

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On December 20, 2012 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on December 20, 2012 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 DECEMBER 13, 2012. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of December 13, 2012. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

PRB # 12-302 **Transaction/Contract Type:** RE / Voucher
Origin/Client: DOT / DOT
Project Number: 107-167-029
Grantor: Richard C. and Deborah B. Scarpetti
Property: 80 Hill Parkway, Middlebury, CT
Project Purpose: Oxford Airport Federal Aviation Regulation, Part 150 Noise Study
Item Purpose: Acquisition of 0.46+/- acres of land, in fee, together with all improvements situated thereon, a "total take".

Staff reported that, at the request of the agency, this item was administratively returned to DOT.

REAL ESTATE- NEW BUSINESS

PRB # 12-308 **Transaction/Contract Type:** RE / Assignment
Origin/Client: DOT / DOT
Project Number: 95-216-1B
Grantee: Town of New Milford
Property: Various areas along West Street, New Milford
Project Purpose: Assignment of Land to the Town of New Milford
Item Purpose: Assignment of approximately 2,614 ± SF of easement area and 133 ± SF of drainage right of way to the Town of New Milford for highway purposes in

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connection with the Reconstruction of Bridge No. 05110 on West Street Over Great Brook Project.

Mr. Dillon recommended Board approval for the release of the above referenced real estate .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 DOT acquisition deeds.

From 2000 through 2002 DOT acquired various rights on five parcels of land in connection to the proposed Reconstruction of Bridge No. 05110 on West Street Over Great Brook Project in New Milford. Under the project Agreement, No 08.18-01(99) for Federal Project BHZ-6095(6), Section 9 requires “That all properties and rights acquired for the construction of said project that are within the highway lines... will be released to the municipality for highway purposes upon completion of construction.” The project has since been completed and DOT has begun the process of assigning the acquired real estate parcels within the project area back to the Town of New Milford. This is a release along a town street for highway purposes only.

PRB # 12-311 **Transaction/Contract Type:** RE / License Agreement
Origin/Client: DAS/DMV
Project Number: N/A
Licensor: City of Milford
Property: Parsons Government Center, 70 West Street, Milford
Project Purpose: License Agreement for Office Space and Parking
Item Purpose: One-Year License Agreement with annual renewals for continued use of 287 SF of office space as well as providing three parking spaces for a Department of Motor Vehicles satellite office.

Ms. Goodhouse reported that the proposed License Agreement with the City of Milford would provide 287 SF of office space and 3 parking spaces at city-owned Parsons Government Center. The space is offered at no charge to the DMV with DMV only required to provide (1) computer and telephone equipment and all costs associated with their usage; (2) additional security, if any, as required by DMV.

The term is one year from date Agreement is approved by the Attorney General. The Agreement will automatically renew for successive one-year terms. Either party can terminate with 30 days prior written notice. Hours of use are 8:00 a.m. to 7:00 p.m., Monday through Friday. The DMV website currently lists this office as being open Tuesdays and Thursdays.

The Agreement has been approved by the City of Milford, DMV Commissioner Melody A. Curry, by the DAS Commissioner & OPM Secretary.

Staff recommended Board approval. The City of Milford is providing the space at no cost to the State. Documentation provided authorizes the Mayor to sign contracts authorized by the Board of Alderman, who approved the Agreement on June 4, 2012.

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PRB # 12-312 **Transaction/Contract Type:** RE / License Agreement
Origin/Client: DAS/DVA
Project Number: N/A
Licensor: City of Milford

Property: Parsons Government Center, 70 West Street, Milford
Project Purpose: License Agreement for Office Space and Parking
Item Purpose: One-Year License Agreement with annual renewals for use of 726 SF of office space as well as providing three parking spaces for a Department of Veterans satellite office.

Ms. Goodhouse reported that the Office of Advocacy and Assistance is responsible for providing assistance to any veteran who served in the U. S. Armed Forces, as well as their eligible dependents. Assistance is provided in obtaining veterans' benefits available under federal, state and local laws. The state has accredited benefits counselors to aid in the process.

DVA had an Office of Advocacy and Assistance to serve the 5th Congressional District clients at 487B Campbell Avenue in West Haven (PRB #95-032; last renewal approved PRB #06-386). The lease expired on September 6, 2011 and DVA employees were relocated to Rocky Hill and Bridgeport. DAS worked with DVA to identify new space for this use in the 5th District.

The proposed License Agreement with the City of Milford provides 726 SF of office space on the second floor and 3 parking spaces at city-owned Parsons Government Center. The space is offered at no charge to the State to carry out activities relating to the DVA. DVA is required to provide (1) computer and telephone equipment and all costs associated with their usage; (2) additional security, if any, as required by DVA. DVA will pay for any services above normal building operating and maintenance expenses.

The term is one year from date Agreement is approved by the Attorney General. The Agreement will automatically renew for successive one-year terms. Either party can terminate with 30 days prior written notice. Hours of use are 8:00 a.m. to 5:00 p.m., Monday through Friday. The Agreement has been approved by the City of Milford, DVA Commissioner Dr. Linda S. Schwartz, by the DAS Commissioner & OPM Secretary.

Staff recommended Board approval of the item. The City of Milford is providing the space at no cost to the State. Documentation provided authorizes the Mayor to sign contracts authorized by the Board of Alderman, who approved the Agreement on June 4, 2012. The State Facility Plan authorizes 1,010 SF for this purpose.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB# 12-324 **Transaction/Contract Type:** “On-Call”
Origin/Client: DCS /DCS **Contract:** OC-DCS-MEP-0029
Consultant: Aztech Engineers, Inc.
Project Purpose: New On-Call Contract

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Item Purpose: On-Call contract to provide the State of Connecticut Mechanical Electrical and Plumbing (“MEP”) consulting support services. This contract covers the entire spectrum of infrastructure consulting required for properties, buildings or structures under the care and control of DCS and other custodial care client agencies. This contract includes both design and construction phase services.

Mr. Dillon reported that this is the final contract in the 6th series of On-Call MEP Consulting Service Contracts awarded by the Department of Construction Services (“DCS”) since 2002. The On-Call Contracts that are the subject of this memorandum has a maximum total cumulative fee of \$500,000 and a common expiration date of 12/18/2014.

Mr. Dillon recommended Board approval of Aztech Engineers, Inc. as a Mechanical- Electrical – Plumbing (“MEP”) consultant for projects of various sizes and scope is recommended. The consultants have provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions.

Aztech Engineers, Inc. originally established in 1995, has a local staff of 6± employees including one office executive and four MEP related engineers and construction managers. The company has not been awarded an On-call Contract or a formal contract with the DCS over the past two years. The firm’s Engineering Corporation License (PEC.0001419) with the CT State DCP is active

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #12-302– No action required. Staff reported that DOT requested an administrative return of PRB File #12-302.

PRB FILE #12-308 - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #12-308. The motion passed unanimously.

PRB FILE #12-311 - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #12-311. The motion passed unanimously.

PRB FILE #12-312 - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #12-312. The motion passed unanimously.

PRB FILE #12-324 - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #12-324. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary