

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On January 2, 2024

– 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 January 2, 2024. 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 389034483#.

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 389034483#. If you have any questions or need assistance to attend these Meetings, or for some reason the Call-In Numbers do not work, please contact SPRB Director Dimple Desai, immediately, at 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:

Jenna Padula, Esquire DAS-CS
David Barkin, AIA – DAS-CS
Mark Raymond, CIO – DAS BITS
John Walshaw, DAS BITS
Shane Mallory, DAS

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

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Halpert moved and Mr. Berger seconded a motion to approve the minutes of the December 28, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

PRB #	23-197
Origin/Client:	DAS/SCSU
Transaction/Contract Type:	AE / Amendment
Project Number:	CF-RS-337
Contract:	CF-RS-337-CA
Consultant:	Jacobs Project Management Co.
Property:	New Haven, Crescent St (501) - SCSU
Project purpose:	New Business School
Item Purpose:	Amendment #1

PROPOSED AMOUNT: \$115,624

December 26, 2023 update:

At the State Properties Review Board meeting held on November 22, 2023, the Board voted to suspend this file pending Board review of DAS-CS responses to inquiries received late in the afternoon on November 21, 2023.

Staff had requested clarification of the following issues:

1. If the CA Phase services are complete as of 5-31-2023 and closeout services are an additional 120 days, to 9-28-2023, please update SPRB on status of the Project.
DAS-CS Response: Project #BI-RS-337 is complete. There are a few minor punch list items remaining.
Staff Response: OK
2. Please confirm the Project Budget. In the DAS-CS Memo (pgs 1 & 2) to SPRB it was stated at \$35,875,731, and on pg 4 it states \$36,459,297.
DAS-CS Response: At the time of drafting the SPRB memo, the construction contract amount was \$35,875,731.00. Please note that this number changes throughout the construction phase until closeout. DAS/REC has uploaded to the SPRB SharePoint site a revised budget spreadsheet.
 - a) Please confirm the Project Budget.
DAS-CS Response: The project budget is \$52,476,933.00.
Staff Response: The original \$36,459,297 Construction Budget is now revised to \$36,244,313. The Project Budget remained unchanged at \$52,476,933. OK
 - b) Please reconcile the Project Budget with the actual GMP at \$33,048,017
DAS-CS Response: DAS/REC has uploaded to the SPRB SharePoint site the revised budget spreadsheet. Budget item #3.0 shows the current construction cost (GMP + change orders) for the project.
Staff Response: Change orders totaling \$2,949,085 increased the original GMP from \$33,048,017 to \$35,997,102. OK
3. Identify what impacts the two non-performing sub-contractors had on the project – in terms of schedule and cost. How long did it take to resolve the bond issue (provide a timeline)?
DAS-CS Response: DAS/REC has uploaded to the SPRB SharePoint site change order # 252.
Staff Response: DAS/REC provided a Contemporaneous Period Analysis (CPA) detailing all delays. The interior glazing accounted for 22-day delay and the HVAC accounted for 33-day delay. OK

To General Contractor:
 Shawmut Woodworking & Supply, Inc.
 116 Washington Avenue
 No. Haven, CT 06473

Contract Number: 003
 Change Order Number: 00252

In accordance with the requirements of Article 13 of the General Conditions, the Contractor is authorized (directed) to make the following change(s) to the Contract:

PCO	Item #	Description	Amount
00188 - COP 188 - Time Extension - 2/3/23		COP 188 - Time Extension - 2/3/23 By signing this change order Shawmut Woodworking & Supply, Inc. waives its rights to file a claim for any additional costs related to this time extension.	\$0.00
The original Contract Sum was			\$33,048,017.00
Net Change by previously authorized Change Orders			\$2,949,085.00
The Contract Value prior to this Subcontract Change Order was			\$35,997,102.00
Amount of this Change Order			\$0.00
The new Contract Sum including this Change Order will be			\$35,997,102.00
The Contract time will be changed by			138 Days
The date of Substantial Completion as of the date of this Change Order therefore is			6/1/2023

Note: This summary does not reflect changes in the Contract, Sum, or Contract Time authorized by the Construction Change Directive.

- The Consultant’s correspondence stated they incorporated a HTHW line across the Project Site in 2022. Please clarify if this was a portion of the HTHW discussed during the Board’s review of PRB 23-177 (T1 CF-RS-373) and PRB 23-178 (T8 CF-RS-373).

DAS-CS Response: No, this is not the portion of the HTHW line discussed during the Board’s review of PRB 23-177 and PRB 23-178.

Staff Response: OK

RECOMMENDATION: Staff recommend approval of Amendment #1 in the amount of \$115,624 to provide expanded CA Services for the Project.

PROPOSED AMOUNT: \$115,624

Project Background

Located on the corner of Wintergreen & Farnham this 60,000 sq ft facility is a CTHPB/NZE building with geothermal energy and an enhanced building envelope. Scope of work included demolition, concrete, structural steel, sitework & utilities, site electric, geothermal wells, site concrete, masonry, misc. metals, millwork, waterproofing, ACM metal panels, roofing, fireproofing, doors/frames/hardware, folding glass door, curtain wall & exterior storefront, interior storefront & glazing, drywall, general trades, tile, acoustical ceilings, carpet & resilient flooring, epoxy flooring, painting, specialties, signage, fixed seating, window treatment & projector screens, elevator, fire protection, plumbing, HVAC, electric, fire alarm, landscaping & hardscaping, and fencing.

At the June 28, 2018 SPRB Meeting, the Board approved under PRB #18-101, the Consultant’s Contract (CF-RS-337-CA) - New Business School Instructional Facility - Project at Southern Connecticut State University in New Haven, CT. The overall compensation rate approved for this basic service was \$1,965,634 with an additional \$314,714 for special services, for a total fee of \$2,280,348. Construction Phase Services were 660 days (600 days +10%) plus 120 days for Close Out.

3-15-2019 - CF-RS-337-CMR was awarded to Shawmut Woodworking & Supply, Inc. d/b/a Shawmut Design and Construction.

5-24-2021 - Notice of WAO order to proceed

7-1-2021 – GMP Amendment - \$33,048,017 Guaranteed Maximum Price.

1-14-2023 – Date of Substantial Completion per GMP Amendment.

4-14-2023 – Date of Acceptance per GMP Amendment

\$6,261/day – Liquidated Damages for each calendar day beyond Substantial Completion

Under this proposal (PRB #23-197), DAS is now seeking Board approval of Amendment #1 to the CA Consultant Contract to compensate the CA an additional \$115,624 for additional CA Services to extend the duration of construction from 660 calendar days to 738 calendar days, extending CA Services beginning on March 15, 2023 and ending on May 31, 2023, an increase of 78 days.

DAS provided the following narrative in support of this request:

The Amendment is required to extend the duration of construction from 660 calendar days to 738 calendar days. The CMR had issues where their sub-contractors (2 companies) were non-performing/going out of business. This caused the CMR to call the bonds for the two companies and get another contractor through the bonding company’s assistance to get the project complete. In addition, there were additional owner requested changes that also caused a schedule impact on the project. These caused a delay to the project beyond the time allocated for construction phase time in the CA contract. Hence requesting for the extension of time till the end of May 2023. We are expecting to achieve substantial completion by May 31, 2023. Due to the university’s need to occupy the building at the end of May, Jacobs has been supporting the project throughout. DAS had been working with Jacobs in negotiating the amendment since March and finalized the proposal in May resulting in the delayed submission to SPRB.

The overall construction and total project budget are \$36,459,297 and \$52,476,933 respectively. DAS-CS confirmed funding is available.

Jacobs Project Management Basic Fees (PRB #18-101)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>TOTAL COST</u>	<u>C. Budget (\$)</u>	<u>(%)</u> <u>Budget</u>
Pre-Design Phase	\$89,932				
Schematic Design Phase	\$143,718				
Design Development Phase	\$149,357				
Contract Document Phase	\$243,956				
Procurement Phase	\$103,473				
Construction	\$1,062,523				
Project Closeout and Record Drawings	\$59,029				
Acceptance of Certification of final application of payment	\$59,029				
Post Occupancy NZE Monitoring & Verification	<u>\$54,617</u>				
TOTAL BASIC SERVICE FEE (#18-101) (A)	\$1,965,634			\$33,510,000	5.87%
AMENDMENT#1 PRB FILE #23-197 – Basic Services					
Extended CA Services	<u>\$115,624</u>				
TOTAL BASIC SERVICES #23-197 (A1)	\$2,081,258			\$36,459,297	5.71%
<u>SPECIAL SERVICES:</u>					
Move Management		\$146,431			
Commissioning		<u>\$168,283</u>			
TOTAL SPECIAL SERVICES(B)		\$314,714			
TOTAL FEE (PRB #23-197) (A) + (A1) + (B)			\$2,395,972	\$36,459,297	6.57%

The Consultant provided the following support in their communication to DAS-CS:

Jacobs worked closely with CT DAS, SCSU, the A/E and CMR to proactively manage schedule risk, including development and implementation of an early phase (work authorization order), night and weekend work to avoid campus impacts for electrical and communications tie-ins, incorporation of High Temperature Hot Water line across the project site (summer 2022), and working through COVID-19 logistics, cost escalation, and supply chain challenges. Despite our team’s dedicated efforts to manage the CMR’s schedule performance, their most recent schedule update (DD 4/30/23) projects a Substantial Completion date of May 19, 2023.

Proposed Construction Phase Extension					
Actual Construction Start Date	5/24/2021				
CMR Baseline Substantial Completion	1/13/2023 600 days per CMR contract				
CA Services Contract Construction Phase Finish	3/14/2023 Additional 60 days (10%) per CA contract 660 Days - CA Contract Construction Phase Duration				
CMR Current Schedule Substantial Completion Date	5/19/2023				
CA Proposed Extension of Construction Phase Staffing	5/31/2023				
Duration (days)	738 Days - Estimated CA Construction Phase Duration				
	Difference:	78 Days			
Role / Name	Rate	Hours			Amount
		Mar	Apr	May	
Senior Project Manager (David Semnoski, P.E.)	\$199.00	12	20	20	\$10,348.00
Field Manager (Christopher Daur, P.E., LEED AP)	\$197.00	96	165	165	\$83,922.00
Assisant Project Manager (Andrew Lescoe)	\$129.00	24	40	40	\$13,416.00
Senior Scheduler (Srin Srinivas, P.E.)	\$189.00	10	16	16	\$7,938.00
Proposed CA Services Construction Phase Extension:					\$115,624.00

Staff have requested clarification of the following issues:

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Staff Response: OK

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DAS-CS Response: No, this is not the portion of the HTHW line discussed during the Board’s review of PRB 23-177 and PRB 23-178.

Staff Response: OK

RECOMMENDATION: Staff recommend suspension of Amendment #1 in the amount of \$115,624 to provide expanded CA Services for the Project, pending response from DAS-CS.

- CSCU has confirmed for that funding is available for this Amendment.
- The submittal is accompanied by a Campaign Contribution Affidavit notarized on 6/05/23.

From PRB #18-101

PROJECT BRIEF– In general this project provides for the design and construction of a 52,000 GSF building to house the entire Business School. The Master Plan had recommended an 80,000 GSF facility. Due to budget constraints, and to utilize funds being redirected from the proposed Fine Arts facility the university has decided to reduce the size of this facility to 52,000 GSF. Currently the Business School is housed in the front 3 stories of what was the old student center.

A total of 31,200 SF will be allocated to five departments: Accounting, Economics & Finance, Management & Management of Information Systems, and Marketing and MBA Business Administration. General purpose classrooms, specialty classrooms and seminar rooms will also be included along with common lobby, study and computer lab space. Department space will include offices for faculty, advising and support staff. The proposed site is the existing temporary building TE-6 on the corner of Farnham and Wintergreen Avenue. This site is close to the Wintergreen Garage and avoids the need to build new parking facilities. The building development density is based on a 4 story building which includes daylight lower level. The parking lot behind Granoff would remain and will provide proximate ADA spaces and visitor parking.

The design share pursue net zero energy (NZE) consumption through the use of active and passive systems and methods to achieve net zero energy consumption.

This project will be constructed using the Construction Manager at Risk (CMR) process and will be administered by the CT DCS. As part of the initial project scope, the overall construction and total project budget have been established at **\$33,510,000** and **\$52,476,933** respectively.

On January 23, 2017, a RFQ was issued for the Construction Administration Services. On March 29, 2017, members of the State Construction Services QBS Selection Panel met to interview and select a

consultant for this contract. They created a certified list of 3 most highly qualified firms. These firms are as follows: Jacobs Project Management Co., Rocky Hill; Strategic Building Solutions, LLC, Madison; and Turner Construction Company, Shelton. At the conclusion of the process, DCS had ranked Jacobs Project Management Co. of Rocky Hill as number 1.

This contract is for *Architect* for the completion of the Business School Instructional Facility project from the schematic design phase through the construction document phase, bidding and construction administration (if funds are allocated for construction). The overall compensation rate for this basic service is \$3,016,000.00 with an additional \$514,600.00 for additional special services. As such the total project fee is \$3,530,600. The special services detailed in the project scope include programming, PV Array Structural Design, Survey, Geotechnical Engineering, Fire Modeling and Furniture Design.

FEE – The costs of basic and special services are as follows:

Jacobs fees (PRB #18-101)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>C. Budget (\$)</u>	<u>(%) Budget</u>
Pre-Design Phase	\$89,932			
Schematic Design Phase	\$143,718			
Design Development Phase	\$149,357			
Contract Document Phase	\$243,956			
Procurement Phase	\$103,473			
Construction	\$1,062,523			
Project Closeout and Record Drawings	\$59,029			
Acceptance of Certification of final application of payment	\$59,029			
Post Occupancy NZE Monitoring & Verification	<u>\$54,617</u>			
TOTAL BASIC SERVICE FEE (#18-101) (A)	\$1,965,634		\$33,510,000	5.86%
<u>SPECIAL SERVICES:</u>				
Move Management		\$146,431		
Commissioning		<u>\$168,283</u>		
TOTAL SPECIAL SERVICES(B)		\$314,714		
TOTAL FEE (PRB #18-101) (A) + (B)		\$2,280,348	\$33,510,000	6.8%

- The RFQ was advertised on January 23, 2017. The Selection Panel recommended the appointment of Jacobs Project Management Co (JPM). The selection was approved by Commissioner Currey on 4/10/2017.
- JPM is located in Rocky Hill. License information was not provided.
- The project is funded through CSUS 2020 Program.

RECOMMENDATION: It is recommended to SUSPEND this new contract for JPM for construction administration for this project. Further clarification is needed for the following:

- The memo is not clear in terms of the CA fees, basic services and the budgets provided.
- The CA fees listed on B1105 totals \$1,405,376 vs. actual contract amount of \$2,280,348.
- License information is not provided for this consultant.

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 23-220
Origin/Client: DAS/DAS
Transaction/Contract Type AE/ On-Call MBE-ARC Architect Consulting Contract
Contract: OC-DCS-MBE-ARC-0022
Consultant: O’Riordan Migani Architects, LLC
Item Purpose: New On-Call Consultant Contract

At its October 26, 2023 Meeting, the State Properties Review Board approved the following On-Call contracts:

- 23-179 - ID3A, LLC - OC-DCS-MBE-ARC-0020
- 23-180 - LM Architects, Inc. d/b/a Crosskey Architects, LLC - OC-DCS-MBE-ARC-0021
- 23-181 - AEPM International, LLC - OC-DCS-MBE-ARC-0023

During the Board’s review of this Series of On-Call Contracts, the Consultant (O’Riordan Migani Architects, LLC), ranked 2nd by the State Selection Panel, was not submitted with the three other Consultant Contracts.

Under PRB #23-220, DAS-CS is now submitting this new contract under On Call Series OC-DCS-MBE-ARC-0022 for O’Riordan Migani Architects, LLC. This On-Call Contract has a maximum cumulative fee of \$500,000/contract and a common expiration date of February 20, 2026.

This contract is the same as the other contracts in the series (reviewed under PRB #23-179 to 23-181) except for the name and address of the firm as well as provision QQ, Compliance with Consumer Data Privacy and Online Monitoring (Public Act 23-16, Section 4). Per the Office of the Attorney General, effective October 1, 2023, this new contract provision is required in all DAS contracts.

QQ. COMPLIANCE WITH CONSUMER DATA PRIVACY AND ONLINE MONITORING

Pursuant to section 4 of Public Act 23-16 of the Connecticut General Assembly, Contractor shall at all times comply with all applicable provisions of sections 42-515 to 42-525, inclusive, of the Connecticut General Statutes, as the same may be revised or modified.

PRB 23-220 - O’Riordan Migani Architects, LLC (ORM) originally established in 2008. ORM has a staff of 5 employees including 2 architects and one construction manager. DAS reports ORM was awarded two contracts with a total volume of work of \$220,190.

The company has been awarded the following On-call Contract and Formal Contracts with the DAS in the past two years.

5/31/2023	OC-DCS-MBE-ARC-0018	O’Riordan Migani Architects LLC	\$500,000	20-240
9/15/2023			\$500,000	23-027
	Task Letter #1	ECSU Science Bldg – Ext Stairs	\$29,260	(Informal)
	Task Letter #2	Norwalk CC – Child Develop Lab ren.	\$15,000	(Informal)
	Task Letter #3	Quinebaug CC – GPA Renovation	\$36,840	(Informal)
	Task Letter #4	HCC Werth Center	\$48,180	(Informal)
		Total Committed Funds	\$129,280	
		Maximum Total Fee	\$500,000	
		Uncommitted (Remaining)	\$370,720	

ORM will be operating under the professional Architect Firm’s License (ARC.0000748). Smith Brothers Insurance, LLC reported that ORM has not had any professional policy or liability loss or claims during the past 5 years. ORM scored a total of 360 out of a possible 440 points.

