

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On August 13, 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 13, 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 10, 2020 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Director Desai provided a summary of the conference call between SPRB staff and Jamie Smith of Dept. of Agriculture including the availability of the appraisal class that DoAg recommended couple of weeks ago.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

PRB #	20-143
Transaction/Contract Type:	RE – Voucher
Origin/Client:	DOT/DOT
Project Number:	018-135-018
Grantor:	99 Federal Road, LLC
Property:	Brookfield, Federal Rd (99)
Project Purpose:	Safety Improvements along Route 202
Item Purpose:	Voucher

DAMAGES: \$20,200

DOT PROJECT: The purpose of this project is to improve safety on the lower portion of Route 202 (Federal Road) for all users. The project limits are from the driveway of BJ's/Kohl's to the intersection of Route 202 (Federal Road) and Route 133 (Junction Road).

- The project consists of four (4) intersection safety improvements:
- The construction of a southbound dedicated left-turn lane into Chick-Fil-A and Shop Rite plaza.
- The installation of a traffic signal at the intersection of Beverly Drive and Hardscrabble Road.
- The installation of a traffic signal at the southern intersection of Route 202 and Old New Milford Road.
- The removal of one of the two traffic signals at the northern intersection of Route 202 and Old New Milford Road.

The project also proposes the widening of the roadway along the corridor to provide 4-foot shoulders to improve safety for bicyclists. In addition, the project will include the construction of 5-foot sidewalks to accommodate pedestrian traffic along the corridor.

The present schedule indicates that the design will be completed in January 2021, with construction anticipated to begin in summer 2021. The estimated construction cost for this project is approximately \$6.0 million, anticipated to be undertaken with 80% federal funds and 20% state funds.

Subject Property Description, Before the Taking: The subject property consists of a commercially-zoned, 219,934± square foot (5.049± acres), parcel of land with 629.87± feet of frontage along the easterly side of Federal Road and 686.23± feet of frontage along the northwesterly side of Gray's Bridge Road. The parcel is irregularly-shaped with level topography along the Federal Road frontage and sloping downward to the rear along the Gray's Bridge Road frontage. The property is located in an intensely developed retail/commercial neighborhood known as the 'Miracle Mile.' The property is pre-existing non-conforming regarding site requirements. The property is improved with two buildings. A single-tenant retail building containing 42,654± square feet, constructed in 1999 and a bank branch containing 3,566± square feet and was built in 2005. Both buildings are in average condition.



Southeasterly.

Before Valuation: An appraisal was prepared by DOT appraiser John P. Kerr as of May 20, 2020.

Land Valuation: Based on the sales comparison approach, the appraiser analyzed three sales of commercially-zoned land in Brookfield (2) and Danbury (1) concluded that the fair market value of the subject land was \$15/square foot, or

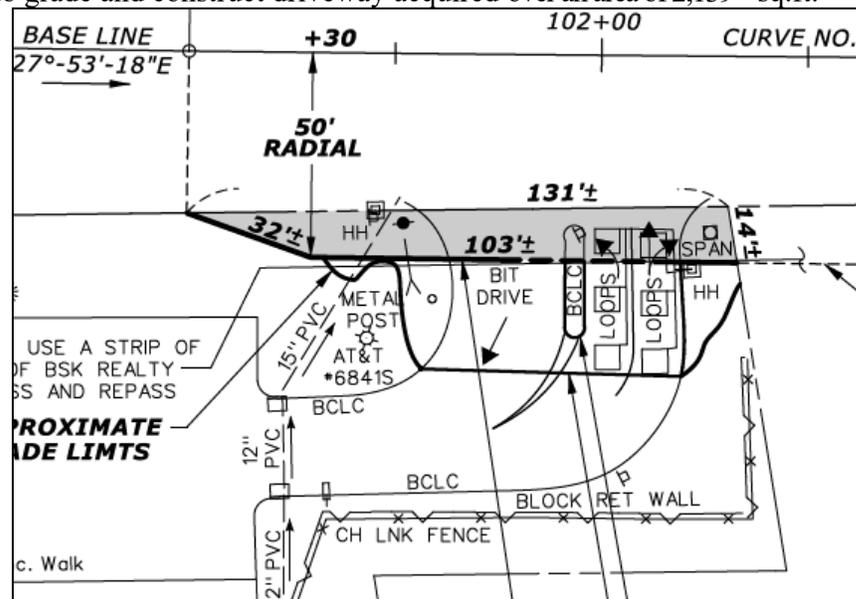
Item	Calculation	Value
Fee Simple	219,934 sf x \$15/sf	\$3,299,010
Affected Site Improvements	Lump Sum	\$1,500
	Total	\$3,300,510
	Rounded	\$3,300,500

Improvements within the taking area include asphalt pavement and curbing with the contributory value estimated at \$1,500.

Improvements on the site are not impacted and assigned an "X" value.

The Taking: DOT will acquire the following:

1. A partial take of 1,144± sq.ft. of land; and
2. Right to grade and construct driveway acquired over an area of 2,139± sq.ft.



After Valuation:

Land Valuation: Based on the sales comparison approach, the appraiser analyzed the same three sales of land in the Before and concluded that the fair market value of the subject land was \$15/square foot, or

Item	Calculation	Value
Fee Simple	218,790 sf x \$15/sf	\$3,281,850
	Rounded	\$3,321,800

Calculation of Permanent Damages

Item	Value
Before Valuation	\$3,300,500
After Valuation	\$3,321,800
Permanent Damages	\$18,700

In addition to Direct Damages, DOT has awarded nominal damages to the Grantor to process the required zoning variance in the amount of \$1,500.

Conformance & Non-Conformance – Landscaping
 The Town of Brookfield has regulations in place via Article 6, Section 3 and requires a front yard buffer of 25 feet. Additional landscaping requirements include a street frontage buffer of 1 shade tree and 2 understory trees per 50 feet of frontage as well as 6 shrubs per 50 feet of frontage and a landscaped berm.

As a result of the proposed acquisition, a portion of the subject front yard buffer will be reduced from the 25 foot minimum requirement. It is reasonable to assume that the property will require a variance to account for the non-conformance of the subject parcel with regard to the landscape buffer setback requirements of the underlying zone.

Based on conversations with the Brookfield Planning and Zoning Department, it is this appraisers understanding that a variance application will not receive a high degree of scrutiny, given the underlying reason for the non-conformance. As such, this appraiser is valuing the subject with the assumption that the variance shall be granted by the municipality. If it were found that the assumptions made regarding the variance deviate from what is outlined within this report, this appraiser reserves the right to consider its effect on value. The costs associated with acquiring this variance is estimated by the appraiser at \$1,500.

