

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On September 22, 2022 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on September 22, 2022 remotely via telephone conference at (866)-692-4541, passcode 85607781.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the September 19, 2022 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Chairman Greenberg requested, and Members agreed, to cancel Monday's, September 26, 2022, Regular Meeting in observance of Rosh Hashanah. The Board agreed to have a Special Meeting on Tuesday, September 27, 2022.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #	22-145
Origin/Client:	DCS/DCS
Transaction/Contract Type	AE/ On-Call STR Consulting Contracts
Contract:	OC-DCS-STR-0037
Consultant:	DiBlasi Associates, P.C.
Item Purpose:	Amendment #1 for Time

PRB # 22-146
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0038
Consultant: GNCB Consulting Engineers, P.C.
Item Purpose: Amendment #1 for Time

PRB # 22-147
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0039
Consultant: Michael Horton Associates, Inc.
Item Purpose: Amendment #1 for Time

PRB # 22-148
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0040
Consultant: Conlon Engineering, LLC
Item Purpose: Amendment #1 for Time

PRB # 22-149
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0041
Consultant: Garg Consulting Services, Inc.
Item Purpose: Amendment #1 for Time

PRB # 22-150
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0042
Consultant: Szewczak Associates Consulting Engineers
Item Purpose: Amendment #1 for Time

At the State Properties Review Board meeting held on August 13, 2020, the Board approved PRB Files #20-144 to #20-149, six Consultant Contracts under the 9th series of On-Call Structural Engineering Contracts awarded by the Department of Administrative Services (“DAS”) since 2002. All of the contracts had a maximum total cumulative fee of \$500,000/contract and a common expiration date of September 30, 2022.

Under this Proposal (22-145 to 22-150), DCS is now resubmitting all six Firms to the Board for approval under Contract Amendment #1 to the On-Call Contracts to extend the contract expiration date to March 31, 2023. The \$500,000 maximum cumulative fee is unchanged.

Changes to the On-Call Structural Engineering Consulting Contracts include the following:

- Section D is changed to extend the termination date to March 31, 2023;
- Expansion of Section W language – Non-Discrimination;
- Replacement of Section X language – Executive Orders;
- Replacement of Section Z language – Summary of State Ethics Laws;
- Replacement of Section EE language – Campaign Contributions;

- Addition of Section KK language – Large State Contract Representation for Contractor – requiring the Contractor to comply with Acting Governor Susan Bysiewicz’ Executive Order No.21-2, effective July 1, 2021 regarding gifts and the Contractor’s Principals or Key Personnel;
- Addition of Section LL language – Large State Contract Representation for Official or Employee of State Agency – requiring the State Official or Employee represents that the selection of a Contractor was not the result of collusion, gift, promise of a gift, etc;
- Addition of Section MM language – Iran Energy Investment Certification;
- Addition of Section NN language – Consulting Agreement Certification; and
- Addition of Section OO language – Access to Contract and State Data.

DiBlasi Associates, P.C. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	SCSU Business School	\$42,600	(Informal)
• Task Letter #2	Lafayette Hall Renov	\$0	(Cancelled)
• Task Letter #3	505 Hudson Garage Repairs	\$34,700	(Informal)
Total Fee to Date:		\$77,300	

GNCB Consulting Engineers, P.C. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	Lafayette Hall Renov	\$0	(Re-assigned)
• Task Letter #2	Class A Burn Building	\$0	(Re-assigned)
• Task Letter #3	Bullard Havens THS	\$69,600	(Informal)
Total Fee to Date:		\$69,600	

Michael Horton Associates, Inc. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	A.J. Solnit evaluation	\$2,200	(Informal)
• Task Letter #2	55 Farmington Ave Column Rep.	\$2,700	(Informal)
• Task Letter #3	WCSU Central Steam Plant Study	\$2,000	(Informal)
Total Fee to Date:		\$6,900	

Conlon Engineering, LLC has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	Firearms Shedder Floor	\$12,310	(Informal)
• Task Letter #2	18-20 Trinity vacate work	\$5,000	(Informal)
• Task Letter #3	CAS-CEDECCA Feasibility	\$17,000	(Informal)
Total Fee to Date:		\$34,310	

Garg Consulting Services, Inc. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	New Readiness Center	\$35,680	(Informal)
• Task Letter #1A	New Readiness Center	\$3,000	(Informal)
• Task Letter #2	Asnuntuck Envelope Study	\$15,000	(Informal)
• Task Letter #3	Burr & Shaefer Hall Retaining Wall	\$77,000	(Informal)
• Task Letter #4	ECSU Low Rise Courtyard Stairway	\$0	(Cancelled)
Total Fee to Date:		\$130,680	