A summary of the Consultant's Hourly Rates is as follows:

Job Title	Per Hour
Principal in Charge	\$210.00
Project Manager	\$175.00
Senior Engineer / ARC	\$165.00
Engineer / ARC	\$140.00
Senior Designer	\$140.00
Designer	\$125.00
Field Engineer	\$160.00
CAD / BIM Operator	\$105.00

RECOMMENDATION – Staff recommend approval of this new OC-DCS-MBE-ARC-0022 On-Call Contract.

FROM PRB #23-179 TO 23-181

This is the 5th series of On-Call MBE Architect Consulting Contracts awarded by the Department of Administrative Services since 2014. The three (3) On-Call Contracts that are the subject of this memorandum have a maximum cumulative fee of \$500,000/contract and a common expiration date of February 20, 2026. The On-Call Contract can be utilized on DAS-CS projects with construction budgets of up to two million dollars (\$2,000,000). A fourth Consultant - O'Riordan Migani Architects, LLC - was approved for this On-Call Series, but was not submitted at this time.

The prior series, approved under PRB Files #20-238 to #20-241, had a maximum total cumulative fee of \$500,000/contract and a common expiration date of March 15, 2023. In March 2023, the Board approved Amendment #1 to the Contract, extending the expiration date to September 15, 2023 (23-025 to 23-029).

DESCRIPTION: The scope of work under these contracts shall encompass, but not be limited to:

Provide architectural support services to DAS for architectural type projects including but not limited to a wide array of projects from commercial-type space modifications in existing state buildings to the design of new structures to be located on state property and/or buildings under DAS' care and control or under the care and control of various other custodial state agencies.

Such projects will have a construction budget of \$2 million or less.

Each contract is exactly the same except for the name and address of the firm.

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

- Expansion of Article P language – Indemnification;
- Expansion of Article T language – Termination;
- Expansion of Article V language – Non-Discrimination;
- Expansion of Article W language – Executive Orders and Other Enactments;
- Expansion of Article Y language – Summary of State Ethics Laws;
- Update of Article GG language – Audit & Inspection of Plants, Places of Business and Records;
- Addition of Article II language – Access to Contract and State Data – requiring the Contractor to provide information to the Client Agency and State Auditors of Public Accounts;

- Addition of Article JJ 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 Article KK 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 Article LL language – Iran Energy Investment Certification;
- Addition of Article MM language – Consulting Agreement Certification;
- Addition of Article OO Language – Notices;
- Addition of Article PP Language – Additional Provisions; and
- Revised Exhibit A – Hourly Rate Schedule.

A Request for Qualifications (RFQ) for the consultant services was released on March 15, 2023 and elicited six (6) responses at the April 19, 2023 due date for response. All Respondents were interviewed. The State Selection Panel consisted of four members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DAS Management Team reviewed the results and recommended the approval of the following Firms under this Series. The selection of the Firms was approved by DAS Deputy Commissioner Hobbs on August 10, 2023.

The Proposal before the SPRB is for review and approval/disapproval of the following Firms under this Series:

PRB 23-179 – Id3A, LLC (ID3) originally established in 1985 as AI Perkins + Will, Inc., more recently in 2011 the firm has reorganized under the name id3A, LLC. ID3 has a local staff of 11 employees including 3 architects and 4 interior design professionals. DAS reports ID3 was awarded two contracts with a total volume of work of \$1,121,166.

The company has been awarded the following On-call Contract and Formal Contracts with the DAS in the past two years.

OC-DCS-MBE-ARC-0017	Id3A LLC	\$500,000	20-239
		\$500,000	23-026
Task Letter #1	300 Corporate Pl. Training/Conf. Rms	\$27,168	(Informal)
Task Letter #2	Gateway CC – GPA Renovation	\$45,273	(Informal)
Task Letter #2A	Gateway CC – GPA Renovation	\$27,355	(Informal)
Task Letter #4	SCSU Lyman Ctr – Acoustical Study	\$9,000	(Informal)
Task Letter #5	St. Comptroller – Two New Offices	\$14,350	(Informal)
Task Letter #5A	St. Comptroller – Two New Offices	\$6,631	(Pending)
	Total Informal TLs	\$129,777	
Task Letter #6	DPH Hartford - Space Planning	\$301,929	(23-119)
	Total Committed Funds	\$431,706	
	Maximum Total Fee	\$500,000	
	Uncommitted (Remaining)	\$68,294	

OC-DCS-MBE-ARC-0007	Id3A LLC	\$500,000	16-213
Task Letter #2C	QVCC - A Wing Renovations	\$48,872	(21-137)

ID3 will be operating under the professional Architect Firm’s License (ARC.0000660) with the CT State DCP which is active until 7/31/2024. Smith Brothers Insurance, LLC reported that ID3 has had one professional policy or liability loss or claims during the past 5 years. It is closed with no claims paid. ID3 scored a total of 416 out of a possible 440 points.