RECOMMENDATION: Board approval of damages in the amount of \$20,200 is recommended for the following reasons:

1. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes.
2. The damages are supported by the DOT appraisal.



PRB # 20-167
Transaction/Contract Type: RE / Assignment of Space
Origin/Client: DAS / DAS
Property: Hartford, Capitol Ave (165)
Project Purpose: Trinity Street Relocation
Item Purpose: Assignment of Space Pursuant to CGS 4b-29

The Department of Administrative Services (“DAS”) is requesting SPRB approval pursuant to CGS 4b-29 for assigning space at 165 Capitol Avenue for the following state agencies:

Assigned, dedicated area:

- FOIC – 3,402 s.f.
- OSE – 3,360 s.f.
- OCA – 1,282 s.f. They are taking an entire, available space.
- CWCS – 1,427 s.f. (They are taking an entire, available space; subdivision would cost more and yield potentially unusable, leftover space).
- The (3) OGA groups are collocated in an existing, finished suite previously assigned to the SOTS, but recently relinquished. The shared area is: 1,164 (1/3 assignable @ 388 s.f. each.).
 - OGA-Judicial Selection – 320 s.f.
 - OGA-Contracting Standards – 357 s.f.
 - OGA-Firearms – 235 s.f.

OPM has previously approved (8-06-2020) the location of staff pursuant to CGS 4-67g(f) “(f) Each state agency shall request and obtain the written approval of the secretary or his or her designee prior to any (1) change in ownership of state real property, (2) change in use of state real property, (3) use of state real property by an entity other than a state agency, or (4) use of state real property by a state agency other than the state agency with custody and control over such state real property. For purposes of this subsection, “state agency” does not include a constituent unit of the state system of higher education, a technical high school or an agency in the legislative or judicial branch of state government.”

On August 10, 2020, under PRB #20-141, the Board approved Amendment #3 to BI-2B-381-ARC to provide design fees to fit out the areas for this proposed relocation.

RECOMMENDATION: Staff recommend approval of the relocation of identified Trinity Street agencies to 165 Capitol Ave for the following reasons:

- The relocation complies with CGS 4-67g(f) (OPM statutes); and
- The relocation complies with CGS 4b-29 (DAS statutes).

Sec. 4b-29. (Formerly Sec. 4-133a). Allocation of facilities to state agencies. The Commissioner of Administrative Services shall, subject to the approval of the State Properties Review Board, order the assignment and removal of state agencies, other than institutions and the Judicial Department, to and from real estate available to the state, through ownership or lease, when he deems it necessary to provide space, facilities and necessary accommodations to meet the needs of any of such agencies and when such assignment or removal will be in the best interests of the state. If any such agency fails to abide by an order of assignment or removal of the commissioner, the Commissioner of Administrative Services shall promptly inform the Governor of the reason for his order and of the failure of the agency to comply therewith. For the purposes of this section, the term “Judicial Department” does not include the courts of probate, the Division of Criminal Justice and the Public Defender Services Commission, except where they share facilities in state-maintained courts.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	20-142
Origin/Client:	DCS/CCSU
Transaction/Contract Type	AE / Amendment #3
Project Number:	BI-RC-395
Contract:	BI-RC-395-ARC
Consultant:	Amenta/Emma Architects, PC
Property	New Britain, Stanley St (1615) – CCSU
Project purpose:	New Engineering Building
Item Purpose:	Amendment # 3

PROPOSED AMOUNT: \$82,900

At the State Properties Review Board meeting held on March 14, 2016, the Board approved #16-056 (BI-RC-395-ARC), in the amount of \$4,191,437, for the new Engineering Building located on the CCSU Campus. On May 8, 2017, the Board approved Contract Amendment #1 in the amount \$8,100 (PRB File #17-127) which was intended to revise AA's contract to allow the architect to provide additional design services. And on August 31, 2017, under PRB #17-229, the Board approved Contract Amendment #2, in the amount of \$44,800, for staff-requested revisions.

DCS selected KBE Building Corporation as the CMR and the CMR contract was approved by the AG on September 29, 2016. Public Bids were opened on April 10, 2019. A Guaranteed Maximum Price Amendment (GMPA) was approved by the AG on October 4, 2019. Pursuant to the GMPA, substantial completion of the project is stated as March 12, 2021. The CMR anticipated a Notice to Proceed for September 9, 2019, with construction estimated at 550 days plus 90 days for acceptance.

Under this Proposal (#20-142), DCS is now seeking approval of an additional \$25,400 in ARC fees to compensate the Consultant for escalations costs for a one-year delay in the project between the CD and Procurement Phases. This 1.8% increase is based on the US Bureau of Labor Statistics' CPI for the period of delay.

In addition to the escalation costs, DCS seeks Board approval to expend an additional \$57,500 to compensate the Consultant for an expanded scope of work to include the following:

The Architect shall provide the following additional Special Inspection Services:

1. Review of inspection and testing reports related to the piles, structural steel, concrete, masonry, and framing for conformance with the structural documents
2. Verify that tests and inspections are in accordance with the Schedule of Special Inspections
3. Provide periodic on-site review of construction activities to confirm conformance to the construction documents
4. Prepare a report for all site visits
5. Prepare monthly reports indicating construction progress to date, overview of testing and inspections that occurred and highlighting any testing or inspection discrepancies that are open
6. Attend relevant pre-construction meetings with the Testing Agency, Construction Manager, Subcontractor, Design Team and Owner's Representative to review testing and inspection procedures
7. Prepare a final Statement of Special Inspections

The Architect shall provide the following additional services due to Programming Changes:

1. Update plans to reflect the scope changes as follows:
 - a. 2nd Floor: Relocate the Dean's (individual) office to the southwest corner (current conference room). Coordinate required furniture layout with electrical requirements.
 - b. 2nd Floor: Change the Dean's office into a third Assistant Dean's office. Shift the wall location between the two rooms to correctly "right size" the spaces and update architectural and MEP plans.
 - c. Revise the private toilet room directly off the individual office and make it a common single-user toilet room for the overall suite (which can be entered from the suite open area). The toilet room will convert from an ADA adaptable room (i.e. private toilet room off an individual office) into a full (common) single user ADA accessible toilet room.
 - d. Convert Seminar Room 2020000 to the east of the Dean's suite to a conference room. In addition to the door off of the corridor, provide a door to the space directly from the Dean's suite. Revise closet wall as required. Update lighting and AV requirements for space.
 - e. Change the two seminar rooms on the 4th floor to Student Design Labs. Provide increased electrical receptacles around the rooms to support needed flexibility.
 - f. Change Student Design Lab 4140000 into a Cyber Security Lab. Coordinate new furniture layout and update electrical to support room requirements.

- g. Convert Classroom 4160000 and Computer Lab 4180000 into a single Networking Lab for 48 students. Program and coordinate furniture and equipment layout and update electrical requirements in space. Update reflected ceiling plan components within larger single room.
2. Confirm program elements in each room relative to furniture and equipment and provide recommended furniture and equipment layouts. Review design with CCSU and DAS for final approval. Revise as needed based on specific areas listed.
3. Coordinate with and update construction documents: architectural, HVAC, electrical, plumbing, fire protection, and AV drawings. Distribute to the project CMR as a Proposal Request and for implementation. Coordinate submittals.
4. Review all final info with CCSU and DAS for coordination with CCSU selected furniture and equipment.

The overall construction budget and total project costs are \$44,129,785 and \$62,698,900.

AEA Fee for Basic Services (PRB 16-056)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$603,900				
Design Development Phase	\$805,200				
Construction Document Phase	\$1,207,800				
Bidding and Review Phase	\$201,300				
Construction Administration Phase	<u>\$1,207,800</u>				
TOTAL BASIC SERVICE FEE (#16-056) (A)	\$4,026,000			\$44,852,500	8.98%
SPECIAL SERVICES:					
Survey and Engineering (Langan Companies)		\$18,370			
Traffic Engineering & OSTA (BVH)		\$5,280			
Project Programming & LEED (AEA- DBB)		\$89,600			
Geotech./Environ. Engineering (GZA)		<u>\$52,187</u>			
TOTAL SPECIAL SERVICES(B)		\$165,437			
TOTAL PROJECT FEE A+B			\$4,191,437	\$44,852,500	9.34%
AEA Special Services - Additional Fees (PRB 17-127) (B1)					
Delete LEED Program Services		-\$55,000			
Add. Foundation Design Services (BVH)		<u>\$63,600</u>			
TOTAL SPECIAL SERVICE FEE (B+B1)		\$174,037			
TOTAL PROJECT FEE A+B+B1			\$4,200,037	\$44,852,500	9.36%
AEA Special Services - Additional Fees (PRB 17-229) (B2)					
Additional Re-Design Services (B2)		\$44,800			
TOTAL PROJECT FEE A+B+B1+B2		\$218,837	\$4,244,837	\$44,852,500	9.46%
AEA Special Services - Additional Fees (PRB 20-142) (B3)					
DD Phase Services (1.8% escalation)		\$3,600			
CD Phase Services (1.8% escalation)		\$21,800			

DCS confirmed funding is in place for this Amendment #3.

Please clarify the following.

1. Provide latest revised B1105 for this project
DCS Response: Attached.
Staff Response: OK
2. Which contract provision allows for compensating the Architect for escalation costs?
DCS Response: I do not know of any specific provisions that reference escalation costs. Just like the Turner Amendment for this project regarding escalation, the project was delayed a year due to funding issues, not by fault of the design team. They are entitled to escalation per the Consumer Price Index as laid out in this amendment.
Staff Response: OK
3. Please clarify what precipitated the need for a sub-consultant to provide a “Special Inspections Coordinator” in addition to the CA Consultant’s construction phase services. These are duplicate services that are already provided by the CA.
DCS Response:
 1. The CA coordinates the inspections between the contractor and the State Building Official
 2. The Special Inspections Coordinator per Chapter 17 of the IBC is a qualified person employed or retained by an approved agency and approved by the building official as having the competence necessary to inspect a particular type of construction requiring special inspection.
 3. There is not a duplication of services. Please see attached statement of special inspections for this project that outlines BVH’s role as special inspector
 4. We either buy this through the AE or as a separate task letter. Due to the complexity of the structure, we felt it would be detrimental to bring on a 3rd party who was unfamiliar with the intricacies of the design.
 5. Here is a link to the code that talks about the special inspector and their role:
https://up.codes/viewer/connecticut/ibc-2012/chapter/2/definitions#special_inspectionStaff Response: OK
4. Provide a list of professionals procured for this project including their sub-consultants for various services
DCS Response: Attached.
Staff Response: OK

FROM PRB #17-229

Re: PRB # 17-229, Standard Fixed-Fee—A/E Services Contract Amendment #2
Central Connecticut State University– New Engineering Building Project
Project #BI-RC- 395-ARC– Amenta/Emma Architects, P.C. - Total Fee \$44,800

PROJECT BRIEF– In general this project involves the design and construction of a new 100,000 GSF Building for newly created *School of Engineering, Science and Technology* at Central Connecticut State University (“CCSU”). The facility is currently planned to be located between the Student Center Parking Garage and the Burritt Library. The school will be designed and constructed with a 50-year+ life expectancy and is anticipated to provide a collaborative learning environment with enhanced instructional options, expanded research/lab options and public space amenities. The overall project will also includes technology specific learning areas, high performance computer infrastructure, collaboration areas, state of the art laboratories and an auditorium. The design of the building will also include a future connection to the library. The overall construction and total project budget have been established at \$44,852,500 and \$62,700,000 respectively.

In May 2015 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for *Architect & Consultant Design Teams* related to the CCSU New Engineering Building Project. DCS elicited eleven (11) responses to the advertisement of which all of the respondents were considered “responsive”. At the conclusion of the process DCS identified Amenta/Emma Architects, P.C. (“AEA”) as the most qualified firm.

The base contract is for *Architect/Engineer Consultant Design Team Services* for the completion of the CCSU New Engineering Building Project from the initiation of a schematic design phase through the construction document phase and the subsequent completion of construction was approved by the Board in March 2016 under PRB File #16-056. The Board’s approval was for a basic service fee in the amount of \$4,026,000 with an additional \$165,437 for special services. As such the total project fee approved was \$4,191,437. The special services detailed in the approved project scope included design programming, geotechnical/environmental engineering, site-civil survey design and traffic engineering. More recently in May 2017 the Board approved Contract Amendment #1 in the amount \$8,100 (PRB File #17-127) which was intended to revise AA’s contract to allow the architect to provide additional design services for the redesign of the foundation system which will now require the development of a pile foundation system and structural slab as well as additional slab sections that will require additional reinforcement due to the planned use as an engineering lab.

PROPOSAL – Contact Amendment #2 is intended to revise AA’s contract to allow the architect to provide additional design services for modified blocking and stacking options for the project. CCSU staff has requested additional services from AEA to evaluate potential design revisions attributed to administrative and staff reviews of the classroom programming centered around the new Mechatronics and Fluid Control Labs. CCSU has also asked AEA to revise the MEP zoning and circulation plan and possible revisions to the energy model. AEA has requested a total fee of \$44,800 for this scope of services. This work is considered a special service as it should be considered additional scope items outside of the base contract.

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 16-056)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>C. Budget</u> <u>(\$)</u>	<u>(%) Budget</u>
Schematic Design Phase	\$603,900			
Design Development Phase	\$805,200			
Construction Document Phase	\$1,207,800			
Bidding and Review Phase	\$201,300			
Construction Administration Phase	+\$1,207,800			
TOTAL BASIC SERVICE FEE (#16-056) (A)	\$4,026,800		\$44,852,500	8.98%
<u>SPECIAL SERVICES:</u>				
Survey and Engineering (Langan Companies)		\$18,370		
Traffic Engineering & OSTA (BVH)		\$5,280		
Project Programming & LEED (AEA- DBB)		\$89,600		
Geotech./Environ. Engineering (GZA)		+\$52,187		
TOTAL SPECIAL SERVICES(B)		\$165,437		
PRB #17-127 Contract Amendment #1 – Delete LEED Program Services (AEA)		(-55,500)		
Add. Foundation Design Services (BVH)		\$63,600		
PRB #17-229 Contract Amend. #2 – Additional Design Services Requested by CCSU. (B2)		+\$44,800		
SPECIAL SERVICES(B)+(B1)+(B2) = (C)		\$218,337		
TOTAL FEE (A) + (C)		\$4,224,337	\$44,852,500	10.61%

RECOMMENDATION: It is recommended that SPRB APPROVE Contract Amendment #2 for Amenta/Emma, Inc. to provide additional design related services at the CCSU New Engineering Building Project. The overall basic service rate of 8.98% is generally consistent with the established guideline rate of

10.5% for this Group C New Construction Project. All of the contract amendment revisions are considered special services.

PRB # 20-144
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0037
Consultant: DiBlasi Associates, P.C.
Item Purpose: New On-Call Consultant Contracts

PRB # 20-145
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0038
Consultant: GNCB Consulting Engineers, P.C.
Item Purpose: New On-Call Consultant Contracts

PRB # 20-146
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0039
Consultant: Michael Horton Associates, Inc.
Item Purpose: New On-Call Consultant Contracts

PRB # 20-147
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0040
Consultant: Conlon Engineering, LLC
Item Purpose: New On-Call Consultant Contracts

PRB # 20-148
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0041
Consultant: Garg Consulting Services, Inc.
Item Purpose: New On-Call Consultant Contracts

PRB # 20-149
Origin/Client: DCS/DCS
Transaction/Contract Type AE/ On-Call STR Consulting Contracts
Contract: OC-DCS-STR-0042
Consultant: Szewczak Associates Consulting Engineers.
Item Purpose: New On-Call Consultant Contracts

Staff informed the Board the Agenda incorrectly referenced the On Call Series under #19-144 to #19-149, which was incorrect and should be reviewed under #20-144 to #20-149.

This is the 9th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. The six (6) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2022.

DCS has made some minor revisions to the boilerplate contract for this series to include the following; state's rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 8th series, awarded in 2017, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract. The On-Call Contract was amended in 2019 to extend the expiration date to 9/30/2020. Two of the five (5) selected firms under this current 9th series RFP have been previously approved for *Structural Engineering On-Call Contracts*. DiBlasi Associates was awarded a contract under the 3rd, 6th, 7th and 8th Series. Conlon Engineering, LLC and Michael Horton Associates, Inc. and GM2 Associates, Inc. were also awarded contracts in the 8th series. GNCB Consulting Engineers, P.C. was awarded contracts in the 7th Series. Szewczak Associates Consulting Engineers was awarded contracts in the 7th Series.

DAS/DCS has made some revisions to the contract for this series to include:

- Changes to Section G. added language clarifying work prepared and compensated by an Hourly Rate if a Fixed Fee cannot be determined due to incomplete scope or complexity of project.
- Changes to Section II.B. 'Progress Payments' added language clarifying work prepared and compensated by an Hourly Rate.
- Added Section Q - Antitrust Provision;
- Expanded Section P - *Indemnification* language;
- Expanded Section S - *Suspension of the Work* language;
- Expanded Section T - *Termination of Contract* language; and
- Addition Section JJ - *Notices* clause.

A Request for Qualifications (RFQ) for the consultant services was released on March 26, 2020 and elicited 17 responses. All respondents were considered "responsive" to the submittal requirements and as such interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 9/30/2022.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of six firms under this series.

This proposal before the SPRB is for review and approval of the following six firms under this series.

DiBlasi Associates, P.C. (DAP) established in 1984, has a staff of 6 employees including 4 professional engineers and two administrative staff. The company has not been awarded an On-Call Contract or a Formal Contract with the DCS in the past two years. DCS reports DAP was awarded 1 contract within the past 5 years with a total \$127,544 volume of work.

DAP was awarded the following Tasks under the current series:

• Task Letter #1	Wilderness School-Admin Building	\$4,000	(Cancelled)
• Task Letter #2	505 Hudson St – Garage Steel Repairs	\$8,500	(Informal)
• Task Letter #3	SCSU Moore Field House-Diving Platform	\$12,900	(Informal)
Total Fee to Date:		\$25,400	

DAP's Engineering Corporation License (**PEC.0000620**) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred one professional policy losses or claims during the past 5 years (closed). DAP scored a total of 320 out of a possible 320 points and was identified as most qualified firms.

GNCB Consulting Engineers, P.C. (GNCB) originally established in 1967, has a staff of 12 employees including 8 professional engineers. The company has not been awarded an On-call Contract or Formal Contract with the DCS in the past two years. DCS reports DAP was awarded 1 contract within the past 5 years with a total \$111,900 volume of work. The Consultant reports four informal Task Letters were awarded during the past five years.

GNCB was not awarded any following Tasks under the current series.

GNCB’s Engineering Corporation License (**PEC.0000131**) with the CT State DCP is active. Smith Brothers Insurance Company reported that GNCB has had one professional policy loss or claim during the past 5 years. GNCB scored a total of 294 out of a possible 320 points and was identified as one of the most qualified firms.

