

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On August 21, 2023

– solely by means of electronic equipment - via telephone conference –

Pursuant to CGS §1-225a, the State Properties Review Board conducted its Regular Meeting at 9:30AM on August 21, 2023. Pursuant to the statute, this Meeting was held solely by means of electronic equipment, with Participants connecting via telephone conference at (860)-840-2075 and used passcode 284890492#.

The Notice provided designated this Regular Meeting as open to the public. Call in instruction were provided as: Dial toll free (860)-840-2075 and use passcode 284890492#. If you have any questions or need assistance to attend these Meetings, you can contact SPRB Director Dimple Desai at dimple.desai@ct.gov to make appropriate arrangements.

Members Present – solely by means of electronic equipment:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present – solely by means of electronic equipment:

Dimple Desai
Thomas Jerram

Guests Present – solely by means of electronic equipment:

Ira Henowitz, DAS-CS
Amy Sowitcky – DAS-CS
Nicholas Ross – DAS-CS
Peter Simmons – DAS-CS
Ashour Gevargisnia – DAS-CS

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 14, 2023 Meeting and August 17, 2023 Special Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 10:06. The motion passed unanimously.

EXECUTIVE SESSION

PRB #: 23-124-A
Transaction/Contract Type: AG / PDR
Origin/Client: DoAG/DoAG

Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

PRB #: 23-125-A
Transaction/Contract Type: AG / PDR
Origin/Client: DoAG/DoAG

Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

Upon completion of the Board's review of these Proposals, Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:19. The motion passed unanimously.

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

PRB # 23-122
Origin/Client: DAS/DOC
Transaction/Contract Type: AE / ARC Services Contract
Project Number: BI-JA-496
Contract: BI-JA-496-ARC
Consultant: Consulting Engineering Services, Inc.
Property: Cheshire, Highland Ave (900) – Cheshire CI
Project purpose: Cheshire Complex Heating and Cooling System Upgrade
Item Purpose: New Consultant Contract

Ms. Sowitcky, Mssrs. Simmons, Ross, Henowitz and Gevargisnia, all of DAS-CS, joined the Meeting to participate in the Board's discussion of this Proposal, as well as those Proposals under PRB 23-128, 23-130 and 23-131.

PROPOSED AMOUNT: \$1,496,000

At the State Properties Review Board meeting held on August 7, 2023, the Board voted to suspend this file pending receipt of the following items:

- 1) The negotiation team's review, summary and recommendations before meeting with the best value firm;
DAS Response: DAS provided.
Staff Response: Staff reviewed. OK
- 2) A staffing matrix identifying the Consultant's efforts for this Project for all the phases; and
DAS Response: DAS provided.
Staff Response: Staff reviewed the matrix. OK
- 3) Addition of the number of days for the construction phase to the contract language.

DAS Response: DAS provided.

Staff Response: Staff reviewed. OK

3. The Architect shall provide the work pursuant to the following phases within the time periods specified below or, at the option of the Department of Administrative Services within extended periods to be determined by the Department if the Department is of the opinion that such extensions are warranted and if the Department evidences its consent to such extensions in writing. The Architect shall not commence any phase work under the contract until the Architect receives written authorization to proceed from the DAS Project Manager.

A. Schematic Design Phase: 152 calendar days after receipt of written notice to proceed.

B. Design Development Phase: 90 calendar days after receipt of written notice to proceed.

C. Contract Documents Phase: 150 calendar days after receipt of written notice to proceed.

D. Construction Phase Duration: 1005 calendar days to Substantial Completion and 90 calendar days after Substantial Completion to the date of Final Acceptance.

RECOMMENDATION: Staff recommend approval of this Proposal. The A/E basic fee of 7.31% of construction cost is within the DAS-CS guideline of 10.75%. (Group C Renovation - per RFQ).

- The April 2022 RFQ elicited four responses. The Selection Panel interviewed three firms and ultimately recommended the retention of Friar Architecture, Inc. The selection was approved by Deputy Commissioner Hobbs on 4/6/2023.
- CES is locally located in Middletown and was originally established in 1994. CES currently has a local staff of 60 employees including 20 electrical engineers and 40 mechanical engineers. CES is operating under a Professional Engineering Corporation License with the CT State DCP as PEC.000577 that is currently active.
- Smith Brothers Insurance reported that CES had experienced ten general or professional policy loss or claims during the past 5 years. Four are closed. None of these claims were related to projects funded by the State of Connecticut.
- The submittal is accompanied by a Campaign Contribution Affidavit notarized on 5/23/23.

Project Background:

From Form 1105 (4-21-2021)

DOC is requesting the BI-JA-490 engineering study be taken forward into a design/ bid based on option 1-A of the study which is the replacement of the underground heating and cooling distribution piping and replacement of the central plant chillers, cooling towers, boilers and associated pumps and ancillary plant equipment (\$16,977,757).

In addition to the study but related to a project of this nature the DOC is requesting the replacement of the energy management systems of the buildings served by the plant and distribution piping which we estimate at (\$3,500,000).

The BI-JA-490 engineering study determined 3 options:

- OPTION 1A: Replace the direct buried high temperature hot water and chilled water piping and replace/upgrade power house equipment. Estimated Construction Cost: \$16,977,757.00
- OPTION 1B: Replace direct buried high temperature hot water and chilled water piping with above ground piping and replace/upgrade power house equipment. Estimated Cost: \$19,945,079.00
- OPTION 2: Install three new distributed hot water and chilled water distribution plants at the Complex and decommission the power house. One at Cheshire correction, one at Webster, and one at Mason Youth Institution. Cost Estimated: 10,643,116.00

The consultant recommended the 1st option which is to replace the underground piping and upgrade the central plant and the DOC concurs with that recommendation for the following reasons:

- Economy of scale-A central plant can run consistently at higher loads where the equipment is operating most efficiently.
- Conservation Options- A central plant is easier to incorporate co-generation such as a fuel cell into because of the higher and consistent electrical and thermal loads
- Staffing-A single plant requires less staff to operate and maintain than distributed ones.

Note: Consulting Engineering Services, Inc. performed the Study noted above.

In support of this project DAS advertised for BI-JA-496-CMR on May 24, 2023 with responses due by June 23, 2023. DAS anticipates an email notification to the “Best Value” Proposer by October 4, 2023.

Under this proposal (PRB #23-122), DAS is now seeking Board approval of a new Consultant Contract – BI-JA-496-ARC to expend \$1,496,000 for design and construction administration services to support the Project - Cheshire Complex Heating and Cooling System Upgrade.

DAS provided the following narrative in support of this request.

Design three new distributed hot water and chilled water distribution plants at the Complex and decommission the Powerhouse. One at Cheshire Correctional, one at Webster, and one at Manson Youth Institution. The plants may be housed either in existing space within each facility that is currently unused, or within new standalone buildings adjacent to existing hot water and chilled water infrastructure. The new plants will feature redundant equipment to remain operational during an unplanned outage of any single piece of major equipment such as a boiler, chiller, or pump. New hot water and chilled water piping will be provided from each plant to tie into existing loads at each major facility with shut off valves and energy metering valves at each tie-in point. Piping will be looped where possible to increase resiliency of the system.

Prior to the start of the design the scope will include a study of potential all-electric, sustainable, and/or geothermal means of satisfying the heating and cooling demands of the entire complex. This study will determine a rough conceptual design to assess the feasibility of such a system for consideration.

In April 2022 DAS issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the CMR Construction Manager at Risk Project - Cheshire Complex Heating and Cooling System Upgrade. DAS elicited four (4) responses to the advertisement of which three submittals were considered “responsive”. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. DAS then proceeded to review the submittals and after the completion of the internal review process three firms were selected for short-listed interviews. These firms were as follows, Consulting Engineering Services, Inc., WSP USA, Inc. and AI Engineers, Inc.

Pursuant to the new DAS/CS Process, DAS creates a certified list of the three (3) most highly qualified Consultants.

At the conclusion of the process Consulting Engineering Services, Inc. (“CES”) as the most qualified firm.

The overall construction and total project budget have been established at **\$20,477,757** and **\$27,028,251** respectively. DAS confirmed funding is available.

The overall compensation rate for this basic service is \$1,496,000.

CES Basic Service Fee (#23-122)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (152 days)	\$224,500				
Design Development Phase (90 days)	\$299,000				
Construction Document Phase (150 days)	\$523,500				
Bidding Phase	\$75,000				
Construction Administration Phase	<u>\$374,000</u>				
TOTAL BASIC SERVICE FEE (#23-122) (A)	\$1,496,000			\$20,477,757	7.31%

- The April 2022 RFQ elicited four responses. The Selection Panel interviewed three firms and ultimately recommended the retention of Consulting Engineering Services, Inc. The selection was approved by Deputy Commissioner Hobbs on 4/6/2023.
- CES is locally located in Middletown and was originally established in 1994. CES currently has a local staff of 60 employees including 20 electrical engineers and 40 mechanical engineers. CES is operating under a Professional Engineering Corporation License with the CT State DCP as PEC.000577 that is currently active.
- Smith Brothers Insurance reported that CES had experienced ten general or professional policy loss or claims during the past 5 years. Four are closed. None of these claims were related to projects funded by the State of Connecticut.
- The submittal is accompanied by a Campaign Contribution Affidavit notarized on 5/23/23.

Staff followed up with DAS and asked following to clarify:

1. In 2019, DAS retained CES (Informal TL/MEP-0045) to provide a campus wide existing conditions study of the hot/chilled loop and provided options/estimates for replacement of the loop. And, in January 2020, DAS retained WSP USA, Inc. (PRB #20-014/TL1 to ENGY-0027) to perform Energy Audits on the Webster and Manson Youth HET buildings at the Cheshire Complex. Please clarify the following:
 - a) Were any of the services provided by CES in 2019 overlap/duplicated by WSP in 2020?
DAS Response: No
Staff Response: OK
 - b) Were the findings in the CES Study consistent with that of the WSP Energy Audits?
DAS Response: N/A, Study from CES was prior to WSP Study
Staff Response: OK
 - c) Were any Energy Cost Reduction Measures (ECRMs) identified?
DAS Response: N/A
Staff Response: OK
 - d) Does this CES Proposal address ECRMs and Governor Lamont’s EO1 sustainability goals?
DAS Response: Yes, CES plans to study all sustainability requirements within the first phase the project. These items would be costed, and the energy savings would be calculated. These results would be shared with state and the end user to make sure the project goals align with the budget moving forward.
Staff Response: OK

2. Please clarify why the fourth Respondent to the RFQ – LXC Engineering Group, LLC – was not interviewed.
DAS Response: No. Not qualified.
Staff Response: OK
3. In the April 14, 2022 RFQ, Sections 3.4 and 3.5, it states the three most highly qualified Consultants will be required to submit an initial cost proposal to DAS. However, in the Selection Approval Memorandum (DAS Form 1267) – Items 3 and 4 – state the two most highly qualified Consultants were required to submit DAS Form 1264 fee proposal. Please reconcile the differences in the RFQ identifying three highly qualified consultants submitting cost proposals with that of the Selection Approval identifying only two highly qualified fee proposals were reviewed.
DAS Response: Yes.
Staff Response: Staff discussed this with DAS. The third qualified Consultant had exceeded their contractual limitations based on DAS-CS Guidelines and was determined ineligible for this Contract. OK
4. Why is Pre-Design phase not identified as a separate phase? Is it part of SD Phase? Does 152 calendar days for SD phase include 45 days for Pre-Design phase?
DAS Response: Yes, The Pre-Design phase was to verify and review all the project goals are being captured and to perform initial calculation on any ECMs that were going to be started. The options that are selected would then be designed more within the SD phase to ensure the total project costs are being maintained.
Staff Response: Staff discussed with DAS and the 152 day is inclusive of the 45 day Pre-Design phase. OK
5. Please provide initial cost proposal, cost proposal template spreadsheet, a list of all proposed sub-consultants and their respective scopes of work, and clarifications and/or exclusions to the Consultant’s fee proposal from the other two firms – WSP USA, Inc. and AI Engineers, Inc.
DAS Response: Yes.
Staff Response: DAS provided DAS Form 1264 for each of the three qualified Consultant. All were reviewed. OK
6. Please provide the negotiation team’s review, summary and recommendations before meeting with the best value firm.
DAS Response: No response.
Staff Response:
7. Provide letter of recommendation submitted to Dep. Commissioner Hobbs.
DAS Response: Will do. Submitted.
Staff Response: Staff reviewed. OK
8. Please clarify if the Consultant – CES – provided a Staffing Matrix identifying their efforts for this Project and, if yes, please provide a copy of the Matrix.
DAS Response: No, Staffing was noted on Consultant’s Total Fixed-Fee Proposal.
Staff Response: DAS Form 1264 included Staff for the Consultant and Sub-Consultants hourly rates, but not a staffing matrix identifying their efforts during each Phase of this Project. This matrix should be included in this Proposal.
9. Maier Design Group, a sub-consultant providing ARC Services indicated the CA Phase is 365 days. Please clarify if this properly reflects the Consultant’s CA Phase duration and if accurate it should be incorporated into the Contract for CA services.

DAS Response: Yes, CES and Maier Design are committed to provide all CA services required. The initial schedule is an estimate based on what we feel will be required to complete the project. The design team will coordinate with the construction manger the exact CA schedule and then coordinate with the state and end user the exact CA site visit schedule.

Staff Response: DAS did not address the addition of language in the Contract identifying a 365-day Construction Phase.

RECOMMENDATION: Staff recommend suspension of this Proposal pending response from DAS. The A/E basic fee of 7.31% of construction cost is within the DCS guideline of 10.75%. (Group C Renovation - per RFQ).

- The April 2022 RFQ elicited four responses. The Selection Panel interviewed three firms and ultimately recommended the retention of Friar Architecture, Inc. The selection was approved by Deputy Commissioner Hobbs on 4/6/2023.
- CES is locally located in Middletown and was originally established in 1994. CES currently has a local staff of 60 employees including 20 electrical engineers and 40 mechanical engineers. CES is operating under a Professional Engineering Corporation License with the CT State DCP as PEC.000577 that is currently active.
- Smith Brothers Insurance reported that CES had experienced ten general or professional policy loss or claims during the past 5 years. Four are closed. None of these claims were related to projects funded by the State of Connecticut.
- The submittal is accompanied by a Campaign Contribution

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	23-128
Origin/Client:	DAS/DCF
Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-YS-185
Contract:	OC-DCS-ROOF-0043
Consultant:	Silver Petrucelli & Associates, Inc.
Property:	Middletown, River Rd (915) – Albert J Solnit South Children’s Center
Project purpose:	Building #8 Roof Replacement
Item Purpose:	Task Letter #3

CONSULTANT FEE: \$145,228

Project Background

In April 2002, DAS issued a Contract to the Consultant - Louis Colavecchio, AIA – under BI-YS-153-ROF, to provide an Investigative Study of Roof Failures at Riverview Hospital in Middletown. The scope included studying the existing building components including: the underlying structural support for the metal roof panels; the metal roof panels; the galvanized coating on the panels; the paint coating on the panels; and field conditions impacting on the performance of the metal roofs. The Consultant was to review all available documentation and technical reports, consult involved parties as necessary and order laboratory testing as necessary. At that time the Consultant’s Fee was NTE \$20,000 based on a \$85/hour rate schedule.

In March 2003, DAS issued Commission Letter #1 to the Consultant – under BI-YS-153-ROF – to provide a Structural Analysis of the Riverview Hospital Roof including: conducting an in-depth field investigation of the existing roof structures; conduct a review of the existing structural

drawings and compare with as-built conditions determined in the field by the sub-consultant; conduct a wind and gravity load analysis of the existing roof structures on all of the buildings to determine the capacity of the existing structures to meet current codes and to support additional loads; and submit a written report on the existing roof structures, citing areas where the roofs do not meet current codes or do meet code but will not support any additional load, as well as areas with additional load carrying capacity and make recommendations for addressing any deficiencies cited.

In the event the structure analysis does not rule out the concept of new roof installed over the existing, the Consultant will arrange for a testing service to perform on-site pull tests designed to assess the ability of the existing metal panels to hold the fasteners required for a new roof. And, provided that no serious impediment to installing a new roof existed, provide options for a new roof, make recommendations and provide budget cost estimates. At that time the Consultant's Fee was increased by a NTE \$20,000, of which \$18,000 was for the structural analysis and \$2,000 for pull tests.

At its meeting held on March 29, 2007 the Board voted, under PRB #07-078, to approve BI-YS-162-ARC in the amount of \$83,500 to compensate the new Consultant - Silver Petrucelli & Associates, Inc. – for design and construction administration in conjunction with the Project – To Replace Roofs on Buildings 7 & 8 covering approximately 80,000 sq.ft. at Riverview Hospital. At that time the Consultant also provided a Feasibility Study for a complete roof evaluation with the potentiality of replacing the entire roof at the Riverview Hospital, Middletown.

On June 26, 2008, under PRB #08-168, the Board approved Commission Letter #1 to the Consultant's Contract to compensate the Consultant an additional \$15,740, to provide structural engineering and elastomeric coating adhesion testing services for the removal and reconfiguration of the skylight clerestories. The items covered under CL#1 were originally excluded from the ARC Contract but subsequently added to the project as a result of DAS and DCF having reviewed the feasibility study, the elastomeric adhesion testing services required to verify the coating compatibility with existing roof surfaces.

No roof replacement construction contract was identified in the Board's historical database and none was located on the BizNet on-line portal from 2007 to present day.

On June 6, 2012, Governor Malloy signed Public Act #12-82. Section 6 (a) of the Public Act formally changed the name of this Facility to Albert J. Solnit Children's Center - South Campus (from Riverview Hospital).

From DAS Form 1105:

To replace the aging, leaking metal roof of building 8 at the Albert J Solnit center South. Regular roof leaks lead to the need for continues repairs both to the roof and the interior of the building. Introducing moisture into the building increases the risk of mold or mildew growth an creates an unhealthy environment. A 2008 roof evaluation conducted in conjunction with project BI-YS-162 found "premature deterioration of finish" on the galvanized metal roofing material. The report concluded the use of "inferior substitutions" and "careless construction practices" in both the initial construction and the later installation of snow guards caused premature rusting of the metal roof. Estimated construction costs are based on the square footage price of standing seem roof replacement.

Metal Roof: There are nine major sections of galvanized metal roofing on the building. All sections exhibit widespread areas of rust and corrosion that allow moisture penetration into the building envelope. On the area labeled as "dining" the metal roof is 10 pitched, in the remaining sections it is 4 pitched.

Metal soffit: Around most of the perimeter of the building a soffit consisting of the same galvanized metal material of the roofing is present. The soffit has similar corrosion to the roofing material. The width varies from 2 to 3 feet in most locations. A 130-foot area of soffit over the loading dock is approximately 6 feet wide and exhibits severe corrosion.

Sky lights: There are 6 banks of sky lights on the roof. All have presented continuous problems and require regular maintenance to stop or prevent leaking. We would like to explore a more permanent solution such as covering, removing, or a superior method of sealing to alleviate these issues.

Wooden soffit and rafter tails: The area labeled "Common Room" on the attached drawing, unlike the rest on the building possesses a wooden soffit and has exposed wooden rafter tails. Both the soffit and rafter tails are exhibiting signs of rot. Some sections have been repaired or removed but a permanent solution is necessary before widespread failure occurs.

Under this Proposal (PRB #23-128), DAS is now seeking Board approval of Task Letter #3 for the Consultant to provide Design, Construction Administration and Extended Construction Administration services in conjunction with this Project. The fee for the proposed Consultant's services is \$145,228.

DAS provided the following narrative in support of this request:

Provide design, bidding phase, construction administration (CA) as well as expanded construction administration services for the standing seam metal pitched roof replacement of Building 8 in addition to the repair or replacement of the building's metal soffits, skylights & wooden soffit & rafter tails.

The on-call Roof Consultant will provide Expanded Construction Administration services instead of hiring a separate on-call Construction Administrator. This additional service performed by the Roof Consultant is warranted for this more straight forward roof replacement work scope and is less costly than hiring a separate Construction Administrator. The combined A/E and CA Fee budgets equal \$165,000 which is greater than the negotiated A/E w/Expanded CA fee of \$145,228.00

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

1. Provide design, bidding phase, construction administration (CA) & expanded construction administration services for the standing seam metal pitched roof replacement of Building 8 in addition to the repair or replacement of the building's metal soffits, skylights & wooden soffit & rafter tails.
2. Consultant is to provide an estimate of probable construction cost at each design phase as well as provide an initial hazardous material survey & testing services during the Schematic Design phase.

The Consultant's proposed fee is outlined in the following staffing matrix:

Work Plan / Monthly Staffing Matrix - Silver Petrucelli	Pre-construction												Construction Phase												
	Staff Review	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
Roof Silver South Roof Replacement - Bldg BI-YB-185																									
Schematic Design Phase																									
Principal	7	\$174	\$1,211																						
Architect	69	\$174	\$9,724																						
Designer/CA	166	\$108	\$11,234																						
Admin	11	\$73	\$871																						
Construction Documents Phase																									
Principal	8	\$174	\$871																						
Architect	88	\$174	\$15,789																						
Designer/CA	229	\$108	\$23,924																						
Admin	18	\$73	\$1,143																						
Bidding Phase																									
Principal	1	\$174	\$228																						
Architect	11	\$174	\$1,914																						
Designer/CA	8	\$108	\$864																						
Admin	8	\$73	\$584																						
Construction Admin (CA) Phase 9 mo + 3 mo and closure																									
Principal	14	\$174	\$2,436																						
Architect	72	\$174	\$12,528																						
Designer/CA	323	\$108	\$34,656																						
Admin	18	\$73	\$1,304																						
Expanded CA - add 2 visits per week for 9 months																									
Designer/CA	258	\$108	\$27,864																						
Roof Consulting Services Total in BI-YB-185			\$145,228																						

In May 2021, SPRB approved Silver Petrucelli & Associates, Inc. ("SPA") (PRB #21-057) as one of five Firms under the latest *On-Call ROOF Series* of consultant contracts. These contracts have a maximum cumulative fee of \$750,000/contract and a common expiration date of August 31, 2023.

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

8/31/2023	OC-DCS-ROOF-0043	Silver Petrucelli & Associates Inc	\$750,000	21-057
	Task Letter #1		\$0	
	Task Letter #2	Three Rivers CC - Roof and Building Env. Repairs	\$78,665	Pending
	Task Letter #4		\$0	
	Task Letter #5	CRMHC Roof Replacement	\$247,500	Pending
	Task Letter #6	500 Vine Street Roof Replacement	\$215,000	Pending
		Total Informal TLs	\$541,165	
	Task Letter #3	Solnit Building #8 - Roof, Soffit & Skylight Repl.	\$145,228	#23-128-Pending
		Total Committed Funds	\$686,393	
		Maximum Total Fee	\$0	
		Uncommitted (Remaining)	\$63,607	

The Consultant did respond to the 9th series of On-Call Roof Consulting Contracts (0039 to 0043), being reviewed under PRB #23-104 to 23-108, but was not in the top five ranked Consultant Firms (6th).

DAS confirmed funding is in place for this Task Letter #3.

DAS-CS Form 1300 – RFQ Web Advertisement for On-Call Consulting Services includes the following information:

1.12	On-Call Consultant Contract Considerations:	<p>DAS Construction Services (DAS/CS) On-Call Contracts are contracts for a specific type of consultant service with a maximum fee and supplemented by Task Letters to define the specific assignment scope, fee, and contract time duration.</p> <ul style="list-style-type: none"> On-Call Capital Projects are defined as projects having a total construction budget of five million dollars (\$5,000,000) or less. While On-Call Contracts and "Task Letters" assigning specific project work will be with DAS/CS, the work may be performed for other Executive Branch Agencies of state government. It needs to be understood that all On-Call Task Assignments are made on a rotation basis with the other On-Call Consultants selected to provide the specific consultants service. Please note that a rejection of a Task Assignment by a Consultant may result in no further Task Assignments to the Consultant. Each Contract is for a period of two (2) years from date of contract signing.
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The construction budget and project budget for were established at \$5,050,000 and \$6,017,750, respectively.

Task Letter #3 – SPA Basic Services Fee (PRB #23-128)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Combined SD/DD Phase (40 Days)	\$23,074				
Contract Documents (65 Days)	\$34,694				
Bid Phase	\$2,898				
Construction Administration (1 visit/week, 38 weeks = 266 days + 90 day close out)	\$57,426				
Extended CA Phase Services (2 additional visits/week, 38 weeks = 266 days + 90 day close out)	<u>\$27,136</u>				
TOTAL BASIC SERVICE FEE (PRB #23-128) (A)	\$145,228			\$5,050,000	2.88%

Staff had following questions:

1. Why is DAS using this series when the project cost is over \$5,000,000?

DAS Response: The initial 1105 DAS received earlier this year had a total project cost of less than \$5 million. However, after reviewing the proposed master budget & speaking with the Consultant during the Project Initiation Scope Review meeting, it was determined that DCF's proposed construction budget was too low. DCF subsequently sent DAS an updated 1105 with

an increased project budget and we continued on negotiating with the on-call Consultant. Please note that during the past State Legislative session, an increase was approved for on-call consultant services from \$500,000 to \$750,000. As such the use of a DAS on-call contract is appropriate for this project and saves significant time in procuring services.

Staff Response: . I have left a message for Jenna this morning to discuss the limit of \$5 million when the on-call was advertised. This is a major concern.

DAS Response: This is a follow up to our conversation this afternoon with regard to question number one below. As you indicate, the on-call contract advertisement indicates tasks would not be written against the contract when project budgets exceed \$5 million. In this case, as Ira points out, the project budget increased after the 1105 was submitted and the selection was well underway. Please know that when project budgets are close to \$5 million, we would advise the use of a formal contract rather than the on-call to be sure the limit is not exceeded. If you have additional concerns, please let me know.

2. Provide the status of Task Letters #1 and #4 as both were excluded from the Task Log. If the two Task Letters were issued, please provide copies of those Task Letters.

DAS Response: Craig Russell of DAS Construction Support Services reports “The task assignments for Task #1 and Task #4 for the subject consultant were from projects that were either cancelled or the task was re-assigned to another consultant. No task letter was executed for this consultant under either task assignment.”

Staff Response: OK, normally we would see those on the log along with status. We would recommend that the old information from the logs provided before the system switch is incorporated into the new log with status.

DAS Response: Following up on your response to number 2 below. The task letter process is currently live in eBuilder. We are no longer using Power BI through eBuilder to prepare the task letter log report. When migrating the data into eBuilder, we were unable to migrate voided or canceled assignments. If new task assignments are made in eBuilder and are thereafter voided or canceled, I believe I will still be able to include those task assignments in the report. If I recognize the task letters are out of sequence, I will try to add a note to the bottom of the report regarding

Staff Response: OK

3. Please provide an example of a similar Project when a prior Consultant provided Design and CA Phase Services and then also provided Extended CA Services in lieu of retaining a CA from the On-Call CA Contract Series.

DAS Response: DAS has limited current similar projects where the on-call consultant performed extended CA services, in lieu of retaining a separate CA, although one such project is the Veteran’s Home Campus Fire alarm & Sprinkler project BI-C-285 with OC-DCS-MDE-0029 Task 3B. However, as a means of streamlining design and project delivery, DAS is Beta testing extended CA services on this contract, in lieu of retaining a separate CA in our quest to improve. This design firm offer full services that includes construction administration services. We believe having the Roof Consultant be more involved during the construction phase is appropriate & it makes particular sense for the DCF Solnit South roof replacement project since the Consultant has experience performing extended CA services on other (non-DAS) roofing projects, the roof replacement scope of work is fairly straight forward and they’ve done previous roof consulting there (aka Riverview Center) in the past.

Staff Response: OK, just want to make sure that the work will be inspected per plans and specs to avoid issues related to workmanship after the project is complete.

4. Has the entire roof including all the components been reviewed for deterioration? Is there a report?

DAS Response: A Roof Assessment Study was performed through our agency in 2007.

Staff Response: OK, want to make sure that the scope is comprehensive enough to address what was found in 2007 including based on current conditions as the report is almost 15 yrs

old. This is to avoid TL amendments and change orders once the roofing work starts.

5. Pl provide staffing matrix for the project duration.

DAS Response: See attached staffing matrix from Silver Petrucelli showing monthly staffing allocations.

Staff Response: OK, can you please confirm that this was developed by Silver Petrucelli and that it has been provided as part of their proposal. Normally we would see a letter from the consultant when they submit additional documentation.

DAS Response: In terms of item #5, I can confirm Silver Petrucelli prepared the staffing matrix and that it is part of their proposal.

Staff Response: OK

6. In October 2003, DCF Commissioner Dunbar provided a copy of a Letter sent to AG Blumenthal regarding DCF/DPW's pursuit of Suffolk Construction to provide remedial measures for the premature deterioration of the coating applied to the metal roofing at Solnit South f/k/a Riverview Hospital. Please clarify what, if any, were the results of those efforts.

DAS Response: The reference date is 20 – years ago. DAS is not aware of any extant records regarding this issue.

Staff Response: OK

RECOMMENDATION:

It is recommended that SPRB approve Task Letter #3 in the amount of \$145,228 pending response from DAS.

- DAS confirmed \$145,228 is available for the Task Letter.

PRB #	23-130
Origin/Client:	DAS/DOC
Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-T-619A
Contract:	OC-DCS-MEP-0053
Consultant:	BVH Integrated Services, Inc.
Property:	Cheshire, Highland Ave (900) – Cheshire Correctional Institution
Project purpose:	Energy Audit Implementation Program
Item Purpose:	Task Letter #5

PROPOSED AMOUNT: \$149,343

Under prior PRB Files #20-013 and 20-014, the State Properties Review Board approved two Task Letters – TL #1 (OC-DCS-ENGY-0026) and TL #1 (OC-DCS-ENGY-0027) to the On Call Contracts to have both Consultants provide the following professional services:

- To perform Level 2 Commercial Energy Audits of a total of 23 Executive Branch facilities in compliance with ASHRAE Standard 211 requirements.
- To provide separate Audit Reports for each facility.
- Reports shall include a description of the condition of energy and water conserving systems and equipment; an analysis of energy and water cost trends and usage patterns; EUI benchmarking and associated coordination regarding the State's EnergyCAP database; a determination of the potential for energy and water savings; and if applicable, investigate and report on the installation feasibility of renewable energy systems on the audited property. Audit reports will be used as stand-alone documents to provide information about a facility's energy/water usage, and as a basis for planning energy cost reduction projects.

And, at the August 15, 2022 SPRB Meeting the Board, under PRB File #22-124, approved Task Letter #4 to the On Call Contract OC-DCS-CA-0033 to assist in the management of multiple design teams in developing design and construction documents based on measures recommended by audit reports.

Under this Proposal (#23-130), DAS is now seeking Board approval to retain the Consultant - BVH Integrated Services, Inc. – under their On-Call Contract OC-DCS-MEP-0053 to provide mechanical, electrical and plumbing engineering design and construction administration services. The negotiated fee for the Consultant’s services is \$149,343. The scope of work includes:

Cheshire CI is comprised of approximately 30 facilities and, for the purposes of this project, the DOC’s central plant serving this and nearby institutions. Nineteen (19) of the facilities are included within the scope of this project, accounting for 493,000 ft² of the approximate total 566,000 ft².

This scope of work for this project, which is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per the GreenerGov initiative, shall include:

- Review and understand the information and energy and cost reduction measures (ECRMs) contained within the “Energy Audit Report – Cheshire CI” prepared by Gale Associates, Inc., dated December 10, 2020.
- Review and understand the information contained within Exhibit A of the Eversource Letter of Agreement (LOA) for the cancelled Project #CT22P01325340.
- By following recommendations identified in the Gale energy audit and Exhibit A of the Eversource LOA, or by developing alternative engineered design solutions, provide building systems modifications and upgrades within a maximum construction budget of \$1,267,440.00, that will result in approximate annual reductions of:
 - 608 Metric tons of CO₂e emissions
 - \$20,549 of electricity costs
 - \$105,110 in natural gas costs

- Provide an estimate of the CO₂e emissions reduction after the completion of the design.

The scope of work for the ECRMs referenced in the audit, LOA, and included within this task letter are as follows:

- **Reduced Ventilation (ECRM 2A):** Design for the controls modifications, upgrades, and sequence of operation (SOO) refinements for the appropriate reduction of building ventilation during periods of reduced occupancy. Approximate quantity, type and capacity of units as follows:

- Ten (10) air handling units (AHUs) and rooftop units (RTUs).
- Twelve (12) exhaust fans (EFs).

The new and/or updated controls will start and stop the units based on schedule and close the outside air damper on associated AHUs during unoccupied times, if allowed.

Consultant to review and confirm reduced ventilation can be implemented based on use and Code requirements for each unit/system proposed. Consultant to review and confirm existing AHU/RTU/EF dampers are functioning.

- **Economizer Optimization (ECRM 2G):** Investigate and design for the recalibration and optimization of economizers on all, approximately twenty (20), equipped air handling units, including verification and adjustment of air damper modulation and replacement of sensors as needed (up to 50%). Consultant to review and update the DOO associated with economizer optimization.
- **Steam Boiler #4 (ECRM 2F):** Design for the summer shutdown of Steam Boiler #4, yet continued and seamless use of two (2) commercial kitchen kettles currently supplied by the steam system. Potential installation of steam generator or all-electric right-sized unit. Design for natural gas piping connections to existing service piping as required.
Consultant shall review two (2) options and design the final option selected by DAS/DOC at the completion of the Schematic Design Phase.
- **Low Flow Plumbing Upgrades (ECRM3A):** Verify existing standard-flow fixtures and design for low flow replacement lavatory aerators and shower heads. Estimated quantities for replacement are one thousand three hundred fifty-six (1,356) aerators and one hundred twenty-eight (128) shower heads.
- **Install Blanket Insulation (Measure #5):** Insulate steam system piping, valves, and related components with fixed or removable systems as recommended by the Consultant and approved by DAS/DOC. Scope of work is defined with specificity in Exhibit A of the Eversource LOA and shall be verified by the Consultant.
- **Evaporator Motor Replacement (Measure #7):** Provide fourteen (14) total electrically commutated motors in the walk-in refrigerators (9 each) and freezers (5 each). Quantities to be verified by the Consultant.
- **Evaporator Fan Controls (Measure #8):** Provide cycling thermostatic controls to fourteen (14) coolers (9 each) and freezers (5 each). Quantities to be verified by the Consultant.
- **Steam Boiler #4 Heat Recovery (Measure #9):** Provide an automatic continuous blow-down system, recapturing and utilizing heat contained in the flash steam/condensate. Design housekeeping pads for new equipment as required.
- **Architectural Design:** Develop background of project areas and code summary drawing.

Ensure contract documents commissioning scope includes provisions for the proposed meter-level savings and emissions reductions to be measured and verified at a minimum of 6, 12 and 18 months after project completion.

In alliance with the Governor's EO1 and State sustainability goals, building HVAC decarbonization and/or electrification shall be pursued to the maximum extent feasible. Before the further development of any ECRM which proposes the installation of fossil fuel using equipment, design consultants shall investigate and provide a preliminary overview of renewable, carbon neutral, and/or fully electric alternatives to such design elements as part of the SD deliverable:

- Include an estimate of the alternative's level of greenhouse gas emissions reductions for comparison purposes.

Coordinate with DAS Project JA-496 – Cheshire Complex Heating and Cooling System Upgrades. Tentative scope by others is as follows:

- Abandonment of the underground heating and cooling distribution piping and replacement of the central plant chillers, cooling towers, boilers and associated pumps and ancillary plant with multiple distributed heating and cooling plants.
- Replacement of the energy management systems of the buildings served by the plant and distribution piping.

In April 2022, SPRB approved (PRB #22-044) BVH Integrated Services, PC (BVH) as one of five firms under the latest *On-Call MEP (Mechanical, Electrical and Plumbing) Engineer* series of consultant contracts. The On-Call Contract has a maximum total cumulative fee of \$1,000,000 per contract and a common expiration date of 7/01/2024.

Under PRB #22-176, the On-Call Contract was amended to increase the maximum cumulative fee from \$1,000,000 to \$1,500,000.

BVH Integrated Services, Inc. (BVH) has been assigned the following Tasks under this On-Call Contract:

OC-DCS-MEP-0053	BVH Integrated Services PC	\$1,000,000	22-044
Amend #1	Increase to:	\$1,500,000	22-176
Task Letter #1	Manchester CC – Cellular Study	\$34,000	(Informal)
Task Letter #3	NVCC – Condenser Water Pipe Repl.	\$98,805	(Informal)
	Total Informal TLs	\$132,805	
Task Letter #5	Cheshire CI – Energy Implementation	\$149,343	23-130 Pending
Task Letter #7	Statewide Monitoring & Notification Upgrades	\$250,000	Pending
Task Letter #4	Veterans’ Home – Boiler Replacement	\$391,088	22-192
Task Letter #6	Corrigan CI – Energy Implementation	\$210,607	22-205
	Total Committed Funds	\$1,133,843	
	Maximum Total Fee	\$1,500,000	
	Uncommitted (Remaining)	\$366,157	

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$1,300,000 and \$1,742,000, respectively.

Task Letter #5 – BVA Basic Services Fee (PRB #23-130)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (60 Days)	\$17,728				
Design Development Phase (60 Days)	\$30,922				
Contract Documents (90 Days)	\$46,576				
Bid Phase	\$7,575				
Construction Administration (12 Months)	\$46,542				
TOTAL BASIC SERVICE FEE (PRB #23-130) (A)	\$149,343			\$1,300,000	11.49%

RECOMMENDATION: It is recommended that SPRB approve Task Letter #5 in the amount of \$149,343 for the Consultant to provide Engineering Design and CA services for the ECRMs.

- DCS and DEEP confirmed \$149,343 is available for the Task Letter.
- The Board approved the current On-Call Contract with a maximum total cumulative fee of \$1,500,000/contract, as amended under PRB #22-176, and an expiration date of July 1, 2024.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 7/19/2023.
- The Consultant is also required to coordinate activities with the engineering Consultant under DAS Project BI-JA-496 - Cheshire Complex Heating and Cooling System Upgrade - encompassing the remaining facilities located on the Cheshire Campus and reviewed and approved by the SPRB under PRB #23-122.

PRB # 23-131
Origin/Client: DAS/DAS
Transaction/Contract Type: AE / Task Letter
Project Number: BI-T-619J
Contract: OC-DCS-CA-0039
Consultant: AI Engineers, Inc.
Property: Waterbury, West Main St (55) – Rowland Government Center

Project purpose: Energy Audit Implementation Program
Item Purpose: Task Letter #3

PROPOSED AMOUNT: \$161,620

At the April 3, 2023 SPRB Meeting the Board, under PRB #23-035, approved Task Letter #2 to the On-Call Contract OC-DCS-MDE-0047 to retain the Consultant to provide Mechanical, Electrical and Plumbing engineering design and construction administration services towards achieving energy and cost reduction measures (ECRMs). The negotiated fee for the Consultant’s services was \$146,360.

Under this Proposal (#23-131), DCS is now seeking Board approval to retain the Consultant – AI Engineers, Inc. – under their On-Call Contract OC-DCS-CA-0039 to provide Pre-Construction and Construction Administration Services, commencing with the Design Development Phase of the Project. The negotiated fee for the Consultant’s services is \$161,620. The scope of work includes:

The Rowland Government Center is an approximately 100,000 square foot, DAS-owned facility consisting mostly of office spaces.

The scope of work for this project, which is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per the GreenerGov initiative, shall include:

Provide construction administration (CA) services for the development and installation of energy and cost reduction measures (ECRMs) contained within the “Energy Audit Report – Rowland Government Center” prepared by van Zelm Heywood & Shadford, dated January 22, 2021. Such measures shall include upgrades to LED lighting, high-efficiency boilers, and new rooftop air handling units.

Part-time on-site representation shall be required during the construction phase, at an average of sixteen (16) hours per week, with an additional one (1) hour per week for all other management and administrative work. Coverage may be increased or reduced depending on the quantity or complexity of the contractor’s work.

At the November 3, 2022, the Board approved PRB #22-167, one of seven Consultant Contracts under the 8th series of On-Call Construction Administration Contracts awarded by the Department of Administrative Services (“DAS”) since 1994. The Consultant’s on-call contract has a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of February 28, 2025.

AI Engineers, Inc. (AIE) has been assigned the following Tasks under this On-Call Contract:

OC-DCS-CA-0039	AI Engineers Inc	\$1,000,000	22-167
Task Letter #1	Employee Entrance Ramp/Stair - 505 Hudson	\$29,875	
	Total Informal TLs	\$29,875	
Task Letter #2	CVH Old Power Plant Renovations	\$81,670	Informal Pending
Task Letter #3	Rowland Government Center - Energy Implementation	\$161,620	23-131 Pending
	Total Committed Funds	\$273,165	
	Maximum Total Fee	\$1,000,000	
	Uncommitted (Remaining)	\$726,835	

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$1,296,000 and \$1,736,640, respectively.

Task Letter #3 – AIE Basic Services Fee (PRB #23-131)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$0				
Design Development Phase	\$0				
Contract Documents	\$0				
Pre-Construction Phase Total – Lump Sum (14 Days)	\$14,770				
Bid Phase	\$4,500				
Construction Administration (365 Days)	\$134,160				
Close Out (90 Days)	<u>\$8,190</u>				
TOTAL BASIC SERVICE FEE (PRB #23-131) (A)	\$161,620			\$1,296,000	12.47%

RECOMMENDATION: It is recommended that SPRB approve Task Letter #3 in the amount of \$161,620 for the Consultant to provide CA services for the ECRMs.

- DCS & DEEP confirmed \$161,620 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 3/14/2023.
- The Board approved the current On-Call Contract on 11-03-2022 (PRB #22-167) for a maximum fee of \$1,000,000 and a term that expires on 2/28/2025.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #23-124-A – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-124-A. The motion passed unanimously.

PRB FILE #23-125-A – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #23-125-A. The motion passed unanimously.

PRB FILE #23-122 – Mr. Berger moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-122. The motion passed unanimously.

PRB FILE #23-128 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-128. The motion passed unanimously.

PRB FILE #23-130 – Mr. Berger moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-130. The motion passed unanimously.

PRB FILE #23-131 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #23-131. The motion passed unanimously.

9. NEXT MEETING –Thursday, August 24, 2023 – will be held solely by means of electronic equipment.

The meeting adjourned.

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