PRB 23-180 – LM Architects, Inc. d/b/a Crosskey Architects, LLC (CAL) originally established in 1984 and is locally located in Hartford, CT. CAL has a local staff of 16 employees including 7 professional architects and 3 project managers.

DAS reports CAL was not awarded any contracts over the past five years.

CAL will be operating under the professional Architect Firm’s License (ARC.0000764) with the CT State DCP which is active until 7/31/2024. Smith Brothers reported that CAL had experienced 10 general liability or professional policy losses or claims during the past 5 years. None of the claims are related to work with the State of Connecticut. Four are closed with no claims paid. CAL scored a total of 360 out of a possible 440 points.

PRB 23-181 – AEPM International, LLC (AEP) originally established in 1910 as Fletcher Thompson, Inc. and reorganized under AEPM in 2008 and locally located in Ansonia, Connecticut. AEP has a local staff of 13 employees including 5 architects, 2 engineers and 1 project manager. DAS reports AEP was awarded one contract with a total volume of work of \$153,525.

The company has been awarded the following On-call Contract and Formal Contracts with the DAS in the past two years.

OC-DCS-MBE-ARC-0019	AEPM International LLC	\$500,000	20-241
		\$500,000	23-028
Task Letter #1	Housatonic CC – Wellness Center Stu.	\$20,125	(Informal)
Task Letter #2	Camp Nett – Bldg 803Latrine Renov.	\$83,400	(Informal)
Task Letter #3	Norwalk CC – GPA Renovation	\$0	(Cancelled)
Task Letter #4	Manchester CC - GPA Renovation	\$100,000	(Pending)
	Total Committed Funds	\$203,525	
	Maximum Total Fee	\$500,000	
	Uncommitted (Remaining)	\$296,475	

AEP will be operating under the professional Joint Practice License (JPC.0000142) with the CT State DCP which is active until 4/30/2024. Burns Insurance Group reported that AEP has not had any professional policy or liability loss or claims during the past 5 years. AEPM scored a total of 260 out of a possible 440 points.

A summary of the Consultant’s Hourly Rates is as follows:

Job Title	Per Hour
Principal in Charge	\$210.00
Project Manager	\$175.00
Senior Engineer / ARC	\$165.00
Engineer / ARC	\$140.00
Senior Designer	\$140.00
Designer	\$125.00
Field Engineer	\$160.00
CAD / BIM Operator	\$105.00

SPRB Staff had asked following questions regarding this new On-Call Consultant Contract.

1. Provide the Task Logs for OC-DCS-MBE-ARC-0016, 17, 18 and 19.

DAS-CS Response: Please see attached Task Logs.

Staff Response: OK

RECOMMENDATION – Staff recommend approval of this new MBE-ARC On-Call Contract Series.

1. This on-call series that has a maximum cumulative fee of \$500,000/contract and a common expiration date of February 20, 2026

PRB #	23-221
Origin/Client:	DAS/CTMD
Transaction/Contract Type:	AE / Easement
Project Number:	BI-Q-691
Consultant:	Yankee Gas Services Co d/b/a Eversource Energy
Property:	Putnam, Pomfret St (376)
Project purpose:	CTMD – CTARNG New Readiness Center
Item Purpose:	Gas Distribution Easement

PROPOSED AMOUNT: \$163,506

PROJECT BACKGROUND

FROM FORM 1105

The building at 410 Capitol Avenue is a five story structure, built circa 1915, has brick masonry exterior walls and a reinforced concrete structure. The building has a ground level floor that is primarily covered parking with an enclosed lobby that connects to the underground concourse that connects 410, 450, 460 and 474 Capitol Avenue. Each story of 410 Capitol Avenue is approximately 52,800 gross square feet in size for a total of 264,000 gsf for all five floors.

