

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On May 10, 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 May 10, 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
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

David Barkin, DAS/DCS Chief Architect
Kevin Kopetz, Esquire, DCS Legal Director

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 May 6, 2021 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Mr. Berger provided Board Members with an update on his ongoing conversations and review about certain proposed legislation that affects the State Properties Review Board.

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 10:08. The motion passed unanimously.

EXECUTIVE SESSION

PRB #:	21-081
Transaction/Contract Type:	RE/ Lease
Origin/Client:	DAS/ WCC

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

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:39. The motion passed unanimously.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 21-053
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Roof Consulting Contracts
Contract: OC-DCS-ROOF-0039
Consultant: Gale Associates, Inc.
Item Purpose: New On-Call Contract

PRB # 21-054
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Roof Consulting Contracts
Contract: OC-DCS-ROOF-0040
Consultant: Wiss Janney, Elstner Associates, Inc.
Item Purpose: New On-Call Contract

PRB # 21-055
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Roof Consulting Contracts
Contract: OC-DCS-ROOF-0041
Consultant: Hoffmann Architects, Inc.
Item Purpose: New On-Call Contract

PRB # 21-056
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Roof Consulting Contracts
Contract: OC-DCS-ROOF-0042
Consultant: Martin A. Benassi - Architect, LLC
Item Purpose: New On-Call Contract

PRB # 21-057
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Roof Consulting Contracts
Contract: OC-DCS-ROOF-0043
Consultant: Silver Petrucelli & Associates, Inc.
Item Purpose: New On-Call Contract

Mr. Barkin and Attorney Kopetz joined the meeting at 9:34 to participate in the Board's review of this Proposal.

This is the 8th series of On-Call Roof Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The prior series of On-Call Roof Consulting Contracts expires on 05/14/2021.

Under this Proposal DCS seeks the Board's approval of the 8th Series of the On-Call Contract. The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$750,000 per contract and a common expiration date of 08/31/2023. The On-Call Contract can be utilized on DCS projects with construction budgets of up to five million dollars (\$5,000,000).

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

- Addition of Exhibit A to include the Consultant's hourly rates.

DAS/DCS notes:

Each contract is exactly the same except for the negotiated rates, and name and address of the firm.

Similar to the Claims Analyst on-call contract series, there is not one rate table applicable to each on-call roof consultant for this contract series because the consultants are often used as independent experts when there are project issues related to construction non-conformities and deficiencies, or to address building envelope issues arising post-construction substantial completion. It should be noted all reroofing projects are negotiated lump sum contracts; therefore hourly rates are used only in special circumstances as described. The consultants may be called upon to prepare expert reports and appear as expert witnesses in arbitration and/or litigation. Two firms proposed for this series have served in that capacity recently. DAS did negotiate certain hourly rate amounts where such amounts differed significantly from other consultants.

A Request for Qualifications (RFQ) for the consultant services was released on October 26, 2020 and elicited seven (7) responses at the November 18, 2020 due date for response. All Respondents were interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of five firms under this series. The selection of the firms was approved by DAS Deputy Commissioner Petra on 1-15-2021.

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

PRB 21-053 – Gale Associates, Inc., (GAI) originally established in 1964 and is locally located in Glastonbury, CT. GAI has a local staff of 77 employees including 3 professional architects and 21 professional engineers. DCS reports GAI was awarded 3 contracts over the past five years with \$571,258 total volume of work.

The company has been awarded the following Task Letters under the prior series of On-call Roof Consultant Contracts:

• Task Letter #1	CCSU Kaiser Hall Roof Replacement	\$14,235	(Informal)
• Task Letter #1A	CCSU Kaiser Hall Roof Replacement	\$19,387	(Informal)
• Task Letter #1B	CCSU Kaiser Hall Roof Replacement	\$19,240	(Informal)
• Task Letter #2	DPH – Water Infiltration at Roof	\$34,961	(Informal)
Total Fee to Date:		\$88,273	

GAI's Engineering Corporation License (PEC.0001131) with the CT State DCP is active. Ames & Gough and AIG Insurance reported that GAI has experienced twenty general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. GAI scored a total of 302 out of a possible 320 points.

21-054 – Wiss, Janney & Elstner, Associates Inc. (WJE) established in 1956 and has over 15 offices with 690+ employees nationwide. The firm is locally located in Shelton ago has five national offices and a staff of 15 employees including 2 Professional Architects and 11 Professional Engineers. DCS reports WJE was awarded 3 contracts over the past five years with \$608,889 total volume of work.