Michael Horton Associates, Inc. (MHA) established in 1994, has a staff of 8± employees including 5 professional engineers. The company has not been awarded an On-Call Contract or a Formal Contract with the DCS in the past two years. DCS reports MHA was awarded 1 contract within the past 5 years with a total \$74,540 volume of work.

MHA was awarded the following Tasks under the current series:

• Task Letter #1	Old GCC – Demolition	\$74,540 (Cancelled)
Total Fee to Date:		\$0

MHA’s Engineering Corporation License (**PEC.0000902**) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred two professional policy losses or claims during the past 5 years. MHA scored a total of 266 out of a possible 320 points.

Conlon Engineering, LLC (CEL) originally established in 2011, has a staff of 7 employees including 6 professional engineers. The company has not been awarded an On-call Contract formal contract with the DCS in the past two years. DCS reports CEL was awarded 2 contracts within the past 5 years with a total \$68,000 volume of work.

CEL was awarded the following Tasks under the current series:

• Task Letter #1	Forensic Lab – Pre-Design Revital/Alignment	\$48,250 (Informal)
• Task Letter #2	DCF Waterbury – Structural/Seismic Review	\$19,750 (Informal)
• Task Letter #3	Fire Arms Shedder-Structural Floor Review	\$3,500 (Pending)
Total Fee to Date:		\$71,500

CEL’s Engineering Corporation License (**PEC.0001373**) with the CT State DCP is active. XL Smith Brothers Insurance Company reported that CEL has had one professional policy loss or claim during the past 5 years. CEL scored a total of 254 out of a possible 320 points and was identified as a SBE Certified Firm.

Garg Consulting Services, Inc. (“GCS”) originally established in 1990 is a certified SBE/MBE Enterprise. GCS has a local staff of 71 employees including 2 civil engineers, 5 electrical engineers and 1 mechanical engineer for various disciplines. The company was awarded an On-Call Contract in 2019 (MDE). The company has not been awarded a Formal Contract with the DCS in the past two years. DCS reports GCS was awarded 3 contracts within the past 5 years with a total \$475,522 volume of work.

GCS will be operating under its Professional Engineering Corporation License (**PEC.0000815**) with the CT State DCP which is current. Liberty Mutual Insurance reported that GCS had no professional policy or liability loss or claims during the past 5 years. GCS scored a total of 252 out of a possible 320 points.

Szewczak Associates Consulting Engineers (“SAC”) originally established in 1986. The Company has a total of 10 employees including 5 structural engineers. The company has not been awarded an On-call Contract or Formal Contract with the DCS in the past two years.

State licenses for the firm and key personnel are active. Smith Brothers Insurance Company reported Consultant had one professional policy or liability loss or claims during the past 5 years. SAC scored a total of 250 out of a possible 320 points.

A summary of the Consultants’ professional fee schedule is as follows:

All Five Consultants	Proposed
Principal	\$200
Project Manager-Structural/Geotechnical	\$165
Senior Engineer-Structural/Geotechnical	\$160
Structural Engineer	\$140

2019 Board Approve On-Call Contracts

ON-CALL CONTRACT OC-DCS-MDE-0044	ON-CALL CONTRACT OC-DCS-MDE-0043																																																
HOURLY RATE TABLE	HOURLY RATE TABLE																																																
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Staff have requested clarification of the following issues:

1. Please provide a copy of the Task Log for each Consultant under the current STR consultant series.
DCS Response: DCS provided copies of the Task Logs.
Staff Response: OK
2. Please clarify why Macchi Engineers was excluded from this 9th Series of STR On-Call Series when the Interview Committee scored this Firm as the highest scoring firms (tied for 1st) out of the 17 interviewed.
DCS Response: Macchi Engineers LLC (Macchi) is an outstanding engineering firm, as is Wiss, Janney, Elstner Associates, Inc. (WJE), the other firm ranked higher by the interview committee, but not chosen by DAS, in its discretion, for this on-call contract series. As your question pertains to Macchi, it currently holds on-call contract OC-DCS-VEH-0025, and has been awarded other on-call contracts by DAS over the past five years. Macchi, in addition, still holds a formal contract (BI-T-600 ENG) and a DAS state contract (19PSX0164) Lastly, Macchi often is a subconsultant to the primary design consultant on DAS projects as shown in the CT 330 Part 1. Its volume of work, both in value and the number of contracts, exceeds the other firms listed on the Selection Memorandum.

In making the selection for the award of a design professional contract, DAS considers the volume of work previously awarded a firm with the objective of effecting an equitable distribution of contracts among qualified firms and assuring that the interest of the public in having available a substantial number of qualified firms is protected. DAS is committed, moreover to selecting at least one qualified MBE firm for each on-call contract. DAS' selection of Garg Consulting Services, Inc. (Garg) and Szewczak Associates, Consulting Engineers (SA), two highly qualified firms, in lieu of Macchi and WJE, furthers these objectives. Garg is an MBE firm, and the only one within the highest ranked firms. SA has not had a contract awarded to it by DAS in the past five years. Both Macchi and WJE have held other DAS on-call or formal contracts over the past five years and both firms currently hold another on-call contract.

Staff Response: OK

DiBlasi

7.2 Names Of Key Personnel: (see Section E – Key Person Name)	7.3 Role In This Contract: (see Section E – Role In This Contract)	7.4 \$ Hourly Rates NOT APPLICABLE FOR CMR SELECTIONS (all hourly rates are subject to negotiation between the Consultant and DAS)
Thomas A. DiBlasi, P.E., SECB	Principal	\$245
Joseph W. Carone, P.E., SECB	Associate Principal	\$190
Herbert F. Holz, III, P.E., SECB	Senior Structural Engineer	\$170
Mark J. Rodriguez, P.E.	Senior Structural Engineer	\$170

GNCB Consulting Engineers

7.2 Names Of Key Personnel: (see Section E – Key Person Name)	7.3 Role In This Contract: (see Section E – Role In This Contract)	7.4 \$ Hourly Rates NOT APPLICABLE FOR CMR SELECTIONS (all hourly rates are subject to negotiation between the Consultant and DAS)
Charles C. Brown, P.E.	Principal – In – Charge Structural	\$200.00
Amy Jagaczewski, P.E.	Principal-In-Charge Historic Preservation	\$200.00
David L. Freed, P.E.	Geotechnical – Project Manager	\$170.00
Richard Centola, P.E.	Structural – Project Manager	\$140.00

Michael Horton Associates, Inc.

Alfred Lombardi	Partner in Charge	\$165.00
Alfred Lombardi	Project Manager	\$165.00
Douglas McCloskey	Partner in Charge	\$165.00
Douglas McCloskey	Project Engineer	\$165.00
Paul Sheehan	Project Manager	\$130.00
Paul Sheehan	Senior Staff Engineer	\$130.00
Corey Hollmann	Staff Engineer	\$95.00
Jeremy Soderholm	Staff Engineer	\$95.00

Conlon Engineering, LLC

Patrick J. Conlon	Principal	\$220.00
Christopher O' Brien	Project Manager	\$180.00
Maxwell Johnson	Senior Engineer	\$160.00
Laiara C. Schilling	Project Engineer	\$145.00
Nicholas Delabianca	Staff Engineer	\$130.00
Joseph Vergato	Engineer	\$115.00

Garg Consulting Services

Paul D. Goodwin, P.E.	Project Manager	\$ 173.83
Abhay S. Damle, P.E.	Structural Engineer	\$ 157.14
Matthew D. Simmons, P.E.	Structural Engineer	\$ 118.21
Christine L. Lewis, P.E.	Geotechnical / Structural Engineer	\$ 164.08
John A. Curtis, P.E.	Structural Engineer	\$ 123.20
Scott D. O'Brien, P.E.	Structural Engineer / Field Engineer	\$ 148.50

Szewczak Associates Consulting Engineers

Richard M. Szewczak, PE	Structural Engineer	\$125.00 / Hour
William A. Fluhr, PE	Structural Engineer	\$125.00 / Hour
Peter G. Celella, PE	Structural Engineer	\$125.00 / Hour
Jason W. Kitty, PE	Structural Engineer	\$125.00 / Hour
Alan R. Chandler	Structural Engineer	\$125.00 / Hour

RECOMMENDATION – Staff recommend **approval** of the six On-Call Contracts that have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 9/30/2022.

- All five Firms have submitted notarized OPM Form 1 and Form 5 affidavits.

From PRB #19-160 to #19-165

This submittal is related to the original contracts for Structural Engineering services approved by the Board on September 5, 2017 under PRB #17-238 to #17-242, and September 11, 2017 (#17-248). These six Contracts were the 8th Series of Structural Engineering services awarded by DCS.

DCS is now resubmitting all six consulting firms to the Board for approval under individual Amendments to extend the contract expiration date to September 30, 2020. There is no increase to the contract amount.

Macchi Engineers, LLC. was approved for the following task(s) under this series:

• Task Letter #1	5 th Ave Garage Structural Assmt	\$6,500	(Informal)
• Task Letter #2	30 Trinity – Window Well Inspec.	\$4,000	(Informal)
• Task Letter #3	Copernicus Gar – Support Beam evaluation	\$11,500	(Informal)
• Task Letter #5	WCSU – Parking Garage repairs	\$4,000	(Informal)
Total Fee to Date:		\$26,000	

DiBlasi Associates, P.C. was approved for the following task(s) under this series:

• Task Letter #1	Wilderness School – Admin Bldg repair	\$4,000	(Informal)
• Task Letter #2	505 Hudson – Steel Repairs @ Garage	\$8,500	(Informal)
Total Fee to Date:		\$12,500	

Conlon Engineering, LLC was approved for the following task(s) under this series:

• Task Letter #1	Forensic Lab – Pre-Design Study	\$48,250	(Informal)
Total Fee to Date:		\$48,250	

Michael Horton Associates, Inc. was approved for the following task(s) under this series:

•	Task Letter #1	Old GCC – Demolition	\$74,540 (Informal)
Total Fee to Date:			\$74,540

Wiss, Janney, Elstner Associates, Inc. was approved for the following task(s) under this series:

•	Task Letter #1	ECSU – S. Power House Masonry Investigation & Repair	\$42,120 (Informal)
Total Fee to Date:			\$42,120

GM2 Associates, Inc. was approved for the following task(s) under this series:

•	Task Letter #1	CVH – Old Power Plant Study	\$4,460 (Informal)
•	Task Letter #2	61 Woodland – Structural Review	\$4,600 (Informal)
Total Fee to Date:			\$9,060

Within the 2017 DCS submission of the 8th Series On-Call Contracts, DCS provided a fee-schedule for each of the six Consultants, with the understanding that should the contract be extended “DAS would be willing to discuss rate changes at that time.” The following Consultants have modified their hourly professional fee schedule, as identified below:

Macchi Engineers	Current	Proposed	Change	DiBlasi Associates	Current	Proposed	Change	Conlon Engineering	Current	Proposed	Change
Officer/Principal	\$200	\$200	0%	Officer/Principal	\$236	\$236	0%	Officer/Principal	\$210	\$220	5%
Project Manager	\$150	\$150	0%	Project Manager	\$184	\$184	0%	Project Manager	\$170	\$180	6%
Senior Engineer	\$120	\$125	4%	Senior Engineer	\$166	\$166	0%	Senior Engineer (E4)	\$145	\$160	10%
Engineer 2				Engineer II	\$155	\$155	0%	Engineer (E3)	\$135	\$145	7%
Engineer	\$100	\$100	0%	Engineer I	\$138	\$138	0%	Engineer I			
Senior Designer	\$115	\$115	0%	Senior Designer				Senior Designer	\$115	\$130	13%
Designer	\$100	\$100	0%	Designer				Designer	\$100	\$115	15%
Field Engineer	\$110	\$125	14%	Field Engineer				Field Engineer			
CAD Operator	\$95	\$95	0%	CAD Operator	\$108	\$108	0%	CAD Operator			
Administrative Assistant	\$75	\$75	0%	Administrative Assistant	\$79	\$79	0%	Administrative Assistant	\$55	\$62	13%

Michael Horton Assoc.	Current	Proposed	Change	Wiss, Janney, Elstner	Current	Proposed	Change	GM2 Associates	Current	Proposed	Change
Officer/Principal	\$150	\$165	10%	Officer/Principal	\$230	\$240	4%	Officer/Principal	\$215	\$215	0%
Project Manager	\$125	\$130	4%	Project Manager	\$200	\$210	5%	Project Manager	\$185	\$185	0%
Senior Engineer	\$95	\$110	16%	Senior Engineer	\$180	\$190	6%	Senior Engineer	\$132	\$132	0%
Engineer	\$85	\$90	6%	Engineer	\$155	\$165	6%	Engineer	\$90	\$90	0%
Engineer I				Engineer I				Engineer I			
Senior Designer				Senior Designer	\$155	\$165	6%	Senior Designer	\$132	\$132	0%
Designer				Designer	\$115	\$120	4%	Designer	\$90	\$90	0%
Field Engineer				Field Engineer	\$115	\$120	4%	Field Engineer	\$80	\$80	0%
CAD Operator	\$80	\$80	0%	CAD Operator	\$85	\$90	6%	CAD Operator	\$63	\$63	0%
Administrative Assistant	\$40	\$40	0%	Administrative Assistant	\$85	\$90	6%	Administrative Assistant	\$65	\$65	0%

A review of the CPI Index for All Urban Consumers (CPI-U) 1982-84=100 (Unadjusted) identifies an inflationary increase of 4.75% from April 2017 through June 2019. A breakdown of the individual years is as follows:

	Index	Change
April 2017 CPI Index	244.524	----
June 2018 CPI Index	251.989	3.05%
June 2019 CPI Index	256.143	1.65%

Staff have requested clarification of the following issues:

1. Why should this contract be extended for additional one year?

➤ We currently have 15 on-call contracts and we may be adding several additional series this year. On average, each series includes 5 unique contracts. Each contract requires our legal staff to assemble comprehensive packages for internal and external review (SPRB, AG). As you can understand, gathering and reviewing all the affidavits, certifications, rate sheets, in addition to drafting the contracts are time consuming. Kevin and I meet regularly as contracts are due to expire and determine, based on a number of factors, whether we should extend or advertise for renewal. Factors include utilization of the series, whether the series has already been extended (we rarely, if ever, extend a series beyond an additional 2 years); the degree of confluence of multiple contracts expiring in close proximity to one another and occasionally other unique factors based on specific circumstances.

In this instance the structural series saw little utilization with the highest representing 15% of the entire contract value of \$500,000. We feel it is both fair to the consultants who spend a good deal of time preparing their proposals and executing their contracts as well as recognizing the state legal efforts to extend the contract an additional year.

2. What is the timeframe to issue a new RFQ for this series?

➤ We estimate 80 calendar days from advertisement to selection for any new RFQ, again, this can vary based on the promptness of selected consultants contract submittals, issues with any submittal and our legal department workload which remains down one paralegal. I have attached a snapshot of a working schedule I maintain best illustrating the contracts and their respective dates – note this is a working document and therefore is constantly changing as actual dates are updated.

3. 4 firms out of 6 are seeking increases in the hourly fees for certain titles. Why should these increases be granted?

➤ Because the contract is being extended a year we feel it is fair to grant the consultants and increase to reflect a fair rate to them. When looked at in total the rates structural engineers charge are very fair.

4. 3 of these 4 firms are seeking increases for almost all the titles, ranging from 4% to 16%. Did DCS review these increases compared to the CPI index? Please justify why such increases beyond 1-3% are warranted?

➤ We don't look at the CPI index and don't think that is a relevant gauge for individual companies. The CPI and other such macroeconomic indices are best used for broad policy decisions such as determining Medicare reimbursement increases or changes to Social Security supplemental wages. Every business has its own micro-economy. For instance office rental rate increases will vary town by town, street by street, building by building; staffing rates will be impacted by the staff turnover, etc.

In your analysis you point out one rate increased by 16%. That rate was for Michael Horton's senior engineer who increased from \$95 to \$110 per hour. That was an interesting choice as even at \$110 per hour Horton's senior engineer rate is cheaper than any other senior engineer rate – I would conclude the state is getting a great value from them!

I assure you I personally reviewed all the rates and when I see significant anomalies I request the consultant revisit the rates – I personally believe these rates are very fair. I do not commoditize our consultants, these are professional services, we expect there to be differences between rates.

I also remind you we typically negotiate a lump sum rate based on the specific task peculiarities and are not utilizing based on hourly rates.

5. Out of these 4 firms; 3 firms received contracts with higher contract values and these are the firms seeking increases in the hourly rates. Why are these firms selected for larger contract values? Why are they seeking increases?

➤I don't believe there is a connection between assignments and requested fee increases. I cannot know why one firm wants an increase and one does not. I can guess but I might be wrong and therefore my response would be completely subjective and indefensible.

6.2 of these 6 firms that received contracts with smaller contract values are not seeking any increases in the hourly fees. What could be the reason?

➤I don't believe there is a connection between assignments and requested fee increases. I cannot know why one firm wants an increase and one does not. I can guess but I might be wrong and therefore my response would be completely subjective and indefensible.

RECOMMENDATION:

It is recommended that the Board APPROVE this Amendment #1 to extend all six Consultant Contracts to September 30, 2020.

PRB #17-238 to #17-242 approved September 5, 2017, and PRB #17-248 approved September 11, 2017.

This is the 8th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2019.

DCS has made some minor revisions to the boilerplate contract for this series to include the following; state's rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 7th series, awarded in 2015, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract. Two of the five (5) selected firms under this current 8th series RFP have been previously approved for *Structural Engineering On-Call Contracts*. DiBlasi Associates was awarded a contract under the 3rd, 6th, and 7th Series. Macchi Engineers was also awarded contracts on the 2nd through 7th series. Conlon Engineering, LLC, Michael Horton Associates, Inc. and GM2 Associates, Inc. have previously not been awarded a contract under this on-call series. It is the intent of DCS to award six (6) contract under this series; five of the six are being submitted at this time.

A Request for Qualifications (RFQ) for the consultant services was released in April 2017 and elicited 14 responses. All of the respondents were considered "responsive". Thereafter, the DCS selection panel began the process of evaluating all 14 proposals. The State Selection Panel consisted of 3 members and rated each firm based upon a weighted ranking system with the following scoring methodology:

<i>Experience with Work of Similar Size & Scope</i>	<i>30 Points</i>
<i>Organizational / Team Structure</i>	<i>25 Points</i>
<i>Past Performance Record</i>	<i>10 Points</i>
<i>Approach to Contract Work</i>	<i>15 Points</i>
<i>Problem Solving Capabilities</i>	<i>20 Points</i>
TOTAL POINT VALUE	100 Points

Up to 30 additional points were also provided for code expertise, micro-business status and MBE certification. As such the maximum allowable score for each firm was 330 points.

RECOMMENDATION – Board approval of the following five (5) firms as potential structural engineering consultants for projects of various sizes and scope is recommended. All four consultants provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions. The five firms recommended for approval at this time are the following.

PRB # 17-238, Macchi Engineers, LLC.....	Contract #OC-DCS-STR-0031
PRB # 17-239, DiBlasi Associates, P.C.....	Contract #OC-DCS-STR-0032
PRB # 17-240, Conlon Engineering, LLC.....	Contract #OC-DCS-STR-0033
PRB # 15-241, Michael Horton Associates, Inc.....	Contract #OC-DCS-STR-0034
PRB # 15-242, GM2 Associates, Inc.....	Contract #OC-DCS-STR-0036

Macchi Engineers, LLC (MEL) originally established in 1945, has a local staff of 10± employees including 1 project executive, 5+ professional engineers and 2 construction inspectors. MEL is locally located in Hartford. The company has been awarded one On-call Contract and has not been awarded a formal contract with the DCS in the past two years. The awarded contract is as follows:

- 3/2017 On-Call VEH Consultant Services PRB#17-072 NTE \$500,000

MEL will be operating under its Professional Engineering Corporation License (PEC#.0000720). Fenner & Esler Insurance Inc. reported that MEL has incurred two general liability or professional policy loss or claims during the past 5 years. Two of these claims are currently open with loss reserves established. MEL scored a total of 310 out of a possible 330 points.

DiBlasi Associates, P.C. (DAP) established in 1984, has a staff of 10± employees including 4 professional engineers. The company has not been awarded an on-call contract or a formal contract with the DCS in the past two years.

DAP's Engineering Corporation License (PEC.0000620) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred one professional policy losses or claims during the past 5 years. DAP scored a total of 303 out of a possible 330 points and was identified as one of the most qualified firms.

Conlon Engineering, LLC (CEL) originally established in 2011, has a staff of 10± employees including 1 project executive, 4 professional engineers and 1 construction project manager. The company has been not been awarded an On-call Contract formal contract with the DCS in the past two years.

CEL's Engineering Corporation License (PEC.0001373) with the CT State DCP is active. XL Catlin Insurance Company reported that CEL has had one professional policy loss or claim during the past 5 years. GNCB scored a total of 277 out of a possible 330 points and was identified as one of the most qualified firms.

Michael Horton Associates, Inc. (MHA) established in 1994, has a staff of 8± employees including 4 professional engineers. The company has not been awarded an on-call contract or a formal contract with the DCS in the past two years.

MHA's Engineering Corporation License (PEC.0000902) with the CT State DCP is active. Fenner & Essler Insurance Company reported that DAP has incurred two professional policy losses or claims during the past 5 years. DAP scored a total of 275 out of a possible 330 points and was identified as one of the most qualified firms.

GM2 Associates, Inc. (GM2) established in 1988, has a staff of 50± employees including 30 professional engineers of various disciplines including structural, electrical and mechanical, 5 CAD Technicians and 10 construction inspectors. The company has been awarded two (2) on-call contracts with the DCS in the past two years. GM2 has not been awarded a formal contract. The on-call contracts are as follows:

- 6/2017 On-Call CA Consultant Services PRB#17-149 NTE \$1,000,000
- 8/2016 On-Call MBE-CIV Consultant Services PRB#16-202 NTE \$500,000

GM2's Engineering Corporation License (PEC.0000708) with the CT State DCP is active. Smith Brothers Insurance Company reported that GM2 has not incurred any professional policy losses or claims during the past 5 years. GM2 scored a total of 266 out of a possible 330 points and was identified as one of the most qualified firms. GM2 is also identified as the required MBE participant for this on-call solicitation.

PRB #17-248

This is the 8th series of On-Call Structural Engineering Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. Recently, at its September 5th Meeting, the Board approved the following five (5) On-Call Contracts under this series:

- PRB # 17-238, Macchi Engineers, LLC.....Contract #OC-DCS-STR-0031
- PRB # 17-239, DiBlasi Associates, P.C.....Contract #OC-DCS-STR-0032
- PRB # 17-240, Conlon Engineering, LLC..... Contract #OC-DCS-STR-0033
- PRB # 17-241, Michael Horton Associates, Inc..... Contract #OC-DCS-STR-0034
- PRB # 17-242, GM2 Associates, Inc.....Contract #OC-DCS-STR-0036

All of the new contracts under this series have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 09/30/2019. DCS has made some minor revisions to the boilerplate contract for this series to include the following; state’s rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. The 7th series, awarded in 2015, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract.

A Request for Qualifications (RFQ) for the consultant services was released in April 2017 and elicited 14 responses. All of the respondents were considered “responsive”. Thereafter, the DCS selection panel began the process of evaluating all 14 proposals. The State Selection Panel consisted of 3 members and rated each firm based upon a weighted ranking system with the following scoring methodology:

<i>Experience with Work of Similar Size & Scope</i>	<i>30 Points</i>
<i>Organizational / Team Structure</i>	<i>25 Points</i>
<i>Past Performance Record</i>	<i>10 Points</i>
<i>Approach to Contract Work</i>	<i>15 Points</i>
<i>Problem Solving Capabilities</i>	<i>20 Points</i>
TOTAL POINT VALUE	100 Points

Up to 30 additional points were also provided for code expertise, micro-business status and MBE certification. As such the maximum allowable score for each firm was 330 points.

RECOMMENDATION – Board approval of the following firm as the 6th potential structural engineering consultant for projects of various sizes and scope is recommended. The consultant has provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions. The final firm recommended for approval under this series is as follows:

PRB # 17-248, Wiss Janney Elstner Associates, Inc.....Contract #OC-DCS-STR-0035

Wiss Janney Elstner Associates, Inc. (WJE) established in 1956, has a staff of 20± employees locally located in Shelton. The office staff includes 15 professional engineers of various disciplines including structural, electrical and mechanical, 5 CAD Technicians and office support staff. The company has been awarded one (1) on-call contract with the DCS in the past two years. WJE has not been awarded a formal contract. The on-call contracts are as follows:

- 11/2016 On-Call ROOF Consultant Services PRB#16-284 NTE \$500,000

WJE’s Engineering Corporation License (PEC.0000721) with the CT State DCP is active. Beazley Risk Insurance Company reported that WJE has incurred over thirty (30) professional policy losses or general liability claims during the past 5 years. WJE is large national company and none of the claims appear to be associated with its Connecticut Office. WJE scored a total of 274 out of a possible 330 points and was identified as one of the most qualified firms.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #20-143 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #20-143. The motion passed unanimously.

PRB FILE #20-167 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #20-167. The motion passed unanimously.

PRB FILE #20-142 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #20-142. The motion passed unanimously.

PRB FILES #20-144, #20-145, #20-146, #20-147, #20-148 & #20-149 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILES #20-144, #20-145, #20-146, #20-147, #20-148 & #20-149. The motion passed unanimously.

9. NEXT MEETING – Monday, August 17, 2020.

The meeting adjourned.

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