AG / Purchase of Develop. Rights  
**Origin/Client:** DOA / DOA  
**Statutory Disclosure Exemptions:** 1-200(6)(D) & 1-210(b)(7)

The Board commenced its discussion of the proposal at 9:35 a.m. and concluded at 9:45 a.m.

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

### OPEN SESSION

### REAL ESTATE- NEW BUSINESS

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, November 17, 2014

Page 2

**PRB #** 14-291 **Transaction/Contract Type:** RE / MOU  
**Origin/Client:** DAS/DCF  
**Property:** 101 East River Drive, East Hartford  
**Project Purpose:** MOU For Leased Space  
**Item Purpose:** A memorandum of understanding between the Department of Administrative Services and the Department of Children and Families for the use of 9,397 SF at 101 East River Drive for the purposes of locating consultants under the LINK Program until October 2015.

Staff reported that DAS is requesting SPRB approval pursuant to CGS §4b-29 for the assignment of consultants under the Department of Children and Families (“DCF”) LINK Program to 101 East River Drive. It is envisioned that these consultants will utilize approximately 9,397-SF of space within the building. This space is currently leased by the State of Connecticut and is under the custody and control of DAS for its BEST Division. BEST has recently been relocated to 55 Farmington Avenue and as such the lease area is currently vacant until termination of the lease on October 31, 2015.

DAS has agreed to provide this space to DCF at no charge except that DCF will be responsible for its own internet, phone and additional building services not included in the underlying lease. The MOU also includes an agreement that DCF must vacate the space by October 31, 2015 or the agency will assume responsibility of the monthly lease payment.

The MOU has been signed by DAS and DCF and includes the required approval by OPM.

Staff recommended approval of the item.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 14-279 **Transaction/Contract Type:** “On-Call”  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0047  
**Consultant:** OakPark Architects, LLC  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and may involve investigation, design and construction related activities.

**PRB#** 14-280 **Transaction/Contract Type:** “On-Call”  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0048  
**Consultant:** Joseph S. Eddy d/b/a AE Design Group  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and may involve investigation, design and construction related activities.

**PRB#** 14-281 **Transaction/Contract Type:** “On-Call”  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0049  
**Consultant:** TLB Architecture, LLC  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, November 17, 2014

Page 3

may involve investigation, design and construction related activities.

**PRB#** 14-282 **Transaction/Contract Type:** "On-Call"  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0050  
**Consultant:** Northeast Collaborative Architects, LLC  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and may involve investigation, design and construction related activities.

**PRB#** 14-283 **Transaction/Contract Type:** "On-Call"  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0051  
**Consultant:** Ames & Whitaker Architects, P.C.  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and may involve investigation, design and construction related activities.

**PRB#** 14-284 **Transaction/Contract Type:** "On-Call"  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-ARC-0052  
**Consultant:** Christopher Williams Architects, LLC  
**Project Purpose:** New On-Call Contract  
**Item Purpose:** New On-Call contract to provide the State of Connecticut architectural support services. This contract covers the entire spectrum of architectural services and may involve investigation, design and construction related activities.

Staff reported that this is the 7<sup>th</sup> series of On-Call Architect Consulting Service Contracts awarded by the Department of Construction Services ("DCS") since 2002. The six On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$1,000,000 per contract and a common expiration date of 01/15/2017.

A Request for Qualifications (RFQ) for the consultant services was released in June 2014 and elicited twenty-eight (28) responses. Three of the respondents were considered "unresponsive" and as such twenty-five submittals were considered for review. Thereafter, the DCS selection panel began the process of evaluating all 25 proposals. The State Selection Panel consisted of 5 members and rated each firm based upon a weighted ranking system. Upon completion of the internal review process the selection committee selected the top six firms for approval under this on-call series. During the course of the final selection and review, the Selection Committee opted to remove Tecton Architects, P.C. due to the fact that the firm currently has four active formal contracts underway which are being funded by the Department of Administrative Services. The Selection Committee approved the replacement of Tecton Architects, P.C. with Christopher Williams Architects, LLC.

Staff recommended Board approval of the following six (6) firms as on-call architecture consultants for projects of various sizes and scope. All six consultants provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions. The six firms recommended for approval are:

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, November 17, 2014

Page 4

PRB # 14-279, Oak Park Architects, LLC.....Contract #OC-DCS-ARC-0047  
PRB # 14-280, Joseph S. Eddy d/b/a AE Design Group .....Contract #OC-DCS-ARC-0048  
PRB # 14-281, TLB Architecture, LLC.....Contract #OC-DCS-ARC-0049  
PRB # 14-282, Northeast Collaborative Architects, LLC.....Contract #OC-DCS-ARC-0050  
PRB # 14-283, Ames & Whitaker Architects, P.C.....Contract #OC-DCS-ARC-0051  
PRB # 14-284, Christopher Williams Architects, LLC.. .....Contract #OC-DCS-ARC-0052

**OTHER BUSINESS**

The Board took the following votes in Open Session.

**PRB FILE #14-259-A** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #14-259-A. The motion passed unanimously.

**PRB FILE #14-211** – Mr. Norman moved and Mr. Valengavich seconded a motion to suspend PRB File #14-211, pending receipt of additional information. The motion passed unanimously.

**PRB FILES #14-279 through #14-284** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #14-279 through #14-284. The motion passed unanimously.

**PRB FILE #14-291** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-291. The motion passed unanimously.

The meeting adjourned.

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