

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On December 29, 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 December 29, 2022 remotely via telephone conference at (860)-840-2075 and use passcode 284890492#.

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

Nicholas Ross, DAS/DCS

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 December 27, 2022 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

<i>PRB File #:</i>	22-200
<i>Origin/Client:</i>	DCS/DOC
<i>Transaction/Contract Type</i>	AE / Task Letter
<i>Project Number</i>	BI-T-619E
<i>Contract</i>	OC-DCS-MEP-0051
<i>Consultant:</i>	Bemis Associates, LLC
<i>Property</i>	Hartford, Weston St (177) – Hartford Correctional Center
<i>Project purpose:</i>	Energy Audit Implementation Program
<i>Item Purpose</i>	Task Letter #3

At 9:30 Mr. Ross joined the Meeting to participate in the Board’s discussion of this Proposal and the Proposal being reviewed under PRB #22-201. He left the Meeting at 10:00.

PROPOSED AMOUNT: \$130,000

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 (#22-200), DCS is now seeking Board approval to retain the Consultant – Bemis Associates, LLC – under their On-Call Contract OC-DCS-MEP-0051 to provide Mechanical, Electrical and Plumbing engineering design and construction administration services. The negotiated fee for the Consultant's services is \$130,000. The scope of work includes:

Hartford Correctional consists of multiple buildings, including four cell blocks, four dormitories, a classroom and office building, gym, and various support areas such as maintenance, storage, laundry, and a kitchen. In total, the facility has a combined area of 225K ft².

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:

- Review and understand information and energy and cost reduction measures (ECRMs) contained within the 3/10/2021 "Energy Audit Report – Hartford Correctional Institution" prepared by WSP.
- Either by following the previously procured energy audit recommendations or otherwise developing engineered design solutions, provide building systems modifications and upgrades within an originally estimated construction budget of \$1,330,000 that will result in annual reductions of:
 - 279 metric tons of CO₂e emissions
 - \$140,219 utility costs
 - 10,373,045 gallons water use
- Within the contract documents, provide a means for the proposed savings to be measured and verified (and associated emissions reductions calculated/derived) at a minimum of 6, 12 and 18 months after project completion.

- o Propose and potentially include within the contractor's scope of work, the installation of permanent submetering capabilities throughout the facility(ies) which provide relevant, valuable feedback.

The engineered design of energy cost and reduction measures (ECRMs) shall be validated by design-phase calculation and/or modelling which achieve or exceed the above stated metrics. Metrics were derived from ECRMs recommended by the previously procured energy audit, as listed below.

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.

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

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

ECRM 1 – Mechanical:

- Design for the replacement of the Main Building's (3) existing natural gas boilers with high efficiency condensing boilers and high efficiency condensing, tankless domestic hot water heaters.

ECRMs 3-5 – Plumbing:

- Design for the retrofit of all (372 approximately) cell block toilets to have low flow flush valves.
- Design a computerized water conservation system and integrate all (36) cell block shower valves.
 - o Verify whether system shall be compatible with and capable of integrating with existing water controls systems in operation at various DOC facilities.
 - o Include retrofit of low flow shower heads on associated fixtures.
- Design a computerized water conservation system and integrate all (16) existing dormitory shower valves.
 - o System shall be compatible with and capable of integrating with existing water controls systems in operation at various DOC facilities.
 - o Include retrofit of low flow shower heads on associated fixtures.

The Department of Administrative Services (hereafter the "DAS") requires the following design and construction services for this task letter. In April 2022, SPRB approved (PRB #22-042) Bemis Associates, LLC (BAL) as one of five firms under the latest On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Series of consultant contracts. These contracts expire on July 1, 2024 and have a maximum cumulative fee of \$1,000,000. On November 14, 2022, the Board approved under PRB #22-174 Contract Amendment #1 to the On-Call Contract to increase the maximum cumulative fee to \$1,500,000, an increase of \$500,000. The contract expiration date was unchanged at 7/01/2024.

BAL was approved for the following task(s) under this series:

• Task Letter #1	Troop A Generator Replacement	\$25,000	(Pending)
• Task Letter #2	ECSU Library Boilers	\$54,000	(Informal)
• Task Letter #3	Hartford CI – Energy Implementation	\$130,000	(#22-200)
• Task Letter #4	Willard CI – Energy Implementation	\$125,000	(Pending)
• Task Letter #5	Robinson CI – Energy Implementation	\$98,880	(Pending)
• Task Letter #6	Camp Nett Infrastructure Phase 2	\$144,000	(Pending)
Total Fee to Date:		\$54,000	

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

The Construction Budget and total Project Budget are estimated at \$1,330,000 and \$1,782,200, respectively.

Task Letter #3 – BAL- Basic Services (PRB #22-200)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (84 days)	\$13,000				
Design Development Phase (84 days)	\$32,500				
Construction Document Phase (84 days)	\$39,000				
Bidding Phase	\$6,500				
Construction Administration Phase (est. 8 months)	<u>\$39,000</u>				
TOTAL BASIC SERVICE FEE (#22-200) (A)	\$130,000			\$1,330,000	9.77%

RECOMMENDATION: It is recommended that SPRB **APPROVE** Task Letter #3 in the amount of \$130,000 for the Consultant to provide Engineering Design and CA services for the ECRMs.

PRB File #: 22-201
Origin/Client: DCS/DOC
Transaction/Contract Type AE / Task Letter
Project Number BI-T-619D
Contract OC-DCS-MEP-0052
Consultant: Kohler Ronan, LLC
Property Newtown, Nunnawauk Rd (50) – Garner Correctional Center
Project purpose: Energy Audit Implementation Program
Item Purpose Task Letter #4

PROPOSED AMOUNT: \$410,260

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 (#22-201), DCS is now seeking Board approval to retain the Consultant – Kohler Ronan, LLC – under their On-Call Contract OC-DCS-MEP-0052 to provide Mechanical, Electrical and Plumbing engineering design and construction administration services. The negotiated fee for the Consultant’s services is \$410,260. The scope of work includes:

The Garner Correctional Institution consists of a 245,000 square foot inmate housing, services, and operations facility and a 15,000 square foot maintenance building.

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 information and energy and cost reduction measures (ECRMs) contained within the 10/6/2020 "Energy Audit Report – Garner Correctional Institution" prepared by WSP.
- Either by following the previously procured energy audit recommendations or otherwise developing engineered design solutions, provide building systems modifications and upgrades within an originally estimated construction budget of \$4,510,000 that will result in annual reductions of:
 - 709 metric tons of CO² emissions
 - \$343,357 utility costs
 - 13,664,505 gallons water use
- Within the contract documents, provide a means for the proposed savings to be measured and verified (and associated emissions reductions calculated/derived) at a minimum of 6, 12 and 18 months after project completion.
 - Propose and potentially include within the contractor's scope of work, the installation of permanent submetering capabilities throughout the facility(ies) which provide relevant, valuable feedback.

The engineered design of ECRMs shall be validated by design-phase calculation and/or modelling which achieve or exceed the above stated metrics. Metrics were derived from ECRMs recommended by the previously procured energy audit, as listed below.

In alliance with the Governor's Executive Order 1 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.

Additional Notes:

- Coordinate with Eversource LOA yet to be finalized. Tentative scope by others is as follows:
 - Demand Control Ventilation
 - VFD Installations
 - Outdoor Air Reset

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

Mechanical ECRMs:

- Design for the replacement of the (3) existing natural gas boilers with high efficiency condensing boilers and high efficiency condensing, tankless domestic hot water heaters.
 - Existing boilers generate hot water for mechanical heating and heat exchangers are used to produce domestic hot water stored in tanks.
- Design for the replacement of the existing Honeywell building management system front end with a system that integrates and provides for complete direct digital control over the facility's energy using systems.
 - Provide control equipment and sequences optimized for energy efficiency.
- Incorporate HVAC commissioning/retro-commissioning of the entire facility.
 - Coordinate with the CxA throughout design and construction.

