

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On August 10, 2020 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on August 10, 2020 remotely via telephone conference at (866)-692-4541, passcode 85607781.

### 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 moved and Mr. Berger seconded a motion to approve the minutes of the August 6, 2020 Meeting. The motion passed unanimously.

### 2. COMMUNICATIONS

### 3. REAL ESTATE- UNFINISHED BUSINESS

### 4. REAL ESTATE – NEW BUSINESS

### 5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

### 6. ARCHITECT-ENGINEER - NEW BUSINESS

<b>PRB #</b>	<b>20-140</b>
<b>Origin/Client:</b>	DCS/DAS-FM
<b>Transaction/Contract Type</b>	AE / Task Letter
<b>Project Number:</b>	BI-2B-400
<b>Contract:</b>	OC-DCS-ARC-0047
<b>Consultant:</b>	OakPark Architects, LLC (OPA)
<b>Property</b>	Hartford, Capitol Ave (410)
<b>Project purpose:</b>	Bathroom Renovations and ADA Upgrades
<b>Item Purpose:</b>	Task Letter #6C

PROPOSED AMOUNT: \$6,960

On April 2, 2020, under PRB File #20-045, the Board approved Task Letter #6B to the on-call contract to retain the services of a sub-consultant for Structural Engineering design services, totaling \$3,850.

Under this proposed TASK LETTER #6C with OakPark Architects, LLC, the fee is intended to compensate the Consultant an additional \$6,960 for additional CA Services beyond the contract substantial completion date (180 days) of April 20, 2020. DCS is seeking approval of additional CA Services for the period of April 21, 2020 to July 17, 2020 (87 days). The scope of services for the extended period include the following:

- Review the Contractor's submittals for general conformance with the design intent expressed in the Contract Documents.
- Visit the site as required by progression of work during construction to assess the progress and quality of work and to determine if the work being performed is in general compliance with the Contract Documents.
- Attend seven (7) job meetings, in conjunction with site visits, and prepare meeting minutes and field reports to document the progress and quality of the Contractor's work.
- Review and respond to Request for Information, if necessary, prepare ASI or Proposal Requests.
- Review and process change order proposals and change orders.
- Review Contractor's Applications and Certificate for Payment including Contractor's Requisition for Final Payment based upon a final inspection indicating the work is in compliance with the Contract Documents.

The Construction Budget and total Project Budget have remained at \$1,475,000 and \$1,983,500, respectively.

Task Letter #6– OPA (PRB File #16-225)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic & Design Development Phase	\$61,560				
Contract Documents	\$34,200				
Tracing & Masters/Bidding	\$6,840				
Construction Administration	<u>\$34,200</u>				
OPA'S BASE FEE (A)	\$136,800			\$1,570,000	8.71%
TL #6A – Additional design services (A1) (PRB File #19-132)	<u>\$6,000</u>				
OPA'S TOTAL BASE FEE (A)+(A1)	\$142,800			\$1,634,397	8.74%
TL #6B – Additional design services (A2) (PRB File #20-045)	<u>\$3,850</u>				
OPA'S TOTAL BASE FEE (A)+(A1)+(A2)	\$146,650			\$1,475,000	9.94%
TOTAL SPECIAL SERVICES FEE ( B)		\$0			
TL #6C – Additional design services (A3) (PRB File #20-140)	<u>\$6,960</u>				
OPA'S TOTAL BASE FEE (A)+(A1)+(A2)+(A3)	\$153,610			\$1,475,000	10.41%
TOTAL SPECIAL SERVICES FEE ( B)		\$0			
<b>TOTAL PROJECT FEE (A) + (B)</b>			\$153,610	\$1,475,000	10.41%

Under Task Letter #6, the Board approved the Consultant's fee of \$136,800, of which \$34,200 was allocated for CA Services. This equates to \$190/calendar day (180-day construction period).

Under this proposed Task Letter #6C, the Consultant is seeking an additional \$6,960, which equates to \$80/calendar day over the extended 87-day construction period.

Staff had following questions:

1. What unforeseen conditions were found?  
DCS Response: When the existing sheet rock and ceilings were demolished per plans and specifications, the existing metal stud framing and steel deck on each floor was rusted and the existing metal stud framing was found to be at 24" on center.  
Staff Response: OK
2. Did this result in design changes or change in contract amount?  
DCS Response: Yes all the metal stud framing was remove and replaced at 16" on center. Steel plates and angles were installed at the underside of the compromised steel deck at each floor, at 32 bathrooms.  
Staff Response: OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #6C for Oak Park Architects to provide consulting design and construction administration services on this project. The overall basic service fee of 10.41% is within the established guideline rate of 12.0% for Group B Renovation Project.

---

FROM PRB #20-045

On July 11, 2019, under PRB File #19-132, the Board approved Task Letter #6A to the on-call contract to provide additional design services for asbestos abatement and to meet the guidelines for the new electronic bidding format, totaling \$6,000.

Under this proposed TASK LETTER #6B with OakPark Architects, LLC, the fee is intended to compensate the Consultant an additional \$3,850 to retain the services of a sub-consultant for Structural Engineering design services as follows:

- Review Bid Drawings;
- Visits site as necessary;
- Review existing conditions;
- Provide a fan support/angle frame details;
- Provide reinforcing and angle frame details as required;
- Provide a detail to restore the floor decking where deteriorated;
- Provide a detail to infill existing duct work openings as a result of demolition; and,
- Provide a field survey of existing conditions in the garage ceiling where the structural beam blocks access to the existing sanitary tie-in, a structural detail for permitting a penetration through the existing beam and additional construction administration including shop drawing review and one site visit by the structural engineer.

The Construction Budget and total Project Budget have been reduced to \$1,475,000 (from \$1,570,000) and \$1,983,500 (from \$2,086,000) respectively.

Task Letter #6- OPA (PRB File #16-225)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic & Design Development Phase	\$61,560				
Contract Documents	\$34,200				
Tracing & Masters/Bidding	\$6,840				
Construction Administration	\$34,200				
OPA'S BASE FEE (A)	\$136,800			\$1,570,000	8.71%
TL #6A – Additional design services (A1) (PRB File #19-132)	\$6,000				
OPA'S TOTAL BASE FEE (A)+(A1)	\$142,800			\$1,634,397	8.74%
TL #6B – Additional design services (A2) (PRB File #20-045)	\$3,850				
OPA'S TOTAL BASE FEE (A)+(A1)+(A2)	\$146,650			\$1,475,000	9.94%
TOTAL SPECIAL SERVICES FEE ( B)		\$0			
<i>TOTAL PROJECT FEE (A) + (B)</i>			\$146,650	\$1,475,000	9.94%

RECOMMENDATION: It is recommended that SPRB APPROVE Task Letter #6B for Oak Park Architects to provide consulting design and construction administration services on this project. The overall basic service fee of 9.94% is within the established guideline rate of 12.0% for Group B Renovation Project.



FROM PRB #19-132

PROPOSED AMOUNT: \$6,000

TASK LETTER #6A – The Department of Construction Services (“DCS”) has submitted to the Board Task Letter #6A which is intended to compensate the Consultant, for additional design services for asbestos abatement and to meet the guidelines for the new electronic bidding format, which are described as follows:

- Replace all Division 0 and I with current standard design-bid-build sections, including incorporating the asbestos abatement work to be within the scope of the project.
- Revise all drawings and specifications to current date.
- Update the cost estimate to include asbestos abatement work.
- Reissue entire bid document package, including new Construction Documents and Mylar cover sheet.

Task Letter #6- OPA (PRB File #16-225)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic & Design Development Phase	\$61,560				
Contract Documents	\$34,200				
Tracing & Masters/Bidding	\$6,840				
Construction Administration	\$34,200				
OPA'S BASE FEE (A)	\$136,800			\$1,570,000	8.71%
TL #6A – Additional design services (A1) (PRB File #19-132)	\$6,000				
OPA'S TOTAL BASE FEE (A)+(A1)	\$142,800			\$1,634,397	8.74%
TOTAL SPECIAL SERVICES FEE ( B)		\$0			
<i>TOTAL PROJECT FEE (A) + (B)</i>			\$142,800	\$1,634,397	8.74%

Staff have requested clarification of the following issues:

1. Pl clarify the delay in submitting this TL #6A to SPRB for approval.

• DCS Response- OPA submitted the proposal request on 9/11/2018 for additional services, on 9/24/2018 DAS/PM submitted Supplemental Task documents to management. I do not know why it was delayed. Peter, can you clarify?

2. What is the status of the work to be completed under TL#6A?

• DCS Response - OPA completed the work. The on-call contract, Section CC, specifically infers that the Architect should not provide services without approval of the Board. It says that "...without properly executed TL, the Architect accepts the risk that payment will not be made by the State of CT". Why was this contractual requirement not followed?

3. It seems that this project was bid in November 2018 with bids due in January 2019. What is the status of the construction contract? Will this project be re-bid with asbestos abatement work included or was it included in November 2018 bid?

• DCS Response – Based on letter received on 6/24 from Mellanee Walton, it appears as though the Bond Commission approved Construction funding. The documents that were bid contained the asbestos abatement work. DCS Policy OK

4. If not, why wasn't the asbestos abatement work included in the original bid?

• DCS Response – see Item 3. above. DCS Policy OK

5. Will the consultant be paid twice for work related to bidding phase?

• DCS Response – no. OK

6. How is this work (asbestos abatement) being paid? B1105 says that ACM removal will be paid through separate funds.

• DCS Response – My understanding was the abatement work was originally going to be paid for with separate funds per our original scope. Presently the abatement work it is included in the bids received. OK

7. What is the total estimate project cost including asbestos abatement?

• DCS Response – estimated construction cost: \$1,634,396.91; Base bid: \$1,475,000.00 OK

8. Pl provide a Task Log report for OC-DCS-ARC-0047

• DCS Response – DCS provided the log as requested, all set.

**RECOMMENDATION:** It is recommended that the Board APPROVE this proposal provided that the Board puts DCS on notice to stop the practice of approving the services and completing the work before the Board has reviewed additional scope/compensation and provided approval as required by the Statute. It is also recommended that DCS strictly follow their own requirements of the on-call contract.

---

FROM PRB #16-225

**PROJECT BRIEF**– In general, this project involve design and construction services for the upgrade and renovation of 16 toilet rooms at 410 Capitol Avenue. Based on the previously completed pre-design study by Oak Park Architects the scope of work will include the installation of all new fixtures, partitions and associated accessories to comply with code and ADA requirements. It is envisioned that the consultant will provided all of the required demolition plans, design phase drawings including all fire protection, exhaust fans and ADA requirements. The project will also include the upgrade of all lighting with new LED fixtures.

In November 2014, SPRB approved Oak Park Architects, LLC (“OPA”) (PRB File #14-279) as one of eight firms under the latest On-Call Architectural Support Services consultant contracts. These contracts have a maximum contract fee of \$1,000,000 with a common expiration date January 15, 2017. Subsequently OPA has been approved for the following tasks under this series:

• Task Letter #1	NCC Door Hardware Replacement	\$38,000 (Informal)
• Task Letter #1A	NCC Door Hardware Replacement	\$ 4,620 (Informal)
• Task Letter #2	MXCC New Manufact. Center Project	\$97,800 (Informal)
• Task Letter #3	Cheshire Corr. Center Exterior Improvs.	\$92,750 (Informal)
• Task Letter #4	CCSU Burritt Library Renovations	\$65,000 (Informal)
• Task Letter #5	<u>CCSU Devils Student Center Renov.</u>	<u>\$49,000 (Informal)</u>
	<b>TOTAL FEES</b>	<b>\$347,170</b>

TASK LETTER #6 is a new task letter and subject to SPRB approval because the value of the task letter for this project exceeds \$100,000. The Construction Budget and total Project Budget have been established at \$1,570,000 and \$2,086,000 respectively.

As detailed in the scope letter from OPA to DCS dated May 8, 2016 the \$136,800 is intended to compensate the Architect for the following project scope:

- Completion of schematic through construction document phase plans
- Development of an existing conditions MEP Plan and associated demolition drawings
- Associated code reviews, ADA checklists, exhaust and alarm systems to confirm design plans.
- Completion of required technical speculations and a new probable cost estimate.
- Limited construction administration services

As summarized in the following table, the consultant’s base fee as a percentage of Construction Budget is as follows:

Task Letter #6 – OPA (PRB File #16-225)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic & Design Development Phase	\$61,560				
Contract Documents	\$34,200				
Tracing & Masters/Bidding	\$6,840				
Construction Administration	<u>\$34,200</u>				
OPA’S BASE FEE (A)	\$136,800			\$1,570,000	8.71%
TOTAL SPECIAL SERVICES FEE (B)		\$0			
<i>TOTAL PROJECT FEE (A) + (B)</i>			\$136,800	\$1,570,000	8.71%

**RECOMMENDATION:** It is recommended that SPRB APPROVE Task Letter #6 for Oak Park Architects to provide consulting design and construction administration services on this project. The overall basic service fee of 8.71% is within the established guideline rate of 12.0% for Group B Renovation Project.

**PRB #** 20-141  
**Origin/Client:** DCS/DEEP  
**Transaction/Contract Type** AE / Amendment  
**Project Number:** BI-2B-381  
**Contract:** BI-2B-381-ARC  
**Consultant:** Amenta/Emma Architects, P.C.  
**Property** Hartford, Capitol Ave (165)  
**Project purpose:** State Office Building Renovation  
**Item Purpose:** Amendment #3

**CONSULTANT FEE:** \$130,700

On March 1, 2018, under PRB File #18-029, the Board approved Amendment #2 to the contract to provide expanded design services totaling \$241,284, for the following scope.

- Parking Structure Wall & Program Revisions
- East Lot Design Revisions
- Elevator Replacement
- Special Inspection Services

Under this proposed AMENDMENT 3 with Amenta/Emma Architects, P.C., the fee is intended to compensate the Consultant an additional \$130,700 for additional ARC Services in conjunction with the following scope of services:

- Build-out design services for Trinity Street employee relocation (\$101,500):  
There are approximately 9,875 square feet of vacant space on the Ground Floor (G033, G050, G104, G105, and G126) and 1,765 square feet of vacant space on the First Floor (Suite 1157) that may be used to house some combination of the agencies identified. Intent is to relocate the Office of the Child Advocate to First Floor Suite 1157, which was fully constructed as part of the initial build out but will require new furniture.
- Comptroller-requested workstation redesign (\$7,100):  
The Comptroller has requested (7) existing Type 3 workstations on the south side of the 3<sup>rd</sup> Floor North Wing be converted into (30) Type 1 workstations. Based on preliminary study, (18) Type 1 workstations can be provided in place of the existing (7) Type 3 stations. Additional power and data will be required.

In the northwest corner of the 3<sup>rd</sup> Floor North wing, the Comptroller has requested (4) existing Type 3 workstations be converted into (1) Type 3 workstation and (2) Type 2 stations. Based on preliminary study, (2) Type 3 stations and (2) Type 2 stations may be provided in place of the existing bank of (4) Type 3 stations. Existing power and data will support this change.

- Screening at Breakrooms (\$20,150):  
Screening elements have been requested by the Attorney General, Comptroller and Treasurer offices for open workstations on the east and west sides of the building that are open to the restrooms and breakrooms. Intent is to reduce visual and noise complaints. On the second, third, and fifth floors, glass panels with applied film in top and bottom channels will be constructed in front of workstations. A furniture option is to be reviewed and estimated as an alternate.

On the third floor, an additional option will be documented for as an alternate to the screen walls. Four new hard-wall offices have been requested on the west side of the floor in the open workstation area inboard from the window wall in place of four existing Type 3 workstations.

- Lobby Desk Retrofit (\$1,950):  
Retrofit the existing lobby desk to add a transparent glass screen for the purpose of creating a

barrier against the transmission of airborne particles from one side of the screen to the other. The screen should accommodate for clear communications between the sides of the screen and the ability to transfer documents below the screen but above the desk surface.

The following is a breakdown of the Consultant's Proposal:

<b>Fit out of existing spaces for relocated Trinity Street occupants</b>								
	Programmin g	SD	DD	CD	CA	Furnitur e	Sub Total	Total
Architectural	\$8,500	\$5,000	\$10,000	\$19,000	\$19,000	\$10,500	\$72,000	
MEP / FP	\$0	\$5,900	\$5,900	\$11,800	\$5,900	\$0	\$29,500	\$101,500
<b>Comptroller Workstation Changes</b>								
	Prog. + SD	SD	DD	CD	CA	Furnitur e	Sub Total	Total
Architectural	\$2,000	\$0		\$400	\$400	\$2,500	\$5,300	
MEP / FP	\$400	\$0	\$400	\$800	\$200	\$0	\$1,800	\$7,100
<b>Screening at Break Rooms/Office Option</b>								
		SD	DD	CD	CA	Furnitur e	Sub Total	Total
Architectural	\$0	\$750	\$1,500	\$9,500	\$6,000	\$1,500	\$19,250	
MEP / FP	\$0	\$200	\$200	\$400	\$100	NA	\$900	\$20,150
<b>Lobby Desk Retrofit</b>								
		SD	DD	CD	CA	Furnitur e	Sub Total	Total
Architectural	\$0	\$0	\$600	\$750	\$600	NA	\$1,950	\$1,950

DCS has confirmed for SPRB that funding is available for this contract.

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

AEA Fee for Basic Services (PRB 14-133)	COST (\$) (BASIC)	COST (\$) (SPE- CIAL)	TOTAL FEE	C. Budget (\$)	(%) Budget
PRE-DESIGN STUDY TOTAL BASIC SERVICE FEE (#14-133) (A)	\$750,170			\$146,000,000	0.51%
<b>SPECIAL SERVICES:</b>					
Structural Engineering & Invasive Testing (Simpson Gumpertz and Heger)		\$75,000			
Geotechnical & Borings (Welti Assoc.)		\$38,000			
Phase I & II Environmental Site Assessments (Fuss & O'Neill Inc.)		\$119,000	-		
TOTAL SPECIAL SERVICES(B)		\$232,000			
TOTAL FEE ( PRB #14-133) (A) + (B)			\$982,170	\$146,000,000	0.67%
SCHMATIC DESIGN PHASE TOTAL BASIC SERVICE FEE (#15-240) (A1)	\$2,000,000				
Geotechnical & Borings (Welti Assoc.) (B1)		\$57,570	-		
BASIC SERVICE FEE (#15-240) (A) + (A1)	\$2,750,170			\$146,000,000	1.88%
SPECIAL SERVICE FEE (#15-240) (B) + (B1)		\$289,570			
TOTAL FEE ( PRB #15-240) (A)+(A1) + (B)+(B1)			\$3,039,740	\$146,000,000	2.08%
PRB #16-240 – CONTRACT AMENDMENT #1 – COMPLETION OF PROJECT DESIGN SERVICES AND ADDITIONAL TESTING	\$12,361,000	\$846,750	-		
TOTAL BASIC SERVICE FEE (#16-240) (A) + (A1) + (A2)	\$15,111,170			\$139,736,664	10.81%
TOTAL SPECIAL SERVICES FEE (#16-240) (B) + (B1) + (B2)		\$1,136,320			
TOTAL FEE ( PRB #16-240) (A)+(A1)+(A2)+(B)+(B1)+(B2)			\$16,247,490	\$139,736,664	11.63%

PRB #18-029 – CONTRACT AMENDMENT #2 – COMPLETION OF PROJECT DESIGN SERVICES AND ADDITIONAL TESTING	\$241,284				
TOTAL BASIC SERVICE FEE (#18-029) (A) + (A1) + (A2) + (A3)	\$15,352,454			\$139,736,664	10.99%
PRB #20-141 – CONTRACT AMENDMENT #3 – Relocation of Trinity St Staff & Other Design Services (A4)	\$130,700				
TOTAL BASIC SERVICE FEE (#20-141) (A) + (A1) + (A2) + (A3)+(A4)	\$15,483,154			\$164,296,713	9.42%
TOTAL PROJECT FEE			\$16,619,474	\$164,296,713	10.11%

Staff have requested clarification of the following issues:

Staff asked DCS to clarify the following:

1. Reason/s why this has to be done this way and not the normal way of securing consultant through regular process?

DCS Response: This was the direction from Noel. It will be faster to use Amenta Emma and the current team to do this as a change that it would to start a new project and go through the selection process.

DCS Legal: I would not characterize as abnormal the utilization of an existing design professional for additional work involving the same building as the base design. There is, moreover, ample justification for doing so here. There has been an expressed desire to move forward with the design and construction in the most expeditious and cost effective manner as possible so that the State of Connecticut can vacate the Trinity Street properties. Maintaining the same team that is in the process of completing the State Office Building renovations is the best means of accomplishing these goals. They are mobilized and knowledgeable of the building. Much of the work under the amendment includes a re-design or re-work of space that had been included in the base design. The architect can rely on the CMR for cost estimating throughout the design process.

Viewing the role of the architect in this process, as you know from reviewing past contracts and task letters, a design professional new to a project needs to engage in certain initial tasks. These include review of existing drawings, specifications, surveys, reports and other available documents; perform field inspections and measurements of existing conditions and problem areas; verify the configuration of existing space; verify the type and condition of applicable systems; and, prepare a report certifying the performance of such investigations and indicating the buildings capabilities, limitations and deficiencies. As you can see from the draft of the Amendment, utilization of the existing architectural firm eliminates the need for these initial tasks, and the firm can begin with programming for the space. In the present situation, the additional work also includes the architect’s subconsultant for MEP work. Utilization of the same subconsultant who designed these systems is critical for maintaining the schedule and cost effectiveness of the additional work.

Keeping the same project team avoids the possibility, further, of coordination of work among prime contractors, the potential for impacting existing warranties, and confusion as to project labor agreement work versus non-project labor agreement work. **OK**

2. The hourly rates identified are 2020 rates. How do they compare with the rates from earlier amendments?

DCS Response: The rates are higher. Keep in mind the original contract was signed 5 years ago in 2015.

DCS Legal: The design professional’s rates are slightly higher than the on-call architect contract series rates from 2019. For example, the principal’s rate under the on-call series ranges from \$170 to \$240 per hour, the project manager from \$125 to \$160 and the senior architect/designer from \$110 to \$165. **OK**

3. Estimate total project cost (for the additional services) and % of the architect's fee

**DCS Response:** This part of the project is estimated at \$1,751,862.00 (Amount allocated at OPM but not transferred to DCS as of yet). AE fee is 7% of that at \$128,750.00 OK

**RECOMMENDATION:** It is recommended that SPRB **APPROVE** Amendment #3 to compensate consultant for additional design & CA services for the continuing renovation to the State Office Building. The overall basic service fee of \$130,100 is equivalent to approximately 7.5% of the \$1,751,862 construction budget and is within the 11.5% maximum guideline rate for this Group B Project.

---

Re: PRB # 18-029, Standard Fixed-Fee—A/E Services Contract – Amendment #2  
State Office Building Renovation & New Parking Garage Project – Hartford  
Project #BI-2B-381-ARC– Amenta/Emma Architects, P.C. - Total Fee \$241,284

---

PROJECT BRIEF– In general this project involves the design and construction for the complete renovation of the existing State Office Building (“SOB”) located at 165 Capitol Avenue in Hartford. The overall project is envisioned to include the complete restoration of the 350,000 GSF state office building, the demolition of the Buckingham Street Parking Garage, construction of a new parking garage, various internal site improvements and public space enhancements. The SOB was originally built in 1931 and is a limestone clad structure with two partial basements, a ground floor access level and five upper floors. The overall project is also envisioned to include additional improvements such as a new surface parking lot, creation of a public plaza, streetscape enhancements and various ADA upgrades.

In May 2013 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for Architect & Consultant Design Teams related to the State Office Building Renovation and New Parking Garage Project. At the conclusion of the process DCS identified Amenta/Emma Architects, P.C., (“AEA”) as the most qualified firm. In May 2014, SPRB approved the contract (PRB #14-133) for AEA to provide design and engineering services for the completion of a predesign study which focused the evaluation of various existing conditions within the building and site. The overall compensation rate approved by the Board under PRB #14-133 included \$750,170 for basic services with an additional \$232,000 in special services. As such the total project fee approved by the Board was \$982,170. The special services detailed in the approved project scope included Phase I and II Environmental Site Assessments, Hazardous Building Material Surveys, Site Borings/Geotechnical Engineering, Invasive Structural Engineering Evaluations and Traffic Engineering. The scope of work under this contract was finalized and submitted to DCS in January 2015 as the Final Conditions Assessment and Concept One Program Document Report.

In October 2015, the Board approved a new contract (PRB File #15-240) AEA to provide Architect/Engineer Consultant Design Team Services for the completion of “Programming and Schematic Design Phase Services” as required for the State Office Building Renovation and New Parking Garage Project.

The overall scope of this approved contract was to compensate AEA for the initiation and completion of the schematic design and programming phase. It was envisioned that this design phase will enable AEA to key project program around three primary agencies: Office of the Attorney General, Office of the State Comptroller and the Office of the State Treasurer. The approved project scope was also intended to focus on design standards to achieve initial programming data (20% offices, required conference rooms, support space, shared space and public access), new municipal utility connections, new MEP and life safety systems, installation of all new code compliant plumbing and electrical services as well as a new food servery area. The project scope also included the restoration of the limestone panels, roof replacement, new exterior windows, renovations to the existing courtyard and all of the required

coordination with the State Historic Preservation Office. The approved schematic design phase program was based on a construction budget of \$146M.

More recently in October 2016 (PRB File #16-240) the Board approved Contract Amendment #1 to compensate the consultant for the following additional project services:

- FF&E Programming – design and management services for the specification, selection and layout of “loose” furniture.
- Animation Model – Development of an animated rendering detailing the redeveloped site and surrounding area.
- Elevator Study – Evaluation of existing elevator systems inclusive of Code and ADA requirements.
- Destructive Testing Analysis – Evaluation and Testing of Various existing conditions as part of the design process.

CONTRACT AMENDMENT #2 (PRB File #18-029): DCS has now submitted Contract Amendment #2 to the Board which will compensate AEA for the following additional services:

- Parking Structure Wall & Program Revisions – design and management services for the required design modification to develop a single pre-cast panel consistent with the architectural wall assembly developed by the design team. It is envisioned that the single wall assembly will save both construction dollars and inter-trade coordination requirements. The design team is also limiting the overall height of the structure and the extent of underground construction to address existing soil conditions, rock profiles and footing drain requirements.
- East Lot Design Revisions– Due to the recently planned residential development within this area the surface parking lot details for the site are being removed from the project scope. Only minor grading and drainage improvements are now being planned for this area.
- Elevator Replacement – Replacement of the existing elevator systems inclusive of Code and ADA requirements. This work is being done per the recommendation of the 2017 Elevator Study completed by AEA.
- Special Inspection Services – Completion of special inspection requirements as developed and outlined in the statement of special inspections.

DCS has confirmed for SPRB that funding is available for this contract. Project funding was approved at the September 2015 Meeting of the State Bond Commission.

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

AEA Fee for Basic Services (PRB 14-133)	COST (\$) (BASIC)	COST (\$) (SPECIAL)	C. Budget (\$)	(%) Budget
PRE-DESIGN STUDY TOTAL BASIC SERVICE FEE (#14-133) (A)	\$750,170		\$146,000,000	0.51%
<b>SPECIAL SERVICES:</b>				
Structural Engineering & Invasive Testing (Simpson Gumpertz and Heger)		\$75,000		
Geotechnical & Borings (Welti Assoc.)		\$38,000		
Phase I & II Environmental Site Assessments (Fuss & O'Neill Inc.)		+\$119,000		
TOTAL SPECIAL SERVICES(B)		\$232,000		
TOTAL FEE ( PRB #14-133) (A) + (B)		\$982,170	\$146,000,000	0.67%
SCHMATIC DESIGN PHASE TOTAL BASIC SERVICE FEE (#15-240) (A1)	+\$2,000,000			
Geotechnical & Borings (Welti Assoc.) (B1)		+\$57,570		
BASIC SERVICE FEE (#15-240) (A) + (A1)	\$2,750,170		\$146,000,000	1.88%
SPECIAL SERVICE FEE (#15-240) (B) + (B1)		\$176,570		
PRB #16-240 – CONTRACT AMENDMENT #1 – COMPLETION OF PROJECT DESIGN SERVICES AND ADDITIONAL TESTING	+\$12,361,000	+\$846,750		
TOTAL BASIC SERVICE FEE (#16-240) (A) + (A1) + (A2)	\$15,111,170		\$139,736,664	10.81%
TOTAL SPECIAL SERVICES FEE (#16-240) (B) + (B1) + (B2)		\$1,023,320		
PRB #18-029 – CONTRACT AMENDMENT #1 – COMPLETION OF PROJECT DESIGN SERVICES AND ADDITIONAL TESTING	+\$241,284			
TOTAL BASIC SERVICE FEE (#18-029) (A) + (A1) + (A2) + (A3)	+\$15,352,454		\$139,736,664	10.99%
TOTAL PROJECT FEE		\$16,375,774	\$139,736,664	11.72%

**RECOMMENDATION:** It is recommended that SPRB APPROVE Contract Amendment #2 for Amenta/Emma Architects, P.C. to provide additional design services for the State Office Building Renovation and New Parking Garage Project. The overall basic service fee of \$15,111,000 is equivalent to approximately 10.99% of the \$139,000,000+ construction budget and is generally consistent with the 11.5% maximum guideline rate for this Group B Project.

**7. OTHER BUSINESS**

The Board initiated a review and discussion of the draft SPRB Annual Report to the Governor for FY-2020.

**8. VOTES ON PRB FILE:**

**PRB FILE #20-140** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #20-140. The motion passed unanimously.

**PRB FILE #20-141** – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #20-141. The motion passed unanimously.

**9. NEXT MEETING** – Thursday, August 13, 2020.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
John Valengavich, Secretary