

STATE PROPERTIES REVIEW BOARD

Minutes of Special Meeting Held On February 6, 2020 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held a Special Meeting at 10:30AM on February 6, 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

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. Halpert seconded a motion to approve the minutes of the February 3, 2020 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Staff presented the Board with a monthly voucher statement pursuant to CGS 13a-73(h) identifying DOT real estate acquisitions for less than \$5,000.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 20-007
Origin/Client: DCS/DEEP
Transaction/Contract Type AE / Amendment #1
Project Number: BI-T-614
Contract: BI-T-614-ARC
Consultant: Nelson & Edwards Company Architects, LLC
Property Waterford, Great Neck Rd (275) – Harkness State Park
Project purpose: Harkness State Park Support Complex & Water Restoration Tower
Item Purpose: Amendment # 1

PROPOSED AMOUNT: \$28,268

At the State Properties Review Board meeting held on October 29, 2018, the Board approved #18-148 (BI-T-614-ARC), in the amount of \$1,071,064, for the Harkness State Park Support Complex & Water Restoration Tower Project.

DCS is now seeking approval of an additional \$28,268 in fees for the following services:

- Flag existing inland/coastal wetlands and prepare and submit DEEP Permit - \$19,834
- Cost estimating - \$1,500
- Architect coordination for environmental & cost estimating services - \$1,500
- Remobilization of water tower survey postponed earlier due to Turkey Vulture nesting season - \$5,434

The overall construction budget remains unchanged at \$7,466,000 and the total project cost was decreased to \$11,730,195 (from \$11,732,535).

NECA, LLC Fee for Basic Services (PRB #18-148)	COST (\$) (BASIC)	COST (\$) (SPECIAL)	C. Budget (\$)	(%) Budget
Schematic Design Phase	\$120,728			
Design Development Phase	\$160,971			
Construction Document Phase	\$241,456			
Bidding and Review Phase	\$40,243			
Construction Administration Phase	\$241,456			
TOTAL BASIC SERVICE FEE (A)	\$804,854		\$7,466,000	10.78%
Pre-Design Services & Added Services (B)		\$266,211		
TOTAL BASIC SERVICE FEE (#18-148) (A)+(B)		\$1,071,065	\$7,466,000	14.35%
NECA, LLC - AMENDMENT #1 (#20-007) (A1)				
ARC coordination services	\$1,500			
Cost Estimating	\$1,500			
Remobilization of water tower survey	\$5,434			
Wetlands Survey & DEEP Permit (Loureiro Engg.)	\$19,834			
NECA, LLC - AMENDMENT #1 (#20-007) (A1)	\$28,268			
TOTAL BASIC SERVICE FEE (#20-007) (A)+(A1)	\$833,122		\$7,466,000	11.16%
TOTAL FEE (PRB #20-007) (A) + (A1) + (B)		\$1,099,333	\$7,466,000	14.72%

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DCS and DEEP have confirmed funding is in place.

RECOMMENDATION: Staff recommends APPROVAL of this consultant contract in the amount of \$28,268.

FROM PRB #18-148

CONSULTANT FEE: \$1,071,064

Updated – October 25, 2018

In an email dated October 23, 2018 from David Johnson of DEEP, he confirmed that DEEP is committed to the funding level of \$1.2million for the design phase of the project. With this confirmation from the user agency, DEEP, the concern is addressed.

RECOMMENDATION

It is recommended that this file be APPROVED.

At the August 23, 2018 Board meeting, Staff informed the Board that DCS will submit a revised agreement based on previous Staff comments.

On October 2, 2018 DCS provided Staff with a revised agreement reflecting initial Staff comments.

The overall construction budget remains unchanged at approximately \$7,466,000 and the total project cost was increased to \$11,732,535 (from \$11,730,195).

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

NECA, LLC Fee for Basic Services (PRB #18-148)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>C. Budget (\$)</u>	<u>(%)</u> <u>Budget</u>
Schematic Design Phase	\$120,728			
Design Development Phase	\$160,971			
Construction Document Phase	\$241,456			
Bidding and Review Phase	\$40,243			
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TOTAL BASIC SERVICE FEE (A)	\$804,854		\$7,466,000	10.78%
Pre-Design Services & Added Services (B)		<u>\$266,211</u>		
TOTAL BASIC SERVICE FEE (#18-148) (A)+(B)		\$1,071,065	\$7,466,000	14.35%

Staff have the following questions based on the review of the revised proposal.

- The reason to amend the documents was to make sure that the proposal was current as there was a delay in starting the project. Reviewing the NEC's revised proposal (August 2018), Section 4.0 Schedule for work (pg. 3), it has not been amended. It has the same language from previous submission. Does it matter that it still says NTP by June, 2017 and it references draft DAS Project schedule from August 24, 2016?

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- Response - No, it does not matter. The updated labor rate matrix used in the most recent Nelson Edwards proposal is based on the revised DAS project schedule which shows a NTP to design on 11/1/18. However, later a revised Section 4.0 was submitted by the Architect.
- Did they submit a revised schedule along with the August 28, 2018 proposal?
 - Response - DAS does not recognize a consultants schedule. DAS only recognizes the DAS CPM schedule which is used to create the contract rates.
- Appendix A to NEC's proposal (Basic Services - Breakout by Firm) – under Pre-Design Services, item I – Pre-Design Cost Review – Faith + Gould – remark says that it is eliminated per owner. Is that correct? If yes, why is F+G's quote submitted with NEC's proposal and why is it eliminated?
 - Response - Pre design services are eliminated as they are not necessary but F+G is still a sub consultant being used by NEC for cost estimating services in the SD,DD and CD phases.
- I see an email from Glenn confirming \$588,140 in Pre-Construction for the A/E fees. The total fee for this contract is \$1,071,064. Has bond commission approved the entire amount? If yes, pl provide an email from Glenn confirming the availability of funds to enter into this contract.
 - Response - The bond commission only approves design funding. Once the project is bid out and a low bid cost is submitted to DAS we then submit a bond request for the remaining construction phase funds.
 - After going back and forth, this issue is still outstanding. It seems that there are funds in the account but not entirely for A/E and pre-design. Therefore, B1105 should be revised to reflect the actual pre-construction costs.

RECOMMENDATION

Staff recommendation is contingent upon responses to the aforementioned questions.

AUGUST 23, 2018 SUSPENSION

PROJECT BRIEF– Harkness State Park is a 230-acre site improved with multiple buildings that originally served as a farm and the summer residence of Edward S. and Mary Stillman Harkness in Waterford, Connecticut, on Long Island Sound. The estate was left to the State of Connecticut in 1950 and became part of the State Park system in 1952. The property was placed on the National Register of Historic Places in 1986. Any renovation work associated with this project must conform to the US Secretary of the Interior's "Standards for the Preservation of Historic Buildings" and conform to the requirements of Connecticut's State Historic Preservation Office.

In general this project involves the complete renovation/restoration of two of the buildings within the park identified as the Support Complex and Corcoran Windmill & Water Tank.

The Support Complex renovation/restoration will include: Lead & asbestos abatement; Repair and refinishing of walls, floors & ceilings; Restoration and/or replacement of windows; HVAC systems upgrading and zoning for more efficient energy use; restoration of the former residence quarters into employee office space, the office wing into operating condition and the garage/stable area into functional interpretive use; and Site drainage improvements.

The Corcoran Windmill & Water Tank restoration will include: Repair & repointing of the masonry and concrete elements; Window restoration; Interior structural support repair/replacement; Restoration of the Windmill Tower support timbers and the water tank roof structure; and Repair and/or replacement of interior access ways.

The overall construction and total project budget have been established at approximately \$7,466,000 and \$11,730,195 respectively.

In March 2016 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for *Architect & Engineer (A/E) Consultant Services* related to the Harkness State Park Support Complex & Water Restoration Tower. DCS elicited nine (9) responses to the advertisement of which all were considered “responsive.” DCS then proceeded to review nine submittals and after the completion of the internal review process, five firms were selected for short-listed interviews. These firms were as follows, Smith Edwards McCoy Architects, P.C., Ames & Whitaker Architects, P.C., Gregg Wies & Garnder Architects, LLC, Christopher Williams Architects, LLC and Nelson & Edwards Company Architects, LLC. 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 Nelson & Edwards Company Architects, LLC (“NECA”) as the most qualified firm, approved by DAS Commissioner Currey on July 21, 2016.

This contract is for *Architect/Engineer Consultant Design Team Services* for the completion of the Harkness State Park Support Complex & Water Restoration Tower from the initiation of a schematic design phase through the construction document phase, bidding and the subsequent completion of construction. The overall compensation rate for this basic service is \$738,700 with an additional \$247,635 for “Pre-Design Services and Added Services.” As such the total project fee is \$986,335. The scope is detailed in the DCS memo to SPRB.

NECA, LLC Fee for Basic Services (PRB #18-148)	COST (\$) (BASIC)	COST (\$) (SPECIAL)	C. Budget (\$)	(%) Budget
Schematic Design Phase	\$110,805	-	-	-
Design Development Phase	\$147,740	-	-	-
Construction Document Phase	\$221,610	-	-	-
Bidding and Review Phase	\$36,935	-	-	-
Construction Administration Phase	\$221,610	-	-	-
TOTAL BASIC SERVICE FEE (A)	\$738,700		\$7,466,000	9.9%
Pre-Design Services & Added Services (B)		\$247,635	-	-
TOTAL BASIC SERVICE FEE (#18-148) (A)+(B)		\$986,335	\$7,466,000	

- The March 2016 RFQ elicited 9 responses. The Selection Panel interviewed five firms and ultimately recommended the appointment of Nelson & Edwards Company Architecture, LLC (“NECA”). The selection was approved by Commissioner Currey on 7/21/2017.
- NECA is located in Branford. This firm was established in 1996.
- Smith Brothers Insurance, LLC reported that over the past 5 years NECA has been not been exposed to any general liability or professional liability claims.
- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 7/23/2018.

Following questions were raised based on the review of the proposal.

- Why is allowable fees calculated using Group “C” New Construction? Looks like this project is “renovation/restoration”.
- In the revised (March 26, 2018) proposal from the Architect (Section 1.0 – Understanding of Project), it lists total project cost as \$7,166,000 vs. \$7,466,000. I just want to make sure that the Architect’s understanding of the project is similar to DCS’s. I do see that the total project cost of \$7,466,000 is listed in the contract (pg. 2 of 10)
- The Architect’s revised proposal states (under Section 4.0) that they anticipate notification to proceed by June 2017. Have they started the design work? If not, how long is this proposal valid without additional fees because of late start?

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- For example, the pre-design and architectural programming is estimated at 105 calendar days from time to NTP. If the NTP comes after a year or two from what the Architect had anticipated, will there be a request for additional fees? If yes, under which section of the agreement/contract?
- PI provide the draft DAS project schedule (pre-design to construction phase & closeout).
- Have the Architect submitted hourly rates of their staff that will be involved with the project? If not, should they?

RECOMMENDATION: DCS informed that it will not be able to submit the revised agreement based on staff comments with Nelson & Edwards Company Architects, LLC at the Harkness State Park until later date. Therefore, it is recommended to SUSPEND the file PRB 18-148 until the Board receives the revised documents.

7. OTHER BUSINESS

A motion was made by Mr. Halpert and seconded by Mr. Josephy to approve Board Fees and Mileage for Mr. Berger to attend meetings at the Legislative Office Building on February 5, 2020. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #20-007 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #20-007. The motion passed unanimously.

9. NEXT MEETING – Monday, February 10, 2020.

The meeting adjourned.

APPROVED:


John Valengavich, Secretary

Date:

2/10/20