

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On November 27, 2023

– solely by means of electronic equipment - via telephone conference –

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting at 9:30AM on November 27, 2023. Pursuant to the statute, this Meeting was held solely by means of electronic equipment, with Participants connecting via telephone conference at (860)-840-2075 and used passcode 284890492#.

The Notice provided designated this Regular Meeting as open to the public. Call in instruction were provided as: Dial toll free (860)-840-2075 and use passcode 284890492#. If you have any questions or need assistance to attend these Meetings, you can contact SPRB Director Dimple Desai at [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov) to make appropriate arrangements.

#### **Members Present – solely by means of electronic equipment:**

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

#### **Members Absent:**

#### **Staff Present – solely by means of electronic equipment:**

Dimple Desai  
Thomas Jerram

#### **Guests Present – solely by means of electronic equipment:**

David Barkin, DAS-CS  
Jenna Padula, DAS-CS

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 November 22, 2023 Meeting. The motion passed unanimously.

#### **2. COMMUNICATIONS**

Board Members were informed that a site inspection was confirmed for November 28, 2023 at 10:30 for a proposal being reviewed under PRB #23-207-A.

#### **3. REAL ESTATE- UNFINISHED BUSINESS**

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:55. The motion passed unanimously.

**EXECUTIVE SESSION**

*For Discussion Purposes Only*

**PRB #:** 23-207-A  
**Transaction/Contract Type:** AG / PDR  
**Origin/Client:** DoAG/DoAG

**Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)**

Upon completion of the Board's review of this Proposal, the Board remained in Executive Session to discuss Proposals being reviewed under PRB #23-191 and #23-210-A.

**4. REAL ESTATE – NEW BUSINESS**

**EXECUTIVE SESSION**

**PRB #:** 23-191  
**Transaction/Contract Type:** RE / Lease  
**Origin/Client:** DAS / DDS

**Statutory Disclosure Exemptions: 1-210(b)(24)**

**PRB #:** 23-210-A  
**Transaction/Contract Type:** AG / PDR  
**Origin/Client:** DoAG/DoAG

**Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)**

Upon completion of the Board's review of these Proposals, Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:24. The motion passed unanimously.

**OPEN SESSION**

**5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**6. ARCHITECT-ENGINEER - NEW BUSINESS**

**PRB #** 23-200  
**Origin/Client:** DAS/CTMD  
**Transaction/Contract Type:** AE / Task Letter  
**Project Number:** BI-Q-730  
**Contract:** OC-DCS-MEP-0054  
**Consultant:** DME Design, LLC  
**Property:** East Lyme (Niantic), Smith St (38) – Camp Nett  
**Project purpose:** Camp Nett – Infrastructure Phase 2  
**Item Purpose:** Task Letter #10

**PROPOSED AMOUNT: \$228,950**

On February 27, 2023, the SPRB under PRB #23-017, approved the retention of Bemis Associates, LLC – under Task Letter #6 – to their On-Call Contract OC-DCS-MEP-0051 to provide Mechanical, Electrical and Plumbing engineering design and construction administration services

conjunction with this Agency-Administered Project: Camp Nett – Infrastructure Phase 2 (BI-Q-725). The Consultant’s fee was \$144,000.

The scope of work for Project BI-Q-725 included the following:

Design services to relocate the overhead electrical and communication utilities to the existing (Phase 1) and proposed (Phase2) underground utility duct bank. Conduct a utility survey and as built of existing utility systems and verify system will accommodate new work; provide new street lighting along perimeter road, maintenance loop and parking areas. Provide protective barriers at existing electrical/communication equipment to remain. Provide underground data connections to all remaining buildings. Provide new duct bank manholes and spare ducts for future expansion based on Camp Nett Master Plan.

Under this Proposal (PRB #23-200), DAS seeks Board approval to retain the Consultant – DME Design, LLC – under Task Letter #10 – to their On-Call Contract OC-DCS-MEP-0054 to provide Mechanical, Electrical and Plumbing engineering design services in conjunction with this Agency-Administered Project: Camp Nett – Infrastructure Phase 2 (BI-Q-730). This Proposal specifically excludes Bidding and Construction Administration Services. The Consultant’s proposed fee is \$228,950.

The scope of work for Project BI-Q-730 include the following:

Design for relocation of overhead utilities into previously installed duct banks (Phase 1) and new duct banks (Phase 2), and provide new transformers, metering, and site lighting.

The scope of work shall include, but is not limited to the following:

- Verify existing utilities: Verify pole mounted utilities, verify power and communications feeding each building, investigate and map current power/communication manholes including rod & string “spare” communication conduits.
- Coordinate with Eversource for its current material, equipment & installation specifications.
- Size and locate transformers for eighteen (18) existing buildings currently served by overhead lines.
- Coordinate with utility providers for respective underground installation requirements: Power, Cable, Telecommunications, Security, POTS Phones.
  
- Design new electrical and telecommunications service entrances from new underground system to exterior building demarcation and locate new above-grade communications entrances into each building.
- Design duct banks for electrical and data including any required vehicle protection.
- Design new site lighting on existing utility poles to meet current codes.
- Incorporate construction phasing in collaboration with the Client Agency to coordinate utility turnovers and shut downs with Camp Nett’s operations to minimizing downtime and disruption. Preliminary construction phasing plan includes, but is not limited to, the following:
  1. Construction of new underground infrastructure inclusive of duct bank, extensions, secondary trenches, equipment pads, vehicle protection, etc.
  2. Install main cable infrastructure and make safe at both ends.
  3. Interconnect and test main utility trunk lines in coordination with the respective utilities:
    - 25 KV Power Loop – Eversource
    - Cable – Breeze
    - Telecommunications – By CT Military Department

- Security – By CT Military Department
  - POTS Phones – AT&T
4. Install, energize and test major equipment (i.e. transformers, switches and meter sockets).
  5. Install and energize new site lighting.
  6. Perform all utility inspections of new systems.
  7. Install and test communication services in coordination with utilities (note some utilities will install their own services).
    - Remove existing Telecommunications overhead infrastructure back to source.
  8. Generate a building switchover schedule and proceed to switch buildings from the old to new electrical services:
    - Disconnect old services from the buildings and make safe.
    - Install and test secondary conductors and connect to existing service.
  9. Verify all buildings have been switched over to the new power and telecommunication services.
  10. Remove existing overhead electrical infrastructure and poles back to source.
  11. Perform a final punch list and address open items.

Within the proposed Task Letter #10, DAS has approved the retention of the following Sub-Consultants:

You are hereby authorized to retain the services of **CLA Engineers, Inc., 317 Main Street, Norwich, CT 06360**, to provide the civil engineering services for a total fee of Twenty-One Thousand Three Hundred Dollars (**\$21,300**) for the above referenced project.

You are hereby authorized to retain the services of **Construction Cost Solutions, LLC, PO Box 544, Portland, CT 06480**, to provide the estimating services for a total fee of Nineteen Thousand Dollars (**\$19,000**) for the above referenced project.

You are hereby authorized to retain the services of **D/E/F Services Group, Ltd, 1171 Voluntown Road, Griswold, CT 06351**, to provide the manhole existing power and data survey services for a total fee of Forty-Seven Thousand Five Hundred Dollars (**\$47,500**) for the above referenced project.

In April 2022, SPRB approved (PRB #22-045) DME Design, LLC (DME) as one of five firms under the latest *On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Series* of consultant contracts. These contracts expire on July 1, 2024 and have a maximum cumulative fee of \$1,000,000.

On November 14, 2022, the Board approved under PRB #22-177, Contract Amendment #1 to the On-Call Contract to increase the maximum cumulative fee to \$1,500,000, an increase of \$500,000. The contract expiration date was unchanged at 7/01/2024.

The Consultant was approved for the following task(s) under this series:

OC-DCS-MEP-0054	DME Design LLC	\$1,000,000	22-045
Amend #1	Increase to:	\$1,500,000	22-177
Task Letter #1	CSP-POST Chiller Replacement	\$40,000	(Informal)
Task Letter #2	WCSU – Various Projects	\$94,590	(Informal)
Task Letter #3	CRMHC Energy Implementation	\$95,000	(Informal)
Task Letter #4	DCF State Receiving Home, Energy Im.	\$49,365	(Pending)
Task Letter #5	MCC Campus Wide Water Heater Repl.	\$11,200	(Pending)
Task Letter #7	Asnuntuck CC - MEP & Fire Protection System Study	\$20,000	(Informal)
Task Letter #8	TASMG Site - natural gas infrastructure	\$52,000	(Informal)
Task Letter #9	TASMG Site - Standby Generator	\$65,000	(Informal)
	Total Informal TLs	\$429,090	
Task Letter #1A	CSP-POST Chiller Replacement	\$29,341	(Pending)
Task Letter #3A	CRMHC Energy Implementation	\$12,550	23-134
Task Letter #6	CMHC Energy Implementation	\$144,670	22-161
Task Letter #11	Norwalk CC - AHU Replacement	\$62,500	(Pending)
Task Letter #10	Camp Nett Infrastructure - Phase II	\$228,950	23-200 Pending
	Total Committed Funds	\$843,310	
	Maximum Total Fee	\$1,500,000	
	Uncommitted (Remaining)	\$656,690	

DCS and MIL have confirmed funding (100% federal) is in place for this Task Letter.

The overall construction and total project budget for the Camp Nett – Infrastructure Phase 2 project is **\$1,144,591** and **\$1,493,000**.

Task Letter #10– DME (PRB #23-200)	MEP Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design – (XX days)	\$54,000				
Design Development – (45 days)	\$57,600				
Contract Documents – (45 days)	\$68,400				
Bidding – N/A	\$0				
Construction Administration – N/A	\$0				
BASE FEE (A) PRB #23-200	\$180,000			\$1,144,591	15.73%
<b>SPECIAL SERVICES (B)</b>					
Manhole Investigation (60 days)		\$48,950			
<b>TOTAL FEE – PRB 23-200 (A) + (B)</b>			\$228,950	\$1,144,591	20.00%

Staff inquired with DCS regarding the following:

1. What is the status of Project - Camp Nett – Infrastructure Phase 2 (BI-Q-725)?
2. Please clarify how this Project Camp Nett – Infrastructure Phase 2 (BI-Q-730) differs from Project Camp Nett – Infrastructure Phase 2 (BI-Q-725), approved by the Board earlier this year under PRB #23-017, for what appears to be very similar Project Scope (& both Form 1105s are very similar) and, why wasn't the same Consultant retained under BI-Q-725 retained for BI-Q-730 given their familiarity with this Project and Camp Nett?
3. This Project Camp Nett – Infrastructure Phase 2 (BI-Q-730) has a total fee of \$228,950 for pre-construction services, excluding bidding and construction administration. Project Camp Nett – Infrastructure Phase 2 (BI-Q-725) had a total fee of \$144,000. What is the cause for the significant difference in fee? And, why was Bidding and CA Phase excluded from this Task Letter 10?
4. The Construction Budget on page 4 of the Task Letter (\$1.2mm) and Form 1105 (\$1.2mm dated 7-2023) does not match the Construction Budget in the DAS Memo (\$1.149MM dated 9-2023) to SPRB. Which is correct?
5. In Article 3 on page 4 of the Task Letter fails to identify deliverables for SD phase identified in Article 2B. This should be corrected.

**RECOMMENDATION:**

It is recommended that SPRB suspend Task Letter #10 for in the amount of \$228,950, pending response from DAS.

- DAS and MIL confirmed funding is available for the Task Letter.

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**FROM PRB #23-017**

**PROPOSED AMOUNT: \$144,000**

In April 2022, SPRB approved (PRB #22-042) Bemis Associates, LLC (BAL) as one of five firms under the latest *On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Series* of consultant contracts. These contracts expire on July 1, 2024 and have a maximum cumulative fee of \$1,000,000.

On November 14, 2022, the Board approved under PRB #22-174, Contract Amendment #1 to the On-Call Contract to increase the maximum cumulative fee to \$1,500,000, an increase of \$500,000. The contract expiration date was unchanged at 7/01/2024.

### Project Background

This project will relocate the overhead electrical and communication utilities to the existing (phase 1) and proposed (Phase 2) underground utility duct bank. Eliminate all pole mounted transformers and provide new pad mounted dual phase 50kV (4800/22800v – 240/120v) transformers as required. Connect all buildings that are currently serviced by overhead utilities and re-connect to the underground duct bank system, approximately 0.7 miles of underground duct to be installed to be with engineer’s design.

Conduct a utility survey and as built of existing utility systems and verify existing system will accommodate the new work; provide new street lighting along perimeter road, maintenance loop and parking areas that match existing lighting. Provide protective barriers at existing electrical/communication equipment to remain. Provide underground data connections to all remaining buildings on site. Provide new duct bank manholes and spare ducts for future expansion based on Camp Nett Master Plan.

Under this Proposal (#23-017), DCS is now seeking Board approval to retain the Consultant – Bemis Associates, LLC – under Task Letter #6 – to their On-Call Contract OC-DCS-MEP-0051 to provide Mechanical, Electrical and Plumbing engineering design and construction administration services conjunction with this Agency-Administered Project: Camp Nett – Infrastructure Phase 2.

The scope of work includes:

1. Review existing drawings, specifications, reports, and other documents available from the Connecticut Military Department and/or its designees.
2. Verify that the existing utility systems will accommodate the new work.
3. Produce construction documents on recent release of AutoCAD (2020 or later) for:
  - i. - relocation of the overhead electrical and communication utilities to the existing and proposed new underground utility duct bank.
  - ii.- elimination of all the pole mounted transformers and installation of new pad mounted, dual phase 50kVA transformers.
  - iii.- reconnection of all the buildings that are currently served by overhead services to the new underground duct bank (approximately 0.7 miles).
  - iv. - new street lighting along the perimeter road, maintenance loop and parking areas with light fixtures matching existing site light fixtures.
4. Specify underground data connections to buildings in phase 2 with reference to existing drawings.
5. Specify new duct banks manholes and spare ducts for future expansion based on Existing Camp Nett Masterplan.

A breakdown of the Consultant’s proposed fee (\$144,000) is as follows:

#### 2A. Pre-Construction Phase: \$100,800

Schematic Design	\$21,600	60 days
Design Development	\$28,800	60 days
Construction Documents	\$43,200	60 days
Bidding Documents	\$7,200	

2B. CA Phase: \$43,200 (300 days plus 90-day closeout)

The Consultant is authorized to retain the services of a Sub-Consultant (Macchi) for surveying services (\$64,600), including ground penetrating radar and MEP Cost LLC for cost estimating services (\$5,280).

Bemis Associates was approved for the following task(s) under this series:

• Task Letter #1	Troop A Generator Replacement	\$53,010	(Informal)
• Task Letter #2	ECSU Library Boilers	\$54,000	(Informal)
• Task Letter #3	Hartford CI – Energy Implementation	\$130,000	(#22-200)
• Task Letter #4	Willard CI – Energy Implementation	\$125,000	(#22-203)
• Task Letter #5	Robinson CI – Energy Implementation	\$97,000	(Informal)
• Task Letter #6	Camp Nett Infrastructure Phase 2	\$144,000	(#23-017)
Total Fee to Date:		\$459,010	

DCS and MIL have confirmed funding (100% federal) is in place for this Task Letter.

The overall construction and total project budget for the Camp Nett – Infrastructure Phase 2 project is **\$1,200,000** and **\$1,469,000**.

Task Letter #6– BAL (PRB #23-017)	MEP Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design – (60 days)	\$21,600				
Design Development – (60 days)	\$28,800				
Contract Documents – (60 days)	\$43,200				
Bidding	\$7,200				
Construction Administration – (300 days + 90 day closeout)	<u>\$43,200</u>				
BASE FEE (A) PRB #23-017	\$144,000			\$1,200,000	12.00%

Staff inquired with DCS regarding the following:

1. The Consultant’s (Bemis) Proposal stated the “total estimated project budget is \$1,600,000 (+/-).” Where did this cost come from? Please clarify what impact, if any, does this have on the Consultants Proposal (12% of Construction Budget), when the DCS Memo and Form 1105 both state the Project Budget is \$1,469,000.

**DCS Response:** Requesting a Revised Consultant’s Proposal to correct items – will have OLAPP fwd when they receive from DAS/CS – Bemis took it upon themselves to input this number – The Scope Mtg Agenda and never addresses the total Construction cost for the Project – just mentions the fee and notes it is based on the estimated cost for the project.

**Staff Response:** OK

2. 1105 lists the budget as \$1,469,000 while the Federal Funding available is limited to \$1,464,000 per 1105. Where will the remaining funds come from?

**DCS Response:** The remaining 5 K will come from the CTMD STATE Monies that will be EFT to DAS/CS for this project – this is to cover the DAS Fees for the work performed on the Project to get this into the Agency’s hands for their execution. Federal Monies cannot cover State Resources/expenses.

Staff Response: Please submit revised 1105, to make sure that there are sufficient funds to cover the project cost.

3. In the Sub-Consultant's (Macchi) Proposal, the Fees total \$64,600, yet on page 6 of the Task Letter it states the lead Consultant is authorized to retain the services in the amount of \$64,000. Which is correct?

DCS Response: Will Correct – honest human error through OLAPP – See Response to Number 1

4. PI confirm that there are no additional fees or markups and that the \$144,000 final number based on the scope.

DCS Response: As it stands right now – this is all inclusive and verified by Phone Conversation with Bemis Assoc. I cannot speak to the future if the CTMD (AA Project) requests an increase in scope.

Staff Response: Ok

### **RECOMMENDATION:**

In light of federal funding deadline; it is recommended that SPRB **APPROVE** Task Letter #6 for in the amount of \$144,000. Having said that DCS should submit revised 1105.

- DCS confirmed funding is available for the Task Letter.

<b><i>PRB #</i></b>	23-201
<b><i>Origin/Client:</i></b>	DAS / DESPP
<b><i>Transaction/Contract Type:</i></b>	AE / Task Letter
<b><i>Project Number:</i></b>	BI-N-361
<b><i>Contract:</i></b>	OC-DCS-ARC-0071
<b><i>Consultant:</i></b>	Northeast Collaborative Architects, LLC
<b><i>Property:</i></b>	CT State Police - Troop B, Troop I & Troop D
<b><i>Project purpose:</i></b>	Study for Building Prototype
<b><i>Item Purpose:</i></b>	Task Letter #3A

### **PROPOSED AMOUNT: \$6,270**

At its meeting held on December 22, 2022 the State Properties Review Board voted, under PRB #22-198, to approve Task Letter #3 to the On-Call Contract OC-DCS-ARC-0071 to compensate the Consultant \$126,460 to Conduct a study that shall consist of designing a single prototype facility for three troop locations (Troop B -North Canaan, I-Bethany, and D-Danielson) for the Connecticut State Police on the existing property. A topographic survey, programming, environmental review, cost estimate, and a Conceptual Design for a single prototype building laid out on to three (3) sites.

Under this Proposal (#23-201), DAS is now seeking approval of \$6,270 to compensate the Consultant with the following scope of work:

Wetlands Identification/Delineation and Flagging at all 3 sites as required to inform the survey process. Soil Scientist will delineate inland wetlands and watercourses on the project sites in accordance with the local town's Wetland and Watercourse Regulations and State of Connecticut Statutes, Blue and pink flagging demarcating the wetland boundary will be affixed to sturdy vegetation. Each flag will be surveyed using a handheld Global Positioning System (GPS) unit with submeter accuracy. The Surveyed wetland flags and boundary will be added to the base survey map being provided as a part of this study.

A wetlands summary narrative will be written for inclusion in the final study report.

DAS has authorized the Consultant to retain the services of SLR International Corporation to provide the Wetlands Delineation and Flagging services for a total fee of \$5,700 for the Project.

In May 2021, SPRB approved Northeast Collaborative Architects, LLC (“NCA”) (PRB #21-066) as one of six firms under the latest *On-Call Architect Series* of consultant contracts. These contracts have a common expiration date of April 15, 2023 and have a maximum cumulative fee of \$1,000,000.

Under PRB #23-145, the Board approved Contract Amendment #1 to the On-Call Architect Consulting Contract to extend the contract expiration date to May 15, 2024. The \$1,000,000 maximum cumulative fee was unchanged.

NCA has been approved for the following task(s) under this series (OC-DCS-ARC-0071):

OC-DCS-ARC-0071	Northeast Collaborative Architects LLC	\$1,000,000	21-066
			23-145
Task Letter #1	ECSU 347 Prospect Structural Repairs	\$81,800	Informal
Task Letter #4	DOC Vocational Village Building	\$85,450	Informal
	Total Informal TLs	\$167,250	
Task Letter #2	21 Spring Lane Facility Renovations – Phase II	\$73,466	22-073
Task Letter #3	DESPP - Troop B, I, and D Prototype	\$126,460	22-198
Task Letter #3A	DESPP - Troop B, I, and D Prototype	\$6,270	23-201
	Total Committed Funds	\$373,446	
	Maximum Total Fee	\$1,000,000	
	Uncommitted (Remaining)	\$626,554	

**RECOMMENDATION:** It is recommended that SPRB approve Task Letter #3A for the Consultant to provide wetlands flagging services related to the Study for Building Prototypes for three Connecticut State Police Barracks.

- DAS confirmed \$6,270 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 7/20/2023.
- Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$626,554.
- The Board approved the current On-Call Contract on 5-17-2021 (PRB #21-066) for a maximum fee of \$1,000,000 and a term that expires on May 15, 2024 (PRB #23-145).

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FROM PRB #22-198

PROPOSED AMOUNT: \$126,460

At its meeting held on July 2, 2020 the State Properties Review Board voted, under PRB #20-121, to approve Task Letter #4 to the On-Call Contract OC-DCS-CIV/SUR-0034 to compensate the Consultant \$144,700 to provide facility assessments and a master plan study of all DESPP facilities throughout the state.

Under this Proposal (#22-198), DCS is now seeking approval of \$126,460 to compensate the Consultant for the following professional ARC services:

Conduct a study that shall consist of designing a single prototype facility for three troop locations (Troop B -North Canaan, I-Bethany, and D-Danielson) for the Connecticut State Police on the existing property.

A topographic survey, programming, environmental review, cost estimate, and a Conceptual Design for a single prototype building laid out on to three (3) sites.

The Department of Emergency Services and Public Protection (hereafter the “DESPP”) requires the following scope of services:

1.A. Existing Conditions Survey and Programming

- Verify the Existing Conditions Survey of the Masterplan Study done by Milone and MacBroom, Inc. in 2021.
- Prepare a Topographic Survey of all three sites including utilities based on visual evidence and mapping provided by the utility companies.
- Prepare an Environmental Site Evaluation for all three (3) sites to help determine if there are environmental conditions that could negatively impact the cost of future site improvements
- Provide Space Programming at a minimum should include the following components:
  - Fully accessible building
  - brick / block / mortar structure for security
  - Sallyports for safe detainee transfers
  - processing and detention area for detainees
  - offices and dispatch center for 911 call center operation
  - men’s and women’s locker rooms and bath facilities
  - men’s and women’s rooms on each floor for staff and a restroom in the lobby for visitors
  - interview rooms
  - meeting rooms
  - gym / workout area
  - evidence processing area
  - humidity-controlled evidence storage area
  - kitchen / break area
  - parking areas for employees as well as public parking for visitors
  - Coordinate and attend three (3) space planning meetings

1.B. Conceptual Design

- Develop multiple conceptual design options for the single prototype along with a Basic 3-D view of the prototype
- Review the Consultants Procedure Manual, sections 3.2.1 – 3.2.2 for Study Format.
- Review the Consultants Procedure Manual, section 1.4.3 for Pre-Design Studies requirements.
- Presentation of site, building plans, elevations, and 3-D view
- Provide mechanical system design per the Governors Executive Order #1
- Prepare a cost estimate including hazardous material remediation and demolition of existing building
- Presentation of Draft Report
- Finalize updates to one design, cost estimate and narrative for Final Report

The Consultant’s total fee \$126,460 is broken down as follows:

- 2A. Existing Conditions Survey and Programming: \$63,810 (75 days);
- 2B. Conceptual Design (draft report): \$44,750 (60 days);
- 2C. Conceptual Design (final report): \$17,900 (45 days).

In May 2021, SPRB approved Northeast Collaborative Architects, LLC (“NCA”) (PRB #21-066) as one of six firms under the latest *On-Call Architect Series* of consultant contracts. These contracts have a common expiration date of April 15, 2023 and have a maximum cumulative fee of \$1,000,000.

NCA has been approved for the following task(s) under this series (OC-DCS-ARC-0071):

• Task Letter #1	ECSU 347 Prospect Structural Repairs	\$81,800	(Informal)
• Task Letter #2	TXCC 21 Spring Ln Facility Renovations	\$73,466	(PRB #22-073)
<b>Total</b>		<b>155,266</b>	

Staff had following question for clarification:

1. Clarify if the professional design services provided by the Consultant is required to comply with the Governor’s Executive Orders #1 and #3.

**DCS Response:** NCA’s proposal states and my understanding is they will develop a prototype in compliance with EO 1. Remember this is prototype study and so we are looking to develop a standard concept for several sites. We will be evaluating decarbonization options within the study.

**Staff Response:** OK

**RECOMMENDATION:** It is recommended that SPRB approve Task Letter #3 for the Consultant to provide Existing Conditions and Conceptual Design Study services related to the Study for Building Prototypes for three Connecticut State Police Barracks.

- DCS confirmed \$126,460 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 4/25/2022.
- Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$844,734.
- The Board approved the current On-Call Contract on 5-17-2021 (PRB #21-066) for a maximum fee of \$1,000,000 and a term that expires on 4/15/2023.

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**PROPOSED AMOUNT:** \$144,700

In September 2017, SPRB approved Milone & MacBroom, Inc. (“MMI”) (PRB #17-252) as one of seven firms under the latest On-Call Civil-Survey Series of consultant contracts. These contracts have a common expiration date of October 30, 2019 and have a maximum cumulative fee of \$500,000. On September 23, 2019, the SPRB approved Amendment #1 to the On-Call Series extending the expiration date to November 21, 2021 (#19-194-#19-200).

**MMI** was approved for the following task(s) under this series:

• Task Letter #1	SCSU – Women’s Softball Field	\$22,000	(Informal)
• Task Letter #2	DVA – Cemetery Master Plan	\$122,000	(#18-138)
• Task Letter #3	CCSU-New Engineering Building	\$11,750	(Informal)
<b>Total Fee to Date:</b>		<b>\$155,750</b>	

Under this proposal #20-121, DCS and DESPP are seeking SPRB approval to retain the Consultant, Milone & MacBroom, Inc. (MMI), to provide facility assessments and a master plan study of DESPP facilities throughout the state, including twelve (12) Troop Facilities, Headquarters, Brainard Airport, four (4) Fire Academies, Mulcahy Complex, Training Academy, four (4) Statewide Narcotics Task Force (SNTF) Facilities, Seymour Impound, West Haven Toll, Fleet, Simsbury Range, Candidate Physical Ability Test (CPAT) Center and, Henry D. Altobello Children and Youth Center (Altobello). The building locations are throughout the state of Connecticut such as: Bethany, Bridgeport, Colchester, Danielson, Groton, Hartford, Litchfield, Meriden, Middletown, North Caanan, Seymour, Simsbury, Southbury, Tolland, Uncasville, West Haven, Westbrook, Willimantic, and Windsor Locks.

