

STATE PROPERTIES REVIEW BOARD

**Minutes of Meeting Held On January 2, 2020
450 Columbus Boulevard, Hartford, Connecticut**

The State Properties Review Board held a Regular Meeting on January 2, 2020 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

LT Col Benjamin Neumon, CTMD (9:40-10:00AM)
Col Matthew Wilkinson, CTMD (9:40-10:00AM)
Ronald Wilfinger, DAS/DCS APM (9:40-10:00AM)
Peter McClure, DAS/DCS ADPM (9:40-10:00AM)

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

1. ACCEPTANCE OF MINUTES

Mr. Valengavich and Mr. Berger seconded a motion to approve the minutes of the December 30, 2019 Meeting.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	19-245
Origin/Client:	DCS/DEEP
Transaction/Contract Type	AE / Amendment #4
Project Number:	BI-T-604
Contract:	BI-T-604-ENG

Consultant: Stantec Consulting Services, Inc. (SCS)
Property: Milford, Silver Sands Parkway (1) – Silver Sands State Park
Project purpose: Phase 1B Enhancements
Item Purpose: Amendment #4 to compensate consultant for additional design & CA services

CONSULTANT FEE: \$26,295

On June 10, 2019, under PRB File #19-120, the Board approved Amendment #3 to the contract to provide Fire Recovery & Re-Build Planning services totaling \$39,735.

This proposed Amendment #4 is requested to compensate the consultant for additional services due to the March 19th fire for re-build planning (2 additional months) of the Bath House, Concession Building, Lifeguard/First Aid Building and impacted Supporting Deck and Structural Pile Foundation System and construction administration services during an estimated 7.5 month construction period.

The overall project budget and construction budget have been increased to **\$9,659,584** and **\$7,087,700** respectively. The budget was increased after the approval of the Amendment #2 by the Board.

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

Stantec Basic Fee (#13-184)	ENG Base Fees	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$88,875				
Design Development Phase	\$75,000				
Construction Document Phase	\$112,500				
Bidding and Review Phase	\$4,875				
Construction Administration Phase	\$3,750				
TOTAL BASIC SERVICE FEE (#13-264) (A)	\$375,000			\$4,258,000	8.81%
Stantec Special Services Fee (13-184)					
Topography Survey		\$27,000			
Wetlands Identification		\$4,000			
Geotechnical Engineering		\$7,900			
Other		\$0			
TOTAL SPECIAL SERVICE FEE (#13-264) (B)		\$38,900	\$413,900	\$4,258,000	9.72%
Stantec Basic Services Fee - AMENDMENT #1 (#14-265)					
Additional Design Services - expanded maintenance garage & other design services.	\$51,300				
TOTAL BASIC SERVICE FEE (#14-265) (A1)	\$426,300			\$4,700,000	9.07%
Stantec Special Services Fee - Amendment #1 (#14-265)					
Special species mapping and geotechnical engineering for the expanded maintenance garage		\$32,545			
TOTAL SPECIAL SERVICE FEE (#14-265) (B1)		\$32,545	\$458,845	\$4,700,000	9.76%
Stantec Special Services Fee - Amendment #2 (#16-224)					
Additional Special Services for Public Hearing & DEEP Permit		\$12,000			
TOTAL SPECIAL SERVICE FEE (#16-224) (B2)		\$12,000	\$470,845	\$4,700,000	10.02%
Stantec Basic Services Fee - AMENDMENT #3 (#19-120) (A2)					
Fire Recovery & Re-Build Planning	\$39,735				
Other	\$0				
Stantec Basic Services Fee - AMENDMENT #3 (#19-120) (A2)	\$39,735				
Stantec Basic Services Fee - AMENDMENT #4 (#19-245) (A3)					

Staff requested clarification on the following issues with this proposal:

1. What caused the project construction cost to increase from \$3,140,000 to \$3,662,173? *The increase is due to the additional cost in the fire recovery re-building of the three beach buildings, consisting mostly of the additional general requirements as well as carpentry, mechanical & electrical work.*
2. Pl provide a complete construction budget for the entire project including a revised B1105 *Per my discussions with Peter Simmons & Kevin Kopetz, we are not planning to prepare a revised 1105 with an updated construction budget and get it signed by DEEP since our objective remains to not use additional State funds to pay for the re-building. We continue to negotiate with the GC regarding the re-build general requirement expenses and work with the GC to receive insurance claim funds from the GC's insurance carriers, to cover all the fire recovery re-build project expenses. We continue to work with DCS Legal Unit and the GC's insurance carriers and are hopeful that final re-build costs can be determined and all claims funds can be received in the next 4 to 6 weeks to pay for all the re-build costs.*
3. SPRB Memo Budget seems to have errors in line items 10 (CA Fees) and 12 (DAS/CS Fee)
 - a. Line 10 – Should the total be \$426,229 and not \$433,239 *Yes, the revised should be \$426,229 (adding TL 2 \$339,969 + TL2A \$10,560 + TL2B \$75,770)*
 - b. Line 12 – The revised number should be \$422,465 and not \$347,500. If the number is higher, why is there increase in the fee? *Yes, the revised number should be \$422,465 (adding 350,465 + 72,000). The fee increase is due to the additional time we, DCS staff, are needing to manage the fire recovery re-building and insurance claims resolution tasks.*
4. Were there any services left to be performed by the engineer before the fire that can be credited? *The overall construction project was quite close to being substantially complete when the fire occurred on March 19, 2019. The engineer had some construction admin services left to be performed before the fire yet the engineer continued to perform them as the Maintenance Building & Ticket Booths portion of the project continued after the fire. And, the engineer will finish their (original) remaining closeout responsibilities next mid-year for the re-built beach buildings.*
5. Is June 2020 anticipated schedule for the project? *Yes, we are anticipating completion of the re-building next June.*
6. Do you anticipate winter conditions or delays affecting the construction and ultimately this contract in terms of additional fees? *In anticipation of winter conditions, the re-build project schedule includes five winter conditions (non-working) days. We are hopeful and do not anticipate more winter delay days to affect the contract in terms of additional fees.*
7. Has any funding been recovered from the insurer? *This past September, the State received \$3,145,000, from Chubb Insurance Company, the GC's Builders Risk insurance carrier. That amount was the full amount of the BRI policy. What is the status of this claim, if a claim is filed? We are waiting for replies on other claims that have been submitted to the GC's other insurance carriers (i.e. inland marine & OCP) with the goal of having all the re-build costs be covered by the GC's claim funds the State receives.*

RECOMMENDATION: It is recommended that SPRB **APPROVE** Amendment #4 to compensate consultant for additional design & CA services during re-build planning and reconstruction at the Silver Sands Phase 1B Enhancements Project.

CONSULTANT FEE: \$39,735

PROJECT BRIEF– This original project involved the design and construction of various improvements at Silver Sands State Park in Milford. The improvements included new lifeguard and first aid stations, new bathhouses with changing rooms, a concession stand area, a separate family public picnic area, a new maintenance building, a revised entrance road, new utility

infrastructure and various site amenities. The overall project budget and construction budget were initially established at **\$6,245,800** and **\$4,258,000** respectively.

In September 2013 the Board approved SCS's contract (**PRB #13-184**) for *Architect/Engineer Consultant Design Team Services* for the completion of the *Silver Sands State Park Improvements Project* from the initiation of the design phase through the completion of construction. The overall compensation rate for basic services was **\$375,000** with an additional **\$38,900** for special services. The total project fee approved under **PRB #13-184** was **\$413,900**. The special services detailed in the project scope included surveys, wetland mapping and geotechnical engineering.

In October 2014 the Board approved Contract Amendment #1 (**PRB File #14-265**) which authorized SCS to provide additional design services to increase the size of the proposed maintenance building from approximately 1,500 GSF to 4,950 GSF. The additional size of the building is intended to allow for the design to include a conference room, office space, larger workshop, more storage area and bay style garage doors. The additional design services also included an evaluation regarding the incorporation of solar panels into the project. As part of these design changes SCS was required to update/revise the rare species survey and provide additional geotechnical engineering services. Contract Amendment #1 increased the overall project and construction budgets to **\$6,815,845** and **\$4,700,000** respectively. The total project fee approved under **PRB #14-265** was increased by \$83,845 to **\$497,745**.

In September 2016 the Board approved Contract Amendment #2 (**PRB File #16-224**) which authorized SCS to provide additional services related to meeting preparation, regulatory reviews, graphic and literature reproduction as required to complete the DEEP Office of Long Island Sound ("OLISP") Permit Review and Public Hearing Process. This scope of services did not impact the overall project budget and construction budget which remained at **6,815,845** and **\$4,700,000** respectively. In a proposal dated March 4, 2016 SCS provided a lump sum fee of \$12,000 to complete this work under a timeline of (1) Public Informational Meeting and (1) OLISP Permit Hearing. The total project fee approved under **PRB #16-224** was increased by \$12,000 to **\$509,745**.

Construction commenced in 2018. A substantial structure fire took place on March 19, 2019 after the project was almost complete and prior to turning over some of the project components to DEEP.

This proposed Amendment #3 is required to compensate the consultant for additional design services due to the March 19th fire for fire recovery and re-build planning of the Bath House, concession Building, Lifeguard/First Aid Building and impacted Supporting Deck and Structural Pile Foundation System including:

- Field inspection of existing conditions and determine what is salvageable and what needs to be removed of the piles and structural deck elements; and
- Update the contract documents to reflect the retrofits required and to include the RFIs that were issued during construction.

The overall project budget and construction budget have been increased to **\$9,659,584** and **\$7,087,700** respectively. The budget was increased after the approval of the Amendment #2 by the Board.

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

Stantec Basic Fee (#13-184)	ENG Base Fees	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$88,875				
Design Development Phase	\$75,000				
Construction Document Phase	\$112,500				
Bidding and Review Phase	\$4,875				
Construction Administration Phase	93,750				
TOTAL BASIC SERVICE FEE (#13-264) (A)	\$375,000			\$4,258,000	8.81%
Stantec Special Services Fee (13-184)					
Topography Survey		\$27,000			
Wetlands Identification		\$4,000			
Geotechnical Engineering		\$7,900			
Other		\$0			
TOTAL SPECIAL SERVICE FEE (#13-264) (B)		\$38,900	\$413,900	\$4,258,000	9.72%
Stantec Basic Services Fee - AMENDMENT #1 (#14-265)					
Additional Design Services - expanded maintenance garage & other design services.	\$51,300				
TOTAL BASIC SERVICE FEE (#14-265) (A1)	\$426,300			\$4,700,000	9.07%
Stantec Special Services Fee - Amendment #1 (#14-265)					
Special species mapping and geotechnical engineering for the expanded maintenance garage		\$32,545			
TOTAL SPECIAL SERVICE FEE (#14-265) (B1)		\$32,545	\$458,845	\$4,700,000	9.76%
Stantec Special Services Fee - Amendment #2 (#16-224)					
Additional Special Services for Public Hearing & DEEP Permit		\$12,000			
TOTAL SPECIAL SERVICE FEE (#16-224) (B2)		\$12,000	\$470,845	\$4,700,000	10.02%
Stantec Basic Services Fee - AMENDMENT #3 (#19-120) (A2)					
Fire Recovery & Re-Build Planning	\$39,735				
Other	\$0				
Stantec Basic Services Fee - AMENDMENT #3 (#19-120) (A2)	\$39,735				
TOTAL BASIC SERVICE FEE (#19-120) (A)+(A1)+(A2)	\$466,035			\$7,087,700	6.58%
TOTAL FEE (PRB #19-120) (A)+(A1)+(A2)+(B)+(B1)+(B2)			\$549,480	\$7,087,700	7.75%

Staff requested clarification on the following issues with this proposal:

1. Item #3 of the Project Budget (Total Construction), was increased (not in Amendments #1 & #2) to \$7,087,000 and the current Project Budget identifies that \$3,947,700 allocated to the Project Budget was completed and turned over to DEEP.

a. Please clarify if the increased Total Construction Budget should be referenced in Contract Amendment #3. It will be reflected when a revised Contract Amendment # 3 is submitted.

b. Please clarify what portion of the Project was turned over to DEEP and provide a breakdown of the unfinished portion of the Project requiring an additional \$3,140,000 ('Construction Remaining').

- o The toll booth and the maintenance building were turned over to DEEP and are not affected by the fire.
- o The Bath House Bldg, Concession Building and Lifeguard/First Aid Building were damaged.
- o We are currently working with the GC to determine the final re-build cost breakdown. However, we need our Project Engineer to provide the subject additional services: Stantec's on-site assessment & analysis + updated documents in order for the GC to finalize the re-build costs.

2. Item #9(4) of the Project Budget (Other), was altered to include \$8,600 that was not included in the Original Budget or 1st & 2nd Amendments. Please clarify what 'Audubon Connecticut' was hired for that cost \$8,600?

- o To compensate Audubon CT for an endangered species watch.

3. It is our understanding that DCS is working with the contractor in recovering the costs to rebuild the project components. Will the recovery include this additional Engineering and CA fees?

- o Yes, that is our intention.

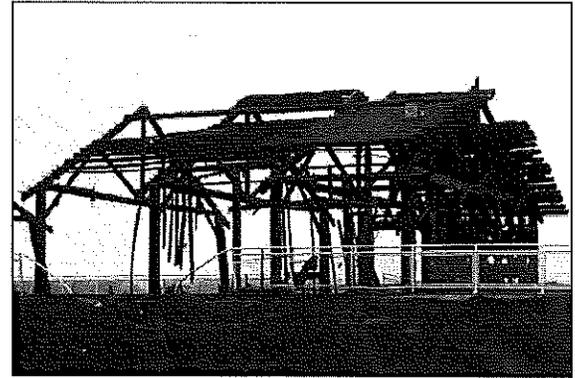
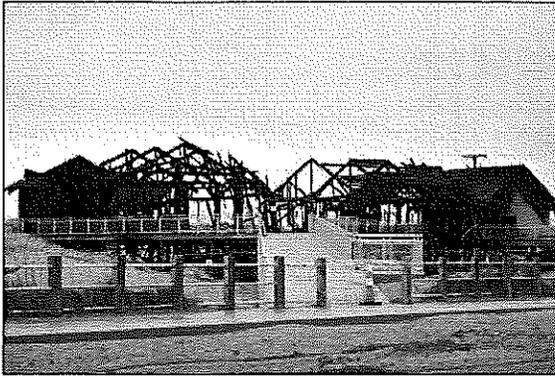
4. How much funding/cost is DCS expecting to recover?

- o We do not know an exact \$ amount as we are currently working on the funding/cost recovery with the GC and its insurance providers.

5. We noted that the funding line item for the Art component of the project is depleted. What will be the source of funds to cover this component, if required.

- o Please see the attached updated Project Budget which shows the Art funds still remaining in the project budget. However, we are following CT DEEP's info (see attached) so that the Art in Public Space program is exempt for this project since the Construction Notice to Proceed was issued after 12/31/17. Our Construction Notice to Proceed is January 15, 2018. We plan to return the 1% for Art funding back to the State (DEEP) soon.

RECOMMENDATION: It is recommended that SPRB **APPROVE** Contract Amendment #3 for Stantec Consulting Services, Inc to provide fire recovery and re-build design related services at the Silver Sands Phase I Enhancements Project. The overall basic services rate of 6.58% is within the established guideline rate of 10% for this Group B Renovation Project.



Courtesy: Hearst Connecticut Media (The charred, skeletal remains of the new concessions, bathrooms, and offices at Silver Sands State Park in Milford, Conn. on Wednesday, March 20, 2019)



Courtesy: Milford Fire Department.

PRB #	19-246
Origin/Client:	DCS/DEEP
Transaction/Contract Type	AE / Task Letter 2B
Project Number:	BI-T-604
Contract:	OC-DCS-CA-0025
Consultant:	Arcadis U.S., Inc.
Property	Milford, Silver Sands Parkway (1) – Silver Sands State Park
Project purpose:	Phase 1B Enhancements
Item Purpose:	Task Letter 2B to compensate the consultant for expanded CA services.

PROPOSED AMOUNT: \$75,770

On June 10, 2019, under PRB File #19-121, the Board approved Task Letter #2 to the on-call contract to provide expanded CA services during the Fire Recovery & Re-Build Planning phases totaling \$10,560.

Under this proposed **TASK LETTER #2B** with Arcadis, the fee is intended to compensate the Consultant for the following project scope:

Expanded Services totaling \$75,770:

- Assistant Project Manager to provide 8 hours per week for two months at a rate NTE \$7,040 (\$110/hour) during rebuild planning; and
- CA Services during the 7.5 month reconstruction period (\$68,730).

Task Letter #2 – ARCADIS Basic Services Fee (#18-030)	CA Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
TOTAL BASIC SERVICE FEE (#18-030) (A)	\$339,969			\$7,087,000	4.80%
Task Letter #2A – ARCADIS Basic Services Fee (#19-121)					
Expanded CA Fees - Fire Recover & Re-Build Planning	\$10,560				
Task Letter #2B – ARCADIS Basic Services Fee (#19-246)					
Expanded CA Fees - Re-Build Planning & Reconstruction CA Services	\$75,770				
TOTAL BASIC SERVICE FEE (#19-246) (A2)	\$75,770				
TOTAL FEE (PRB #19-246) (A)+ (A1)+(A2)			\$426,299	\$7,087,000	4.95%

1. Provide an updated B1105 *Per my discussions with Peter Simmons & Kevin Kopetz, we are not planning to prepare a revised 1105 with an updated construction budget and get it signed by DEEP since our objective remains to not use additional State funds to pay for the re-building. We continue to negotiate with the GC regarding the re-build general requirement expenses and work with the GC to receive insurance claim funds from the GC's insurance carriers, to cover all the fire recovery re-build project expenses. We continue to work with DCS Legal Unit and the GC's insurance carriers and are hopeful that final re-build costs can be determined and all claims funds can be received in the next 4 to 6 weeks to pay for all the re-build costs.*

RECOMMENDATION: It is recommended that SPRB **APPROVE** Task Letter 2B for Arcadis U.S., Inc. to provide construction administration services during re-build planning and reconstruction at the Silver Sands Phase 1B Enhancements Project.

PROPOSED AMOUNT: \$10,560

PROJECT BRIEF – This original project involved the design and construction of various improvements at Silver Sands State Park in Milford including the following:

- Utility improvements which include water and sanitary services and connection, hydrants; grease traps; primary and secondary electrical and telephone services; oil/ water separators and settling basins.
- Civil and building improvements, ticket booth complex, boardwalk repairs and upgrades, new maintenance facility, washroom facilities, city emergency watercraft storage, lifeguard station building and concession stand, with a construction duration of four hundred (400) days.

The overall project budget and construction budget have been increased to **\$9,659,584** and **\$7,087,700** respectively, from the initially established at **\$6,245,800** and **\$4,258,000**.

The Consultant was initially engaged via **Task Letter #2** under Contract OC-DCS-CA-0025 to perform CA Services in conjunction with this construction project through Project Closeout. The CA Fee was not to exceed (“NTE”) \$339,969 based on a 400-day construction period and the following services of the Consultant:

- Full-Time Construction phase services including construction observation, submittal reviews, payment application processing, project reporting and change order reviews.
- Completion of project close-out requirements and PM Webb Software Management.
- Review of project schedule, critical path activities and submittal timelines.
- Permit Review Process and approval coordination as required.

Task Letter #2 was signed by the Consultant on March 16, 2018.

In June 2017, SPRB approved Arcadis U.S., Inc. (“AUI”) as one of six firms under the latest *On-Call Construction Administrator Series* of consultant contracts. These contracts expire on July 31, 2019 and have a maximum cumulative fee of \$1,000,000. In February 2019, the Contract was amended to increase the maximum contract amount from \$1,000,000 to \$1,300,000 while maintaining the common contract expiration date of July 31, 2019.

AUI has been approved for the following task(s) under this series:

• Task Letter #1	CST Ready Building Project	\$267,720	(#17-134)
• Task Letter #2	Silver Sands State Park Phase IB	\$339,969	(#18-030)
• Task Letter #3	Aerospace Elementary School	\$389,460	(#18-149)
• Task Letter #4	SOB – Renovation & New Garage	\$87,404	(Informal)
Total Fee to Date:		\$1,084,553	

Construction commenced in 2018. A substantial structure fire took place on March 19, 2019 after the project was almost complete and prior to turning over some of the project components to DEEP.

TASK LETTER #3 is subject to SPRB approval because the total project fee exceeds the threshold cost of \$100,000. As detailed in the proposed Task Letter #2 with Arcadis, the fee is intended to compensate the Consultant for the following project scope:

Expanded Services totaling \$10,560:

- Assistant Project Manager to provide 8 hours per week at a rate NTE \$10,560 (\$110/hour).

This new Task Letter 2A will provide CA Services for three (3) months during Fire Recovery and Re-Build Planning.

Task Letter #2 – ARCADIS Basic Services Fee (#18-030)	CA Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
TOTAL BASIC SERVICE FEE (#18-030) (A)	\$339,969			\$7,087,000	4.80%
Task Letter #2a – ARCADIS Basic Services Fee (#19-121)					
Expanded CA Fees - Fire Recover & Re-Build Planning	\$10,560				
TOTAL BASIC SERVICE FEE (#19-121) (B)	\$10,560				
TOTAL FEE (PRB #19-121) (A)+(B)			\$350,529	\$7,087,000	4.95%

RECOMMENDATION: It is recommended that SPRB **APPROVE** Task Letter 2A for Arcadis U.S., Inc. to provide construction administration services during fire recovery and re-build design at the Silver Sands Phase I Enhancements Project.

PRB #	19-254
Origin/Client:	DCS/CTMD
Transaction/Contract Type	AE / ARC Services Contract
Project Number:	BI-Q-691
Contract:	BI-Q-691-ARC
Consultant:	Ames & Whitaker Architects
Property	Putnam, Pomfret St (376)
Project purpose:	CTMD – CTARNG New Readiness Center
Item Purpose:	New Consultant Contract

At 9:40 AM, LT Col Benjamin Neumon, Col Matthew Wilkinson, Ronald Wilfinger and Peter McClure joined the meeting.

PROPOSED AMOUNT: \$1,913,790

The Connecticut Army National Guard's (CTARNG) Joint Forces Headquarters (JFHQ) in Hartford, is currently looking to design and construct a new National Guard Readiness Center of permanent construction at the state-owned John Dempsey Center campus in Putnam, CT. Comprehensive building design will also include all site utility services, information systems, fire detection and alarm systems, roads, walks, curbs, storm drainage, parking areas, and site improvements as well as interior design services. The selected Architect/Engineer (AE) will need to integrate the federal design program, and provide construction documents (drawings & specifications) and estimates for all phases of the work. Additionally, the AE will perform construction administration and observation services to ensure proper execution of the design. The AE will be required to meet the requirements set forth in the National Guard Bureau (NGB) Design Guides for Readiness Centers.

The AE will meet with stakeholders to flesh out the program requirements. They will develop a minimum of three conceptual options and facilitate a charrette-type presentation of the options. With stakeholder consensus, the AE will develop the selected plan into a final set of construction documents to be publicly bid through the State of Connecticut Department of Administrative Services, Construction Services Department. The AE will have a significant technical background in designing this type of facility including classrooms, offices, kitchen, systems furniture, auditorium, audio visual, electrical, and data/telecom and HVAC systems and will subcontract out for any work not readily available within his/her own staff.

The purpose of these Design Objectives are to outline the tasks for the AE to perform in the areas of programming, design documentation, estimating, and construction administration and observation.

The designer shall coordinate with the stakeholders throughout the project. The designer shall generate meeting minutes of all design meetings/reviews. Issues raised during design meetings/reviews shall be tracked until they are resolved. The AE will provide digitized products for all elements of the work in both native and pdf formats.

The overall construction and total project budget have been established at \$15,429,000 and \$20,512,000 respectively. This project is 100% Federally Funded in accordance with the Military Construction Cooperative Agreements (MCCA) between the State of Connecticut – Military Department and the Federal Government.

In February 2019 the Department of Construction Services (“DCS”) issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the design-bid-build

project - CTARNG New Readiness Center in Putnam. DCS elicited 5 responses to the advertisement of which all submittals were considered “responsive”. DCS then proceeded to review the submittals and after the completion of the internal review process, all firms were selected for short-listed interviews. These firms were as follows, Ames & Whitaker Architects, Burns & McDonnell Engineering Co, Newman Architects, PC, Northeast Collaborative Architects, LLC, Silver, Petrucelli & Associates, Inc. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. At the conclusion of the process DCS identified Ames & Whitaker Architects (“AWA”) as the most qualified firm.

This contract is for Architect/Engineer Consultant Design Team Services for the design-bid-build project - CTARNG New Readiness Center in Putnam with the completion of a pre-design study consisting of three concept plans showing alternative approaches to the building via a Charrette-type presentation over a three-day period. Upon selection of the predesign, the consultant will continue through the initiation of a schematic design phase through the construction document phase and the subsequent completion of construction. The overall compensation rate for this basic service is \$1,491,420 with an additional \$422,370 for special services, for a total fee of \$1,913,790. The contract includes an additional \$30,000 for A/E Design and Construction Phase Contingency.

DAS has confirmed that funding is in place at both the State and Federal levels.

AWA Basic Service Fee (#19-254)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$339,080				
Design Development Phase	\$387,404				
Construction Document Phase	\$434,916				
Bidding and Review Phase	\$76,690				
Construction Administration Phase	\$448,250				
TOTAL BASIC SERVICE FEE (#19-103) (A)	\$1,686,340			\$15,429,000	10.93%
AWA Special Services Fee (#19-254)					
Pre-Design (Charrette, 3 concept plans)		\$197,450			
Design Allowance/contingency		\$30,000			
TOTAL SPECIAL SERVICE FEE (#19-254) (B)		\$227,450			
TOTAL FEE (PRB #19-254) (A)+ (B)			\$1,913,790	\$15,429,000	12.40%

- The February 2019 RFQ elicited 5 responses. The Selection Panel interviewed all five firms and ultimately recommended the appointment of Ames & Whitaker Architects (AWA). The selection was approved by Deputy Commissioner Petra on 3/19/19.
- AWA is located in Southington. This firm was established in 1947 and became Ames & Whitaker in 1990. and has 10 employees which includes five registered Architects. AWA is operating under its corporate license No. ARC.0000011. The license is valid until 07/31/2020.
- Prosurance Redeker Group, LTD reported that over the past 5 years AWA has been exposed to five general liability or professional liability claims, four of which have been closed and one remains open with the Town of Bethany. No claims were involved with State projects
- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 4/22/19.

Minutes of January 2, 2020

- Ames & Whitaker Architects was approved under PRB #05-067 for ARC service for the design and construction of the Camp Rell Readiness Center in Niantic.

RECOMMENDATION: Staff recommends APPROVAL of this consultant contract in the amount of \$1,913,790. The A/E fee of 10.93% of construction cost is within the DCS guideline of 11.5%

At 9:40 AM, LT Col Benjamin Neumon, Col Matthew Wilkinson, Ronald Wilfinger and Peter McClure left the meeting.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #19-245 – Mr. Halpert moved and Mr. Berger seconded the motion to approve PRB File #19-245. The motion passed unanimously.

PRB FILE #19-246 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #19-246. The motion passed unanimously.

PRB FILE #19-254 – Mr. Berger moved and Mr. Valengavich seconded a motion to approve PRB FILE #19-254. The motion passed unanimously.

9. NEXT MEETING – Monday, January 6, 2020

The meeting adjourned.

APPROVED: John Valengavich Date: 1/6/20
John Valengavich, Secretary