Szewczak Associates Consulting Engineers. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	474 Capitol Ave Structural Repairs	\$10,000	(On Hold)
• Task Letter #2	Hartford CC – Parking Garage Insp.	\$49,800	(Informal)
• Task Letter #3	DOL 24 Wolcott Hill Rd – Stair Rep	\$8,000	(Pending)
Total Fee to Date:		\$49,800	

DCS Timeline for this Proposal:

- 6-22-2022 – DCS’ Craig Russell, Director of Construction Support Services emails Kevin Kopetz, David Barkin and Randy Daigle (Office of Legal Affairs – Policy & Procurement) regarding list of On-Call Contracts, their Contract End Date and anticipated date of advertisement.
- 9-13-2022 – Craig Russell follows up with Randy Daigle regarding STR status as Jenna Padula had inquired about their status.
- 9-14-2022 – Randy Daigle responds STR was started two months ago but was not advertised and fell through the cracks.
- 9-15-2022 – DCS submits Amendment #1 to STR On-Call Series (Rush).
- 9-16-2022 – Staff prepare SPRB Memo.
- 9-30-2022 – STR On-Call Series termination date.

RECOMMENDATION – Staff recommend **approval** of Amendment #1 to the six On-Call Contracts to extend the common expiration date to 3/31/2023. The \$500,000 maximum cumulative fee is unchanged.

This is the 9th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. The six (6) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2022.

DCS has made some minor revisions to the boilerplate contract for this series to include the following; state’s rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 8th series, awarded in 2017, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract. The On-Call Contract was amended in 2019 to extend the expiration date to 9/30/2020. Two of the five (5) selected firms under this current 9th series RFP have been previously approved for *Structural Engineering On-Call Contracts*. DiBlasi Associates was awarded a contract under the 3rd, 6th, 7th and 8th Series. Conlon Engineering, LLC and Michael Horton Associates, Inc. and GM2 Associates, Inc. were also awarded contracts in the 8th series. GNCB Consulting Engineers, P.C. was awarded contracts in the 7th Series. Szewczak Associates Consulting Engineers was awarded contracts in the 7th Series.

DAS/DCS has made some revisions to the contract for this series to include:

- Changes to Section G. added language clarifying work prepared and compensated by an Hourly Rate if a Fixed Fee cannot be determined due to incomplete scope or complexity of project.
- Changes to Section II.B. ‘Progress Payments’ added language clarifying work prepared and compensated by an Hourly Rate.
- Added Section Q - Antitrust Provision;
- Expanded Section P - *Indemnification* language;
- Expanded Section S - *Suspension of the Work* language;
- Expanded Section T - *Termination of Contract* language; and
- Addition Section JJ - *Notices* clause.

A Request for Qualifications (RFQ) for the consultant services was released on March 26, 2020 and elicited 17 responses. All respondents were considered “responsive” to the submittal requirements and as such interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 9/30/2022.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of six firms under this series.

This proposal before the SPRB is for review and approval of the following six firms under this series.

DiBlasi Associates, P.C. (DAP) established in 1984, has a staff of 6 employees including 4 professional engineers and two administrative staff. The company has not been awarded an On-Call Contract or a Formal Contract with the DCS in the past two years. DCS reports DAP was awarded 1 contract within the past 5 years with a total \$127,544 volume of work.

DAP was awarded the following Tasks under the current series:

• Task Letter #1	Wilderness School-Admin Building	\$4,000	(Cancelled)
• Task Letter #2	505 Hudson St – Garage Steel Repairs	\$8,500	(Informal)
• Task Letter #3	SCSU Moore Field House-Diving Platform	\$12,900	(Informal)
Total Fee to Date:		\$25,400	

DAP’s Engineering Corporation License (**PEC.0000620**) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred one professional policy losses or claims during the past 5 years (closed). DAP scored a total of 320 out of a possible 320 points and was identified as most qualified firms.

GNCB Consulting Engineers, P.C. (GNCB) originally established in 1967, has a staff of 12 employees including 8 professional engineers. The company has been not been awarded an On-call Contract or Formal Contract with the DCS in the past two years. DCS reports DAP was awarded 1 contract within the past 5 years with a total \$111,900 volume of work. The Consultant reports four informal Task Letters were awarded during the past five years.

GNCB was not awarded any following Tasks under the current series.

GNCB’s Engineering Corporation License (**PEC.0000131**) with the CT State DCP is active. Smith Brothers Insurance Company reported that GNCB has had one professional policy loss or claim during the past 5 years. GNCB scored a total of 294 out of a possible 320 points and was identified as one of the most qualified firms.

Michael Horton Associates, Inc. (MHA) established in 1994, has a staff of 8± employees including 5 professional engineers. The company has not been awarded an On-Call Contract or a Formal Contract with the DCS in the past two years. DCS reports MHA was awarded 1 contract within the past 5 years with a total \$74,540 volume of work.

MHA was awarded the following Tasks under the current series:

• Task Letter #1	Old GCC – Demolition	\$74,540	(Cancelled)
Total Fee to Date:		\$0	

MHA’s Engineering Corporation License (**PEC.0000902**) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred two professional policy losses or claims during the past 5 years. MHA scored a total of 266 out of a possible 320 points.

Conlon Engineering, LLC (CEL) originally established in 2011, has a staff of 7 employees including 6 professional engineers. The company has been not been awarded an On-call Contract formal contract with the DCS in the past two years. DCS reports CEL was awarded 2 contracts within the past 5 years with a total \$68,000 volume of work.

CEL was awarded the following Tasks under the current series:

• Task Letter #1	Forensic Lab – Pre-Design Revital/Alignment	\$48,250 (Informal)
• Task Letter #2	DCF Waterbury – Structural/Seismic Review	\$19,750 (Informal)
• Task Letter #3	Fire Arms Shedder-Structural Floor Review	\$3,500 (Pending)
Total Fee to Date:		\$71,500

CEL’s Engineering Corporation License (**PEC.0001373**) with the CT State DCP is active. XL Smith Brothers Insurance Company reported that CEL has had one professional policy loss or claim during the past 5 years. CEL scored a total of 254 out of a possible 320 points and was identified as a SBE Certified Firm.

Garg Consulting Services, Inc. (“GCS”) originally established in 1990 is a certified SBE/MBE Enterprise. GCS has a local staff of 71 employees including 2 civil engineers, 5 electrical engineers and 1 mechanical engineer for various disciplines. The company was awarded an On-Call Contract in 2019 (MDE). The company has not been awarded a Formal Contract with the DCS in the past two years. DCS reports GCS was awarded 3 contracts within the past 5 years with a total \$475,522 volume of work.

GCS will be operating under its Professional Engineering Corporation License (**PEC.0000815**) with the CT State DCP which is current. Liberty Mutual Insurance reported that GCS had no professional policy or liability loss or claims during the past 5 years. GCS scored a total of 252 out of a possible 320 points.

Szewczak Associates Consulting Engineers (“SAC”) originally established in 1986. The Company has a total of 10 employees including 5 structural engineers. The company has not been awarded an On-call Contract or Formal Contract with the DCS in the past two years.

State licenses for the firm and key personnel are active. Smith Brothers Insurance Company reported Consultant had one professional policy or liability loss or claims during the past 5 years. SAC scored a total of 250 out of a possible 320 points.

A summary of the Consultants’ professional fee schedule is as follows:

All Five Consultants	Proposed
Principal	\$200
Project Manager-Structural/Geotechnical	\$165
Senior Engineer-Structural/Geotechnical	\$160
Structural Engineer	\$140

2019 Board Approve On-Call Contracts

ON-CALL CONTRACT OC-DCS-MDE-0044		ON-CALL CONTRACT OC-DCS-MDE-0043	
HOURLY RATE TABLE		HOURLY RATE TABLE	
On-Call Multi- Disciplined Engineering Consultant Services – Capital Pr		On-Call Multi- Disciplined Engineering Consultant Services – Capital Pr	
Labor Category	Per hour	Labor Category	Per hour
Principal	\$225.00	Principal	\$225.00
Project Manager	\$190.00	Project Manager	\$190.00
Senior Mechanical Engineer	\$185.00	Senior Mechanical Engineer	\$185.00
Mechanical Engineer	\$170.00	Mechanical Engineer	\$170.00
Senior Electrical Engineer	\$170.00	Senior Electrical Engineer	\$170.00
Junior Electrical Engineer	\$100.00	Junior Electrical Engineer	\$100.00
Plumbing/FP	\$165.00	Plumbing/FP	\$165.00
Civil Engineer	\$170.00	Civil Engineer	\$170.00
Junior Civil Engineer	\$100.00	Junior Civil Engineer	\$100.00
Structural Engineer	\$175.00	Structural Engineer	\$175.00
Junior Structural Engineer	\$100.00	Junior Structural Engineer	\$100.00

Staff have requested clarification of the following issues:

1. Please provide a copy of the Task Log for each Consultant under the current STR consultant series.
DCS Response: DCS provided copies of the Task Logs.
Staff Response: OK
2. Please clarify why Macchi Engineers was excluded from this 9th Series of STR On-Call Series when the Interview Committee scored this Firm as the highest scoring firms (tied for 1st) out of the 17 interviewed.

DCS Response: Macchi Engineers LLC (Macchi) is an outstanding engineering firm, as is Wiss, Janney, Elstner Associates, Inc. (WJE), the other firm ranked higher by the interview committee, but not chosen by DAS, in its discretion, for this on-call contract series. As your question pertains to Macchi, it currently holds on-call contract OC-DCS-VEH-0025, and has been awarded other on-call contracts by DAS over the past five years. Macchi, in addition, still holds a formal contract (BI-T-600 ENG) and a DAS state contract (19PSX0164) Lastly, Macchi often is a subconsultant to the primary design consultant on DAS projects as shown in the CT 330 Part 1. Its volume of work, both in value and the number of contracts, exceeds the other firms listed on the Selection Memorandum.

In making the selection for the award of a design professional contract, DAS considers the volume of work previously awarded a firm with the objective of effecting an equitable distribution of contracts among qualified firms and assuring that the interest of the public in having available a substantial number of qualified firms is protected. DAS is committed, moreover to selecting at least one qualified MBE firm for each on-call contract. DAS' selection of Garg Consulting Services, Inc. (Garg) and Szewczak Associates, Consulting Engineers (SA), two highly qualified firms, in lieu of Macchi and WJE, furthers these objectives. Garg is an MBE firm, and the only one within the highest ranked firms. SA has not had a contract awarded to it by DAS in the past five years. Both Macchi and WJE have held other DAS on-call or formal contracts over the past five years and both firms currently hold another on-call contract.

Staff Response: OK

7.2 Names Of Key Personnel: (see Section E – Key Person Name)	7.3 Role In This Contract: (see Section E – Role In This Contract)	7.4 \$ Hourly Rates NOT APPLICABLE FOR CMR SELECTIONS (all hourly rates are subject to negotiation between the Consultant and DAS)
Thomas A. DiBlasi, P.E., SECB	Principal	\$245
Joseph W. Carone, P.E., SECB	Associate Principal	\$190
Herbert F. Holz, III, P.E., SECB	Senior Structural Engineer	\$170
Mark J. Rodriguez, P.E.	Senior Structural Engineer	\$170

GNCB Consulting Engineers

7.2 Names Of Key Personnel: (see Section E – Key Person Name)	7.3 Role In This Contract: (see Section E – Role In This Contract)	7.4 \$ Hourly Rates NOT APPLICABLE FOR CMR SELECTIONS (all hourly rates are subject to negotiation between the Consultant and DAS)
Charles C. Brown, P.E.	Principal – In – Charge Structural	\$200.00
Amy Jagaczewski, P.E.	Principal-In-Charge Historic Preservation	\$200.00
David L. Freed, P.E.	Geotechnical – Project Manager	\$170.00
Richard Centola, P.E.	Structural – Project Manager	\$140.00

Michael Horton Associates, Inc.

Alfred Lombardi	Partner in Charge	\$165.00
Alfred Lombardi	Project Manager	\$165.00
Douglas McCloskey	Partner in Charge	\$165.00
Douglas McCloskey	Project Engineer	\$165.00
Paul Sheehan	Project Manager	\$130.00
Paul Sheehan	Senior Staff Engineer	\$130.00
Corey Hollmann	Staff Engineer	\$95.00
Jeremy Soderholm	Staff Engineer	\$95.00

Conlon Engineering, LLC

Patrick J. Conlon	Principal	\$220.00
Christopher O' Brien	Project Manager	\$180.00
Maxwell Johnson	Senior Engineer	\$160.00
Laiara C. Schilling	Project Engineer	\$145.00
Nicholas Delabianca	Staff Engineer	\$130.00
Joseph Vergato	Engineer	\$115.00

Garg Consulting Services

Paul D. Goodwin, P.E.	Project Manager	\$ 173.83
Abhay S. Damle, P.E.	Structural Engineer	\$ 157.14
Matthew D. Simmons, P.E.	Structural Engineer	\$ 118.21
Christine L. Lewis, P.E.	Geotechnical / Structural Engineer	\$ 164.08
John A. Curtis, P.E.	Structural Engineer	\$ 123.20
Scott D. O'Brien, P.E.	Structural Engineer / Field Engineer	\$ 148.50

Szewczak Associates Consulting Engineers

Richard M. Szewczak, PE	Structural Engineer	\$125.00 / Hour
William A. Fluhr, PE	Structural Engineer	\$125.00 / Hour
Peter G. Celella, PE	Structural Engineer	\$125.00 / Hour
Jason W. Kilty, PE	Structural Engineer	\$125.00 / Hour
Alan R. Chandler	Structural Engineer	\$125.00 / Hour

RECOMMENDATION – Staff recommend **approval** of the six On-Call Contracts that have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 9/30/2022.

- All five Firms have submitted notarized OPM Form 1 and Form 5 affidavits.

From PRB #19-160 to #19-165

This submittal is related to the original contracts for Structural Engineering services approved by the Board on September 5, 2017 under PRB #17-238 to #17-242, and September 11, 2017 (#17-248). These six Contracts were the 8th Series of Structural Engineering services awarded by DCS.

DCS is now resubmitting all six consulting firms to the Board for approval under individual Amendments to extend the contract expiration date to September 30, 2020. There is no increase to the contract amount.

Macchi Engineers, LLC. was approved for the following task(s) under this series:

• Task Letter #1	5 th Ave Garage Structural Assmt	\$6,500	(Informal)
• Task Letter #2	30 Trinity – Window Well Inspec.	\$4,000	(Informal)
• Task Letter #3	Copernicus Gar – Support Beam evaluation	\$11,500	(Informal)
• Task Letter #5	WCSU – Parking Garage repairs	\$4,000	(Informal)
Total Fee to Date:		\$26,000	

DiBlasi Associates, P.C. was approved for the following task(s) under this series:

• Task Letter #1	Wilderness School – Admin Bldg repair	\$4,000	(Informal)
• Task Letter #2	505 Hudson – Steel Repairs @ Garage	\$8,500	(Informal)
Total Fee to Date:		\$12,500	

Conlon Engineering, LLC was approved for the following task(s) under this series:

- Task Letter #1 Forensic Lab – Pre-Design Study \$48,250 (Informal)

Total Fee to Date:	\$48,250
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Michael Horton Associates, Inc. was approved for the following task(s) under this series:

• Task Letter #1	Old GCC – Demolition	\$74,540 (Informal)
Total Fee to Date:		\$74,540

Wiss, Janney, Elstner Associates, Inc. was approved for the following task(s) under this series:

• Task Letter #1	ECSU – S. Power House Masonry Investigation & Repair	\$42,120 (Informal)
Total Fee to Date:		\$42,120

GM2 Associates, Inc. was approved for the following task(s) under this series:

• Task Letter #1	CVH – Old Power Plant Study	\$4,460 (Informal)
• Task Letter #2	61 Woodland – Structural Review	\$4,600 (Informal)
Total Fee to Date:		\$9,060

Within the 2017 DCS submission of the 8th Series On-Call Contracts, DCS provided a fee-schedule for each of the six Consultants, with the understanding that should the contract be extended “DAS would be willing to discuss rate changes at that time.” The following Consultants have modified their hourly professional fee schedule, as identified below:

Macchi Engineers	Current	Proposed	Change	DiBlasi Associates	Current	Proposed	Change	Conlon Engineering	Current	Proposed	Change
Officer/Principal	\$200	\$200	0%	Officer/Principal	\$236	\$236	0%	Officer/Principal	\$210	\$220	5%
Project Manager	\$150	\$150	0%	Project Manager	\$184	\$184	0%	Project Manager	\$170	\$180	6%
Senior Engineer	\$120	\$125	4%	Senior Engineer	\$166	\$166	0%	Senior Engineer (E4)	\$145	\$160	10%
Engineer 2				Engineer II	\$155	\$155	0%	Engineer (E3)	\$135	\$145	7%
Engineer	\$100	\$100	0%	Engineer I	\$138	\$138	0%	Engineer I			
Senior Designer	\$115	\$115	0%	Senior Designer				Senior Designer	\$115	\$130	13%
Designer	\$100	\$100	0%	Designer				Designer	\$100	\$115	15%
Field Engineer	\$110	\$125	14%	Field Engineer				Field Engineer			
CAD Operator	\$95	\$95	0%	CAD Operator	\$108	\$108	0%	CAD Operator			
Administrative Assistant	\$75	\$75	0%	Administrative Assistant	\$79	\$79	0%	Administrative Assistant	\$55	\$62	13%
Michael Horton Assoc.	Current	Proposed	Change	Wiss, Janney, Elstner	Current	Proposed	Change	GM2 Associates	Current	Proposed	Change
Officer/Principal	\$150	\$165	10%	Officer/Principal	\$230	\$240	4%	Officer/Principal	\$215	\$215	0%
Project Manager	\$125	\$130	4%	Project Manager	\$200	\$210	5%	Project Manager	\$185	\$185	0%
Senior Engineer	\$95	\$110	16%	Senior Engineer	\$180	\$190	6%	Senior Engineer	\$132	\$132	0%
Engineer	\$85	\$90	6%	Engineer	\$155	\$165	6%	Engineer	\$90	\$90	0%
Engineer 1				Engineer 1				Engineer 1			
Senior Designer				Senior Designer	\$155	\$165	6%	Senior Designer	\$132	\$132	0%
Designer				Designer	\$115	\$120	4%	Designer	\$90	\$90	0%
Field Engineer				Field Engineer	\$115	\$120	4%	Field Engineer	\$80	\$80	0%
CAD Operator	\$80	\$80	0%	CAD Operator	\$85	\$90	6%	CAD Operator	\$63	\$63	0%
Administrative Assistant	\$40	\$40	0%	Administrative Assistant	\$85	\$90	6%	Administrative Assistant	\$65	\$65	0%

