

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On September 30, 2013 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on September 30, 2013 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe

Members Absent: John P. Valengavich

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

Chairman Greenberg called the meeting to order.

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

OPEN SESSION

ACCEPTANCE OF MINUTES OF SEPTEMBER 23, 2013. Mr. Norman moved and Mr. Millstein seconded a motion to approve the minutes of September 23, 2013. The motion passed unanimously.

COMMUNICATIONS

REAL ESTATE- UNFINISHED BUSINESS

REAL ESTATE- NEW BUSINESS

PRB # 13-200 **Transaction/Contract Type:** RE / Sale
Origin/Client: DOT / DOT
Project Number: 017-137-84A
Grantee: Mahmud Hasan and Fatemas Hasan
Property: 178-182 Pine Street, Bristol
Project Purpose: DOT Sale of Excess Property
Item Purpose: Release of approximately 8,632 ± SF of land improved with a vacant 2,640 ± SF one story masonry building to the Grantee as the result of a public bid

Staff recommended Board approval to Quit Claim 8,632 SF (0.198 acre) of commercial land at 178-182 Pine Street, Bristol, improved with a 2,640 SF/GBA one-story masonry building for \$140,000 to the Grantee for the following reasons:

1. The proposed sale complies with Sections 4b-21, 3-14b, and 13a-80 of the CGS. In order, DPW, OPM, DDS, DECD and DEP declined an offer to acquire custody & control, and the City of Bristol declined an invitation to purchase. The legislative delegation was also notified of the sale.

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2. The property has been exposed to the market since June 2011, and the public bid process was conducted twice resulting in 3 unacceptable bids. In April 2013 the property was listed on LoopNet, a website that advertises real estate for sale or lease. By May 1, 2013 the DOT has received three offers for \$119,000, \$125,000 and \$140,000 from this Grantee. This is 80% of the \$175,000 appraised value (November 2012).
3. The property is conveyed as is with all faults and defects; with no warranties as to the condition or suitability of present or future environmental conditions or functionality of any heating, air conditioning, plumping, electrical, sewage, drainage or other systems.
4. The sale would return the property to the Bristol Grand List and end the state's requirement to maintain the property.

The commercial site is 8,635 SF with frontage on Pine Street and Lois Street. The 2,640 SF/GBA one-story masonry building was constructed in 1950 and originally designed as three separate retail units, now vacant. The paved parking lot is accessed from Pine Street and accommodates 8 – 10 vehicles. In 2007, DOT installed a rubber membrane roof and the exterior was painted. The interior requires major renovations and the building's front handicap ramp requires \$10,000 in alterations (railings) in order to comply with ADA standards. There is an illuminated business sign. The State received a zoning variance from the 15,000 SF zone requirement from the City of Bristol. The highest and best use is to re-construct the prior uses of restaurant/retail, which would be permitted by the City, according to the City Planner.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB#	13-203	Transaction/Contract Type:	AE / Task Letter
Project Number:	BI-CTC-431	Origin/Client:	DCS/MCC
Contract:	OC-DPW-CA-0008	Task Letter:	#2A
Consultant:	A/Z Corporation		
Property:	Manchester Community College, Manchester		
Project Purpose:	Lowe Building Fire Wall and Sprinkler Project		
Item Purpose:	Task Letter #2A to compensate the consultant for additional CA services due to an extension of the contractual end for the construction project.		

Staff reported that the Lowe Building Sprinkler Project involves the design and construction of a fire protection system for the west side of the building that comprises approximately 80,000 SF of office and classroom space. The abbreviated scope of the project will involve the design of a new fire protection system in accordance with NFPA 13, development of plans and specifications for a new water line service to support the system, modifications to the existing sprinkler head plan and development of a dry system for the IT rooms within the project area.

In order, the initial construction and total project budgets were \$920,000 and \$1,799,514 respectively. Manchester Community College will fund the total project costs from its operating budget. DCS has confirmed that funding is available for this project.

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In October 2010, SPRB approved A/Z Corporation (“AZC”) as one of six firms under the latest On-Call Construction Administrator Series of consultant contracts. These contracts have been extended by DCS and will now expire on December 20, 2013. The contracts have a maximum cumulative fee of \$500,000. AZC has been approved for the following task(s) under this series:

Task Letter #2	Low Building Sprinkler Project	\$ 93,959 (INF)
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Task Letter #2A is a new task letter in the amount of \$16,817 and is subject to SPRB approval because it exceeds the cumulative threshold cost of \$100,000 for a single project when combined with Task Letter #2.

As detailed in the scope letter from AZC to DCS dated July 24, 2013 scope is intended to compensate the Construction Administrator for part-time construction administration services averaging 4-hours per day for 44-days to cover the extended construction duration beyond the contractual end-date as identified in Article B of the standard Construction Administration Contract.

It is recommended that SPRB suspend Task Letter #2A. The total basic service fee amounts to \$110,776 which is 13.90% of the construction budget and exceeds the guideline rate of 5.0%. It is recommended that SPRB request additional information related to the initial fee developed under the Informal Task Letter.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #13-200 – Mr. Norman moved and Mr. Pepe seconded a motion to approve PRB File #13-200. The motion passed unanimously.

PRB FILE #13-203 – Mr. Norman moved and Mr. Josephy seconded a motion to suspend PRB File #13-203, pending receipt of additional information regarding the project. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary