

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On January 25, 2021 – 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 January 25, 2021 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  
William Cianci  
Jeffrey Berger

#### **Members Absent:**

#### **Staff Present:**

Dimple Desai  
Thomas Jerram

#### **Guests Present**

At Chairman Greenberg's request, Vice Chairman Josephy led the meeting.

Vice Chairman Josephy 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 January 21, 2021 Meeting. The motion passed unanimously.

##### **2. COMMUNICATIONS**

##### **3. REAL ESTATE- UNFINISHED BUSINESS**

##### **4. REAL ESTATE – NEW BUSINESS**

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:41. The motion passed unanimously.

#### **EXECUTIVE SESSION**

**PRB #:** 20-234  
**Transaction/Contract Type:** RE/ First Amendment to License Agreement  
**Origin/Client:** DAS/ BOR/MXCC

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

Mr. Valengavich moved and Mr. Berger seconded a motion to go out of Executive Session and into Open Session at 9:54. The motion passed unanimously.

**OPEN SESSION**

**5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**6. ARCHITECT-ENGINEER - NEW BUSINESS**

<b>PRB #</b>	<b>20-243</b>
<b>Origin/Client:</b>	DCS/CCSU
<b>Transaction/Contract Type</b>	AE / Amendment
<b>Project Number:</b>	CF-RC-402
<b>Contract:</b>	CF-RC-402-ARC
<b>Consultant:</b>	Desman, Inc.
<b>Property:</b>	New Britain, Stanley St (1615) – CCSU
<b>Project purpose:</b>	New Willard & DiLoreto Garage
<b>Item Purpose:</b>	Amendment # 1

**PROPOSED AMOUNT: \$33,000**

At the State Properties Review Board meeting held on June 28, 2018, the Board approved #18-077 (CF-RC-402-ARC), in the amount of \$1,036,625, for design and construction administration services for the new Willard & DiLoreto Garage Project located on the CCSU Campus.

Under #18-077, the Consultant was to engage a Sub-Consultant (Freeman) to provide Geotechnical Services as follows:

- A standard geotechnical investigation and report.
- A geologic seismic investigation and report.
- Development of a minimum of ten (10) borings and test pits to support the foundation design for the garage. Boring and test pit locations to be coordinated with the DAS project manager
- Analysis of the results of the borings.
- Formulate recommendations into a report suitable for providing design criteria for foundation support and earthwork construction of the subject project.
- Periodic consultation with the DAS Project Manager during the design phase of the subject project.
- Review of construction documents relating to foundation and earthwork construction for conformance with recommendations provided in the above report.
- Provide periodic site visits as required to evaluate existing soil conditions as requested by DAS Project Manager during the construction phase to view and report on issues relating to the foundation and earthwork aspects of the project construction, as well as required input/responses to requests for information, including attendance at project meetings when required.

The fee for the Sub-Consultant's services was \$58,500, of which \$28,000 was allocated for a Boring Contractor.

During the Construction Phase, the Consultant (Desmond) allocated CA Fees for the Sub-Consultant at \$700.

Manafort Drive Parking Garage at CCSU  
New Britain, Connecticut  
Labor Proposal by Task & Classification  
(FY 2017)  
DAS/DCS Project CF-RC402

