

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On April 24, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on April 24, 2014 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe
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. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF April 17, 2014. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of April 17, 2014. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

REAL ESTATE- NEW BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 14-100-A **Transaction/Contract Type:** AG / Purchase of Develop. Rights
Origin/Client: DOA / DOA

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

The Board commenced its discussion of the proposed purchase at 10:00 a.m. and concluded at 10:17 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

OPEN SESSION

PRB # 14-102 **Transaction/Contract Type:** RE / License Agreement
Origin/Client: DAS/DAS

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Grantee: Hispanic Health Council, Inc.
Property: Buckingham Street Garage, 60 Washington Street, Hartford
Project Purpose: License Agreement for the use of three parking spots
Item Purpose: New License Agreement for non-exclusive use of three parking spots within the Buckingham Street Garage for a 5-year term.

DAS seeks approval of a License Agreement to provide the Hispanic Health Council, Inc. with spaces for 3 vans used in fulfilling their mission to improve the health and social well-being of Latinos and others in the Hartford Community.

The license agreement has a five year term, and the rate is \$25/space/month or in total \$900/year, adjustable based on their pro-rata share of garage operating expenses.

Staff recommended Board approval for the proposed parking license agreement. The annual rate of \$300/space is based on the annual cost to operate the 450 space garage, currently \$127,945 or \$284.23/space/year. As required by §4b-38, the City has been notified; and the Treasurer has determined that the Agreement will not affect any tax-exempt bond issued by the State. OPM Secretary Barnes approved the Agreement on 4/2/14.

PRB # 14-103 **Transaction/Contract Type:** RE / Voucher
Origin/Client: DOT / DOT
Project Number: 017-182-015
Grantor: Heirs of Douglas T. Mahannah
Property: 1251 Farmington Avenue, Bristol, CT
Project Purpose: Widening of U. S. Route 6, Bristol and Farmington Project
Item Purpose: Acquisition of a defined easement for highway purposes totaling 932 ±SF, a slope easement totaling 1,606 ±SF and the contributory value of site improvements.

This DOT project is for the widening of a portion Route 6, Farmington Avenue, from Carol Lane in Bristol to Peggy Lane in Farmington. The project will provide a second eastbound through lane in order to reduce accidents and improve traffic flow. The proposed improvements would also consist of adjustments to the existing pavement cross-slope, drainage modifications and upgrades, and modification to the existing traffic signals.

Consistent with DOT's agreement with FHWA an estimate of compensation (EOC) worksheet has been prepared for the subject taking. This process is used when for simple acquisitions related to minor site improvements where the total cost is typically less than \$10,000.

The subject property at 1251 Farmington Avenue, Bristol is approximately 7.80-acres and is primarily undeveloped vacant commercial land improved with a residential dwelling, a modest pavilion structure and generally comprised of active agricultural land based on the attached aerial photograph. The project requires a taking of 99% interest for a defined easement for highway purposes in an area comprising approximately 932 SF which is located along the property's frontage on the northerly side of Route 6 as well as a slope easement comprising approximately 1,606 SF. DOT established a rate of \$7.50 which is consistent with the previous approvals for commercial acquisitions related to the project which have approximately ranged from \$6.00 to \$13.00 per SF. The taking also includes additional compensation

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for the contributory value of site improvements which includes landscaping, lighting, wooden posts and signage. The total amount of compensation is \$8,700.

Staff recommended Board approval of the item. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes. The acquisition value is supported by the EOC.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

PRB# 14-078 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-MBE-ARC-0001
Consultant: Tai Soo Kim Partners, LLC
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for Minority Business Enterprise ("MBE") Architects to provide the State of Connecticut consulting services for a wide array of projects with an estimated construction budget of \$2-Million dollars or less. The maximum cumulative fee under this series is \$300,000 with a common expiration date of May 31, 2016.

PRB# 14-079 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-MBE-ARC-0002
Consultant: OakPark Architects, LLC
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for Minority Business Enterprise ("MBE") Architects to provide the State of Connecticut consulting services for a wide array of projects with an estimated construction budget of \$2-Million dollars or less. The maximum cumulative fee under this series is \$300,000 with a common expiration date of May 31, 2016.

Staff reported that this is the 1st series of On-Call MBE Architect Consulting Service Contracts awarded by the Department of Construction Services ("DCS"). The On-Call Contracts have a maximum total cumulative fee of \$300,000 per contract and a common expiration date of 5/31/2016.

A Request for Qualifications for the consultant services was released in July 2013 and elicited eleven responses. All of the respondents were considered "responsive" and as such all of the submittals were considered for review. Thereafter, the DCS selection panel began the process of evaluating and short-listing six proposals. At the completion of the interview and State Selection Panel process DCS Management Team reviewed the results and recommended the approval of six firms under this series.

PRB # 14-078, Tai Soo Kim Partners, LLC... ..Contract #OC-DCS-MBE-ARC-0078
 PRB # 14-079, OakPark Architects, LLC.....Contract #OC-DCS-MBE-ARC-0079

The Board met with David Barkin, Chief Architect on Monday April 21st. Mr. Barkin explained the process for the selection of these firms as well as the overall policies which guide the on-call series. Mr. Barkin confirmed for the Board after the meeting via email that the 5th and 6th place firms will also be added to this series in the near future. Based on the outcome of the meeting, Staff recommended Board approval of PRB #14-078 and PRB #14-079.

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ARCHITECT-ENGINEER – NEW BUSINESS

PRB#	14-101	Transaction/Contract Type: AE / Task Letter
Project Number:	BI-RT-866	Origin/Client: DCS/DOE
Contract:	OC-DPW-MDE-0027	
Consultant:	Fay, Spofford and Thorndike of Connecticut, LLC	
Property:	Bristol TEC, Bristol & Oliver Wolcott THS, Torrington	
Project Purpose:	Fat Oil Grease (“FOG”) Separators Project	
Item Purpose:	Task Letter #4 to compensate the consultant for the evaluation and design of replacement discharge systems required for food establishment sanitary waste piping. The scope of work has been developed for the purposes of complying with DEEP permit requirements.	

Staff reported that, in general, this project involves the design of sanitary waste piping and appropriate tank storage systems to bring each site into compliance with the discharge of wastewater from food preparation establishments. The design consultants will be tasked with verifying existing kitchen fixtures, pressure cleaning existing FOG lines, running tests to determine underslab connections and as completing an analysis of the existing waste lines. The final design will incorporate the renovation of a new system in compliance with DEEP regulations including the use of a new passive grease tank, under slab grease waste piping and the separation of all existing grease conveying pipes. The Construction Budget and total Project Budget were originally established at \$1,187,500 and \$1,666,300 respectively.

In June 2010, SPRB approved Fay Spofford and Thorndike of Connecticut, LLC (“FST”) as one of six firms under the latest On-Call Multi-Discipline/General Engineering (“MDE”) Support Services consultant contracts. Since that time DCS has amended these contracts to increase the maximum fee to \$750,000 (PRB #14-006) as well a common expiration date of 7/14/2014

Task Letter #4 is subject to SPRB approval because the task letters for this project exceeds \$100,000. As detailed in the scope letter from FST to DCS dated November 15, 2013 the \$111,330 is intended to compensate the Engineer for the following project scope:

- Completion of the design work required for the installation of new FOG separation system in compliance with DEEP permit requirements.
- The project will include the design of a new passive grease tank, under slab grease waste piping and the separation of all existing grease generating lines
- The project will be based on an estimated construction budget of \$589,500 for Bristol THS and \$598,000 for Wolcott THS.
- Limited construction administration services based on a 70-day project construction schedule running concurrent at both schools.

Staff recommended that SPRB approve Task Letter #4 in the amount of \$111,330 for Fay Spofford and Thorndike of Connecticut, LLC to provide consulting design and construction administration services on this project.

OTHER BUSINESS

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The Board took the following votes in Open Session:

PRB FILE #14-078 – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #14-078. The motion passed unanimously.

PRB FILE #14-078 – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #14-079. The motion passed unanimously.

PRB FILE #14-100-A – Mr. Valengavich moved and Mr. Norman seconded a motion to suspend PRB File #14-100-A, pending but not limited to the results of a site inspection. The motion passed unanimously.

PRB FILE #14-101 – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-101. The motion passed unanimously.

PRB FILE #14-102 – Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #14-102. The motion passed unanimously.

PRB FILE #14-103 – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #14-103. The motion passed unanimously.

The meeting adjourned.

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