The Department of Public Health (DPH) currently occupies the First, Second and Third Floors of the building (approximately 158,400 gsf). As DPH has grown and adapted to recent challenges, there is a need to evaluate the agency's division adjacencies and current/future staffing requirements. There are several divisions that are split between floors due to increase in staffing and limited available space. DPH is requesting the assistance of a Space Planner to develop a master space plan for the agency. The scope will include an assessment of all occupied and vacant spaces, AutoCAD "as-builts" of existing floors (FFE), space planning/analysis options and working with DPH to "restack" the building per the selected option. DPH will be purchasing all new system furniture, furniture/fixtures/equipment (FFE), and all new carpeting/finishes. No existing interior partitions will be demolished, or above ceiling work will be performed as part of the architect's scope of services.

The purpose of this project is to maximize the utilization of existing office space by adapting current industry standards due to the State's telework initiative. This project would be a case study in utilizing our buildings more efficiently, with the goal of reducing the State owned/leased property inventory. The consultant will provide an analysis of the State's "Space Standard" in comparison to industry standards, inclusive of current workplace strategies such as hoteling, collaborative work spaces, telework and modern workspace types/environments; provide space planning; concept evaluation/development, budgets, phasing documents, contract documents and construction administration as noted below.

Under this Proposal (PRB #23-221), DAS is seeking SPRB approval of TASK LETTER #2 in the amount of \$163,506 to compensate the Consultant – Colliers Project Leaders USA NE, LLC – for providing pre-construction and CA services for this Project.

From the DAS Task Letter:

The project is primarily a light renovation to the Department of Public Health’s offices located at 410 Capitol Avenue. The first, second and third floors consisting of approximately 158,000 square feet will be modified to incorporate new FF&E (Furniture, Fixtures and Equipment) and finishes. The objective of the “restack” is for the agency to make better use of the existing space as their needs have evolved. The agency has grown resulting in departments split between levels. Conversely, new teleworking protocols may allow for a reduction in on-site staff, hoteling stations will likely be utilized to reduce the overall square footage of the agency’s footprint in the building. The project will not include any major structural renovations, such as demolition and construction of walls, ceilings, and so on. The core systems of the building will not be altered under this project, but some minor low voltage work may be involved. The work is anticipated to occur under the DAS Trade Labor contract and DAS furniture contracts.

Some minor hazardous abatement work that may be performed by a contractor on the DAS Hazardous Abatement and Demolition contract. ID3A, LLC, is the designer of record with RZ Design Associates, Inc., performing any of the low voltage electrical design and Construction Cost Solutions, LLC, providing cost estimating on behalf of ID3A, LLC. The scope of services includes two cost estimates: one after the Enhanced Schematic Design package and the second after 100% Construction Documents.

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

Construction Administration services: design review, cost estimating, bidding assistance, scope review meetings, move management coordination, construction observation, preparation of field reports, host OAC meetings and record then distribute OAC meeting minutes, change order review/processing, punch list development and payment requisition reviews.

A breakdown of the Consultant’s Fees and deliverables is as follows:

Consultant Fees	Deliverables
<ul style="list-style-type: none"> • Pre-Construction Phase: \$50,490; • Construction Cost Estimates: \$10,404; • Construction Phase: \$87,516; • Occupancy & Closeout Phase: \$15,096. 	<ul style="list-style-type: none"> • Enhanced Schematic Design & Construction Cost Estimate (91 days); • Design Development / Construction Documents Phase Submittal: 100% CD Estimate (77 days); • Construction Phase (168 days); • Close Out (60 days)

At the State Properties Review Board meeting held on November 3, 2022, the Board approved PRB Files #22-166 to #22-176, seven Consultant Contracts under the 8th Series of the On-Call Contracts that have a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of February 28, 2025. The CPL, LLC On-Call Contract was approved under PRB #22-168.

CPL has been approved for the following task(s) under this series (OC-DCS-CA-0040):

2/28/2025	OC-DCS-CA-0040	Colliers Project Leaders USA NE LLC	\$1,000,000	22-168
	Task Letter #1	Energy Audit Implementation Program - CMHC	\$118,245	23-006
	Task Letter #2	DPH Space Planning	\$163,506	23-221 - pending
	Task Letter #3	DMHAS - BI-MH-153-CA Various Projects	\$400,000	pending
		Total Committed Funds	\$681,751	
		Maximum Total Fee	\$1,000,000	
		Uncommitted (Remaining)	\$318,249	

DAS confirmed funding is in place for this Task Letter #2.

The construction budget and total project budget for Task #2 was established at \$3,933,636 and \$5,000,000, respectively.

