

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On June 3, 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 June 3, 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

Members Absent:

William Cianci

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Colonel Mathew Wilkinson, CT Mil
Chief Gregory Gallagher, CT Mil

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 June 1, 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

5. ARCHITECT-ENGINEER – UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #	21-084
Origin/Client:	DCS/CT MIL
Transaction/Contract Type	AE / Task Letter
Project Number:	BI-Q-704
Contract:	OC-DCS-MBE-ARC-0015
Consultant:	Amaya Architects
Property:	Hartford, Broad St (360) – Hartford Armory
Project purpose:	Hartford Armory Drill Shed Flooring and Walls Refinishing
Item Purpose:	Task Letter #1A

At 9:31 Colonel Wilkinson and Chief Gallagher joined the meeting to participate in the Board's review of this Proposal. Both left the meeting at 9:46.

PROPOSED AMOUNT: \$67,000

On July 26, 2019, DAS/DCS retain the Consultant under Task Letter #1 to provide design and construction administration services for the drill shed flooring and walls refinishing project at the Hartford Armory. The fee for the Consultant's services was \$99,500, of which \$9,000 was for design contingency, with a \$700,000 construction budget. The project scope of work was described as:

1. Refinish the existing Drill Shed wood flooring, including incorporation of new athletic court striping and logos,
2. Repainting the existing wall and ceiling surfaces, including the existing metal trusses,
3. Design and installation of a new media sound system, including microphones, acoustic panels, speakers and related equipment, and
4. The installation of electronic LED messaging board(s) that can be used for athletic event scoping and promotional messaging. Number of boards to be determined by athletic court layouts.

Under this Proposal (PRB #21-084), DCS is now seeking Board approval of Task Letter #1A for the Consultant to provide additional design and construction administration services in conjunction with the drill shed flooring and walls refinishing project at the Hartford Armory. The fee for the proposed Consultant's services is \$67,000. The expanded scope of this project included in the Task Letter is as follows:

1. Specify Video Boards and control system to operate them for the purpose of keeping score during athletic events, displaying pre-recorded programs, and potentially displaying live camera feeds.
2. Develop functional requirements with the CTMD to ensure proper operation, performance, and controls for the system.
3. Select a vendor for a manufacturer to use it as a basis for design and to cooperate as design partner.
4. Provide design for the integrated sound system and improved acoustics.
5. Provide all electrical and power design and specifications.
6. Provide structural review and design of attachments and elements of support.
7. Develop specifications and coordinate control systems design, ensuring coordinated operations with the control systems inherent to the audio digital signal processing equipment.
8. Attend meetings as required during the Design Phases, including product demos, as needed to support the collaborations during the design process and determine the required equipment.
9. Provide plans and specifications for competitive bidding in conjunction with the original Task Letter #1 and scope of work.
10. Assist in the Bid Phase with responses to RFIs and submittal reviews, as well as contractor vetting and awarding.
11. Provide general Construction Administration.
12. Provide on-site support for calibration and commissioning of the video boards and control systems.

As a result of choosing videoboards over initially planned scoreboards along with more sophisticated acoustical sound systems, the project's scope has increased as well as the construction cost from the initial \$700,000.00 to \$2,000,000.00.

Currently, the project's Design Development (DD) phase is completed; however, due to this change request the DD phase would require revisions.

The DAS requires the following design, and construction administration services:

NOTE: The Consultant's total fee is offset by the Nine Thousand Dollar (\$9,000.00) Design Contingency included at the beginning of the project as part of the previously approved and executed Task Letter #1; however, it will be utilized under this supplemental Task Letter # 1A after the completion of the updated DD phase once it has been approved by the CTMD.

- 2A. Updated Design Development Phase: \$12,000 includes \$9,000 design contingency;
- 2B. Contract Documents/Tracings and Masters Phase: \$25,000;
- 2C. Bidding Phase: \$5,000
- 2D. Construction Administration Phase: \$25,000

DCS/CTMIL confirmed funding is available for this request.

In October 2018, SPRB approved Business Dev. & Telecom. Int. Inc d/b/a Amaya Associates ("AA") (PRB #18-195) as one of four firms under the latest *On-Call MBE Architect Series* of consultant contracts. These contracts have a common expiration date of December 15, 2020 and have a maximum cumulative fee of \$500,000.

Since the award of this contract AA has been approved for the following tasks under this series:

- Task Letter #1 Hartford Armory Drill Shed \$99,500 (Informal)

The overall construction and total project budget for the drill shed flooring and walls refinishing project at the Hartford Armory was increased to **\$2,000,000** and **\$2,232,500**, from the original established at **\$700,000** and **\$835,000**.

Task Letter #1– AA (Informal)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design	\$13,575				
Design Development	\$18,100				
Contract Documents	\$27,150				
Bidding	\$4,525				
Construction Administration	<u>\$27,150</u>				
AA'S BASE FEE (A)	\$90,500			\$700,000	12.93%
SPECIAL SERVICES (B)					
Design Contingency	\$9,000				
TOTAL SPECIAL SERVICES FEE (B)	\$9,000		\$99,500	\$700,000	14.21%
Task Letter #1A (PRB #21-084)					
Updated Design Development	\$3,000				
Contract Documents	\$25,000				
Bidding	\$5,000				
Construction Administration	<u>\$25,000</u>				
AA Base Fee (A) + (A1) + (B)	\$58,000		\$157,500	\$2,000,000	7.90%

Staff asked DCS to clarify the following:

1. Please provide the Consultant's Proposal submitted in support of TL1.

DCS Response: Provided.

Staff Response: I understand the scope has changed and majority of this change is related to the scoreboard and acoustical sound systems.

However, when comparing the original scope fees and the revised scope fees; I have following questions:

1. I understand the total project cost has increased. However, does the increase in DD/CD/CA phase fees commensurate with the proposed change? The fees have almost doubled. Is this increase justified?

DCS Response: Based on the DAS General Guidelines for Consultants' fees this Consultant is entitled to a fee as high as **14.25%** X \$2,000,000.00 = \$285,000.00 (subject to fair compensation negotiations). The Consultant's total negotiated fee of \$157,500 is **7.87%**. In my and Agency's opinions, this increase is justified.

Staff Response: OK

2. Has the duration changed; has the staffing changed because of the new scope? Amaya original proposal are the following fees:

C. Fee and Terms (and Estimated Duration)

Total Fee (not including design contingency fee of 10%) **\$90,500.00**

Phase 1 – Schematic Design (Duration: 3 weeks)	\$13,575.00 (15%)
Phase 2 – Design Development (Duration: 4 weeks)	\$18,100.00 (20%)
Phase 3 – Contract Documents (Duration: 4 weeks)	\$27,150.00 (30%)
Phase 4 – Bidding Documents (Duration: 2 weeks)	\$ 4,525.00 (5%)
Phase 5 – Construction Admin (Duration: 4 months)	\$27,150.00 (30%)

Amaya is now asking for updated fees:

- 2A. Updated Design Development Phase: \$12,000 includes \$9,000 design contingency;
- 2B. Contract Documents/Tracings and Masters Phase: \$25,000;
- 2C. Bidding Phase: \$5,000
- 2D. Construction Administration Phase: \$25,000

DCS Response: The duration of the design phase has changed as follows (please note that the Consultant was already paid for SD and DD phases):

- **Revised DD Phase** – to be completed in 25 calendar days after receipt of this approved task letter (this duration is in addition to the previously completed duration of 28 days)
- **Contract Documents Phase** – to be completed in 34 calendar days after written notice to proceed (the duration has increased from 28 days to 34 days)
- **Construction Administration duration 9 months** (the duration of CA phase has increased from **4 months to 9 months**)
- Please refer to the attached clarification letter regarding the remobilization of the subconsultants as well as any other information you may need.

Staff Response: OK

2. Contingency in the amount of \$9,000 that was approved under TL1 is still not encumbered and will be used for the DD phase under TL1A. It means that the fees related to the new scope is \$58,000 plus \$9,000 from TL1 and the total Consultant's fee is \$157,500 for this project. Does this sound correct, pl confirm.

DCS Response: In response to your question, yes it does sound correct. In addition, please see the attached Amaya's proposal for TL1.

RECOMMENDATION:

It is recommended that SPRB **APPROVE** Task Letter #1A for in the amount of \$67,000.

- DCS confirmed \$67,000 is available for the Task Letter.

PRB #	21-085
Origin/Client:	DCS/DMHAS
Transaction/Contract Type	AE / Task Letter
Project Number:	BI-MH-140
Contract:	OC-DCS-MEP-0049
Consultant:	van Zelm, Heywood & Shadford, Inc
Property:	Middletown, Silver St (1000) – CT Valley Hospital
Project purpose:	CVH-Various Steam Pipe Phase III
Item Purpose:	Task Letter #4

PROPOSED AMOUNT: \$339,300

At the State Properties Review Board meeting held on January 6, 2020, under PRB #19-259, the Board approved van Zelm, Heywood & Shadford, Inc (VZH) and the On Call Contract OC-DCS-MEP-0049. The On-Call Contract has a maximum total cumulative fee of \$1,000,000 and an expiration date of 03/15/2022.

Project Background

The existing steam piping at the CVH Campus is in extremely poor condition. Failure is eminent with pipe breaks occurring multiple times throughout the year. Failure of the system would be critical to CVH operations as a secure psychiatric facility. If a major break occurs the system could not be easily repaired, particularly in winter. The hospital buildings served would lose heat for an extended period of time (days or more). It is imperative that emergency replacement of this steam and condensate piping distribution system be performed as quickly as possible. The repairs needed are complete replacement of existing buried rotting steam and condensate distribution pipes in numerous areas. Of particular importance is the line running between Smith Home and Merritt Hall. In the event of failure we will need to move 185 Merritt Hall patients in a matter of hours. Unfortunately there is no swing space that DMHAS has that can accommodate those numbers or the level of care these buildings are designed for. This would be a significant crisis. We request that the design be completed over the winter.

In addition, DMHAS states that there is a financial component as the system continues to lose 30,000 gallons/day of steam and 200 degree Fahrenheit condensate (chemically treated water), which goes into the ground water table and having to make up that water and chemicals as a consequence of not repairing/replacing the system.

Under this Proposal (PRB #21-085), DCS is now seeking Board approval of Task Letter #4 for the Consultant to provide MEP services in conjunction with the project at the Connecticut Valley Hospital in Middletown. The fee for the proposed Consultant's services is \$339,300.

Description of Work:

Civil

- Field Mark out of Call Before You Dig limits.
- Utility location Ground Penetrating Radar services of the work area.
- Survey of the proposed layout within 50 feet of the proposed steam line route to verify site physical features and visible or marked utilities and establish elevations based on datum shown on

- the exiting AutoCAD utility mapping.
- Up to six test pits may be required and are included.
- Civil drawings will be provided including profiles, details, and site restoration plan.
- Prepare Erosion and Sediment control plan.

Structural

The Consultant is authorized to engage the services of Alfred Benesch & Company, Inc., to perform the structural engineering services as outlined in this Task Letter for this project.

- Structural design of building foundation reinforcement for steam piping entrances. This assumes that the foundations are constructed of conventional cast in place concrete or similar materials. Structural design for new steam utility vaults.

HVAC

- Underground piping system based on Thermacore, Schedule 80 with foam insulation and HDPE jacketing for both the steam and condensate including leak detection monitoring.
- Details of underground pipe installation including bedding, drip stations, steam vaults and support structures.

Electrical

- Electrical design is limited to providing power to condensate pumps and the leak detection system for the underground piping.

Hazardous Materials

- Hazardous Material survey and design for development of a specification and allowance budget for inclusion in the construction documents.
- Sampling and testing of any suspect materials will be done as required.

The scope of work shall include, but is not limited to the following:

General:

- The total length of underground steam and condensate piping to be replaced is calculated at approximately 2,750 feet based on utility cad file.
- The total length of steam and condensate piping to be replaced within tunnels is approximately 1,000 feet.
- The project should be phased over two (2) summers to minimize temporary water heating and building heating requirements.

A breakdown of the Consultant's fee is as follows:

1. Schematic Design Phase: \$50,895 (56 days from receipt of approved TL)
2. Design Development Phase: \$67,860 (56 days from NTP)
3. Contract Documents Phase: \$101,790 (56 days from NTP)
4. Bid Phase: \$16,965
5. Construction Administration: \$101,790 (547 days from NTP)

The initial construction budget and project budget for Task 4 have been established at \$5,500,000 and \$7,565,000, respectively.

van Zelm, Heywood & Shadford, Inc. was approved for the following task(s) under this series:

• Task Letter #1	CVH – Emergency Steam Pipe Repair-Phase II	\$85,000	(Informal)
• Task Letter #1A	CVH – Emergency Steam Pipe Repair-Phase II	\$10,500	(Informal)
• Task Letter #2	New London Generator Installation	\$18,700	(Informal)
• Task Letter #3	Branford Boiler Replacement and UST Removal	\$66,315	(Informal)
• Task Letter #5	Energy Center Switchgear Replacement	\$39,600	(Informal)
Total Fee to Date:		\$220,115	

Task Letter #4 – VZH Basic Services Fee (#21-085)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$50,895				
Design Development Phase	\$67,860				
Contract Documents Phase	\$101,790				
Bidding Phase	\$16,965				
Construction Administration	<u>\$101,790</u>				
TOTAL BASIC SERVICE FEE (#21-085) (A)	\$339,300			\$5,500,000	6.17%

DCS confirmed funding is in place for this Task Letter #4. The funds came from DEEP bond funds. They are being held in a DEEP account which we can access for energy related projects. A Memo of Understanding between DMHAS and DEEP covers the funding for several DMHAS projects including this one

RECOMMENDATION: It is recommended that the Board **APPROVE** this TL#4 in the amount of \$339,300. The overall blended basic service rate of 6.17% is well within the established guideline rate of 10.50% for this Group B Renovation Project with Group A Site Improvements.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #21-084 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #21-084. The motion passed unanimously.

PRB FILE #21-085 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #21-085. The motion passed unanimously.

9. NEXT MEETING – Monday, June 7, 2021.

The meeting adjourned.

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