The company has been awarded the following Task Letters under the prior series of On-call Roof Consultant Contracts:

- | | | | |
|------------------|-----------------------|-----------|--------|
| • Task Letter #1 | SCSU Earl Hall Roof & | \$147,950 | (Hold) |
|------------------|-----------------------|-----------|--------|

• Task Letter #2	Curtain Wall Replacement MCC – Building Infrastructure Upgrades	\$27,600	(Informal)
Total Fee to Date:		\$175,550	

WJE's Engineering Corporation License (PEC.0000721) with the CT State DCP is active. Greyling Insurance reported that WJE has reported twelve general liability or professional policy loss or claims during the past 5 years. None of these claims are related to a state funded project. WJE scored a total of 302 out of a possible 320 points.

PRB 21-055 – Hoffman Architects Inc., (HAI) originally established in 1977 is also a SBE. HAI has a staff of 40± employees including 20 professional architects, 5 professional structural engineers and 3 construction project managers. DCS reports HAI was awarded 5 contracts over the past five years with \$4,326,722 total volume of work.

HAI has been awarded the following contracts over the past two years:

- Somers, Bilton Rd (335) – Osborn CI - BI- JA-485-ARC - \$3,590,000
- Cheshire, Highland Ave (900), Cheshire Correctional Institution - BI-JA-476-ARC - \$211,856

HAI's Architecture Corporation License (ARC.0000228) with the CT State DCP is active. Smith Brothers Insurance reported that HAI has reported two general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. HAI scored a total of 300 out of a possible 320 points.

PRB 21-056 - Martin A. Benassi- Architect, LLC (MBL) established in 1987 and is also an SBE. MBL has a staff of 4 employees including 2 professional architects and a construction inspector. DCS reports MBL was awarded 2 contracts over the past five years with \$757,773 total volume of work.

The company has been awarded the following Task Letters under the prior series of On-call Roof Consultant Contracts:

• Task Letter #1	WCSU O'Neil Center Roof Replacement	\$39,673	(Informal)
• Task Letter #1A	WCSU O'Neil Center Roof Replacement	\$627	(Informal)
• Task Letter #2	WCSU White Hall Roof Replacement	\$96,000	(Informal)
• Task Letter #3	Three Rivers CC Ext. Building Env. Study	\$15,000	(Pending)
Total Fee to Date:		\$136,300	

MBL's Architecture Corporation License (ARC.0000759) with the CT State DCP is active. Smith Brothers Insurance, LLC reported that MBL has not had any professional policy losses or claims during the past 5 years. MBL scored a total of 290 out of a possible 320 points.

21-057 – Silver, Petrucelli & Associates, Inc. (SPA), incorporated in 1991 and is also an SBE. The firm has 45 employees including 9 architects and 16 professional engineers. DCS reports SPA was awarded 1 contract over the past five years with \$319,850 total volume of work.

The firm's corporate Joint Practice license (JPC.0000037) with the CTDCP is current. Smith Brothers Insurance reported that SPA has reported one general liability or professional policy loss or claim during the past 5 years. SPA scored a total of 270 out of a possible 320 points.

A summary of the Consultant's Hourly Rates is as follows:

Martin Benassi	Current	Proposed	Change		Gale Associates	Current	Proposed	Change
Officer/Principal	\$200	\$200	0%		Officer/Principal	\$250	\$250	0%
Project Manager	\$175	\$175	0%		Project Manager	\$180	\$200	11%
Senior Engineer/Arc	\$175	\$175	0%		Senior Engineer/Arc	\$165	\$165	0%
Engineer/Arc	\$175	\$175	0%		Engineer/Arc	\$155	\$155	0%
Senior Designer	\$150	\$150	0%		Senior Designer	\$140	\$140	0%
Designer	\$110	\$110	0%		Designer	\$130	\$130	0%
Field Engineer	\$110	\$110	0%		Field Engineer	\$125	\$125	0%
CAD/BIM Operator	\$90	\$90	0%		CAD/BIM Operator	\$120	\$120	0%
Administrative	\$80	\$80	0%		Administrative	\$115	\$115	0%
Wiss Janney	Current	Proposed	Change		Hoffmann Architects	Current	Proposed	Change
Officer/Principal	\$250	\$240	-4%		Officer/Principal		\$300	
Project Manager	\$215	\$210	-2%		Project Manager		\$245	
Senior Engineer/Arc	\$195	\$190	-3%		Senior Engineer/Arc		\$230	
Engineer/Arc	\$170	\$165	-3%		Engineer/Arc		\$200	
Senior Designer	\$170	\$165	-3%		Senior Designer		\$190	
Designer	\$125	\$145	16%		Designer		\$170	
Field Engineer	\$125	\$0	-100%		Field Engineer		\$150	
CAD/BIM Operator	\$95	\$0	-100%		CAD/BIM Operator		\$125	
Administrative	\$95	\$0	-100%		Administrative		\$100	
Silver, Petrucelli	Current	Proposed	Change					
Officer/Principal		\$174						
Project Manager		\$148						
Senior Engineer/Arc		\$174						
Engineer/Arc		\$148						
Senior Designer		\$148						
Designer		\$106						
Field Engineer		\$110						
CAD/BIM Operator		\$82						
Administrative		\$73						

SPRB Staff had asked following questions regarding this new On-Call Consultant Contract.

1. Please provide the Task Logs for OC-DCS-ROOF-0034, 35, 36, 37 and 38.

DCS Response: These will be provided under separate cover...

Staff Response: DCS provided the Task Logs.

2. The use of this on-call series is broad unlike the Claims Analysts series. The hourly rates between the 5 consultants varies significantly. These rates should be reconciled.

DCS Response: Historically rates for the on-call consultants varied based upon their submittals and any subsequent negotiation by DAS. DAS has determined however to establish rates for on-call contracts when appropriate. We recognize these rates do vary, and in some cases broadly but it should be noted all the consultants are not equivalent and Hoffmann, in particular, has been instrumental in providing forensic building envelope analysis for us in the past. Also please note we negotiated rates, including those of Hoffmann prior to submitting to SPRB as indicated in our SPRB memo. Remember rates are not typically referenced for roofing projects as those are negotiated on a lump sum basis. If after task selection a particular consultant has too high a price, and we cannot negotiate to a suitable cost, we will then move to another selection. The labor rates could be utilized for additional services but again can and will be negotiated by our project team to assure the state is receiving an appropriate value from our consultants.

Staff Response: For the scope of work proposed (which is not specialized like Claims Analysts series), Hoffman Architect's hourly rates are excessive. For example, if Hoffman's is hired for standard roofing design or addressing roof leakages, etc. their base fee may come in higher because of higher hourly rates compared to the other 4 consultants. One way to find out if the proposals are within certain percentage is to seek 3 quotes from 3 consultants. If DCS justifies the hours based on the fact that they have provided instrumental services for forensic building envelop analysis, then there should be a separate on-call for this specific task that requires specialized services during claims process.

3. Is there years of experience requirement for various titles? For example, Sr. Engineer vs. Engineer vs. Field Engineer?

DCS Response: No, different firms define these roles per their requirements. Were we to establish minimum qualifications based on years of experience we would limit our pool of respondents, likely to the very large consultancies where we can get senior staff but not necessarily the most creative minds. We need a mix of firms from the small, nimble firms to larger corporate firms based on project need.

Staff Response: This is not correct. By seeking qualifications based on number of year would not limit the pool of respondents. DCS must come up with years of experience for various titles as different consultants may have different requirements and the State may not get experienced staff for their project. One way to find out is to seek how these consultants define various positions and DCS should seek this information. In a longer run, the Board can assist DCS in a process to come up with a system to address this issue.

4. Is HAI's (Hoffman) Sr. Engineer more qualified than SPA's (Silver,...)?

DCS Response: Whereas SPA is a general practice of architecture, Hoffmann is a building envelope specialist and so their expertise relevant to this contract is much greater. That can be seen from the relative scoring of the firms by the selection panel. While SPA may not have the expertise of a Hoffmann in building envelope analysis, other projects would not require Hoffmann's specialization and would be appropriate for other selected firms.

Staff Response: Again, requiring years of experience as one of the criteria can address this discrepancy as it relates to hourly rates.

5. Can a non-technical professional perform duties of a Project Manager? What are the requirements/qualifications for Project Manager? Are there licensure requirements, etc.? What type of duties will Project Manager perform?

