

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On April 11, 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 April 11, 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
Jack Halpert
William Cianci

Members Absent:

Staff Present – solely by means of electronic equipment:

Thomas Jerram

Guests Present – solely by means of electronic equipment:

Jenna Padula, DAS-RECS
David Barkin, DAS-RECS

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 April 8, 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. And, the Executive Session listed in Other Business for today's Meeting will not be required as materials to be reviewed are incomplete at this time.

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 # 24-047
Origin/Client: DAS/DAS
Transaction/Contract Type AE / New ANLY-AUD Contracts
Contract: OC-DCS-ANLY-AUD-0001
Consultant: Arcadis US, Inc.
Item Purpose: New On-Call Consultant Contracts

PRB # 24-048
Origin/Client: DAS/DAS
Transaction/Contract Type AE / New ANLY-AUD Contracts
Contract: OC-DCS-ANLY-AUD-0002
Consultant: Nautilus Consulting, LLC
Item Purpose: New On-Call Consultant Contracts

PROJECT BACKGROUND

In 2019, the Board approved #19-020 to #19-022, three Consultant Contracts under the 6th series of On-Call Claims Auditor Consulting Contracts awarded by DAS since 2002. The three (3) On-Call Contracts that were approved had a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 04/15/2021. And in 2021, the Board approved (#21-019) Contract Amendment #1 to OC-DCS-AUD-0021 to extend the contract expiration date to April 15, 2022. The \$500,000 maximum cumulative fee is unchanged.

In 2020, the Board approved PRB Files #19-267 to #19-269, three Consultant Contracts under the 6th series of On-Call Claims Analyst Consulting Contracts awarded by the DAS since 2004. The three (3) On-Call Contracts approved had a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 4/15/2022. And in 2022, the Board approved (#22-047 to 22-049) Contract Amendment #1 to the On-Call Claims Analyst Consulting Contracts to extend the contract expiration date to April 20, 2023. The \$500,000 maximum cumulative fee is unchanged.

Under this Proposal DAS-RECS seeks the Board's approval of the two (2) On-Call ANLY-AUD Series Consultant Contracts with a maximum total cumulative fee of \$1,500,000 per contract and a common expiration date of 06/15/2026. This new Series combines the professional Claims Analysis and Auditing Services into one contract.

Description: Claims Analysis/Auditing Consultants for DAS design and construction projects requiring specialized skills in scheduling analysis, contract analysis, financial records review, cost analysis, entitlement analysis, construction means and methods, plans and specifications review, delay claims analysis, etc. Preparation of report findings, conclusions, and recommendations will be required as needed on a task by task basis. Consultants may be required to provide expert testimony at arbitration hearings and/or court proceedings.

Each contract is the same except for the name and address of the firm and the hourly rates and job classifications as shown in Exhibit A.

DAS-RECS has incorporated all Articles reflecting statutory changes/additions from the prior On-Call Series.

A Request for Qualifications (RFQ) for the consultant services was released on October 2, 2023 and elicited three (3) responses at the October 31, 2023 due date for responses. All Respondents were interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system (maximum 100 points per Panel Member).

At the completion of the State Selection Panel process; DAS-RECS 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 February 1, 2024.

Rank	"Certified List" in "Order of Ranking"	Total Score	Most Recent Contract Signing Date	Awarded Within the Past Five Years			Approval Initials
				Total Number of Contracts	Total Volume of Work (\$)	MBE	
1.	Arcadis U.S., Inc.	300	12/30/2022	5	\$4,606,965	No	DS AH
2.	Nautilus Consulting LLC.	260	None	0	0	No	DS AH
3.	Whittlesey PC.	46	None	0	0	No	
4.							

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

PRB 24-047 – Arcadis, U.S., Inc. (“AUI”) was established in 1998. AUI is located in Middletown and has a staff of 68± employees including 10+ professional engineers and 11 construction project managers. AUI has included Cohnreznik, LLP as part of their Team to provide a team of eight CPAs to assist with the auditing function for this on-call series.

The company has been awarded the following on-call contract or formal contract in the past two years:

4/15/2022	OC-DCS-ANLY-0025	Arcadis US Inc	\$500,000	19-267
4/20/2023				
	Task Letter #1	BI-JD-343 - Enfield Roof & HVAC	\$39,180	(Informal)
		Total Committed Funds	\$39,180	
		Maximum Total Fee	\$500,000	
		Uncommitted (Remaining)	\$460,820	

2/28/2025	OC-DCS-CA-0038	Arcadis US Inc	\$1,000,000	22-166
	Task Letter #1	Statewide School Const. Cost Analysis	\$70,860	
	Task Letter #2	SCSU Emer Flood Repairs (304/90)	\$98,995	
		Total Committed Funds	\$169,855	
		Maximum Total Fee	\$1,000,000	
		Uncommitted (Remaining)	\$830,145	

Claims analyst services do not require licensure. AUI’s utilization of Cohnreznik, LLP provided two individual CPA licenses and both are active. AXA XL reported on AUI general or professional policy loss or claims during the past 5 years, with <15% remaining open. None of these claims are related to projects funded by the State of Connecticut.

PRB 24-048 – Nautilus Consulting, LLC (NCL) was established in 2006. NCL is located in Middletown and has a staff of 10 employees with claims analyst background. NCL includes Dimitris Bantileskas as part of the part of the Team to assist with the auditing function for this on-call series. NCL was on the prior OC-DPW-ANLY-0015 series in 2009.

The company has been awarded the following on-call contract or formal contract in the past two years: None.

Claims analyst services do not require licensure. NCL’s utilization of Dimitris Bantileskas for CPA services with his CPA license effective as of 4-11-2024 (CPAL.0021046). USI Insurance reported that NCL had no general liability or professional policy losses or claims during the past 5 years.

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

ON-CALL CONTRACT OC-DCS-ANLY/AUD-0001

HOURLY RATE SCHEDULE

Labor Categories	Per Hour
Principal in Charge	\$375.00
Senior Project Manager	\$325.00
Project Manager	\$280.00
Senior Construction Claims Analyst	\$220.00
Construction Claims Analyst	\$185.00
Schedule/Damage Analyst	\$150.00
Estimate/Claims Analyst	\$150.00
Senior Construction Claims Auditor	\$255.00
Construction Claims Auditor	\$195.00
Schedule/Damage Auditor	\$155.00
Estimate/Claims Auditor	\$155.00

ON-CALL CONTRACT OC-DCS-ANLY/AUD-0002

HOURLY RATE SCHEDULE

Labor Categories	Per Hour
Principal in Charge	\$325.00
Senior Project Manager	\$260.00
Project Manager	\$245.00
Senior Construction Claims Analyst	\$325.00
Construction Claims Analyst	\$295.00
Schedule/Damage Analyst	\$245.00
Estimate/Claims Analyst	\$175.00
Senior Construction Claims Auditor	\$325.00
Construction Claims Auditor	\$260.00
Schedule/Damage Auditor	\$245.00
Estimate/Claims Auditor	\$175.00

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

1. Within the Arcadis QBS Submittal Division 5 is missing. Was Division 5 provided, and if yes, please provided a copy.
DAS Response: Uploaded to Sharepoint.
Staff Response: Reviewed. OK
2. Please provide the Task Logs for OC-DCS-ANLY-0025, 26 and 27.
DAS Response: Uploaded to Sharepoint.
Staff Response: Reviewed. OK
3. Please provide the Task Logs for OC-DCS-AUD-0018, 20 and 21.
DAS Response: Uploaded to Sharepoint. AUD-20 was not processed.
Staff Response: Reviewed. OK

RECOMMENDATION – Staff recommend approval of this new ANLY-AUD -0001 and ANLY-AUD-0002 On-Call Contract Series.

1. This on-call series that has a maximum cumulative fee of \$1,500,000/contract and a common expiration date of June 15, 2026.

7. OTHER BUSINESS:

As previously stated, an Executive Session on the Agenda for today's Meeting to discuss Personnel Matters will not be required as materials to be reviewed are incomplete at this time.

8. VOTES ON PRB FILE:

PRB FILES #24-047 and 24-048 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILES #24-047 and 24-048. The motion passed unanimously.

9. NEXT MEETING – Monday, April 15, 2024 – will be held solely by means of electronic equipment.

The meeting adjourned.

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