

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On January 5, 2017 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held its regular meeting on January 5, 2017 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

**Members Present:** Edwin S. Greenberg, Chairman  
Bruce Josephy, Vice Chairman  
John P. Valengavich, Secretary  
Jack Halpert

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

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

#### OPEN SESSION

**ACCEPTANCE OF MINUTES OF DECEMBER 29, 2016.** Mr. Valengavich moved and Mr. Josephy seconded a motion to accept the minutes of December 27, 2016. The motion passed unanimously.

#### REAL ESTATE- UNFINISHED BUSINESS

Mr. Valengavich moved and Mr. Josephy seconded a motion to go out of Open Session and into Executive Session. The motion passed unanimously.

#### EXECUTIVE SESSION

**PRB #** 15-208 **Transaction/Contract Type:** RE /New Lease  
**Origin/Client:** DAS/ BOR

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)**

The Board commenced its discussion of the proposed lease at 9:37 a.m. and concluded at 9:57 a.m.

Mr. Valengavich moved and Mr. Josephy seconded a motion to go out of Executive Session and into Open Session. The motion passed unanimously.

#### OPEN SESSION

#### REAL ESTATE – NEW BUSINESS

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**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**PRB#** 16-273 **Transaction/Contract Type:** AE / Task Letter  
**Project Number:** BI-RT-874 **Origin/Client:** DCS/DOE  
**Contract:** OC-DCS-ROOF-0024  
**Consultant:** Hoffman Architects, Inc.  
**Property:** Bullard Havens Technical High School, Bridgeport  
**Project Purpose:** Roof Replacement, Building A  
**Item Purpose:** Task Letter #4A to provide additional design and construction administration services for the Bullard Havens THS Building A Roof Replacement Project.

Staff reported that in August 2014, Hoffman Architects, Inc. (“HAI”) was contracted by the Department of Construction Services (“DCS”) to perform testing and an in-depth visual inspection of the existing EPDM roof on Building A at the Bullard Havens Technical High School Campus. The overall scope of work was intended to include design and construction administration services for the removal and replacement of the EPDM roof down to the tectum deck, demolition of an existing antennae, removal and replacement of RTU screens and replacement of built-up roofing systems and standing seam copper sections. The main roof area was estimated to be 19,300 GSF with three stair towers totaling approximately 825 GSF. The work was approved by DCS as Informal Task Letter #5 in the amount of \$87,155 under Contract # OC-DCS-ROOF-0019. At that time the overall project budget and construction budget were established at \$900,000 and \$655,000 respectively.

In September 2014, SPRB approved Hoffman Architects, Inc. (“HAI”) as one of six firms under the latest On-Call Roof Support Services Series of consultant contracts. These contracts were originally set to expire in November 2016 and have a maximum cumulative fee of \$300,000. The contract value have been subsequently increased to \$500,000 via Contract Amendment #1 which was approved by the Board in August 2015.

Task Letter #4A in the amount of \$55,457 is subject to SPRB approval because the cumulative fee for the project already exceeds \$100,000. This fee is considered an extension of Task Letter #5 (OC-DCS-ROOF-0019) and #4 in the amount of \$52,126 which was approved (PRB File #15-205) under the OC-DCS-ROOF-0024 Contract Series. The total Construction Budget for the project has been maintained at \$688,000 and the Architect’s total fee for the project is now increased \$178,722. The revised Architects fee also includes expanded CA services.

In November 2016 the Board suspended this file related to concerns regarding the scope of services which were requested as part of this Task Letter. Upon receipt of the comments by SPRB, DCS proceeded to discuss and re-negotiate the contract terms with Hoffman Architects, Inc. and DCS made the following revisions to the Contract: the Additional fee for 3-Months of extended A/E Construction Phase Services has been eliminated (\$5,916); the 2016 Hoffman Architects, Inc. requested rate increase has been eliminated. (\$3,249).

Staff recommended that the Board approve Task Letter #4A for Hoffman Architects, Inc. to provide additional design services and expanded CA services on the project in the amount of \$46,292, which is a fee reduction of \$9,165.

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**ARCHITECT-ENGINEER – NEW BUSINESS**

**OTHER BUSINESS**

**State Properties Review Board Sunset Review Report.** The Board discussed a draft of the report to be submitted to the Government Administration and Elections Committee in accordance with CGS Section 2c-1, et seq.

The Board took the following votes in Open Session:

**PRB FILE #15-208** – Mr. Halpert moved and Mr. Valengavich seconded a motion to suspend PRB File #15-208 pending the receipt of additional information from the Department of Administrative Services. The motion passed unanimously.

**PRB FILE #16-273** – Mr. Valengavich moved and Mr. Josephy seconded a motion to approve PRB File #16-273. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

John P. Valengavich, Secretary