DCS Response: "Project Manager" as a title is not regulated nor licensed in Connecticut nor, to our understanding, in any jurisdiction in the US or its territories. In practice a project manager is a highly compensated position with the A/E industry as that individual has primary financial responsibility for project success and is held accountable by the firm leadership. Predominantly a PM will be a licensed architect or engineer and will almost always have technical training relevant to their field of practice. That being said there are PMs in the IT world, and any industry. There are certifications such as PMP (Project Management Professional) where one can get a certificate in the intricacies of project management (originally based on highly complex procedures developed by the US DOE). We don't typically see PMs of that nature within the A/E industry. In most cases the PM has been elevated after serving in lower positions and working their way up the ladder via experience in all the multiple aspects of project delivery. The project manager will oversee the technical staff on the project (those that produce the drawings and specifications) they will be the primary client interface – the person we expect to be communicating with, they will manage the subconsultants for any given task, they will oversee the contract including negotiating it with the client along with any additional services that may arise.

Staff Response: So it means that this position in general terms is for professionals like engineers or architects, etc.

6. Can an independent consultant who might be on other DCS on-call be a sub-consultant under this on-call?

DCS Response: Yes, for instance they may bring an independent cost estimator to the team.

Staff Response: OK.

RECOMMENDATION – Staff recommends **APPROVAL** (provided that DCS works with SPRB in addressing above concerns) of the Five On-Call Contracts that has a maximum total cumulative fee of \$750,000 per contract and a common expiration date of 08/31/2023.

From PRB #19-058 to #19-062

This is the 7th series of On-Call Roof 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 \$750,000 per contract and a common expiration date of 05/14/2021. The prior series of On-Call Roof Consulting Contracts expired on 02/15/2019.

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

- Removal of references to Division of Construction Services (DCS);
- Removal of language within *Executive Orders* and addition of Executive Order #49;
- Expanded *Indemnification* language;
- Expanded *Suspension of the Work* language;
- Expanded *Termination of Contract* language;
- Addition of *Notices* clause; and
- Addition of SBRB Signature Block.

The 6th series of On-Call ROOF Consulting Contracts was approved by the Board in December 2016 under PRB Files #16-281 through #16-285. This was the 6th series of ROOF Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2002. In November 2017, the Board approved a contract amendment under PRB File #17-321 through #17-325 to increase the maximum contract amount from \$500,000 to \$1,000,000 while maintaining the common contract expiration date of February 15, 2019.

In this 7th series, only three of the five firms being submitted to the Board have been previously approved for *Roof Consulting On-Call Contracts*. Martin A. Benassi - Architect, LLC, Gale Associates, Inc, and Wiss Janney, Elstner Associates, Inc. were awarded contracts under the last series. Quisenberry Arcari Malik, LLC and Capital Studio Architects, LLC have not been awarded a roof consulting contract under the last series.

A Request for Qualifications (RFQ) for the consultant services was released on November 26, 2018 and elicited fourteen (14) 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.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of five firms under this series. This submittal is for SPRB review and approval of the following five firms under this series.

PRB 19-058 - Martin A. Benassi- Architect, LLC (MBL) established in 1987, has a staff of 6 employees including 4 professional architects and a construction project manager. The company has been awarded the following Task Letters under the 6th series of On-call Roof Consultant Contracts:

• Task Letter #1	MCC – Skylight Replacement	\$39,900	(Informal)
• Task Letter #2	CSCU – Copernicus Hall Roof	\$63,540	(Informal)
• Task Letter #3	Carl Robinson CI Roof	\$95,000	(Not assigned)
• Task Letter #4	NVCC – Kinney Hall Roof	\$86,445	(Informal)
• Task Letter #4A	NVCC – Roof Installation Observation	\$9,000	(Informal)
• Task Letter #5	SCSU – Davis Hall Roof	\$82,080	(Informal)
Total Fee to Date:		\$375,965	

MBL's Architect License for Mr. Benassi (ARI.0003312) with the CT State DCP is active. Smith Brothers Insurance, LLC reported that MBL has not had any professional policy losses or claims during the past 5 years. MBL scored a total of 314 out of a possible 400 points and was identified as one of the six most qualified firms.