A review of the CPI Index for All Urban Consumers (CPI-U) 1982-84=100 (Unadjusted) identifies an inflationary increase of 4.75% from April 2017 through June 2019. A breakdown of the individual years is as follows:

	Index	Change
April 2017 CPI Index	244.524	----
June 2018 CPI Index	251.989	3.05%
June 2019 CPI Index	256.143	1.65%

Staff have requested clarification of the following issues:

1. Why should this contract be extended for additional one year?

➤ We currently have 15 on-call contracts and we may be adding several additional series this year. On average, each series includes 5 unique contracts. Each contract requires our legal staff to assemble comprehensive packages for internal and external review (SPRB, AG). As you can understand, gathering and reviewing all the affidavits, certifications, rate sheets, in addition to drafting the contracts are time consuming. Kevin and I meet regularly as contracts are due to expire and determine, based on a number of factors, whether we should extend or advertise for renewal. Factors include utilization of the series, whether the series has already been extended (we rarely, if ever, extend a series beyond an additional 2 years); the degree of confluence of multiple contracts expiring in close proximity to one another and occasionally other unique factors based on specific circumstances.

In this instance the structural series saw little utilization with the highest representing 15% of the entire contract value of \$500,000. We feel it is both fair to the consultants who spend a good deal of time preparing their proposals and executing their contracts as well as recognizing the state legal efforts to extend the contract an additional year.

2. What is the timeframe to issue a new RFQ for this series?

➤ We estimate 80 calendar days from advertisement to selection for any new RFQ, again, this can vary based on the promptness of selected consultants contract submittals, issues with any submittal and our legal department workload which remains down one paralegal. I have attached a snapshot of a working schedule I maintain best illustrating the contracts and their respective dates – note this is a working document and therefore is constantly changing as actual dates are updated.

3. 4 firms out of 6 are seeking increases in the hourly fees for certain titles. Why should these increases be granted?

➤ Because the contract is being extended a year we feel it is fair to grant the consultants and increase to reflect a fair rate to them. When looked at in total the rates structural engineers charge are very fair.

4. 3 of these 4 firms are seeking increases for almost all the titles, ranging from 4% to 16%. Did DCS review these increases compared to the CPI index? Please justify why such increases beyond 1-3% are warranted?

➤ We don't look at the CPI index and don't think that is a relevant gauge for individual companies. The CPI and other such macroeconomic indices are best used for broad policy decisions such as determining Medicare reimbursement increases or changes to Social Security supplemental wages. Every business has its own micro-economy. For instance office rental rate increases will vary town by town, street by street, building by building; staffing rates will be impacted by the staff turnover, etc.

In your analysis you point out one rate increased by 16%. That rate was for Michael Horton's senior engineer who increased from \$95 to \$110 per hour. That was an interesting choice as even at \$110 per hour Horton's senior engineer rate is cheaper than any other senior engineer rate – I would conclude the state is getting a great value from them!

I assure you I personally reviewed all the rates and when I see significant anomalies I request the consultant revisit the rates – I personally believe these rates are very fair. I do not commoditize our consultants, these are professional services, we expect there to be differences between rates.

I also remind you we typically negotiate a lump sum rate based on the specific task peculiarities and are not utilizing based on hourly rates.

5. Out of these 4 firms; 3 firms received contracts with higher contract values and these are the firms seeking increases in the hourly rates. Why are these firms selected for larger contract values? Why are they seeking increases?

➤ I don't believe there is a connection between assignments and requested fee increases. I cannot know why one firm wants an increase and one does not. I can guess but I might be wrong and therefore my response would be completely subjective and indefensible.