EXHIBIT B



	DESMA Prime Consultant, ABE of Record	JCJ Architecture Design Architect	Silver Fetrucci & Associates MEP/FP Engineer	Langan Site/Civil Engineering	Didona Associates Landscape Architecture	Milone & Mac Broom, Inc. Traffic Engineering	Freeman Companies Geotech	Apex Construction Cost Estimating	Bruce Spawack Code Consultant	Total Fee By Task	%
Task 1 - Functional Alternative Analysis	\$ 37,560	\$ 10,785	\$ 1,800	\$ 9,375	\$ 1,130	\$ 6,000	\$ 25,000	\$ -	\$ -	\$ 84,450	6.022%
Task 2 - Final Subsurface Exploration	\$ 2,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,280	0.252%
Task 3 - Schematic Design	\$ 116,740	\$ 29,235	\$ 6,890	\$ 15,500	\$ 3,200	\$ 1,790	\$ -	\$ 4,894	\$ 9,000	\$ 180,559	19.963%
Task 4 - Design Development	\$ 123,075	\$ 25,120	\$ 15,890	\$ 15,500	\$ 7,005	\$ 6,005	\$ 3,000	\$ 6,850	\$ 8,905	\$ 200,445	22.157%
Task 5 - Construction Documents	\$ 148,145	\$ 16,535	\$ 17,860	\$ 20,250	\$ 8,810	\$ 470	\$ 900	\$ 8,356	\$ 9,540	\$ 227,496	25.159%
Task 6 - Bidding	\$ 44,040	\$ 1,400	\$ 1,450	\$ 3,375	\$ 1,820	\$ -	\$ 900	\$ -	\$ -	\$ 52,785	5.838%
Task 7 - Admin. Services during Construction	\$ 143,500	\$ 11,835	\$ 9,450	\$ 15,500	\$ 7,920	\$ -	\$ 700	\$ -	\$ -	\$ 186,215	20.594%
Expense Allowance	\$ 8,300	\$ 2,800	\$ 1,800	\$ 2,000	\$ 900	\$ 700	\$ 1,500	\$ 1,000	\$ 1,400	\$ 16,000	
DESIGN Sub-total	\$ 620,240	\$ 94,760	\$ 64,740	\$ 69,500	\$ 30,956			\$ 21,100	\$ 28,895	\$ 920,230	
Traffic Engr. - Milone & Mac Broom										\$ 32,535	
Geotechnical Engr. - Freeman Companies										\$ 30,900	
Boring Contractor										\$ 25,000	
TOTAL DESIGN COST with above services										\$ 1,011,265	
Percentage of Design Sub-total Fee	66.27%	10.12%	5.85%	7.43%	3.31%			2.25%	3.09%		
Design Cost Percentage of \$13,500,000 Construction Cost	4.59%	0.70%	0.41%	0.51%	0.23%			0.16%	0.21%	6.81%	

Under this Proposal (#20-243), DCS is now seeking approval of an additional \$33,000 in ARC fees to compensate the Consultant for additional Special Services to be provided by the Sub-Consultant as follows:

Full-time Aggregate Pier Observations

The Architect shall provide the following additional observational services. The Architect is authorized to engage the services of Freeman Companies, LLC, 36 John Street, Hartford, Connecticut, for the services set forth in this subsection.

- Provide full time (8 hours per day) on-site observation of installation of aggregate piers for the proposed garage. Prepare brief daily field reports that summarize the results of each day's installations.
- Provide full time (8 hours per day) on-site observation of foundation bearing surface preparations, to confirm the soils and conditions are consistent with the geotechnical report and project specifications. Prepare a brief daily field report that summarizes the results of each visit.

For the above services provided by the sub-consultant authorized above, the Architect shall be compensated in the not to exceed amount of **Thirty-Three Thousand Dollars (\$33,000.00)**.

A period of 6 weeks is assumed for this work. In the event this work takes fewer than 6 weeks to complete, the Architect shall only be compensated for the weeks in which this work occurred. Fee for said work shall be billed in accordance with the following:

Estimated Weekly Cost = \$5,483.50 per week (broken-down as follows)

- Freeman Project Engineer I: 45 hours/week x \$85/hour = \$3,825/week
- Freeman Project Manager II: 6 hours/week x \$135/hour = \$810/week
- Freeman Project Executive: 2 hours/week x \$175/hour = \$350/week
- Desman Markup: \$498.50/week

The overall construction budget and total project costs are \$15,827,000 and \$25,327,104.

Wohlsen Construction Company was awarded the construction contract for \$15,287,000 on September 20, 2020.

Desman Fee for Basic Services (PRB #18-077) – includes “special services” identified below except A/E contingency.	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>C. Budget</u> <u>(\$)</u>	<u>(%) Budget</u>
Schematic Design Phase	\$344,324			
Design Development Phase	\$200,445			
Construction Document Phase	\$227,496			
Bidding and Review Phase	\$52,785			
Construction Administration Phase	+186,215			
TOTAL BASIC SERVICE FEE (#18-077) (A)	\$1,011,265	(\$91,035)	\$13,225,108	6.96%
<b>SPECIAL SERVICES:</b>				
Traffic Engineering		\$32,535		
Geotech Engineering		\$30,500		
Borings		\$28,000		
DCS A/E Contingency		+25,000		
TOTAL SPECIAL SERVICES(B)		\$116,035		
20-243 - Additional Geotech Engineering CA Services (B1)		\$33,000		
20-243 TOTAL SPECIAL SERVICES(B)+(B1)		\$149,035		
TOTAL FEE (PRB #20-243) (A) + (B) + (B1)		\$1,069,265	\$15,827,000	7.00%

DCS confirmed funding is available for this Amendment #1.

Staff asked DCS to clarify the following based on our review:

1. What is the status of the project?  
DCS Response: The project is in construction.  
Staff Response: OK
2. Under PRB #18-077, the Board approved CF-RC-402-ARC that included \$30,500 for Geotech Engineering. Please clarify what changed in this project that DCS is now seeking full time Geotech services.  
DCS Response: This amendment is for full time GeoTech for aggregate pier installation only. CCSU and BOR were very nervous about the aggregate pier installation since it has not been done on their campus before on a building of this size. The University/BOR requested the GeoTech to observe the installation full time to give them a level of comfort.  
Staff Response: See #3 below.
3. Has DCS factored in the cost of services that were already included in the original contract during construction phase?  
DCS Response: Unsure of what is meant by this question.  
Staff Response: The original proposed scope had site visits/reporting/RFI/meeting attendance/etc. See below. Did DCS take into account these services that DCS already had bought before adding more hours related to these services in this amendment? I understand this is not to exceed, however, I also want to make sure that State receives services that it has already paid for rather than utilizing NTE fee.  
Provide periodic site visits as required to evaluate existing soil conditions as requested by DAS Project Manager during the construction phase to view and report on issues relating to the

foundation and earthwork aspects of the project construction, as well as required input/responses to requests for information, including attendance at project meetings when required

**DCS Response:** Yes, we acknowledge that the original proposed scope has site visits/reporting/RFIs/meeting attendance/etc. The Geotech has been onsite fulfilling this duty as we have found unsuitable soils as we have begun to dig. The fulltime oversight is above and beyond normal site visits and meeting attendance. In this Amendment we are asking the GeoTech to watch each and every aggregate pier be installed, far above and beyond the periodic site visits they own in their baseline scope.

**Staff Response:** OK

4. There was an allowance of \$28,000 for boring contractor. How much has been spent?

**DCS Response:** All \$28,000 was spent on borings.

**Staff Response:** OK

5. What is the status of the \$25,000 Contingency? If not used, why DCS is not utilizing this contingency for this amendment?

**DCS Response:** This allowance was utilized for traffic signal design for Malone and MacBroom. Per contract, Milone and MacBroom owed Traffic Engineering OSTA requirements only (Section II, Paragraph A). Signal design, if any, could not be determined until OSTA was complete. Once determined signal would need to be redesigned, \$25,000 was used to compensate Milone and MacBroom. Actual cost of this redesign was around \$40,000. DCS negotiated with Desman to only utilize the allowance of \$25,000 as to not seek out the Amendment process. Please see attached proposal.

**Staff Response:** DCS provided the Milone and MacBroom proposal for the traffic signal design. OK

**RECOMMENDATION:** Staff recommendation is to **APPROVE** this Amendment #1 in the amount not-to-exceed \$33,000 to compensate the Consultant for additional Special Services provided by the Sub-Consultant.

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FROM PRB #18-077

Re: **PRB # 18-077, Standard Fixed-Fee—A/E Services Contract - Project CF-RC-402-ARC  
Manafort Drive Parking Garage at CCSU - Total Fee \$1,036,265  
CCSU - DESMAN, Inc.**

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**UPDATE – 6/27/2018**

DCS provided response to the questions raised by the Board, please refer to the attached memo from Kevin Kopetz for discussion.

**RECOMMENDATION:**

Staff is recommending approval of PRB # 18-077 based on the responses from DCS. However, it is recommended that whenever there is a difference (higher fees) in the fees between the B1105 and the proposed contract, DCS must provide a written acknowledgement and approval from the user agency of such an increase in the fee.

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**PROJECT BRIEF**– In general this project provides for the design and construction of a new 500-600 car parking garage. The site is located on a 2.2 acre site in Southwest quadrant of the campus and is bordered by Paul Manafort Drive to the North, Stratford Road to the South, Charter Oak College to the East, and private retail businesses to the West.

The parking garage will be constructed to meet structural design criteria and designed with materials consistent with CCSU campus standards for similar applications, including concrete and steel structure, brick veneer, metal roofs, and insulated glazing. Site improvements shall be required to provide effective access, circulation signalization, lighting and all utility relocations. All work associated with traffic studies and approvals, vehicular controls, signals, crosswalks, signage, site lighting, site utilities, and street crossings will be incorporated into the project. The site shall be landscaped in a manner appropriate to enhance the building, integrate it with the campus surroundings and adjacent neighborhood.

This project will be constructed using the design/bid/build process and will be administered by the CT DCS. As part of the initial project scope, the overall construction and total project budget have been established at **\$13,225,108** and **\$18,835,153** respectively.

On August 31, 2017, members of the State Construction Services QBS Selection Panel met to interview and select a consultant for this contract. They created a certified list of 3 qualified firms. These firms were as follows: Desman, Inc; Perkins Eastman Architects, DPC; BL Companies CT, Inc/Tecon Architects, PC. At the conclusion of the process, DCS identified Desman, Inc. as the most qualified firm.

This contract is for *Architect* for the completion of the Manafort Drive Parking Garage project from the schematic design phase through the construction document phase, bidding and construction administration (if funds are allocated for construction). The overall compensation rate for this basic service is **\$920,230.00** with an additional **\$116,035.00** for special services. As such the total project fee is **\$1,036,265**. The special services detailed in the project scope include traffic engineering, geotechnical engineering, borings and a design contingency.

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

<u>Desman Fee for Basic Services (PRB #18-077) – includes “special services” identified below except A/E contingency.</u>	<u>COST (\$) (BASIC)</u>	<u>COST (\$) (SPECIAL)</u>	<u>C. Budget (\$)</u>	<u>(%) Budget</u>
Schematic Design Phase	\$344,324			
Design Development Phase	\$200,445			
Construction Document Phase	\$227,496			
Bidding and Review Phase	\$52,785			
Construction Administration Phase	<u>+186,215</u>			
<b>TOTAL BASIC SERVICE FEE (#18-077) (A)</b>	<b>\$1,011,265</b>	<b>(\$91,035)</b>	<b>\$13,225,108</b>	<b>6.96%</b>
<b><u>SPECIAL SERVICES:</u></b>				
Traffic Engineering		\$32,535		
Geotech Engineering		\$30,500		
Borings		\$28,000		
DCS A/E Contingency		<u>+\$25,000</u>		
<b>TOTAL SPECIAL SERVICES(B)</b>		<b>\$116,035</b>		
<b>TOTAL FEE (PRB #18-077) (A) + (B)</b>		<b>\$1,036,265</b>	<b>\$13,225,108</b>	<b>7.83%</b>

- The RFQ was advertised on June 7, 2017. The Selection Panel interviewed four firms and ultimately recommended the appointment of Desman, Inc. The selection was approved by Commissioner Currey on 9/8/2017.

- Desman, Inc. is located in Boston. Desman will be operating under its engineering corporation license JPC.0000065. The license is valid until 04/30/2019.
- DAS Legal Unit's review of Desman, Inc. (contractor), it was noted that a campaign contribution was listed on the OPM Ethics Form 1. Upon notification to the Contractor of the issue, the Contractor and its principal took the appropriate steps to self-report the contribution to the SEEC. The matter is listed with the SEEC as File No. 2018-05. DAS Legal coordinated this matter with SEEC Compliance unit and the unit has informed DAS that it can move forward with the contract with Desman, Inc. SEEC's written decision will be forwarded after their meeting to DAS Legal unit. DAS has requested acceptance of their submission of the contract so that the SPRB staff can begin its review.
- The project is funded through CHEFA Series P Bond.

**RECOMMENDATION:** It is recommended to SUSPEND this new contract for Desman, Inc. for design related services for Manafort Drive Parking Garage. Further clarification is needed for the following items:

- The Form B1105 is not complete – does not have CT DCS Capital Project Request Approval signature.
- The A/E fees listed on B1105 totals \$990,119. It does not include special services and does not match the request of \$1,036,265.
- Please clarify if there is a gap in A/E funds based on B1105 submitted.
- The submission should accompany RFQ Web Advertisement for A/E Consultant Services.
- Clarification is needed why "Major Site work" is identified under Group B construction and not under Group A.

**7. OTHER BUSINESS**

**8. VOTES ON PRB FILE:**

**PRB FILE #20-234** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #20-234. The motion passed unanimously.

**PRB FILE #20-243** – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #20-243. The motion passed unanimously.

**9. NEXT MEETING** – Thursday, January 28, 2021.

The meeting adjourned.

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