Task Letter #2 – CPL Basic Services Fee	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Pre-Construction Phase	\$60,894				
CA Phase:	\$87,516				
Occupancy and Closeout	<u>\$15,096</u>				
TOTAL BASIC SERVICE FEE (Informal) (A)	\$163,506		\$163,506	\$3,933,696	4.16%

Based on the review, staff had following question for clarification:

- On July 13, 2023, the SPRB approved Task Letter #6 for the Consultant ID3A, LLC to provide ARC design and CA services for this Project. Enhanced SD phase services were due in 91 days or on/about October 12, 2023. Please clarify where the ARC is in the design-phase of this Project in light of the Project Milestones and the June 30, 2024 expiration of Federal Funding.

DAS Response: The federal funding source *Epidemiology Lab Capacity Corporate Agreement Fund 12060; SID 29582* was not able to be utilized for this project. Because this was a foreseen possibility, the fiscal year 2024 DAS infrastructure funding request was increased by \$5,000,000 specifically to back-stop this project. That funding was approved and allocated in the most recent bond commission. The Architect is currently at 75% Enhanced Schematic Design (This phase includes Programming + SD.) Due to the delay caused by resolving funding issues the project schedule was pushed back by several months. Because there is no longer federal funding there is also no deadline of funding expiration. Per the project schedule, the Construction Administrator should join the project at 100% ESD which occurs early in February 2024.

Staff Response: OK

- Federal Funding was utilized for the ARC portion of this Project and DAS-CS informed the Board an additional \$5 million in infrastructure money was secured from OPM in the 2024 budget. In the Form 1105 DAS-CS identified funding from the \$5 million will be utilized for this Task Letter #2. Please clarify why the Federal Funding is not being utilized for this Task Letter.

CA Funding

2.7	State Bond Commission Approval Date & Item Number:	N/A																
	Notes:	(Double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)																
	These funds cover the Architects design fees and will be replaced once Bond Funds are allocated. DAS is requesting \$5,000,000 be allocated at the next upcoming bond commission meeting to cover the project. DAS infrastructure includes \$5,000,000 in the FY 2024 authorization for this project out of the total \$30,000,000 authorization.	<table border="1"> <thead> <tr> <th>Description</th> <th>Authorized</th> <th>Allocated</th> </tr> </thead> <tbody> <tr> <td>Fund 12060 SID 90200</td> <td>\$500,000</td> <td>\$500,000</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Bonding</td> <td>\$ 500,000</td> <td>\$ 500,000</td> </tr> </tbody> </table>		Description	Authorized	Allocated	Fund 12060 SID 90200	\$500,000	\$500,000							Total Bonding	\$ 500,000	\$ 500,000
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	Federal Grant Funding: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	(If yes, double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)																
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Description	Awarded	Received																
Total Federal Sources	\$ -	\$ -																

ARC Funding

2.6	State Funding:														
	State Bond Public Act & Section (i.e., PA 15-3, Sec. 2(f)(2)):	N/A													
	State Bond Commission Approval Date & Item Number:	N/A													
	Notes:	(Double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)													
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DAS Response: The federal funding source to be used by DPH on this project was denied prior to project commencement. The funds were allocated to DPH for COVID-19 response. Given CT had ended the public health emergency declaration in December 2022 and the Federal PHE declaration ended on May 11, 2023, it was deemed that scaling back on federal COVID funding was required. I have attached a copy of the denial notes from the CDC. Both the ARC and CA contracts as well as the rest of the project budget are being funded by the DAS infrastructure fund noted in the response above.

Staff Response: OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #2 for the Consultant to provide pre-construction and construction phase CA services related to the Project.

- DAS and DPH confirmed \$163,506 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 12/05/2023.
- The Board approved the current On-Call Contract on 11-03-2022 (PRB #22-168) for a maximum fee of \$1,000,000 and a term that expires on 2/28/2025.

7. OTHER BUSINESS:

Mssrs. Raymond and Walshaw of DAS-BITS, and Mr. Mallory of DAS-Leasing joined the Meeting to provide Board Members a quarterly update with respect to DAS-BITS planning to eventually vacate their current leased facility to either a new facility or co-located IT Facility, prior to the 2029 expiration of their Lease.

Chairman Josephy asked for a motion to authorize Thomas Jerram, Real Estate Examiner, to be duly authorized to sign documents on behalf of the Board and its Chairman until said authority is rescinded by the Board. The motion was made by Mr. Greenberg and seconded by Mr. Berger. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #23-197 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-197. The motion passed unanimously.

PRB FILE #23-220 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILES #23-220. The motion passed unanimously.

PRB FILE #23-221 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-221. The motion passed unanimously.

9. NEXT MEETING – Thursday, January 4, 2024 – will be held solely by means of electronic equipment.

The meeting adjourned.

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