PRB 19-059 – Gale Associates, Inc., (GAI) originally established in 1964 and is locally located in Glastonbury, CT. GAI has a local staff of 111± employees including 5+ professional architects and 24+ professional engineers. The company has been awarded the following Task Letters under the 6th series of On-call Roof Consultant Contracts:

•Task Letter #1	WCSU Westside Classroom Roof	\$161,544	(PRB 17-210)
•Task Letter #1A	WCSU Westside Classroom Roof	\$8,560	(PRB 18-227)
•Task Letter #2	CCSU Energy Center Roof	\$99,585	(Informal)
•Task Letter #2A	CCSU Energy Center Roof	\$12,960	(PRB 18-019)
•Task Letter #3	460/470 Cap Ave Roof Replacement	\$114,600	(18-001)
•Task Letter #4	NWCC Bldg Envelope Renovation	\$77,650	(Informal)
•Task Letter #5	MCC Bldg Envelope Investigation	\$6,500	(Informal)
•Task Letter #6	N.L. Superior CT GA-10 Roof Repair/Replacement	\$95,000	(Informal)
Total Fee to Date:		\$576,399	

GAI's Engineering Corporation License (PEC.0001131) with the CT State DCP is active. AIG Insurance reported that GAI has experienced twenty general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. GAI scored a total of 306 out of a possible 400 points and was identified as one of the six most qualified firms

PRB 19-060 – Quisenberry Arcari Malik, LLC (QAM) was originally established in 1999. QAM, located in Farmington, has a local staff of thirty-four (34) employees, including 13 architects. The company has not been awarded an on-call contract or formal contract in the past two years.

Maloney & Company, LLC reported that QAM has experienced seven general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. QAM scored a total of 306 out of a possible 400 points and was the third most qualified firm.

19-061 – Wiss, Janney & Elstner, Associates Inc. (WJE) established in 1956 and has over 15 offices with 700+ employees nationwide. The firm is locally located in Shelton ago has five national offices and a staff of 10± employees including 3 Professional Architects, 3 Professional Engineers and 2 Construction relates professionals. The company has been awarded the following Task Letters under the 6th series of On-call Roof Consultant Contracts:

•Task Letter #1	CCC – Bldg Env. Study	\$46,034	(Informal)
•Task Letter #2	HCC Lafayette Hall Roof Project	\$63,340	(Informal)
•Task Letter #3	NWCC Building Envelope Project	\$29,953	(Informal)
•Task Letter #4	WCSU Noble Hall Masonry Project	\$92,700	(Informal)
•Task Letter #5	Norwalk DMV Roof & HVAC	\$65,000	(Informal)
•Task Letter #6	DESPP HQ – Roof & atrium	\$177,000	(PRB-18-040)
•Task Letter #7	18-20 & 30 Trinity Street, Pre-Design	\$142,055	(PRB-18-142)
Total Fee to Date:		\$616,082	

WJE's Engineering Corporation License (PEC.0000721) with the CT State DCP is active. USI Insurance Services reported that WJE has reported twenty-four (24) general liability or professional policy loss or claims during the past 5 years. All of these claims are closed except for two and none of these claims are related to a state funded project. WJE scored a total of 300 out of a possible 400 points and was identified as one of the most qualified firms.

19-062 – Capital Studio Architects, LLC (CSA) was established in 1999. CSA, located in East Hartford, has a staff of seven (7) employees, including three architects. The company has not been awarded an On-Call Contract or a formal contract with DCS over the past two years.

CSA's Architect License for Mssrs Holmes (ARI.0003942) and Mancuso (ARI.0004731) with the CT State DCP are active. Maloney & Company, LLC reported that CSA has not had any professional policy losses or claims during the past 5 years. CSA scored a total of 276 out of a possible 400 points and was the sixth most qualified firm. This firm was selected as the fifth most qualified firm was conditionally selected for a significant formal contract.

SPRB Staff had asked following questions regarding this new On-Call Consultant Contract.

1. Please clarify if 'Minimum Coverage' requirements in Section 4 of the On-Call Contract is correct at \$1,000, or should it be \$1,000,000.
 - a. DCS provided corrected copies

RECOMMENDATION – Staff recommends **APPROVAL** of the Five On-Call Contracts that has a maximum total cumulative fee of \$750,000 per contract and a common expiration date of 05/14/2021.

<i>PRB #</i>	21-058
<i>Origin/Client:</i>	DCS/DCS
<i>Transaction/Contract Type</i>	AE / Amendment
<i>Contract:</i>	OC-DCS-ARC-0060
<i>Consultant:</i>	AE Design Group, LLC
<i>Item Purpose:</i>	Amendment #1 to Extend to November 15, 2021

Mr. Barkin and Attorney Kopetz remained in the meeting to participate in the Board's review of this Proposal. Both left the meeting at 10:07.

