

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On September 4, 2012 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on September 4, 2012 in the State Office Building.

**Members Present:** Edwin S. Greenberg, Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
Pasquale A. Pepe  
John P. Valengavich

**Members Absent:** Bennett Millstein, Vice-Chairman

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF August 27, 2012.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of August 27, 2012. The motion passed unanimously.

### REAL ESTATE- UNFINISHED BUSINESS

### REAL ESTATE- NEW BUSINESS

**PRB #** 12-213 **Transaction/Contract Type:** RE / Lease-Out  
**Origin/Client:** DAS / DMHAS  
**Housing ID#:** MHCVC01  
**Lessee:** Robert D. Young  
**Property:** 146 Bow Lane (Cottage 1), Connecticut Valley Hospital, Middletown, CT  
**Project Purpose:** Employee Lease-Out of State Owned Housing  
**Item Purpose:** Agreement for rental of a state owned residential dwelling comprising a seven room unfurnished cottage under a monthly tenancy for up to two-years.

Ms. Goodhouse reported that by state policy established in January 2005, and DAS Regulations §5-200(k), state employee housing agreements are permitted when occupancy is either a condition of employment, essential for the proper fulfillment of an employee's job responsibilities, or would aid in the recruitment or retention of employees in those specific job classes approved for housing inducements. In this instance the Lessee has duties including building and equipment maintenance, supervisor of grounds care, and assisting employees in the trades areas. DMHAS has certified that the state housing for this Lessee would expand the employee's ability to "protect, safeguard or conserve the facilities and/or equipment where such responsibilities are part of the employee's duties."

## STATE PROPERTIES REIVEW BOARD

Minutes of Meeting, September 4, 2012

Page 2

The policy requires that the rental rate is 70% of market value established by appraisal for renting a similar house or apartment. The rent reduction is for properties on institutional grounds and is compensation for job related calls or job requirements that occur during off-duty hours. The appraisals must be updated every six years. Rent is collected through payroll reduction. This lease commences on the first day following approval by the Attorney General.

In response to questions from the Chairman regarding how utilities were metered for the subject rental which is a seven room Colonial-style residence, and whether or not the rental rate fairly reflected the state's cost for utilities. Mr. Dillon noted that the appraisal of the property included an adjustment of \$400 per month for utilities. Furthermore, Mr. Dillon contacted DAS staff who provided confirmation from the client-agency that heat and hot water are provided via a central plant and electricity is generally not metered separately for each building unit. Multiple house/cottages are grouped through one meter point. Consequently the utility expenses typically cannot be directly billed to the renter and are built into the rental rate.

Staff recommended Board approval of the lease-out of MHCVC01, 146 Bow Lane, Middletown for the following reasons:

1. DMHAS has certified that the state housing for this Lessee would expand the employee's ability to "protect, safeguard or conserve the facilities and/or equipment where such responsibilities are part of the employee's duties."
2. The appraisal was completed within the last 6 years, and the monthly rental rate of \$1,260 was established based on 70% of market rent.
3. An insurance certificate has been provided showing that the tenant carries personal liability coverage in the amount of \$500,000.
4. OPM approved the lease-out on 8/30/2012 as authorized by P. A. 12-205, Section 2(f).

### **ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

### **ARCHITECT-ENGINEER – NEW BUSINESS**

<b>PRB#</b>	<b>12-212</b>	<b>Transaction/Contract Type:</b> AE / New Contract
<b>Project Number:</b>	BI-T-603	<b>Origin/Client:</b> DCS/DEEP
<b>Contract:</b>	BI-T-603-ARC	
<b>Consultant:</b>	Bargmann Hendrie + Archetype, Inc.	
<b>Property:</b>	Hammonasset Beach State Park, Madison	
<b>Project Purpose:</b>	West Beach Improvements Project	
<b>Item Purpose:</b>	New contract for the consultant to provide design services for the replacement multi-purpose men and women's restroom facilities with a life guard station, communication center and new concession stand. The project shall also include parking lot renovations, an expanded picnic area, additional boardwalk connections, creation of additional sand dunes and demolition of the existing concession building.	

Mr. Dillon reported that this project consists of the design of a new replacement multi-purpose men and women's restroom facilities with a life guard station, communication center and new concession stand. The building will be situated outside of the "V" Flood Zone but remain within the 100-Year Flood Plain.

STATE PROPERTIES REIVEW BOARD

Minutes of Meeting, September 4, 2012

Page 3

The project shall also include parking lot renovations, an expanded picnic area, new boardwalk connections, creation of additional sand dunes and demolition of the existing concession building. As part of the design scope, alternative energy conservation considerations shall be included in the design scope and evaluated at the completion of the schematic design phase. The overall project budget and construction budget are \$5,830,000 and \$4,214,000 respectively.

In August 2011 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for Architect and Consultant Design Teams related to the Hammonasset Beach State Park West Beach Improvements Project. DCS elicited sixteen (16) responses to the advertisement: all of which were considered “responsive”. After completion of the internal review process, four firms were selected for short-listed interviews. These firms were as follows; Bargmann Hendrie + Archetype, Inc., BSC Group Connecticut, Inc., Burgin Lambert., Inc. and Towers Golde, LLC. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. At the conclusion of the process DCS identified Bargmann Hendrie + Archetype, Inc., (“BHA”) as the most qualified firm. BHA is locally located in Boston, Massachusetts. BHA is licensed in the State of Connecticut under it Corporate License ARC.0000275. The Boston office has 35± architects and construction related professionals.

DCS has confirmed for SPRB that funding is available for this contract. Project funding was approved pursuant to Sa 05-01 Section 21(g)(2) at the March 2011 Bond Commission Meeting. The compensation rate for this basic service is \$392,500 plus an additional \$56,500 for special services and/or sub-consultants. As such the total proposed contract is \$449,000 for project design services which amounts to a total fee of 10.65% of the overall construction budget and whereas the basic service fee is equivalent to 9.31% of the construction budget. Staff recommended approval of the item.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #12-212** - Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #12-212. The motion passed unanimously.

**PRB FILE #12-213** - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #12-213. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary