

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On March 21, 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 March 21, 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 Conference ID 917724280#.

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 Conference ID 917724280#. 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 Thomas Jerram, immediately, at thomas.jerram@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
William Cianci

Members Absent:

Jack Halpert

Staff Present – solely by means of electronic equipment:

Thomas Jerram

Guests Present – solely by means of electronic equipment:

Jenna Padula, DAS-RECS

Mr. Valengavich and Mr. Berger 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 March 18, 2024 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Members were updated on DAS Human Resources on-going efforts to refine the job classification for the vacant staff position.

Members were reminded of the May 1, 2024 deadline to file their Statement of Financial Interest with the Office of State Ethics.

3. **REAL ESTATE- UNFINISHED BUSINESS**
4. **REAL ESTATE – NEW BUSINESS**
5. **ARCHITECT-ENGINEER - UNFINISHED BUSINESS**
6. **ARCHITECT-ENGINEER - NEW BUSINESS**

PRB #	24-032
Origin/Client:	DAS/DOE
Transaction/Contract Type	AE / Amendment
Project Number	BI-RT-878
Contract	BI-RT-878-ARC
Consultant:	Drumme Rosane Anderson, Inc.
Property	Milford, Orange Hill Rd (600) – Platt Technical HS
Project purpose:	Additions & Renovations Project
Item Purpose	Amendment #5 for Extended ARC-CA Phase Services

PROPOSED AMOUNT: \$48,790

At the July 6, 2021 SPRB Meeting, the Board approved under PRB #21-107, Amendment #4 to the Consultant’s Contract (BI-2B-474-ARC) – Platt THS Additions & Renovations Project at 600 Orange Hill Road in Milford, CT. The overall compensation rate approved for this basic service was \$10,100. The Consultant was retained to prepare revised design documents based on the revised equipment needs that were requested by the State Department of Education/Connecticut Technical Education & Careers System (SDE/CTECS) related to the Carpentry Shop. At the time, the Project was 45% complete and the overall construction and total project budget were \$98,752,693 and \$123,459,532, respectively.

DAS-RECS now informs the Board that Project is 97% complete. Construction of new school and demolition of existing school is complete. Lighting for the bus loop, leveling of demolition site, seeding, and miscellaneous interior work remains to be completed.

Under this Proposal (PRB #24-032) DAS-CS is seeking approval of Amendment #5 to BI-2B-878-ARC to compensate the Consultant for extended Construction Administration Services and Close Out services until October 2023 because of time extensions (180 days) for the completion of construction and demolition of the schools. The Consultant’s proposed fee is \$48,790.

The overall construction and total project budget are \$98,752,693 and \$123,459,532, respectively.

RECOMMENDATION: Staff recommend approval of Amendment #5 in the amount of \$48,790 to provide ARC-CA Phase Services for the Project.

- DAS has confirmed for that funding is available for this Amendment.
- The submittal is accompanied by a Campaign Contribution Affidavit notarized on 6/05/23.
- This Amendment #5 has incorporated all recent statutory updates.

From PRB #21-107

CONSULTANT FEE: \$10,100

At the May 20, 2021 SPRB Meeting, the Board approved, under PRB #21-069, Amendment #3 to the Consultant's Contract (BI-RT-878-ARC) to prepare revised design documents based on the revised space needs information that was requested by the DOE. The changes were for Area E, 2nd floor to change the Electrical Engineering Lab space to become Sustainable Architecture Program.

DCS notes the project is currently 45% into construction.

Under this proposal (PRB #21-107), DCS is now seeking Board approval of Amendment #4 to the Consultant Contract to expend an additional \$10,100 for expanded ARC services at the request of the client agency as follows:

The Architect shall provide the following additional services:

Prepare revised design documents based on the revised equipment needs that were requested by the State Department of Education / Connecticut Technical Education & Careers System (SDE/CTECS). The changes are for the Carpentry Shop based on revised Drawing EQ-2.6, revision date 3/2/2021.

Revise Contract Documents:

1. Delete Edge Bander CP-28.
2. Add saw stop CP-25
3. CNC router change from 1500 cfm to 650 cfm
4. Door machine change from 840 cfm to 185 cfm
5. Door machine to be moved across the room
6. Relocate three (3) Band Saws

The Architect will perform additional coordination as necessary to implement design revisions outlined above to include but not limited to required changes to duct collection exhaust ductwork layouts and sizes, changes to sprinkler systems related to ductwork changes, changes to plumbing systems related to compressed air drops, and changes to electrical power requirements and layouts.