6.2 of these 6 firms that received contracts with smaller contract values are not seeking any increases in the hourly fees. What could be the reason?

➤ I don't believe there is a connection between assignments and requested fee increases. I cannot know why one firm wants an increase and one does not. I can guess but I might be wrong and therefore my response would be completely subjective and indefensible.

RECOMMENDATION:

It is recommended that the Board APPROVE this Amendment #1 to extend all six Consultant Contracts to September 30, 2020.

PRB #17-238 to #17-242 approved September 5, 2017, and PRB #17-248 approved September 11, 2017.

This is the 8th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2019.

DCS has made some minor revisions to the boilerplate contract for this series to include the following; state's rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 7th series, awarded in 2015, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract. Two of the five (5) selected firms under this current 8th series RFP have been previously approved for *Structural Engineering On-Call Contracts*. DiBlasi Associates was awarded a contract under the 3rd, 6th, and 7th Series. Macchi Engineers was also awarded contracts on the 2nd through 7th series. Conlon Engineering, LLC, Michael Horton Associates, Inc. and GM2 Associates, Inc. have previously not been awarded a contract under this on-call series. It is the intent of DCS to award six (6) contract under this series; five of the six are being submitted at this time.

A Request for Qualifications (RFQ) for the consultant services was released in April 2017 and elicited 14 responses. All of the respondents were considered "responsive". Thereafter, the DCS selection panel began the process of evaluating all 14 proposals. The State Selection Panel consisted of 3 members and rated each firm based upon a weighted ranking system with the following scoring methodology:

<i>Experience with Work of Similar Size & Scope</i>	<i>30 Points</i>
<i>Organizational / Team Structure</i>	<i>25 Points</i>
<i>Past Performance Record</i>	<i>10 Points</i>
<i>Approach to Contract Work</i>	<i>15 Points</i>
<i>Problem Solving Capabilities</i>	<i>20 Points</i>
TOTAL POINT VALUE	100 Points

Up to 30 additional points were also provided for code expertise, micro-business status and MBE certification. As such the maximum allowable score for each firm was 330 points.

RECOMMENDATION – Board approval of the following five (5) firms as potential structural engineering consultants for projects of various sizes and scope is recommended. All four consultants provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions. The five firms recommended for approval at this time are the following.

PRB # 17-238, Macchi Engineers, LLC.....Contract #OC-DCS-STR-0031
PRB # 17-239, DiBlasi Associates, P.C.....Contract #OC-DCS-STR-0032
PRB # 17-240, Conlon Engineering, LLC..... Contract #OC-DCS-STR-0033
PRB # 15-241, Michael Horton Associates, Inc..... Contract #OC-DCS-STR-0034
PRB # 15-242, GM2 Associates, Inc.....Contract #OC-DCS-STR-0036

Macchi Engineers, LLC (MEL) originally established in 1945, has a local staff of 10± employees including 1 project executive, 5+ professional engineers and 2 construction inspectors. MEL is locally located in Hartford. The company has been awarded one On-call Contract and has not been awarded a formal contract with the DCS in the past two years. The awarded contract is as follows:

- 3/2017 On-Call VEH Consultant Services PRB#17-072 NTE \$500,000

MEL will be operating under its Professional Engineering Corporation License (PEC#.0000720). Fenner & Esler Insurance Inc. reported that MEL has incurred two general liability or professional policy loss or claims during the past 5 years. Two of these claims are currently open with loss reserves established. MEL scored a total of 310 out of a possible 330 points.

DiBlasi Associates, P.C. (DAP) established in 1984, has a staff of 10± employees including 4 professional engineers. The company has not been awarded an on-call contract or a formal contract with the DCS in the past two years.

DAP's Engineering Corporation License (PEC.0000620) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred one professional policy losses or claims during the past 5 years. DAP scored a total of 303 out of a possible 330 points and was identified as one of the most qualified firms.

Conlon Engineering, LLC (CEL) originally established in 2011, has a staff of 10± employees including 1 project executive, 4 professional engineers and 1 construction project manager. The company has been not been awarded an On-call Contract formal contract with the DCS in the past two years.

CEL's Engineering Corporation License (PEC.0001373) with the CT State DCP is active. XL Catlin Insurance Company reported that CEL has had one professional policy loss or claim during the past 5 years. GNCB scored a total of 277 out of a possible 330 points and was identified as one of the most qualified firms.

Michael Horton Associates, Inc. (MHA) established in 1994, has a staff of 8± employees including 4 professional engineers. The company has not been awarded an on-call contract or a formal contract with the DCS in the past two years.

