

STATE OF CONNECTICUT



STATE PROPERTIES REVIEW BOARD

450 Columbus Boulevard, Suite 202
Hartford, Connecticut 06103

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting beginning at 9:30AM. Pursuant to the statute, this Meeting was held solely by means of electronic equipment – via Microsoft TEAMS or Call-In Conference.

<p>Microsoft Teams Meeting Join on your computer, mobile app or room device. Click here to join the meeting Meeting ID: 273 299 692 323 Passcode: uLQBFw Download Teams Join on the web</p>	<p>Or call in (audio only) +1 860-840-2075, 917724280# United States, Hartford Phone Conference ID: 917 724 280#</p>
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Members Present – solely by means of electronic equipment:

- Bruce R. Josephy, Chairman
- Jeffrey Berger, Vice Chairman
- Mark A. Shiffrin, Secretary
- Eric Coleman
- Russell Morin

Staff Present – solely by means of electronic equipment:

- Thomas Jerram
- Jyoshna Rath

Members Absent:

Guest Present – solely by means of electronic equipment:

Minutes of Meeting Held: July 14, 2025

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Coleman moved and Mr. Berger seconded a motion to approve the Minutes of the July 10, 2025 Regular Meeting and July 11, 2025 Special Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE - OLD BUSINESS

Mr. Shiffrin moved and Mr. Berger seconded a motion to go out of Open Session and into Executive Session at 9:37

EXECUTIVE SESSION

PRB #: 25-080-A
Transaction/Contract Type: AG / PDR
Origin/Client: DoAG / DoAG

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

Upon completion of the Board's discussion of this Proposal, Mr. Shiffrin moved and Mr. Berger seconded a motion to go out of Executive Session and into Open Session at 9:47. The motion passed unanimously.

OPEN SESSION

4. REAL ESTATE - NEW BUSINESS

5. ARCHITECT ENGINEER – OLD BUSINESS

Minutes of Meeting Held: **July 14, 2025**



State Properties Review Board



The MacDougall-Walker Correctional Institution is a level 4/5, high/maximum security level multi-mission facility for adult males resides on 140 acres.

MacDougall-Walker Water Conservation

<i>PRB #</i>	25-087
<i>Transaction/Contract Type:</i>	AE/ Task Letter
<i>Origin/Client:</i>	DAS/DOC
<i>Project Number:</i>	BI-JA-505
<i>Contract</i>	OC-DCS-CA-0045
<i>Consultant</i>	Colliers Project Leaders USA NE LLC
<i>Property</i>	Suffield, 1153 East Street South
<i>Project Purpose:</i>	MacDougall-Walker Water Conservation
<i>Item Purpose:</i>	Task Letter #2
<i>DAS-RECS Staff Assigned</i>	Ira Henowitz, Project Manager
<i>Date:</i>	July 07, 2025

PROPOSED AMOUNT: \$412,400

PROJECT BACKGROUND

UNDER PRB # 24-190

Board approved Bemis Associates, LLC to provide MEP Engineering, Design and Construction Administration services for a fee of \$320,000 to reduce water usage and wastewater produced at both MacDougall and Walker which are 24/7 operating, secure buildings.

ON- CALL — PRB# 25-026

The subject Contract was signed with the Consultant to provide On-Call Construction Administrator services on 2/21/2025 for a total not to exceed fee of \$2,000,000.00 with an expiration date of 04/30/2027.

UNDER THIS PRB# 25-087

DAS is seeking Board's approval for the Consultant to provide construction administration (CA) services during the design, bidding and construction phases that involve new water conservation fixtures, controls and systems at both MacDougal and Walker secure and occupied detention facilities on the same campus. During the construction phase, on site representation is required three full days per week.

SOPE OF WORK (FROM 1105)

Employee and Visitor areas: Toilet replacement: Existing high flow toilets will be replaced with new, 1.28 GPF toilets. New 1.28 GPF china will be installed and existing flushometers will be replaced with 1.28 GPF hands free Sloan flushometers.

Urinal Flush valve retrofit: Existing high flow urinals will have flushometers retrofit to 1.0GPF Sloan hands free automatic flushometers. Existing china will remain in place.

Bathroom Sinks: Existing high flow sinks in employee/visitor bathrooms will be retrofitted with new, tamper resistant, 0.5 GPM faucet flow restrictors.

Inmate Cells Combination Fixtures: Existing cell block combination fixtures will be retrofitted with a communicating security electronic water management system. An advanced electronic fully programmable control module to operate and control solenoid activations of semi red brass metering flushometers and Hot and cold lavatory solenoids. Existing combination fixtures will remain in place. These controls are to be networked for centralized control in each housing unit. Management and control of communicating system will be provided by a PC based management console provided by contractor. Adjustable functions are to be password and user level protected.

Enclose specs-Showers inmate areas: Existing pneumatic controls and valves will be replaced with electronic solenoid operated product. These controls will be networked to the PC management console. The existing high flow showerheads will be replaced by Ligature/ tamper resistant low GPM showerheads.

Kitchen Equipment: Pre-rinse sprayers will be replaced with new, high pressure, low consumption sprayers.

CONSULTANT'S FEE

The Total Construction cost and Total project cost are \$5,900,000 and \$8,157,000 respectively

Colliers Project Leaders - Basic Service Fee (PRB #25-087)	CA Fees	Special Services Fee	Total Fee	Construction Budget (\$)	% of Budget
Pre Construction Phase					
Contract Documents Phase (120 dyas)	\$32,640				
Estimating by Ellana, Inc	\$15,000				
Bidding Phase	\$21,624				
Total Pre Construction Fee	\$69,264				
Construction Phase (475 days+90 days closeout)	\$323,136				
Total CA Fee			\$392,400	\$5,900,000	6.65%
Design and CA phase allowance		\$20,000			
Total Fee (# 25-087)			\$412,400	\$5,900,000	6.99%

AUTHORIZED SUBCONSULTANTS

Ellana, Inc., 32 Broadway, 8th Floor, New York, NY 10004 to provide cost estimating services for a total fee of \$15,000.00.

ON CALL LOG

OC-DCS-CA-0045	Colliers Project Leaders USA NE, LLC -Expires 4-30-2027	\$2,000,000	25-026
Task Letter #1	BI-MH-140 & BI-MH-164, CVH Steam Pipe & Duct	\$301,138	25-086
Task Letter #2	BI-JA-505 MacDougal Walker CI - Water Conservation	\$412,400	25-087
	Total Informal TLs		
	Total Committed Funds	\$713,538	
	Maximum Total Fee	\$2,000,000	
	Uncommitted (Remaining)	\$1,286,462	

QUESTIONS

1. DAS-RECS has confirmed that funding is available for Task Letter #2 for the Pre-Construction Phase in the amount of \$69,264.00. Please confirm funding approval for the \$20,000 contingency allowance, or eliminate from the Task Letter until funding becomes available.

RECS Response : Please see attached new funding confirmation that includes the \$20,000 contingency allowance.

Staff Response : Reviewed Funding Confirmation. Ok.

2. The CA fee in Form 1105 was budgeted at \$295,000 and Form 1135 dated 04/21/2025 stated \$285,000. Form 1130, dated 5-28-2025 now budgets CA Fees at \$415,000. CA Fees presented in this Task Letter #2 are now \$392,400 plus a \$20,000 contingency. Please clarify why this request is nearly 35% greater than was anticipated in April 2025?

RECS Response : The previous CA budget was based on under-estimating the cost of the CA services – particularly the manpower hours needed during the construction phase. The proposed CA fee is reasonable for the services needed at this 24/7 Department of Correction secure detention facility.

Staff Response : Ok.

Recommendation

It is recommended that SPRB approve this Task Letter #2 in the amount of \$412,400.

- DAS-RECS confirmed funding is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 02/03/2025.

Voted by Board Members

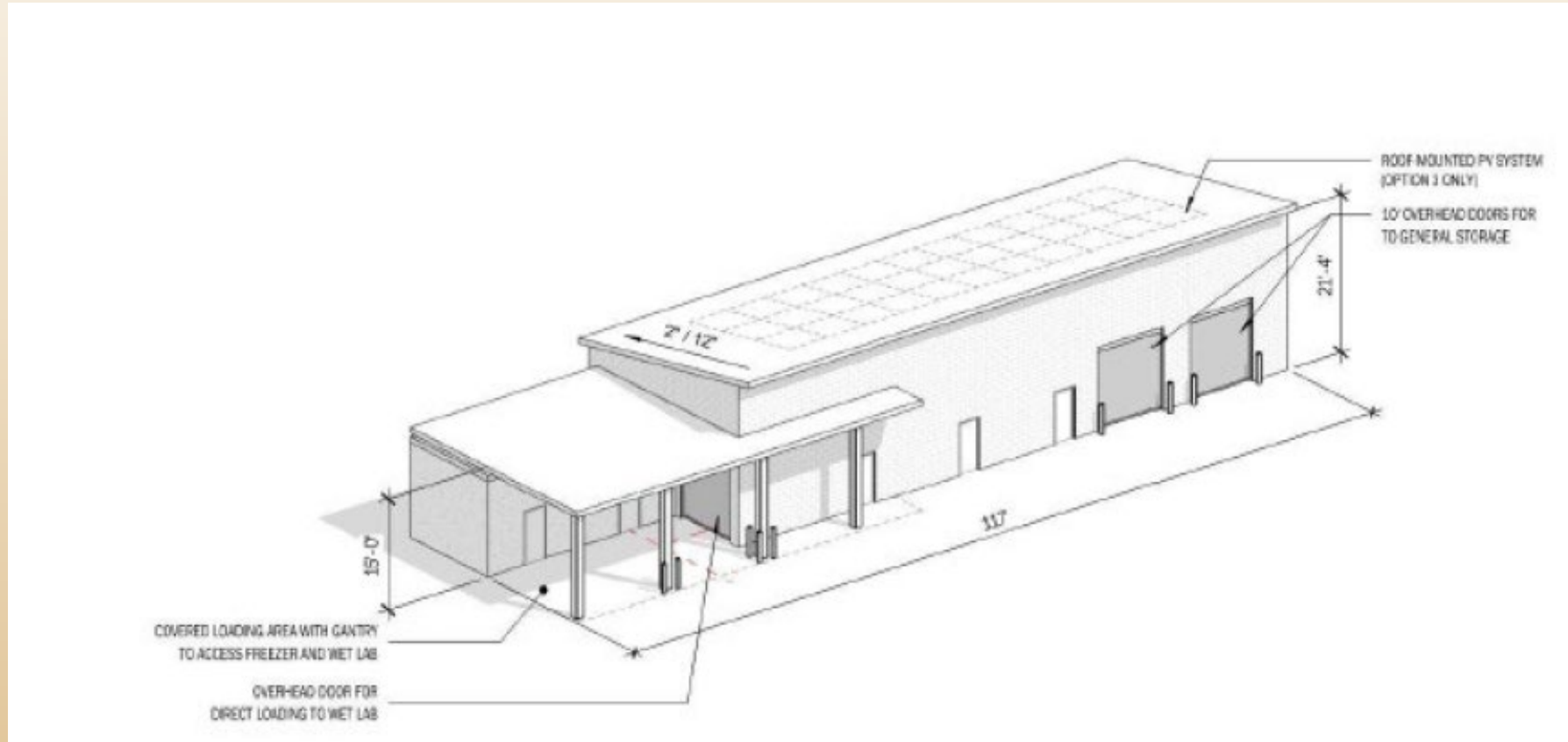
Approval –

Disapprove -

Suspend-

Mtng. Date : 07/14/2025

State Properties Review Board



Proposed Necropsy/ Pathology Lab Planning, Design and Construction

<i>PRB #</i>	25-098
<i>Origin/Client:</i>	DAS / DEEP
<i>Transaction/Contract Type:</i>	AE / Task Letter
<i>Project Number:</i>	BI-T-625
<i>Contract</i>	OC-DCS-MBE-ARC-0016
<i>Consultant</i>	Pirie Associates Architects, LLC
<i>Property</i>	Burlington, Milford St (341)
<i>Project Purpose:</i>	Necropsy/ Pathology Lab Planning, Design and Construction
<i>Item Purpose:</i>	Task Letter #8B
<i>DAS-RECS Staff Assigned</i>	Brianna Masson
<i>Date:</i>	July 14, 2025

PROPOSED AMOUNT: \$0

SESSIONS WOOD BACKGROUND –

[HTTPS://PORTAL.CT.GOV/-](https://portal.ct.gov/-)

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Project Background

Pirie Associates Architects, was selected to provide Architect services for the subject project in the form of a report under Task Letter T8 for a total fee of **\$37,395.00**.

Under PRB 24-208 : Board approved Task Letter 8A for the Architect to provide planning, designing and construction of a new necropsy laboratory that includes necessary receiving, dry, cold and frozen storage areas, for a fee of \$314,765.

The Consultant's Fee Schedule was :

At the end of Enhanced Schematic Design (301 days) : \$140,879

At the end of Contract Document Phase (126 days) : \$86,448

Under this proposal (PRB #25-098)

The Consultant's Fee Schedule is revised from one payment per phase to two payments per phase. This task letter 8B does not increase the Consultant's fee and the scope of work remains same as per Task Letter 8A.

Enhanced Schematic Design : 50 % completion (176 Days) : \$91,159

100% completion (301Days) : \$49,720

Total \$140,879

Contract Document Phase: 50 % completion (63 Days) : \$37,474

100% completion (126 Days) : \$48,974

Total \$86,448

ON-CALL LOG REPORT

OC-DCS-ARC-0016 - Expired on 3/15/2023	Pirie Associates Architects	\$500,000	20-238
Amendment - Expired 9/15/2023	Extention of time		23-025
Task letter #8	Necropsy/Pathology Lab	\$37,395	
Task letter #8A	Necropsy/Pathology Lab	\$314,765	24-208
Task letter #8B	Necropsy/Pathology Lab	\$0	25-098
		Total Committed Funds	\$352,160
		Maximum Total Fee	\$500,000
		Uncommitted (Remaining)	\$147,840

Recommendation

It is recommended that SPRB approve this Task Letter #8B in the amount of \$0, approving a payment schedule not included in Task Letter #8A.

- The original Task Letter (No. T8) for Architect services was executed with the Consultant on **11/17/2023**, for **\$37,395.00**.
- Supplemental Task Letter (No. T8A) for executed on **12/13/2024**, Under PRB # 24-208 for **\$314,765.00**. This TL 8B is consistent with the scope of the original task.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 11/18/2024.

Voted by Board Members

Approval –

Disapprove -

Suspend-

Mtng. Date : 07/14/2025

TSK LETTER 8A (PRB # 24-208) FOR REFERENCE

PROPOSED AMOUNT: \$314,765.00

SESSIONS WOOD BACKGROUND –

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Acquisition

Sessions Woods Wildlife Management Area (WMA) is comprised of approximately 764 acres (according to property deeds) located in Burlington, Connecticut. The initial 453 acre parcel was purchased from the United Methodist Church in 1981 for \$646,000 using Pittman-Robertson Federal Aid (PR) funds (75%) which are derived from a sportsman-generated excise tax on firearms, ammunition and hunting equipment sales and matching gift credits (25%) of State funding. The purpose of this land purchase was to create a State Wildlife Management Area with a public education emphasis.

The United Methodist Church utilized the original 453 acres as a retreat. An additional 311 acre parcel was purchased from the New Britain Water Company on July 16, 2004 using the Recreation and Natural Heritage Trust fund.

There is historical evidence of charcoaling, pasturing of animals, and forestry on the property.

Activities Since Ownership

Since DEP ownership management activities have included facility improvements, habitat inventory, habitat enhancements, development of habitat management demonstrations, wildlife species assessments and establishment of regulated hunting and trapping of renewable natural resources.

Originally there were six structures on the property: two dwellings, two storage garages, a bath house and a gazebo. In 1982, one of the dwellings on the property was converted to offices for DEP staff biologists. The second dwelling is a house rented to DEP staff. One of the storage garages was converted to a workshop for Wildlife Division maintenance activities. The other storage garage was converted to office space for DEP maintainer staff and a necropsy lab with freezer storage, a pole barn for storage of tractors, habitat management tools, equipment and inventory was constructed. A camping area was designated and its use is regulated by permit to groups that are conducting wildlife-related activities.

During the late 1980's, two main roads were upgraded for the establishment of habitat management demonstration areas. They became the two main trail systems which are comprised of a 2.6 mile Beaver Pond Trail and the 0.5 mile Forest Meadow Trail. These trails have a gravel surface and are handicap accessible by vehicle and to a limited degree wheel chair. Each trail has educational demonstrations with markers and signage describing natural features and habitat enhancement messages developed by the Wildlife Division.

In 1992, construction of a 15,840 square foot education center was completed utilizing PR funds (75%) and State funds (25%).

In 2003, a pavilion was erected behind the education center to provide shelter for visiting groups and a place to conduct outdoor workshops.

ON-CALL (PRB #20-238)

The subject Contract was signed with the Consultant to provide On-Call Architect services on 1/29/2021 for a total not to exceed fee of Five Hundred Thousand Dollars (\$500,000.00). The contract was amended on 3/6/2023 under PRB #23-025 to extend the expiration date stated in Section D of the contract by 6 months from 3/15/2023 to 9/15/2023.

(Pursuant to Article D of the On-Call Contract, "This contract shall commence with the date this contract was entered into and shall expire on September 15, 2023. *No new projects may be assigned on or after the expiration date, but all projects assigned prior to the expiration date will be allowed to continue to completion with all the terms and conditions of this contract herein set forth remaining in full force and effect.* The term of this contract may be extended in writing by the Commissioner.")

Project Overview:

The Sessions' Woods Wildlife Management Area is a DEEP facility in Burlington with public and non-public buildings. Currently housed in an outdated structure at this location is a Necropsy Lab. which performs postmortem analysis on a variety of animals at a variety of sizes – anything from a squirrel to a moose. The number of large mammals – bears in particular - being brought to this facility has grown in recent years and it is not equipped to handle them. DEEP also struggles with storage at this site, and additional enclosed storage of all types is needed.

Project History:

An informal Task letter # 8 was assigned on 10/31/2023 to the Consultant to provide programming and concept design options for 3 different building locations for a new necropsy – pathology laboratory within the Sessions Woods Wildlife Management Area in Burlington, CT, in Pre Design Phase. After reviewing with DAS and DEEP 1 of the options was selected at the conclusion of Pre-design Phase.

Under this PRB # 24-208, DAS/DEEP seek Board approval for the Architect to provide planning, designing and construction of a new necropsy laboratory that includes necessary receiving, dry, cold and frozen storage areas. The new lab must provide the appropriate space and equipment needed for staff to receive, move, process and store specimens (some are very large) in a safe and efficient manner.

The scope of services include:

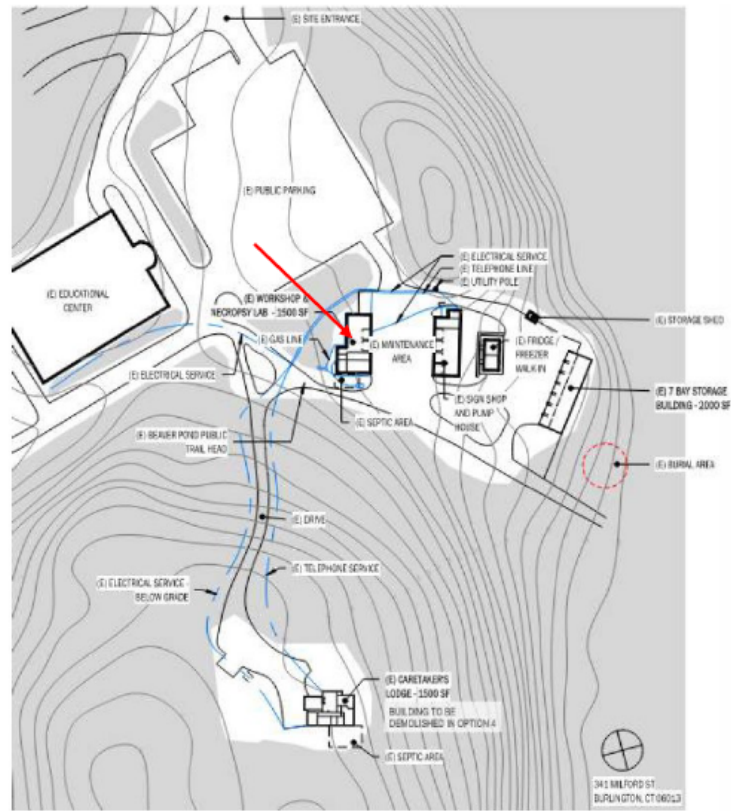
Architectural services for a 3200+/- SF Necropsy Lab and Storage Building (2,400 SF for cold storage and 800 SF for lab, shower and bathroom) by phases:

1. Enhanced Schematic Design
2. Contract Documents
3. Bidding
4. Construction Administration

The Design is to incorporate the following standards:

High Performance Building Guidelines, Energy Star, Executive Order and Build America, Buy America.

