

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On November 21, 2022 – 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 November 21, 2022 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
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

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 November 17, 2022 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Director Desai provided an update to forthcoming changes in how the SPRB will be utilizing TEAMS Meeting format to conduct remote meetings, including initial testing of the TEAMS call-in processes.

3. REAL ESTATE- UNFINISHED BUSINESS

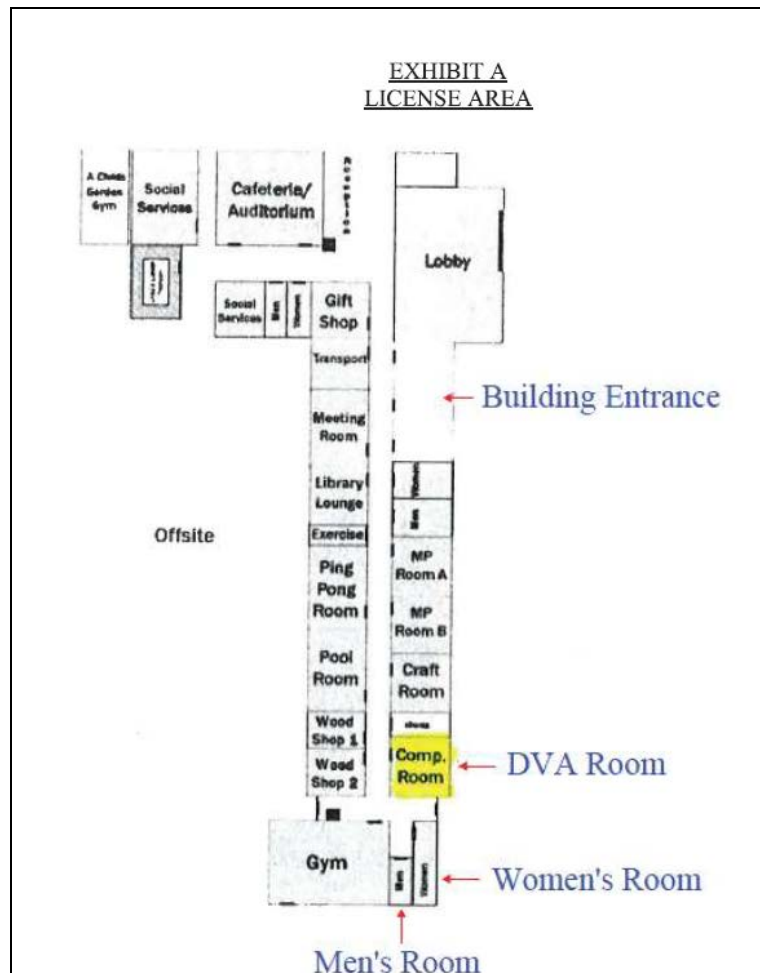
4. REAL ESTATE – NEW BUSINESS

<i>PRB File #:</i>	22-180
<i>Transaction/Contract Type:</i>	RE – License Agreement
<i>Origin/Client:</i>	DAS/DVA
<i>Licensor:</i>	Town of Fairfield
<i>Property:</i>	Fairfield, Mona Terrace (100)
<i>Project Purpose:</i>	DVA 4 th District Office of Advocacy & Assistance
<i>Item Purpose:</i>	New 5 Year License Agreement

At the March 15, 2012 SPRB Meeting the Board, under PRB #12-068, approved a License Agreement for the Department of Veterans’ Affairs (DVA) 4th Congressional District Office of Advocacy & Assistance to utilize office space in a building owned by the City of Bridgeport at 752 East Main St, Bridgeport. The City offered the space at no charge to the DVA, with DVA only required to pay for “services above normal building operating and

maintenance expenses.” DVA installed telephone and computer equipment and was responsible for all costs associated with installation and use of same. DAS now reports that this location is no longer suitable to DVA.

Under this Proposal (PRB #22-180), DAS and DVA now seek SPRB approval for a new 5-year License Agreement for use and occupancy of an office within the Town of Fairfield’s Bigelow Center for Senior Activities located at 100 Mona Terrace. The Town is offering this space at no cost to the State. DVA will only be responsible for their IT/Data and furniture.



Staff inquired with DAS regarding the following:

1. Please clarify if the formatting of the Article numbers beginning at the top of page 2 and for the remainder of the License Agreement should be corrected prior to final approval.
11-10-22 DAS Response: The numbers have been corrected in the attached revised slip sheets and I have attached the emails with the approvals to slip sheet.
Staff Response: DAS reissued the corrected pages in the Agreement as well as email communications from all Signatories approving of the changes. OK
2. Please clarify if this request complies with the State Facility Plan (576 sf) and if the Facility Plan requires that an RFS be prepared and approved. If an RFS was prepared and approved, please provide a copy of the RFS.
11-08-22 DAS Response: Please see the attached RFS and it does meeting the State Facility Plan. I will get back to you on the numbering.
Staff Response: The RFS was initiated on 5-19-22 and approved on 6-24-22. OK

RECOMMENDATION: SPRB staff recommend approval of this License Agreement for DVA to utilize town-owned space in the town of Fairfield at no cost to the Agency/State.

From PRB #12-068

SUBJECT: PRB# 12-068 New License Agreement for use of office space for the Dept. of Veterans' Affairs Regional Office of Advocacy & Assistance. Location: 752 East Main Street, Bridgeport. Licensor: City of Bridgeport

Background: In December 2002, the DVA agreed to lease 1,127 NUSF of office space at 75 Middle Street/100 Fairfield Avenue, Bridgeport. The initial base rent of \$20.50/NUSF included Lessee tenant improvement payments for \$24,057 amortized over 5 years. The current rate is \$18.50/NUSF, or \$20,849.50 plus electricity, annually (See PRB #07-231). The lease expires 4/10/2013.

Proposal: The proposed License Agreement with the City of Bridgeport would provide 576 SF of office space and three parking spaces at city-owned 752 East Main Street, Bridgeport for DVA Regional (Fourth Congressional District) Office of Advocacy & Assistance. The space is offered at no charge to the DVA, with DVA only required to pay for "services above normal building operating and maintenance expenses."

DVA will install telephone and computer equipment and be responsible for all costs associated with installation and use of same.

The term is one year from date Agreement is approved by the Attorney General. The Agreement will automatically renew for successive one-year terms. Either party can terminate with 30 days prior written notice.

Hours of use are 8:00 a.m. to 5:00 p.m., Monday through Friday. The City of Bridgeport's Department of Social Services is also at this location.

The Agreement has been approved by the City of Bridgeport, DVA Commissioner Linda S. Schwartz, by the DAS Commissioner & OPM Secretary. The current FACCAP authorizes 1,127 NUSF for this purpose.

Recommendation: Board approval is recommended. The relocation from leased space will save the State an estimated \$20,849.50, plus metered electricity, annually.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #22-180 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #22-180. The motion passed unanimously.

9. NEXT MEETING – Wednesday, November 23, 2022.

The meeting adjourned.

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