MHA's Engineering Corporation License (PEC.0000902) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred two professional policy losses or claims during the past 5 years. DAP scored a total of 275 out of a possible 330 points and was identified as one of the most qualified firms.

GM2 Associates, Inc. (GM2) established in 1988, has a staff of 50± employees including 30 professional engineers of various disciplines including structural, electrical and mechanical, 5 CAD Technicians and 10 construction inspectors. The company has been awarded two (2) on-call contracts with the DCS in the past two years. GM2 has not been awarded a formal contract. The on-call contracts are as follows:

- 6/2017 On-Call CA Consultant Services PRB#17-149 NTE \$1,000,000
- 8/2016 On-Call MBE-CIV Consultant Services PRB#16-202 NTE \$500,000

GM2's Engineering Corporation License (PEC.0000708) with the CT State DCP is active. Smith Brothers Insurance Company reported that GM2 has not incurred any professional policy losses or claims during the

past 5 years. GM2 scored a total of 266 out of a possible 330 points and was identified as one of the most qualified firms. GM2 is also identified as the required MBE participant for this on-call solicitation.

PRB #17-248

This is the 8th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. Recently, at its September 5th Meeting, the Board approved the following five (5) On-Call Contracts under this series:

- PRB # 17-238, Macchi Engineers, LLC.....Contract #OC-DCS-STR-0031
- PRB # 17-239, DiBlasi Associates, P.C.....Contract #OC-DCS-STR-0032
- PRB # 17-240, Conlon Engineering, LLC..... Contract #OC-DCS-STR-0033
- PRB # 17-241, Michael Horton Associates, Inc..... Contract #OC-DCS-STR-0034
- PRB # 17-242, GM2 Associates, Inc.....Contract #OC-DCS-STR-0036

All of the new contracts under this series have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2019. DCS has made some minor revisions to the boilerplate contract for this series to include the following; state’s rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 7th series, awarded in 2015, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract.

A Request for Qualifications (RFQ) for the consultant services was released in April 2017 and elicited 14 responses. All of the respondents were considered “responsive”. Thereafter, the DCS selection panel began the process of evaluating all 14 proposals. The State Selection Panel consisted of 3 members and rated each firm based upon a weighted ranking system with the following scoring methodology:

<i>Experience with Work of Similar Size & Scope</i>	<i>30 Points</i>
<i>Organizational / Team Structure</i>	<i>25 Points</i>
<i>Past Performance Record</i>	<i>10 Points</i>
<i>Approach to Contract Work</i>	<i>15 Points</i>
<i>Problem Solving Capabilities</i>	<i>20 Points</i>
TOTAL POINT VALUE	100 Points

Up to 30 additional points were also provided for code expertise, micro-business status and MBE certification. As such the maximum allowable score for each firm was 330 points.

RECOMMENDATION – Board approval of the following firm as the 6th potential structural engineering consultant for projects of various sizes and scope is recommended. The consultant has provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions. The final firm recommended for approval under this series is as follows:

PRB # 17-248, Wiss Janney Elstner Associates, Inc.....Contract #OC-DCS-STR-0035

Wiss Janney Elstner Associates, Inc. (WJE) established in 1956, has a staff of 20± employees locally located in Shelton. The office staff includes 15 professional engineers of various disciplines including structural, electrical and mechanical, 5 CAD Technicians and office support staff. The company has been awarded one (1) on-call contract with the DCS in the past two years. WJE has not been awarded a formal contract. The on-call contracts are as follows:

- 11/2016 On-Call ROOF Consultant Services PRB#16-284 NTE \$500,000

WJE’s Engineering Corporation License (PEC.0000721) with the CT State DCP is active. Beazley Risk Insurance Company reported that WJE has incurred over thirty (30) professional policy losses or general liability claims during the past 5 years. WJE is large national company and none of the claims appear to be associated with its Connecticut Office. WJE scored a total of 274 out of a possible 330 points and was identified as one of the most qualified firms.

7. OTHER BUSINESS

Board Members reviewed and discussed the draft copy of the Board's Annual Report to the Governor and the members of the joint standing committees of the General Assembly in preparation for the October 1, 2022 submission. The Board authorized the Board Director to submit the Annual Report, as drafted, on behalf of the Board Chairman.

8. VOTES ON PRB FILE:

PRB FILE #22-145, 22-146, 22-147, 22-148, 22-149 and 22-150 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILES #22-145, 22-146, 22-147, 22-148, 22-149 and 22-150. The motion passed unanimously.

9. NEXT MEETING – Special Meeting, Tuesday, September 27, 2022.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary