

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On December 29, 2011 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on December 29, 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

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

COMMUNICATIONS

Mr. Dillon provided to the Board a copy of an email communication from Velandy Manohar of Haddam concerning a proposed transfer of state land in Haddam.

OTHER BUSINESS

Board Procedures Concerning the Review of Contracts submitted by the Department of Construction Services (“DCS”). Mr. Pasquale J. Salemi, Deputy Commissioner of the DCS, joined the meeting at 9:35 a.m., for a general discussion of the State Properties Review Board’s process for reviewing contracts submitted by DCS. Mr. Salemi left the meeting at 10:30 a.m.

Mr. Josephy left the meeting at 10:32 a.m.

REAL ESTATE- UNFINISHED BUSINESS

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

EXECUTIVE SESSION

PRB # 11 - 210 **Transaction/Contract Type:** RE / Lease Amendment
Origin/Client: DPW / JUD
Statutory Disclosure Exemptions: 4b-23(e); 1-200(6) & 1-210(b)(7)

The Board commenced its discussion concerning the subject lease amendment at 10:33 a.m. and concluded at

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, December 29, 2011

Page 2

10:45 a.m.

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

OPEN SESSION

REAL ESTATE- NEW BUSINESS

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB# 11-266 **Transaction/Contract Type:** “On-Call”
Origin/Client: DCS /DCS **Contract:** OC-DPW-STR-0022
Consultant: DiBlasi Associates, P.C.

Project Purpose: New On-Call Contract
Item Purpose: To provide engineering and consulting services to identify, evaluate and recommend appropriate structural related maintenance, repair and design concepts for structures and/or buildings under the care of the Department of Construction Services.

PRB# 11-267 **Transaction/Contract Type:** “On-Call”
Origin/Client: DCS /DCS **Contract:** OC-DPW-STR-0023
Consultant: Macchi Engineers, LLC

Project Purpose: New On-Call Contract
Item Purpose: To provide engineering and consulting services to identify, evaluate and recommend appropriate structural related maintenance, repair and design concepts for structures and/or buildings under the care of the Department of Construction Services.

PRB# 11-268 **Transaction/Contract Type:** “On-Call”
Origin/Client: DCS /DCS **Contract:** OC-DPW-STR-0024
Consultant: GNCB Consulting Engineers, P.C.

Project Purpose: New On-Call Contract
Item Purpose: To provide engineering and consulting services to identify, evaluate and recommend appropriate structural related maintenance, repair and design concepts for structures and/or buildings under the care of the Department of Construction Services.

PRB# 11-269 **Transaction/Contract Type:** “On-Call”
Origin/Client: DCS /DCS **Contract:** OC-DPW-STR-0025
Consultant: James P. Purcell Associates, Inc.

Project Purpose: New On-Call Contract
Item Purpose: To provide engineering and consulting services to identify, evaluate and recommend appropriate structural related maintenance, repair and design concepts for structures and/or buildings under the care of the Department of Construction Services.

Mr. Dillon reported that this is the 6th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. The four On-Call Contracts that are the subject of

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, December 29, 2011

Page 3

this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 02/14/2014.

DCS has made some minor revisions to the boilerplate contract for this series to include state's rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. All of the four selected firms under this current 6th series RFP have been previously approved for Structural Engineering On-Call Contracts. DiBlasi Associates was awarded a contract under the 3rd Series, Macchi Engineers was awarded contracts on the 2nd through 5th series, GNCB was awarded contracts on the 1st, 3rd and 5th series and James Purcell Associates was awarded contracts on the 2nd and 4th series. A Request for Qualifications for the consultant services was released in June 2011 and elicited 20 responses. All of the respondents were considered "responsive". Thereafter, the DCS selection panel began the process of evaluating all 20 proposals. The State Selection Panel consisted of 5 members and rated each firm based upon a weighted ranking system.

Mr. Dillon recommended approval of the above referenced four firms as potential structural engineering consultants for projects of various sizes and scope. All four consultants provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions.

OTHER BUSINESS

Approval of 2012 Meeting Schedule. Mr. Norman moved and Mr. Pepe seconded a motion to hold regularly schedule Board meetings each Monday and Thursday; excepting that when a Board meeting falls on a Monday holiday, the regular Monday meeting will be held on the following Tuesday. The motion passed unanimously.

The Board took the following votes in Open Session:

PRB FILE #11-210 - Mr. Norman moved and Mr. Pepe seconded a motion to approve PRB File #11- 210. The motion passed unanimously.

PRB FILES #11-266, #11-267, #11-268 & #11-269 - Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #11- 266, #11-267, #11-268 & #11-269. The motion passed unanimously.

The meeting adjourned.

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