Existing Site Plan – Existing Necropsy Lab (red arrow)





Existing Necropsy Lab - Exterior



Existing Walk-in Freezer



Existing Necropsy Lab - Interior



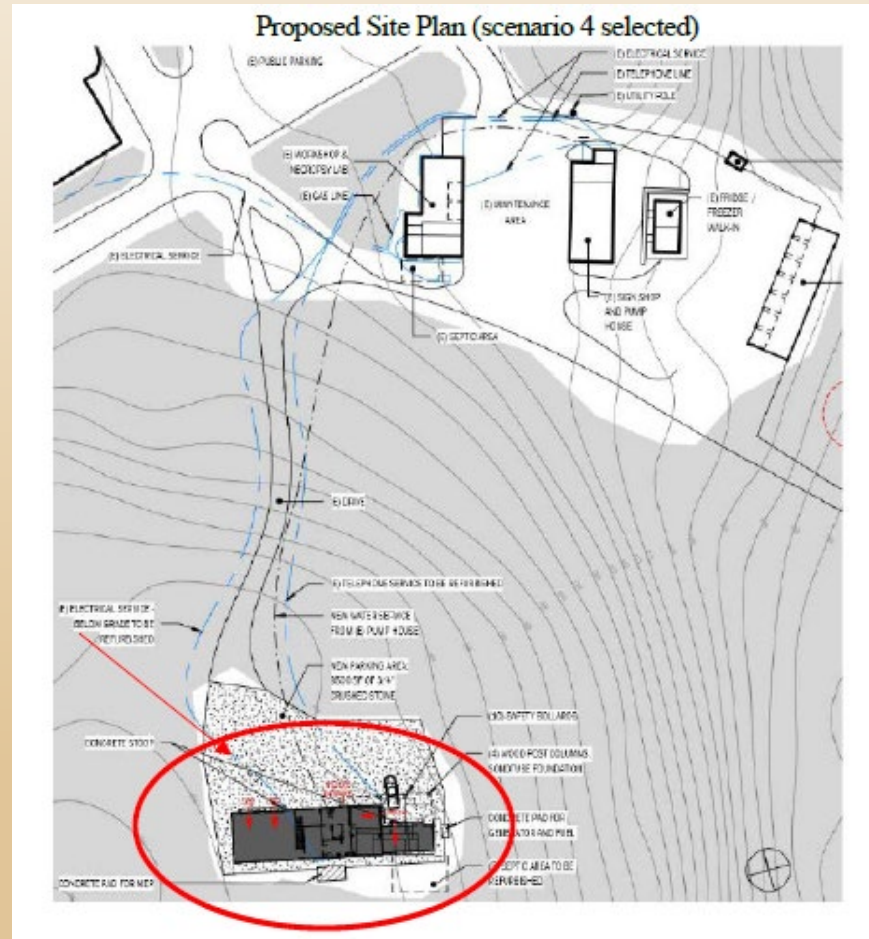
Existing Storage

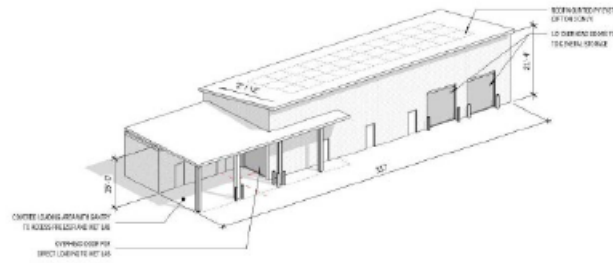


Existing Care- Taker's Lodge



Caretaker lodge exterior.





Proposed Building Model

The overall construction budget for the selected “Scenario 4 New Building” is \$2,668,052 as per the cost estimate submitted in final report by the consultant. The Construction budget increased from original construction budget of \$900,00.

The project will be delivered in 4 phases with fee and time periods shown below:

Pirie Associates Architects - Basic Service Fee	ARC Fees	Special Services Fee	Total Fee	Construction Budget (\$)	% of Budget
Pre- Design Study (Task Letter 8)		\$37,395			
Full Design Services (Task Letter 8A) PRB # 24-208					
Enhanced Schematic Design Phase (301 days)	\$90,439				
Special Services (B) (included in Schematic Design phase)					
Topographical Survey (Macchi Engineers)		\$4,470			
Geotechnical Testing & Report (Macchi Engineers)		\$6,120			
Soil Testing and Report (Macchi Engineers)		\$3,370			
Environmental Assessment (Fuss O'Neil)		\$33,480			
Supplemental Services		\$3,000			
Total Special Service Fee (#24-208) (B)		\$50,440			
Contract Documents Phase (126 days)	\$86,448				
Bidding Phase (56 days)	\$12,490				
Construction Administration (252 days)	\$74,948				
Total Basic Design Fee (Task Letter 8A) PRB#24-208	\$264,325		\$264,325	\$2,668,052	9.91%
Total Design Fee (Task Letter 8A) PRB#24-208			\$314,765	\$2,668,052	11.80%
TOTAL SERVICE FEE (Task Letter 8A + Task Letter 8)			\$352,160	\$2,668,052	13.20%

The following base design services are to be provided with the sub-consultants authorized by DAS

- | | |
|---|---|
| Pirie Associates Architects : | Architectural Design |
| Pirie Associates Architects : | Landscape Design |
| Pirie Associates Architects : | FF & E |
| Macchi Engineers (Sub-Consult.) | Civil and Structural Engineering for a fee of \$54,725.00 |
| Consulting Engineering Services ((Sub-Consult.) | MEP Engineering services for a fee of \$52,200. |
| Fuss & O' Neil, Inc (Sub-Consult.) | Environmental Consulting services for a fee of \$29,000 |
| Construction Cost Solutions(Sub-Consult.) | Cost Estimating for a fee of \$14,500 |

On call log report

OC-DCS-ARC-0016 - Expired on 3/15/2023	Pirie Associates Architects	\$500,000	20-238
Amendment - Expired 9/15/2023	Extention of time		23-025
Task letter #8	Necropsy/Pathology Lab	\$37,395	
Task letter #8A	Necropsy/Pathology Lab	\$314,765	
	Total Committed Funds	\$352,160	
	Maximum Total Fee	\$500,000	
	Uncommitted (Remaining)	\$147,840	

Staff followed up with following questions:

1. Please upload the Concept Design and Programming (Final Report) prepared by Pirie under TL8 to SharePoint.

DAS Response: Provided by DAS/RECS

Staff Response: Reviewed the report and agree to it. OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #8A for the amount of \$314,765.

- DAS/DEEP confirmed funding is available for the Task Letter 8A.
 - The original Task Letter (No. T8) for Architect services was executed with the Consultant on 11/17/2023, for \$37,395.00. This work is consistent with the scope of the original task.
 - The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 11/18/2024.
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7. OTHER BUSINESS

Chairman Josephy requested a motion to approve Board Fees and Milage reimbursement for Mr. Berger, Mr. Shiffrin, Mr. Coleman and Mr. Morin who attended a July 11th Site Inspection of a Farm in Goshen being reviewed under PRB #25-080-A. Mr. Berger made the motion, seconded by Mr. Shiffrin. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #25-080-A – Mr. Berger moved and Mr. Morin seconded a motion to approve PRB FILE #25-080-A. The motion passed unanimously.

PRB FILE #25-087 – Mr. Coleman moved and Mr. Morin seconded a motion to approve PRB FILE #25-087. The motion passed unanimously.

PRB FILE #25-098 – Mr. Coleman moved and Mr. Berger seconded a motion to approve PRB FILE #25-098. The motion passed unanimously.

9. NEXT MEETING

Thursday, July 17, 2025 – will be held solely by means of electronic equipment via Microsoft TEAMS and conference call.

The meeting adjourned

APPROVED: _____
Mark Shiffrin, Secretary

Minutes of Meeting Held: July 14, 2025