The DESPP requires the following scope of services:

- A. Project Administration and Engagement
- B. Program Assessment
- C. Facilities Assessment
- D. Planning Charrette
- E. The Master Plan

The Consultant's total fee of \$144,700 shall be paid as follows:

- First Draft Study: \$58,580 due within 90 calendar days after receipt of the approved task letter.
- Second Draft Study: \$36,250 due within 60 calendar days after receipt of DAS and DESPP responses to the First Draft.
- Charrette: \$8,990 due within 45 calendar days after receipt of DAS and DESPP responses to the Second Draft Study.
- Final Report and Masterplan Presentation: \$20,880 due within 60 calendar days after receipt of DAS and DESPP responses to Charrette.
- Contingency: \$20,000 after receipt and acceptance of written approval of issues impacting the study by DAS.

Staff asked DCS to clarify the following:

1. Please clarify if the Consultant's services encompass the entire Henry D. Altobello Children and Youth Center (Altobello) campus, or only Building #5 (Highland House) & Building #14 (Garage) assigned to DESPP in May 2017.

**DCS Response:** We are only looking at DESPP facilities so Building 5 and 14 are covered by this study. Our goal is to evaluate all the current DESPP occupied facilities only and develop a vision moving forward for the most efficient way to use them, determine if facilities are redundant or if they are missing needed program elements, it is not the intention of this study to evaluate the broader Altobello campus.

OK

2. What is the intent of including the Simsbury property in this Study when its limitations have been well documented.

**DCS Response:** All DESPP properties are included and the Simsbury Range is one of their properties. Although exhaustive study was conducted under the previous administration, and determination had been made the existing Simsbury Range was not suitable for a host of reasons this administration reversed course and so we need to reassess the Simsbury Range and determine, as part of the broader study, what it's future and function may be along with needed capital investments.

OK

3. Identify which four fire academies are included within the study.

DCS Response: The following are the included facilities:

Litchfield County  
Eastern Connecticut  
CT Fire Academy (Windsor)  
CPAT Center (Meriden)

These are the four fire academies where the building and land are under the oversight of DESPP and require facility assessment – Litchfield and Eastern, being new facilities require little to no physical assessment but should be considered under the purview of a master-plan in terms of geographic suitability and long term maintenance considerations to best develop a comprehensive capital plan.

OK

4. Clarify what, if any, previous Facilities Studies have been obtained over the past five years.

DCS Response: Approximately two years ago a study was conducted for the State Forensics Lab in Meriden which included assessment of the existing Mulcahy Complex. That study will serve as relevant information for this broader, higher level, master plan study. In addition, any work we can share regarding the replacement for the Simsbury Range, meant to be a broader training facility and not just a firing range will be provided to the Consultant to assist in the preparation of the new study.

OK

5. Given the new normal or aftermath of Covid 19, should the scope be changed in any way to accommodate new requirements within the buildings?

DCS Response: My opinion is no. Since we are conducting the study within the context of the current medical crisis any planning outcomes based on new thinking will be evident in the results of the study and, in addition, the stakeholder team will be bringing such impacts to the attention of the Consultant throughout the process – I think the scope is adequately defined.

OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #4 in the amount of \$144,700.

- DCS confirmed \$144,700 is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$500,000 and a term that was extended to 11/21/2021 (PRB #19-195). Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$194,250.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 4/09/2020.

## 7. OTHER BUSINESS:

## 8. VOTES ON PRB FILE:

**PRB FILE #23-191** – Mr. Halpert moved and Mr. Valengavich seconded a motion to suspend PRB FILE #23-191, pending response from DAS regarding Board inquiries. The motion passed unanimously.

**PRB FILE #23-210-A** – Mr. Valengavich moved and Mr. Halpert seconded a motion to suspend FILE #23-210-A, pending a site inspection of the farm. The motion passed unanimously.

**PRB FILE #23-200** – Mr. Valengavich moved and Mr. Berger seconded a motion to suspend PRB FILE #23-200, pending review of DAS-CS responses to Board inquiries. The motion passed unanimously.

**PRB FILE #23-201** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-201. The motion passed unanimously.

**9. NEXT MEETING** – Special Meeting, Tuesday, November 28, 2023.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
John Valengavich, Secretary