At the State Properties Review Board meeting held on March 14, 2019, the Board approved #19-068 to #19-072, five Consultant Contracts under the 9th series of On-Call Architect Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The five (5) On-Call Contracts that were approved had a maximum total cumulative fee of \$1,000,000 per contract and a common expiration date of 05/15/2021.

Under this Proposal (#21-058), DCS is now resubmitting this firm to the Board for approval under Contract Amendment #1 to OC-DCS-ARC-0060 to extend the contract expiration date to November 15, 2021. The \$1,000,000 maximum cumulative fee is unchanged. DCS made the request to allow enough additional time to execute a current task assignment they have been asked to prepare for Tunxis Community College. Additionally, the Consultant did not respond to the RFP for the next series of on-call ARC contracts.

AE Design Group has been assigned the following Tasks under this On-Call Contract:

- | | | | |
|------------------|--------------------------------------|----------|-------------|
| • Task Letter #1 | Three Rivers CC Nursing Feasibility. | \$25,000 | (Informal) |
| • Task Letter #2 | Capital CC Kitchen Renovations | 0 | (Cancelled) |
| • Task Letter #3 | OCME Formulation Study | \$15,800 | (Informal) |
| • Task Letter #4 | Tunxis CC Partial Roof | \$92,500 | (Informal) |

Replacement	
Total Fee to Date:	\$133,300

Changes to the Contract OC-DCS-ARC-0060 include the following:

- Article D is changed to extend the termination date to November 15, 2021;
- Article W is changed to update Non-Discrimination language;
- The Attachment containing the SEEC Campaign Contribution Restriction has been changed to reflect the most recent edition of the form.

Staff asked following question for clarification:

1. What is the reason for this request?

DCS Response: The reason for the request was one of timing; the consultant was asked to prepare a proposal for the project but due to it's being over \$100,000 the review with SPRB would likely push it past the on-call contract end date of mid-May. Since the consultant had already been out to the site, reviewed the work with Keith Epstein and others, had already begun developing his proposal, it seemed like the best thing to do was extend the contract to allow this task to be executed rather than start over thus wasting both the consultant's time, the agency's time, the DCS PM's efforts and any time already dedicated by the legal staff.

Staff Response: OK

2. Who made the request for AE Design Group and subsequent extension?

DCS Response: The assignment to AE Design Group was made under the regular rotational assignments by OLAPP. I requested the contract extension when I learned about the task, the \$ being > \$100K and knowing the contract end date would likely result in a restart (see answer to Q 1 above).

Staff Response: OK

RECOMMENDATION:

It is recommended that the Board **approve** this Contract Extension to November 15, 2021 for AE Design Group, LLC.

From PRB #19-068 to #19-072

This is the 9th series of On-Call Architect 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 \$1,000,000 per contract and a common expiration date of 05/15/2021. The prior series of On-Call Architect Consulting Contracts expires on 03/15/2019.

Two additional Consultants are not being submitted at this time, for the following reasons:

- OC-DCS-ARC-0062 – Antinozzi Associates, P.C. – credentials not yet complete.
- OC-DCS-ARC-0065 – Newman Architects, PC – waiting for resolution of affidavit issue.

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

- Removal of references to Division of Construction Services (DCS);
- Expanded *Indemnification* language;
- Expanded *Suspension of the Work* language;
- Expanded *Termination of Contract* language; and

- Addition of *Notices* clause.

The 8th series of On-Call Architect Consulting Contracts was approved by the Board in January 2017 under PRB Files #17-005 through #17-010. Only three (3) of the firms under this current 9th series RFP submittal have been previously approved for *Architecture Consulting On-Call Contracts*: edm Services, Inc., Friar Architecture, Inc. and Northeast Collaborative Architects.

A Request for Qualifications (RFQ) for the consultant services was released on December 10, 2018 and elicited sixteen (16) responses. Fifteen (15) of the 16 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.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of seven firms under this series. This submittal is for SPRB review and approval of the following five firms (two not submitted at this time) under this series.

PRB 19-068 - Northeast Collaborative Architects, LLC (NCA) originally established in 1982 as Bianco Giolitto Weston Architects. NCA currently has a local staff of 17 employees including two office administrators, 10 professional architects and 5 interior designers. The company has not been awarded an On-call Contract or Formal Contract with the DCS in the past two years.

