

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On December 23, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on December 23, 2015 in the State Office Building.

**Members Present:** Edwin S. Greenberg, Chairman  
Bennett Millstein, Vice Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
Pasquale A. Pepe

**Members Absent:** 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. Millstein seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF DECEMBER 14, 2015.** Mr. Norman moved and Mr. Millstein seconded a motion to approve the minutes of December 14, 2015. The motion passed unanimously.

### REAL ESTATE- UNFINISHED BUSINESS

#### REAL ESTATE – NEW BUSINESS

**PRB #** 15-275 **Transaction/Contract Type:** RE / Assignment  
**Origin/Client:** DOT / DOT  
**Project Number:** 301-060-003(B)  
**Grantee:** Town of Fairfield  
**Property:** Located along Ash Creek Boulevard and Kings Highway East #2, Fairfield  
**Project Purpose:** Assignment of land to the Town of Fairfield  
**Item Purpose:** Assignment of a parcel of land totaling approximately 427± SF to the Town of Fairfield for highway purposes only as part of the Commerce Drive Train Station at Fairfield Metro Center Project.

Staff recommended Board approval for the release of this real estate. The conveyance was previously approved by SPRB on July 30, 2015 because the release to the Town of Fairfield complies with Sections 13a-80 & 13a-44 of the CGS governing the release of property by the commissioner of transportation; and the project has been concluded and Item No. 10 of Agreement No. 06.11-01(97) in the DOT agreement with the Town of Fairfield requires that rights acquired within the highway lines be released for highway purposes to the Town.

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DOT revised the Quit-Claim Deed as required by the OAG, recited in the letter to DOT Rights of Way 8/17/15. The changes clarify that the deed releases 427 ± SF of land; and grants an easement to slope to the Town of Fairfield over the entire release parcel, as shown on the map dated March 2015 to be filed in the Town of Fairfield Land Records.

The release parcel was originally acquired for the Commerce Drive Train Station at Fairfield Metro Center. The project is complete and this is a release along the town road for highway purposes only and there is no monetary consideration.

### **ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

#### **ARCHITECT-ENGINEER – NEW BUSINESS**

<b>PRB#</b>	<b>15-274</b>	<b>Transaction/Contract Type:</b>	AE / Task Letter
<b>Project Number:</b>	BI-RT-844	<b>Origin/Client:</b>	DCS/DOE
<b>Contract:</b>	OC-DCS-ROOF-0025		
<b>Consultant:</b>	Gale Associates, Inc.		
<b>Property:</b>	Emmett O'Brien Technical High School, Ansonia		
<b>Project Purpose:</b>	Renovations & Additions to Emmett O'Brien Technical High School		
<b>Item Purpose:</b>	Task Letter #1B to compensate the consultant for additional roof construction observation services.		

Emmett O'Brien Technical High School is a 2-story brick faced structure constructed and expanded from 1966 through 1979. Newly proposed project renovation & remodeling will encompass all of the building's existing 123,214± GSF. The renovation work is intended to encompass a full "Renovate As New" program inclusive of new mechanical systems, roof, renovated occupancy spaces, updated toilet rooms and technology upgrades. The project also includes 43,640 GSF of new building construction for a total project area of 168,904± SF. In summary, project site work also includes the demolition & replacement of 2 tennis courts, resurfacing 4 tennis courts, replacing the running track surface, the installation of new trees, shrubs, ground cover and lawn and new fencing, gates, site lighting, storm drainage systems, curbing and the reclamation of surface parking.

In 2015, once the renovation project started, the State Department of Education ("SDE") and the Department of Construction Services ("DCS") decided that an On-Call Roofing Consultant should be used to provide additional construction observation services for the ongoing roof replacement. Both SDE and DCS expressed concern regarding the roof installation and compliance with project requirements.

In October 2014, SPRB approved Gale Associates, Inc. ("GAI") as one of six firms under the latest On-Call Roof Series of consultant contracts. These contracts all have a contract limit of \$500,000 and standard expiration date of November 2016.

DCS contracted with Gale Associates, Inc. ("GAI") under Informal Task Letter #1 in the amount of \$77,650. The scope of services identified in the Task Letter authorized GAI to review contractor roofing submittals, attend contractor meetings, provide on-site roof observation services, confirm compliance with project documents and FM Global Standards and provide technical support to the project team. This task letter was executed by DCS in November 2014. The scope of services under the task letter was

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billed on a T&M basis with a not to exceed amount of \$77,650. Then again in August 2015 DCS approved informal Task Letter #1A in the amount of \$20,176 as an extension of Task Letter #1. The cumulative fee at that time was \$97,826 for these services on the project.

Task Letter #1B is a new task letter and is subject to SPRB approval because it is an extension of TL#1 and #1A which were Informal Task Letters. After Task Letter #1B the cumulative fee for the project now exceeds \$100,000. The Construction Budget for the stand alone roof project is estimated at \$1,100,000 and the Engineer's total fee for the project has increased to \$112,000. As detailed in the proposal letter from GAI to DCS dated October 6, 2015, the scope is intended to compensate the Engineer for continued roof construction observation services billed against the current rate schedule; and completion of periodic site visits, observation reports and attendance at job meetings. Staff recommended that the Board approve Task Letter #1B.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #15-274** – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #15-274. The motion passed unanimously.

**PRB FILE #15-275** – Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #15-275. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Bruce Josephy, Secretary