Plumbing ECRMs:

- Design for the retrofit of all (approximately 376) facility cell block toilets to have low flow flush valves.
- Design for the retrofit of all (approximately 376) facility cell block lavatories to have low flow push button valves.
 - Approximately 34 low flow faucet aerators were retrofitted through the Eversource SBEA program since this energy audit was performed, 3/31/2022.
- Design a computerized water conservation system and integrate only cell block "F" (47) toilets and (47) lavatories, as well as all cell blocks' (56) shower valves.
 - Verify whether system shall be compatible with and capable of integrating with existing water controls systems in operation at various DOC facilities.
 - Include retrofit of low flow shower heads on associated fixtures.

Electrical ECRMs:

- Design for a combined heat and power system to generate onsite electricity and transfer waste heat to reduce or eliminate domestic water heating loads.
 - Include domestic hot water storage tanks if needed to optimize utilization of waste heat.
- Provide general power distribution device upgrades in support of HVAC and plumbing equipment fed from existing local panelboards and limited fire alarm device upgrades to support HVAC controls upgrades.

In April 2022, SPRB approved (PRB #22-043) Kohler Ronan, LLC (KRL) as one of five firms under the latest *On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Series* of consultant contracts. These contracts expire on July 1, 2024 and have a maximum cumulative fee of \$1,000,000. On November 14, 2022, the Board approved under PRB #22-175, Contract Amendment #1 to the On-Call Contract to increase the maximum cumulative fee to \$1,500,000, an increase of \$500,000. The contract expiration date was unchanged at 7/01/2024.

KRL was approved for the following task(s) under this series:

• Task Letter #1	NCC D-Wing Chiller Replacement	\$42,535	(Informal)
• Task Letter #2	MCC Kitchen Equip. Gas Conversion	\$19,940	(Informal)
• Task Letter #3	Norwalk CC – HVAC Upgrades	\$45,000	(Informal)
• Task Letter #4	Garner CI – Energy Implementation	\$410,000	(22-201)
• Task Letter #5	Bridgeport CC –HVAC Feasibility	\$70,000	(Pending)
Total Fee to Date:		\$107,475	

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

The Construction Budget and total Project Budget are estimated at \$4,510,000 and \$6,043,400, respectively.

Task Letter #4 – KRL- Basic Services (PRB #22-201)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (60 days)	\$61,539				
Design Development Phase (90 days)	\$82,052				
Construction Document Phase (120 days)	\$123,078				
Bidding Phase	\$20,513				
Construction Administration Phase (est. 12 months)	\$123,078				
TOTAL BASIC SERVICE FEE (#22-201) (A)	\$410,260			\$4,510,000	9.10%

RECOMMENDATION: It is recommended that SPRB **APPROVE** Task Letter #4 in the amount of \$410,260 for the Consultant to provide Engineering Design and CA services for the ECRMs.

PRB File #: 22-202
Origin/Client: DCS/CCSU
Transaction/Contract Type AE / Task Letter
Project Number CF-RC-403
Contract OC-DCS-CA-0036
Consultant: WSP USA, Inc.
Property New Britain, Stanley St (1615) – CCSU
Project purpose: Memorial Hall Renovations - CA and CxA Services
Item Purpose Task Letter #2

CONSULTANT FEE: \$345,555

At the May 27, 2021 SPRB Meeting, the Board approved under PRB #21-078, Contract CF-RC-403-ARC for the Consultant to provide ARC design and CA-phase services for the renovation of Memorial Hall on the CCSU campus, focusing on mechanical, electrical, plumbing, and fire suppression system upgrades and replacement to current codes and standards, as well as the architectural and structural components to support these upgrades and replacements. Memorial Hall is the original food service facility on the Central Connecticut State University campus, built in approximately 1971. The total fee was \$243,815, of which basic design service was \$220,896.

Under this proposal (PRB #22-202), DCS is now seeking Board approval of Task Letter #2 to the On-Call Contract OC-DCS-CA-0036 for the Consultant to provided construction administration services and commissioning services for this project.

DCS provided the following support for this request:

The scope of work for the current project consists of HVAC upgrades throughout, replacement of sanitary piping in food preparation areas, installation of a new underground grease separator, electrical work to support the HVAC upgrades, cutting and patching of walls/ceilings/floors to facilitate the MEP work.

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

Construction Administration and MEP Commissioning Services to support the Memorial Hall project. The Construction Administration (hereafter the “OC-DCS-CA-0036”) requires the following construction administration services:

- Preconstruction Phase CA Services during the Construction Documents (CD) and Bid Phases.
- CA Services during Construction
- MEP System Commissioning

At the State Properties Review Board meeting held on April 6, 2020, the Board approved PRB File #20-051, one of seven Consultant Contracts under the 7th series of On-Call Construction Administration Contracts awarded by the Department of Administrative Services (“DAS”) since 1994. All of the contracts had a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of August 31, 2022.

Under PRB File #22-136 the Board approved Contract Amendment #1 to the On-Call Contract to extend the contract expiration date to March 3, 2023. The \$1,000,000 maximum cumulative fee is unchanged.

WSP USA, Inc. has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	CMHC – Sprinklers, Ceilings & Light	\$34,000	(Informal)
• Task Letter #1A	CMHC – Sprinklers, Ceilings & Light	\$460,100	(22-101)
Total Fee to Date:		\$494,100	

DCS has confirmed for SPRB that funding is available for this contract.

The overall construction and total project budget have been established at \$4,550,000 and \$7,657,828 respectively.

WSP Fee for Basic Services (PRB #22-202)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>Total Cost</u>	<u>C. Budget (\$)</u>	<u>(%) Budget</u>
Schematic Design Phase	\$0				
Design Development Phase	\$0				
Contract Document Phase	\$43,260				
Bidding Phase	\$10,080				
Construction Administration Phase	<u>\$222,900</u>				
TOTAL BASIC SERVICE FEE (#22-202) (A)	\$276,240			\$4,550,000	6.07%
SPECIAL SERVICES:					
PRB #22-202 Special Services (B1)					
Systems Commissioning		<u>\$69,315</u>			
TOTAL SPECIAL SERVICES (B)		\$69,315			
TOTAL FEE (PRB #22-202) (A) + (B)			\$345,555	\$4,550,000	7.60%

Staff had following questions for clarifications:

1. Under this Proposal, the Consultant is to provide CA Phase services commencing with the Contract Documents Phase, as evidenced in the matrix below.

Construction Administration Services Fee Matrix

Estimated Work Hours Per Month

Pre-Construction Phase		Months (month #1 starts after issuance of Commission Letter)											
Title	Hourly Rates	1	2	3	4	5	6	7	8	9	10	11	12
Senior Project Manager	\$ 185	8	8	8	2	2	2	2					
Project Manager	\$ 150	40	56	56	6	8	6	4					
Assistant Project Manager	\$ 125			40	16	16	8						
Senior Estimator	\$ 285	1	2	1									
MEP Estimator	\$ 190	16	24	12									
Pre-Construction Subtotal													

Construction Phase		Months (month #1 starts after issuance of Commission Letter)															
Title	Hourly Rates	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Project Manager	\$ 150	16	16	20	20	20	20	20	20	20	20	20	20	20	20	20	20
Assistant Project Manager	\$ 125	60	100	100	100	100	100	100	100	100	100	100	100	100	40	40	20
Senior Scheduler	\$ 185	2	2	2	2	2	2	2	2	2	1	1	1	1			
Junior Scheduler	\$ 95		10	10	10	10	10	10	10	10	10	10	10	10			
Construction Subtotal																	

Please reconcile the proposed Pre-Construction Phase services extending over a 7-month period with the Project Scope detailed in Article 1.A of the Task Letter and the Architect’s Contract (CF-RC-403-ARC), requiring the Consultant to complete the CD Phase within 60 days of NTP.

DCS Response: The 60-day CD Phase was from 9-9-22 thru 11-10-22. The CD Documents have been reviewed and there are corrections that need to be made by the Design Team. Aside from this, the project is scheduled to be bid in May 2023 and for Construction to begin in July 2023, which is 7 months from now. The CA will be involved with the project for the remainder of the CD Phase, as well as during the Bid Phase, and Contract Award.

Staff Response: OK

2. Please clarify how the 440-day construction phase (+10% contingency & 90-day closeout) was determined for this project.

DCS Response: The 440 Day Construction Duration is necessary because the project needs to be phased to allow Memorial Hall (a food service and dining facility) to remain open and operational during Construction. A full year schedule like this allows time during Summer Breaks, Winter Break, and Spring Break to complete any work that cannot be done with the building occupied.

Staff Response: OK

3. Please reconcile DCS negotiation of this fee for Basic CA Services of 6.07% of the construction budget, exceeding the DCS generally accepted rate.

DCS Response: The higher CA Fee is due to the construction duration. As mentioned above, the project needs to be phased to accommodate the occupants and services in the building. Many other projects of this size (\$4.5M) would not have this duration because smaller projects often do not require phasing. It all depends on the scope of work, and the type and use of the facility.

Staff Response: OK

RECOMMENDATION: Staff recommends approval of this Task Letter #2 in the amount of \$345,555 for the Consultant to provide CA & CxA Services for the Memorial Hall Renovations Project.

- DCS confirmed \$345,555 is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$1,000,000 and a term that was extended to 3/03/2023 (PRB #22-136). Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$505,900.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 5/24/2022.

FROM PRB #21-078

PROPOSED AMOUNT: \$273,815

Project Background:

Through a Design-Bid-Build project type delivery method, the renovation focuses on mechanical, electrical, plumbing, and fire suppression system upgrades and replacement to current codes and standards, as well as the architectural and structural components to support these upgrades and replacements, to Memorial Hall, which is the original food service facility on the Central Connecticut State University campus, built in approximately 1971. Memorial Hall is comprised of existing dining rooms, kitchens, offices, meeting rooms, delivery/receiving garage and loading area, two freight elevators and one passenger elevator, mechanical and electrical rooms, lounges, multipurpose rooms, and other common areas. It is primarily used for all meals of student residents on the campus, commuting students, and staff.

Memorial Hall will be occupied through design and construction phases. This project will need to be phased to maintain operation of the building. A safe working environment is necessary for all food service staff and students, as well as visitors dining within this building. All Work must follow requirements of local and State offices, such as the Health Department. Summer construction is preferred.

Notification of the project to the Department of Economic Community Development – State Historic Preservation Office: the Architect is to complete the Project Review Cover Form and associated attachments, existing building details, and proposed design details as required by the State Historic Preservation Office.

Licensed mechanical, electrical, plumbing, fire protection and structural professional engineering services and professional architectural services are to be included. Contract Document phase submissions are required to be sealed and signed by professional architectural and engineering firms having the appropriate permissions and licenses for the proposed design.

The existing sanitary, wastewater, and floor drains that support the kitchens are to be upgraded as part of the project scope. The existing waste water stream does not flow through properly installed and sized grease traps. The piping systems are located under concrete kitchen floors and are in deteriorating condition due to use and age. Camera and investigation are required to field verify locations and conditions of piping.

A replacement dirty dish conveyor system is included with the scope of this project.

As the construction budget permits, the kitchen and server areas are to be renovated as they are original to the building.

As the construction budget permits, cosmetic upgrades are included, such as window shades or glass film, to help minimize heat transmission into the building.

Coordination with hazardous materials surveying and abatement will be required by the Architect and any Sub-Consultants. The Department of Administrative Services (DAS) will be issuing a separate contract to have the building surveyed for hazardous materials prior to the Design Development Phase. Areas of the building shown to be impacted in the Schematic Design submission will be tested for any hazardous materials as necessary. Remediation that can take place prior to and during construction will be coordinated by the DAS. Testing reports and any remediation reports that occur prior to the final design submission will need to be included with the Project Manual by the Architect.

Proprietary components will need to be incorporated into design as provided by Central Connecticut State University. Components include, but are not limited to, the fire alarm system, fire alarm system programming, energy management system, electrical metering, and electrical power monitoring.

In February 2020 DAS/DCS (“DCS”) issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the Design-Bid-Build project – Memorial Hall Renovations at CCSU in New Britain. DCS elicited 9 responses to the advertisement of which all submittals were considered “responsive”. DCS then proceeded to review the submittals and after the completion of the internal review process, five (5) firms were selected for short-listed interviews. These firms were as follows, Silver Petrucelli & Associates, Inc., Antinozzi Associates, Inc., BVH Integrated Services, P.C., Diversified Tech Consultants Inc., and

EDM Services, Inc. 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 Silver Petrucelli & Associates, Inc. (“SPA”) as the most qualified firm.

The overall construction and total project budget have been established at **\$4,550,000** and **\$7,657,828** respectively. DCS/CSCU confirmed bond funding is available.

The overall compensation rate for this basic service is \$220,896 with an additional ~~\$52,919 for special services, for a total fee of \$273,815~~ \$22,919 for special services, for a total fee of **\$243,815**. ~~The contract includes \$30,000 for A/E Design and Construction Phase Contingency.~~

SPA Basic Service Fee (#21-078)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$55,240				
Design Development Phase	\$66,420				
Construction Document Phase	\$47,326				
Bidding Phase	\$5,860				
Construction Administration Phase	<u>\$46,050</u>				
TOTAL BASIC SERVICE FEE (#21-078) (A)	\$220,896			\$4,550,000	4.86%
SPA Special Services Fee (#21-078)					
Civil Engineer Consultant		\$15,516			
Kitchen/Food Service Design Consultant		\$7,403			
Design Allowance/contingency	-	<u>\$30,000</u>			
TOTAL SPECIAL SERVICE FEE (#21-078) (B)		\$22,919			
TOTAL FEE (PRB #21-078) (A)+ (B)			\$273,815	\$4,550,000	6.02%
TOTAL FEE (PRB #21-078) (A)+ (B)			\$243,815	\$4,550,000	5.4%

- The February 2020 RFQ elicited 9 responses. The Selection Panel interviewed five firms and ultimately recommended the appointment of Silver Petrucelli & Associates, Inc. (SPA). The selection was approved by Deputy Commissioner Petra on 2/4/2021.
- SPA is located in Hamden. This firm was established in 1991 and is also an SBE. The firm has 45 employees including 9 architects and 16 professional engineers. SPA is operating under its Joint Practice license No. JPC.0000037. The license is valid until 04/30/2022.
- Smith Brothers Insurance reported that SPA has reported one general liability or professional policy loss or claim during the past 5 years, which was closed. The claim was not involved with a State project.
- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 2/10/21.

RECOMMENDATION: Staff recommends **APPROVAL** of this consultant contract in the amount of \$273,815, of which \$220,896 is for basic services and an additional \$52,919 for special services. The A/E basic fee of 4.86% of construction cost is within the DCS guideline of 9.0%. (Group B Renovation - per RFQ)

Upon the Board’s review of this proposal, their approval was contingent upon DCS removing the \$30,000 contingency from the Contract. The fee approved by the Board is \$243,815.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #22-200 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #22-200. The motion passed unanimously.

PRB FILE #22-201 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #22-201. The motion passed unanimously.

PRB FILE #22-202– Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #22-202. The motion passed unanimously.

9. NEXT MEETING – Tuesday, January 3, 2023.

The meeting adjourned.

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