The Architect will discuss the design revisions with the Construction Manager.

All of the above services shall be completed within three weeks of approval of this Amendment #4.

OPM, not DCS, has confirmed for SPRB that funding is available for this contract. As part of this recommendation, the construction budget and total project budget have been revised to **\$98,752,693 (from \$93,000,000)** and **\$123,459,532 (from \$124,566,000)** respectively.

This Amendment # 4 is seeking an increase in Architect's fee by \$10,100 bringing the Total Fee to \$7,745,931 while Basic Fee to \$7,366,701.

DRA Fee for Basic Services (PRB 15-267)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>Total Fee</u>	<u>C. Budget</u> <u>(\$)</u>	<u>(%)</u> <u>Budget</u>
Schematic Design Phase (Starting Allowance)	\$150,000				
Design Development Phase	\$TBD				
Construction Document Phase	\$TBD				
Bidding and Review Phase	\$TBD				
Construction Administration Phase	\$TBD				
TOTAL BASIC SERVICE FEE (#15-267) (A)	\$150,000			\$77,939,000	0.19%
<u>SPECIAL SERVICES:</u>					
Pre-Design Study		\$165,000			
Survey and Engineering (Fuss & O'Neill)		\$73,700			
Wetlands Mapping & Environmental Testing (Fuss & O'Neill)		\$8,690			
Traffic Engineering (Fuss & O'Neill)		\$4,950			
Geotechnical Engineering (Welti)		<u>\$17,050</u>	-		
TOTAL SPECIAL SERVICES(B)		\$269,390		\$77,939,000	0.35%
PRB File #17-034 – Project Design Phase – Option #3 – Stand Alone School					
Schematic Design Phase	\$936,784				
Design Development Phase	\$1,449,045				
Construction Document Phase	\$2,173,568				
Bidding and Review Phase	\$724,523				
Construction Administration Phase	<u>\$1,811,306</u>				
TOTAL BASIC SERVICES(A1)	\$7,095,226			\$93,000,000	7.63%
Additional Special Services for Geotech Engineering, Permitting, OSTA Design, Flood Management Certification and Special Inspections		\$84,840			
DRA Design Contingency		<u>\$25,000</u>	-		
TOTAL SPECIAL SERVICES(B1)		\$379,230			
TOTAL FEE (PRB #17-034) (A1) + (B1)			\$7,624,456	\$93,000,000	8.20%
PRB File # 18-097 – Project Design Phase					
Schematic Design Phase	<u>\$92,255</u>				
TOTAL BASIC SERVICES (A2)	\$7,337,481			\$93,000,000	7.89%
TOTAL FEE (PRB #18-097) (A1) + (A2) + (B1)			\$7,716,711	\$93,000,000	8.30%
PRB File # 21-069 Expanded Scope (A3)					
Design Change Elec. Eng. to Architecture	\$19,120				

RECOMMENDATION: Staff recommends **APPROVE** of the Amendment #4 in the amount of \$10,100. The overall basic services fee percentage of 7.5% is well within the guideline rate of 8.5% for ARC services for this Group B Renovation Project.

FROM PRB #21-069

CONSULTANT FEE: \$19,120

At the June 18, 2018 SPRB Meeting, the Board approved, under PRB #18-097, Amendment #2 to the Consultant's Contract (BI-RT-878-ARC) to provide revised schematic design documents based on a revised space needs program (10/24/17) developed by the Office of School Construction Grants & Review (OSCGR) and confirmed by the State Department of Education (SDE) for the Platt Technical High School in Milford, CT.

Under this proposal (PRB #21-069), DCS is now seeking Board approval of Amendment #3 to the Consultant Contract to expend an additional \$19,120 for expanded ARC services at the request of the client agency as follows:

The Architect shall provide the following additional services:

Prepare revised design documents based on the revised space needs information that was requested by the DOE. The changes are for Area E, 2nd floor to change the Electrical Engineering Lab space to become Sustainable Architecture Program space.

Additional Requirements

The Architect shall update and revise the building plan layout to include space requirements revisions. The design revisions drawings included are, but may not be limited to:

- Plan Revisions – A1-1-2E
- Reflective Ceiling Plan Revisions – A8-1-2E
- Finish Plan Revisions – AF1-1-2E
- Wall Finishes Plan Revisions – AF1-2-2E
- Door Schedules Revisions
- Frame Type Revisions
- Interior Elevations Revisions
- Equipment Plans and Schedules Revisions

The Architect's Engineering Consultant shall update and revise the Fire Protection, Mechanical, Plumbing, and Electrical drawings and equipment design as required to accommodate the revisions to the spaces size and lay-outs.

The Architect shall perform additional coordination as necessary to implement design revisions outlined above and shall present and discuss the design revisions with the appropriate Platt Tech High School staff, CTECS, the DAS PM, the Construction Administrator, and the Construction Manager. The Architect shall continue to prepare proposal requests as needed and continue to review, comment, and approve change orders as a result of the design revisions.

All of the above services shall be completed by May 1, 2021.

OPM, not DCS, has confirmed for SPRB that funding is available for this contract. As part of this recommendation, the construction budget and total project budget have been revised to **\$98,752,693 (from \$93,000,000)** and **\$123,459,532 (from \$124,566,000)** respectively.

This Amendment # 3 is seeking an increase in Architect's fee by \$19,120 bringing the Total Fee to \$7,735,831 while Basic Fee to \$7,356,601.

DRA Fee for Basic Services (PRB 15-267)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>Total</u> <u>Fee</u>	<u>C. Budget</u> <u>(\$)</u>	<u>(%)</u> <u>Budget</u>
Schematic Design Phase (Starting Allowance)	\$150,000				
Design Development Phase	\$TBD				
Construction Document Phase	\$TBD				
Bidding and Review Phase	\$TBD				
Construction Administration Phase	\$TBD				
TOTAL BASIC SERVICE FEE (#15-267) (A)	\$150,000			\$77,939,000	0.19%
<u>SPECIAL SERVICES:</u>					
Pre-Design Study		\$165,000			
Survey and Engineering (Fuss & O'Neill)		\$73,700			
Wetlands Mapping & Environmental Testing (Fuss & O'Neill)		\$8,690			
Traffic Engineering (Fuss & O'Neill)		\$4,950			
Geotechnical Engineering (Wolti)		<u>\$17,050</u>	-		
TOTAL SPECIAL SERVICES(B)		\$269,390		\$77,939,000	0.35%
PRB File #17-034 – Project Design Phase – Option #3 – Stand Alone School					
Schematic Design Phase	\$936,784				
Design Development Phase	\$1,449,045				
Construction Document Phase	\$2,173,568				
Bidding and Review Phase	\$724,523				
Construction Administration Phase	<u>\$1,811,306</u>				
TOTAL BASIC SERVICES(A1)	\$7,095,226			\$93,000,000	7.63%

Additional Special Services for Geotech Engineering, Permitting, OSTA Design, Flood Management Certification and Special Inspections		\$84,840			
DRA Design Contingency		<u>\$25,000</u>	-		
TOTAL SPECIAL SERVICES(B1)		\$379,230			
TOTAL FEE (PRB #17-034) (A1) + (B1)			\$7,624,456	\$93,000,000	8.20%
PRB File # 18-097 – Project Design Phase					
Schematic Design Phase	<u>\$92,255</u>				
TOTAL BASIC SERVICES (A2)	\$7,337,481			\$93,000,000	7.89%
TOTAL FEE (PRB #18-097) (A1) + (A2) + (B1)			\$7,716,711	\$93,000,000	8.30%

PRB File # 21-069 Expanded Scope (A3)				
Design Change Elec. Eng. to Architecture	\$19,120			
TOTAL BASIC FEE (PRB #21-069) (A1) + (A2) + (A3)	\$7,356,601		\$98,752,693	7.45%
TOTAL FEE (PRB#21-069) (A1)+(A2)+(A3)+(B1)		\$7,735,831	\$98,752,693	7.83%

Staff requested clarification on the following issues with this proposal:

1. In light of the timing of this submission to the SPRB on 4-21-2021 and Amendment #3 stating the Consultant’s work must be completed by May 1, 2021, should Amendment #3 be extended beyond May 1? **DCS Response: See below.**
2. Are the services being requested to be approved already underway?
 - a. If yes, what is the status of these services?
 - b. If yes, why was the Architect authorized before securing all the approvals?

DCS Response: The design work is complete... The Architect and myself know the risk and keep moving forward for the benefit of the project... A \$100 million project cannot afford to be put on hold for 4 months for a low cost design change (hence the request for an ample Design Contingency)... This Amendment was submitted end of January so May 1st should have been ample time to complete the work... Thanks

Staff Response: Thx for the response. For the record, the proposal was submitted to the Board by DCS on 4/21/2021, so DCS will have to figure out what happened from end of January to 4/21/2021.

I believe there was \$25K contingency, correct? I don't believe the Board has seen the usage of this contingency, unless I am mistaken. Can you send me the documentation for the contingency usage?

If the work is completed, then the documentation should reflect the current status and the TL may need to be modified before Board action. Copying Kevin K. Let me know if you want to discuss the above.

Staff Response: Steve, can you clarify the following? It seems that the task was included in the original contract. Thanks

ACD #1:

Provide additional land surveying services in order to prepare an easement plan and legal narrative suitable for recording on land records for City of Milford for storm water run-off from Orange Avenue structures. Detailed proposal attached.

From original Contract:

E. Easements

During the design phase, the Architect shall determine the need for any easements, including, but not limited to, easements in connection with utility services required for the project. If easements are necessary, the Architect shall provide three (3) copies of an easement map, a legal description and a recordable mylar. The Architect shall also provide the first draft of an easement document by electronic transmission (email).

DCS 5-18-21 Response: All easement work was completed in 2016 as part of the pre-design and schematic design as required... ACD# 1 was issued in 2019 as the City of Milford approached us

about their “right to drain agreement” in order to drain run-off from Orange Avenue on the east side across the State property to their catch basin on the west side of the State property... At the request of the Legal Unit handling the agreement, a description and survey of the proposed piping has to be rewritten because the construction will eliminate and re-routes the storm drain piping through the State property... Some of this work is still pending as it was eventually determined that the site work needed to be fully completed before as-builts could be furnished to the engineer in order so he could provide the Legal Unit with the proper narrative and coordinates of the piping... This work was determined by the PM to be above and behind the original scope in accordance with the Consultant Procedure Manual, hence the issuance of ACD#1... Thanks
Staff Response: OK

RECOMMENDATION: Staff recommends **APPROVE** of the Amendment #3 in the amount of \$19,120. The overall basic services fee percentage of 7.45% is well within the guideline rate of 8.5% for ARC services for this Group B Renovation Project.

FROM PRB #18-097

This Amendment # 2 is for additional design fees for the Architect since the Schematic Design document submission had occurred (4/17/17) based on the original space needs program prepared by the State Department of Education (SDE). Following additional services will be required to prepare and submit revised schematic design documents based on a revised space needs program (10/24/17) developed by the Office of School Construction Grants & Review (OSGCR) and confirmed by the State Department of Education (SDE):

- A. Revise Base Bid Documents and Supplemental Bid #1. These revisions are specifically identified in detail in Amendment # 2
- B. Additional Coordination tasks
- C. Additional Project Meetings

The Amendment # 2 is also seeking to add Sixty (**60**) calendar days to the Schematic Design Phase after receipt of written notice to proceed bringing it from One hundred twenty (**120**) to One hundred eighty (**180**) calendar days.

The total budget has been established as \$93,000,000; while the CMR’s most current schematics estimate is \$92,465,016.

This Amendment # 2 is seeking an increase in Architect’s fee by \$92,255.00 bringing the Total Fee to \$7,716,711 while Basic Fee to \$7,337,481.

RECOMMENDATION: It is recommended that SPRB **APPROVE** this contract amendment #2 for Drummey Rosane Anderson, Inc. to prepare and submit revised schematic design documents at the Platt THS Additions and Renovations Project. The revised overall basic service fee of \$7,337,481 amounts to 7.89% of the construction budget and is well within the recommended guideline rate of 8.5% for this Group B Renovation Project.

7. OTHER BUSINESS:

8. VOTES ON PRB FILE:

PRB FILE #24-032 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #24-032. The motion passed unanimously.

9. **NEXT MEETING** – Monday, March 25, 2024 – will be held solely by means of electronic equipment.

The meeting adjourned.

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