NCA has an Architecture Corporation License with the CT State DCP as ARC.000630 that is currently active. Smith Brothers Insurance, LLC reported that NCA has had one professional policy claim during the past 5 years. This claim was related to an undefined project with the Town of Glastonbury. This claim is still open. NCA scored a total of 298 out of a possible 300 points and was identified as the most qualified firm. NCA is also identified by DAS as a Small/Minority Business Enterprise (through 3-21-20).

PRB 19-069 – A/E Design Group, LLC (“AED”) originally established in 1984, has a local staff of 4± employees including 2 professional architects and an interior designer. The company has been awarded the following Task Letters under the 7th series of On-call Architect Consultant Contracts:

- | | | | |
|-------------------|------------------------------------|---------|--------------|
| • Task Letter #8A | Asnuntuck CC, Manufacturing Center | \$8,500 | (PRB-18-046) |
|-------------------|------------------------------------|---------|--------------|

AED is operating under Mr. Lamontagne's Architect's License Number is ARI.0011219 and is currently active with the CT State DCP. Smith Brothers Insurance, LLC reported that AED had no professional policy claims during the past 5 years. AED scored a total of 293 out of a possible 300 points and was identified as the second most qualified firm.

PRB 19-070 – Quisenberry Arcari Malik, LLC (QAM) was originally established in 1999. QAM, located in Farmington, has a local staff of thirty-four (34) employees, including 13 architects. The company has not been awarded an on-call contract or formal contract in the past two years.

Maloney & Company, LLC reported that QAM has experienced seven general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. QAM scored a total of 287 out of a possible 300 points and was the third most qualified firm.

19-071 – Friar Associates, Inc. (FAI) is locally located in Farmington and was originally established in 1985. FAI currently has a local staff of 20± employees including one office executives, 8 professional architects and 1 interior designer. The company has not been awarded an On-call Contract or Formal Contract with the DCS in the past two years.

FAI has an Architecture Corporation License with the CT State DCP as ARC.000113 that is currently active. Smith Brothers Insurance Company reported that FAI has experienced nine general or professional policy loss or claims during the past 5 years. None of these claims are related to projects funded by the State of Connecticut. FAI scored a total of 273 points out of 300 points and was identified as the fifth most qualified firm.

The company has been awarded the following Task Letters under the 8th series of On-call Architect Consultant Contracts:

• Task Letter #1	Statewide Courthouse Security Study	\$84,750	(Informal)
• Task Letter #2	Three Rivers CC Science Lab Renov.	\$28,000	(Informal)
• Task Letter #3	Osborne CI Elevator	\$0	(Not Assigned)
• Task Letter #4	Granoff Hall Holding Cells	\$18,500	(Informal)
• Task Letter #5	DVA ADA Renovations	\$204,890	(PRB-18-146)
Total Fee to Date:		\$336,140	

19-072 – edm-CT, Inc. (EDM) originally established in 1988. EDM is locally located in Unionville with a staff of 7± employees including one office executive, 3 professional architects and 1 interior designer. The company has been awarded the following Task Letters under the 8th series of On-call Architect Consultant Contracts:

- Task Letter #1 Three Rivers CC – HVAC Upgrades \$168,000 **(PRB-18-191)**

EDM has a Joint Practice License for Architecture with the CT State DCP as JPC.000172 that is currently active. Michael J. Hall & Company reported that EDM has not experienced any general or professional policy loss or claims during the past 5 years. EDM scored a total of 269 points out of a possible 300 points due and was identified as the sixth most qualified firm.

RECOMMENDATION – Staff recommends **APPROVAL** of the Five On-Call Contracts that have a maximum total cumulative fee of \$1,000,000 per contract and a common expiration date of 05/15/2021. Upon staff review comment, DCS amended NCA's Administrative Assistant hourly rate from \$110 to \$75.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #21-081 – Mr. Berger moved and Mr. Halpert seconded a motion to approve PRB FILE #21-081. The motion passed unanimously.

PRB FILES #21-053, #21-054, #21-055, #21-056 & #21-057 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILES #21-053, #21-054, #21-055, #21-056 & #21-057. The motion passed unanimously.

PRB FILE #21-058 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #21-058. The motion passed unanimously.

9. NEXT MEETING – Thursday, May 13, 2021.

The meeting adjourned.

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