

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On July 14, 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 July 14, 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

Jaime L. Smith, Director, Ag Dev & Res Consr, CT DoAg

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 July 11, 2022 Regular Meeting and July 12, 2022 Special Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:46. The motion passed unanimously. Ms. Smith of the CT Department of Agriculture was invited to attend the Executive Session at 9:50 and left the meeting at 10:00.

EXECUTIVE SESSION

<i>PRB #:</i>	22-108-A
<i>Transaction/Contract Type:</i>	AG / PDR
<i>Origin/Client:</i>	DoAG/DoAG

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

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 9:58. The motion passed unanimously.

OPEN SESSION

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

PRB #: 22-101
Origin/Client: DCS/DMHAS
Transaction/Contract Type: AE / Task Letter
Project Number: BI-MH-113
Contract: OC-DCS-CA-0036
Consultant: WSP USA, Inc.
Property: New Haven, Park St (34) Connecticut Community MHC
Project purpose: CMHC Sprinklers, Ceilings, and Lights
Item Purpose: Task Letter #1A

PROPOSED AMOUNT: \$460,100

At the State Properties Review Board meeting held on July 11, 2022, the Board voted to suspend this file pending clarification of the following issues:

1. Receipt of an updated Form B1105; and
[DCS Response: Revised Form 1105.](#)
[Staff Response: OK](#)
2. Receipt of a revised Task Letter identifying the 90-day close-out period. Please refer to most recent Task Letter #3 (BI-RC-410) and Task Letter #1B (BI-MH-121) as an example.
[DCS Response: Revised Task Letter.](#)
[Staff Response: OK](#)

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1A in the amount of \$460,100.

The overall basic service fee of 5.85% of construction cost exceeds the DCS CA Services guideline of 5.0%. DCS had clarified this need as there are 12 phases to the Project in a fully functioning hospital building requiring the additional oversight.

PROPOSED AMOUNT: \$460,100

Under prior PRB Files #13-163, 18-144, 20-022 and 21-049, the State Properties Review Board approved Task Letter #6 (OC-DCS-MDE-0026) and Task Letters #3, #3A, and #3B to the On Call Contract OC-DCS-MDE-0035 to provide Multi-Discipline Engineering design and construction administration services for the balance of the sprinkler system not completed in 2002 as well as other general ceiling improvements such as new ceiling tiles, lighting and generator replacement.

Previously, DCS had retained the Consultant under Task Letter #1 (pre-construction phase) and on July 13, 2021, issued Task Letter #1 to provide pre-construction services. The Consultant's Fee for these services was \$34,000.

The Project was Bid on December 2021, with Bids due February 23, 2022. The Bid Opening was delayed several times, most recently under Addendum #5, with the opening scheduled on April 8, 2022.

Task Letter #1 – WSP- Contract (INFORMAL)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Pre-construction Phase – TL #1 (A)	\$34,000			\$4,700,000	0.72%
BASIC SERVICES - #22-101 - TL#1A					
Scheduling Services	\$55,800				
Construction Administration Phase - 720-Day Construction Duration	<u>\$366,300</u>				
Total Basic Services (A1)	\$422,100			\$7,215,000	5.85%
SPECIAL SERVICES - #22-101-TL#1A					
Commissioning Agent Services (B)	\$38,000				
TOTAL PROJECT FEE (A) + (A1) + (B)			\$494,100	\$7,215,000	6.85%

Staff inquired with DCS regarding the following:

- Please reconcile the current \$7,215,000 construction budget (+53.5%) with that of the \$4,700,000 construction budget presented to the Board under Task Letter #3B (OC-DCS-MDE-0035), approved in May 2021.

DCS Response: \$7,215,000 reflects the base bid. Designer updated their Statement of Cost to \$5,600,000 for the bid to reflect the addition of Hazardous Material and Asbestos Abatement and other increases to Existing Conditions.

Staff Response:
- B1105 should reflect actual budget and must be revised as part of this amendment.

DCS Response: We asked supported Agency by email and phone.

Staff Response: DCS provided an email dated 5-12-22 to the User Agency requesting an updated Form B1105. No response to date.
- Please provide the CA’s review of the preliminary cost estimates prepared under informal Task Letter #1A.

DCS Response: Was no Fee available for the CA to perform cost estimate review and the scope was not included as part of Task 1A for preconstruction Services.

Staff Response: Article 3 of Informal Task Letter #1A states:

3. Submittals

The Consultant shall provide the work pursuant to the following phases within the time periods specified below or, at the option of the DAS, within extended periods to be determined by the DAS if the DAS is of the opinion that such extensions are warranted and if the DAS evidences its consent to such extensions in writing.

3A. Pre-Construction Phase Submittal: all submittals stated in the pre-construction phase set forth in the subject on-call contract.

Article A.2 (Pre-Design), Article C.5 (SD), Article D.3 (DD), Article E.1b and E.2b (CD), of the On-Call Contract OC-DCS-CA-0036 required review of preliminary costs. Please clarify if the Consultant provided the Deliverables as set forth in Article 3A of Task Letter #1A.
- Please clarify if construction phase language in Task Letter #1A should be expanded for clarity to reflect the 90-day period for close out of the Project.

DCS Response: The CA’s proposal includes Requirements. See attached. CA can revise Task Letter #1B to include.

Staff Response: Please revise Task Letter #1B for clarity.

5. Please clarify why DCS elected to negotiate the Consultant's Fee at a total of 5.85% of the construction budget, \$61,350 more than the accepted 5% of construction budget, or (\$360,750), which would indicate a CA-Phase Fee of \$326,750.

DCS Response: With the multiple staffing moves during 12 phases of construction the User Agency requested more onsite coordination from the CA than is customary.

Staff Response: OK

6. And under Task Letter #1A, Article 1.B.10 requires the Consultant to retain a sub-consultant to provide Cx Services. And under Article V of the On-Call Contract (OC-DCS-CA-0036, page 3 of 23), it states the following:

Commissioning Agent (CxA): If required by DAS, the Construction Administrator shall retain as its sub-consultant a Commissioning Agent. The CxA shall meet the minimum qualifications as established by DAS in Exhibit B, and shall be acceptable to DAS. The CxA will perform the scope of work identified in the task letter in conjunction with the project scope detailed in the task letter. The Construction Administrator shall be compensated for the cost of the Commissioning Agent plus five percent (5%) of such cost for the Construction Administrator's overhead and profit.

The Construction Administrator shall provide a written evaluation of the CxA's performance to date utilizing DAS' form and criteria at the completion of Design Development, Construction Documents, 50% Construction and 100% Construction.

Please clarify how the Consultant provide DCS with an objective evaluation of the Cx when, the Cx is WSP Building Commission Group. This appears to be a related entity, isn't this an inherent conflict?

DCS Response: The CA is independent and proposed the use of a related but independent business line for the Cx services.

Staff Response: DCS response did not address the inherent conflict.

RECOMMENDATION: It is recommended that SPRB **suspend** Task Letter #1A in the amount of \$460,100 pending further response from DCS.

The overall basic service fee of 5.85% of construction cost exceeds the DCS CA Services guideline of 5.0%.

FROM PRB #20-177

PROPOSED AMOUNT: \$12,500 (REVISED)

At the State Properties Review Board meeting held on September 17, 2020, the Board voted to suspend this file pending DCS' resubmission of the Task letter #1C to reflect the following:

1. Correctly reflect the hourly rates for the Consultant's Principal/Project Manager; and
2. Remove the Contingency (\$30,000) clause from the Task Letter.

On October 5, 2020, DCS submitted a revised Task Letter #1C. Within the revised Task Letter, all references to the Consultant's hourly rates and \$30,000 Contingency clause have been removed from the Task Letter.

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1C in the amount of \$12,500 (revised) to provide consulting design and construction administration services on this project. The overall basic service fee of 3.44% is well within the guideline rate of 10.00% for this Group A Site Improvements Renovation Project.

PROPOSED AMOUNT: \$42,500

On October 19, 2015, under PRB File #15-234, the Board approved Task Letter #1 to the on-call contract to retain the services of the consultant for engineering design services, construction administration services and special services for the in-kind replacement of the rehabilitation of an existing two-level parking structure at Greater Bridgeport Community Mental Health Center in Bridgeport, CT. The project includes the addition of surface level parking spaces extending from the upper level of the parking structure, site storm water system upgrades, lead paint removal, and connection to a dedicated storm water system as required by the city. The Consultant Fee for services was \$188,355. The Construction Budget and Total Project Budget were established at \$2,750,000 and \$3,540,230 respectively for this project.

On September 30, 2016, under PRB File #16-229, the Board approved Task Letter #1A to the on-call contract, approving the Consultant's Fee of \$177,765, for the following expanded scope of work:

- Additional Land Surveying and geotechnical engineering around White Street
- Completion of additional site related storm drainage requirements
- Expanded Project Design Requirements for the complete removal of the deteriorated parking deck and construction of a new and expanded deck.
- Construction administration services which will include a review of shop drawings, construction observation reports, coordination of testing labs, RFI reviews, weekly job meetings and review/approval of the contractor requisitions.
- At part of this revised project scope and task letter, DCS has increased the overall Construction Budget and Total Project Budget to \$8,031,911 and \$9,768,847 respectively for this project.

On January 13, 2017, under PRB File #17-185, the Board approved Task Letter #1B to the on-call contract to retain the services of a sub-consultant for expanded survey services, totaling \$2,750. The overall Construction Budget and Total Project Budget remained unchanged at \$8,031,911 and \$9,768,847 respectively.

This project was bid on May 4, 2018 and the bids were rejected on August 23, 2018. DAS intends to rebid this project upon completion of certain of the work contemplated under this supplemental task letter. The project documents now need to be modified to meet current DAS bidding requirements and the current building code. The consultant performed all their duties associated with previous bidding services, but DAS rejected the bids from 2018.

Under this proposed TASK LETTER #1C with the Consultant, DCS is seeking SPRB approval to expend \$12,500 to compensate the Consultant, plus a \$30,000 contingency, for the following scope of services;

- Perform site visit to review the current conditions to determine if any conditions require changes to the contract documents.
- Update the existing project documents for conformance to the 2018 State Building Code. Update the project document set to the current DAS standards.
- Provide bidding services to rebid the project.
- A design contingency of \$30,000 is included in this amendment. The principal uses of the contingency will be to compensate the Engineer for subsequent document changes resulting from the review of current conditions and for design services of the project's geotechnical engineer during the construction process.

The Construction Budget and total Project Budget have remained at \$9,560,911 and \$12,426,707, respectively.

Task Letter #1– BVH Fee (PRB #15-234)	Engineers Base Fees	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Phase Documents	\$40,177				
Design Document Phase	\$31,057				
Contract Document Phase	\$49,266				
Tracing & Masters/Bidding	\$1,500				
Construction Administration	<u>\$30,000</u>				
Engineer’s Base Fee (PRB #15-234) (A)	\$152,000			\$2,750,000	5.52%
Special & Sub-Consultant Services:					
Geotechnical Engineering		\$15,785			
Site Survey Services		<u>+\$20,570</u>			
Engineer’s Special Services Fee (B)		\$36,355			
Task Letter 1A (PRB File #16-229) – Expanded Project Scope (A2) and (B2)	\$161,615	<u>+\$16,150</u>			
Task Letter 1B (PRB File #17-185) – Additional Survey Services (A3)	<u>+\$2,750</u>				
Task Letter 1C (PRB File #20-177) – Additional Survey Services (A4)	<u>+\$12,500</u>				
Contingency		+\$30,000			
Total Basic Service Fee (A1) + (A2) + (A3) + (A4)	\$328,865			\$9,560,911	3.44%
<i>TOTAL PROJECT FEE (A) + (B)</i>		\$82,755	\$411,620	\$12,426,707	3.31%

BVH has been approved for the following Tasks under this on-call series (PRB #14-285):

• Task Letter #1	Bridgeport MHC – Replace. Parking Project	\$ 152,000	(#15-234)
• Task Letter #1A	Bridgeport MHC – Replace. Parking Project	\$ 177,765	(#16-229)
• Task Letter #1B	Bridgeport MHC – Replace. Parking Project	\$ 2,750	(#17-185)
• Task Letter #2	Three Rivers CC Lab Renovations	\$ 48,757	(Informal)
• Task Letter #3	300 Corporate Roof & RTU Survey	\$ 23,500	(Informal)
• Task Letter #4	HCC Lafayette Hall Renovations Project	\$ 15,000	(Informal)
• Task Letter #5	NVCC Founders Hall Renovations	\$ 3,900	(Informal)
• Task Letter #6	Wethersfield DOC Steamline Replacement	\$ 15,000	(Informal)
• Task Letter #7	Enfield Court House Roof Replacement	\$0	(Cancelled)
• <u>Task Letter #8</u>	<u>Torrington Court House Drainage Improvs.</u>	<u>\$ 94,000</u>	<u>(Informal)</u>
	TOTAL FEES	\$532,672	

Staff had following questions:

1. What is the reason that this project will be submitted for the 3rd time to the bid room?

DCS Response: When this project originally went to the bid room the DCS front end documents changed at the time same time and the bid package was rejected. The bid package was required to be changed to the new front end. This was not the fault of the A/E, they had met the requirements of the contract at the time of submission.

Staff Response: OK

2. Please clarify why DCS rejected bids in August 2018.

(FORMAL) INFORMAL / SET-ASIDE

GBCMHC Parking Garage Repairs
1835 Central Avenue
Bridgeport, CT
Project BI-MH-121

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES
460 COLUMBUS BLVD., SUITE 1302
HARTFORD, CT 06103

BID OPENING DATE: July 11, 2018
PROJECT NO.: BI-MH-121
AGENCY: \$8,353,232 D.A.S.
PAGE NO: 1 OF 1

Addendum #1, 2, 3, 4, 5

TABULATION OF BIDS

BIDDER	SECURITY	BASE BID	SUPPLEMENTAL BIDS		
Lawrence Bravelli, Inc., Farmington, CT		7,724,000.			
Mansfort Brothers Incorporated, Plainville, CT		9,286,000.			
Nasal Builders, Inc., Cheshire, CT		9,130,000.			
Lakosa Building Group, LLC, Meriden		10,340,000.			
O-G Industries, Inc., Torrington, CT		8,190,000.			

18 JUL 11 PM 11:00
PROCUREMENT

This is certified as a true and accurate summary of bids:

Bid opened: Date: 7/11/2018 Time: 1:00 P.M.
Apparent low bidder: _____
Base Bid: \$ _____
Supplement No. _____
Total Bid: \$ _____

Witnessed by: Melrose Walter
[Signature]

DCS Response: The notification informing all bidders of bid rejections is attached. (20180823144409725).

Thank you for your bid that was opened on July 11, 2018 for the above referenced project. We regret to inform you that in accordance with Section 4b-94 of the Connecticut General Statutes the Department of Administrative Services, Construction Services found cause to reject all bids. The reason for the rejection of all bids is errors, conflicts and ambiguities in the Project Manual that may have resulted in varying interpretations of bid requirements by Bidders that include, but were not limited to, the following:

- Project Scope of Work;
- Base Bid Work;
- Defined Unit Prices work added to or deducted from the Contract Sum;
- Named Subcontractors.

The Project Manual will be revised to correct any errors and ambiguities and the Project will be re-bid in the near future.

Staff Response: OK

3. When is DCS planning to rebid this project?

DCS Response: DCS will be moving forward with this project as soon as these additional tasks are completed.

Staff Response: OK

4. Please clarify the difference in hourly rates for the Principal/Project Manager under this proposal (\$225/\$190 per hour, respectively), with the rates for the same positions recently approved for the Consultant in January 2020 for MEP services (\$220/\$180/hour, respectively), when all other hourly rates for proposed staff under this proposal are identical to the rates under MEP-0048.

DCS Response: You are correct this was a typo. These rates will be changed on the TL.

5. Has DCS verified with DEEP whether re-registration of the DEEP Stormwater permit and an extension of Flood Certification will be required? If not, shouldn't that be verified so that the cost can be included in this TL?

DCS Response: DCS Handles the re-registration fee and the designer will not have any significant duties associated with this item and there for should I have no costs associated with this item.

Staff Response: OK

6. What geotech services will be required for the project during the construction phase or it will be provided by others? Should that scope and cost be included with this TL? If others, should the reference be deleted?

DCS Response: A portion of this project involves installing a dedicated storm line in a city street this roughly 750ft of excavation in a local Bridgeport street. We have no way of knowing what Geotech might be required until we open the ground in this area. This is one of the reasons why we are requesting the contingency you mention in item 8.

Staff Response: OK

7. Will Special Inspector be required for this project? If yes, will DCS hire a separate Special Inspector or will BVH hire one? Should the scope and cost be included in this TL?

DCS Response: DCS has a separate internal process for hiring special inspectors and that will not be handled by the A/E.

Staff Response: OK

8. If there are any anticipated additional services for this project, it should be included with this TL and not seek contingency. Contingencies cannot be allowed. Document update based on site visit and code related updates are already included in the scope.

DCS Response: Contingencies have been included in contracts approved by SPRB. The language used for such contingencies and the amount was developed in conjunction with SPRB. We do not expect any additional services at this point. We are using the contingencies to cover any additional services that come up during either construction or additional design revision that may come to light after the field investigations are performed. Our possible needs for the construction phase include possible Geotech services that may be uncovered when excavations begin on both the site and in the surrounding city streets. These Geotech items will not be known until we begin the project and full excavations begin.

Staff Response: Staff inquired with DCS Legal regarding the contingency.

While the concept of a design contingency certainly originated in connection with a particular formal contract, I do not believe that there was a confirmed understanding that its use was limited to only such contracts. Certainly, the related concept of “not to exceed fee” for design services appears in contracts, amendments and task letters. The rationale for utilization of a contingency, moreover, applies to all such contract documents, namely, the authority to proceed with necessary design work, according to the contingency terms, in a timely manner so as to avoid either work stoppages or work being performed prior to a supplemental task letter submission and approval. In this case, there are two situations that provide compelling reasons for its use – the lapse of time since the plans and specifications were completed and bid, and the nature of work. If any condition has changed necessitating a change in design, it can be accomplished without delaying the re-bid. More importantly, the project involves 800 linear feet of excavation in city streets as well as additional excavation on site. Encountering obstructions or unknown site conditions may necessitate additional geotechnical work and resulting design changes to address the conditions. A contingency provides accountability for its use, not only by the terms of the contingency (not within the current scope, not the result of consultant’s deficient or dilatory work etc.), but also in its subsequent submission to, and review by, SPRB. Should the use, cost, or any other factor raise a concern or condition, SPRB has the right to call the matter to our attention to consider on a go-forward basis. I am unaware of any instance where we have reported use of a design contingency that raised any issue with SPRB. And, of course, the contingency is a capped amount.

Lastly, while the total design fee here may be less than a typical formal contract, the construction budget, at \$9.5M, and the work required, is substantial. This is all the more reason for having the flexibility to get the project bid as soon as possible and then to be able to respond to issues as they arise. The amount of the contingency is a small percentage of the project’s construction budget. For these reasons, I think that the contingency is appropriate for this supplemental task letter.

Staff Response: DCS should be submitting a supplementary Task Letter for services, geotechnical services in this instance, when the scope of the services are well defined, not under a blanket contingency with unknown scope.

RECOMMENDATION: It is recommended that SPRB suspend Task Letter #1C in the amount of \$42,500 to provide consulting design and construction administration services on this project, pending resubmission of modified task letter to reflect the following changes:

1. Correctly reflect the hourly rates for the Consultant’s Principal/Project Manager; and
2. Remove the Contingency (\$30,000) clause from the Task Letter.

Re: PRB # 17-185 – BVH Integrated Services, P.C. – Task Letter #1B
Greater Bridgeport Mental Health Center– Phase II – Parking Structure Project
Project #BI-MH-121, Contract # OC-DCS-MDE-0028, Fixed Fee - \$2,750

PROJECT BRIEF– In general, this project involves the required engineering design and construction administration services for the in-kind replacement of the existing concrete deck parking structure as well as an additional 50-60 at grade parking spots. The overall scope of this project is envisioned to include the construction of a new cast in place concrete parking deck with additional amenities such as lighting, walkways, drainage improvements, fire protection and emergency call boxes.

In November 2014, SPRB approved BVH Integrated Services, P.C. (“BVH”) as one of five firms under the 5th *On-Call Multi-Disciplinary Engineering (“MDE”) Consultant Services* contracts. This project is one of seven Task Letters that BVH has been assigned under this series. BVH has been approved for the following task letter(s) to date:

• Task Letter #1	Bridgeport MHC – Replace. Parking Project	\$ 152,000	(#15-234)
• Task Letter #1A	Bridgeport MHC – Replace. Parking Project	\$ 177,765	(#16-229)
• Task Letter #2	Three Rivers CC Lab Renovations	\$ 48,757	(Informal)
• Task Letter #3	300 Corporate Roof & RTU Survey	\$ 23,500	(Informal)
• Task Letter #4	HCC Lafayette Hall Renovations Project	\$ 15,000	(Informal)
• Task Letter #5	HCC Renovations Traffic Improvements	\$ 3,900	(Informal)
• Task Letter #6	Enfield Court House Roof Replacement	\$ 25,000	(Informal)
• Task Letter #7	<u>Torrington Court House Drainage Improvs.</u>	<u>\$ 94,000</u>	<u>(Informal)</u>
	TOTAL FEES	\$539,922	

TASK LETTER #1B is subject to SPRB approval because the combined value of this Task Letter and Task Letters 1 & 1A for this project exceeds \$100,000. The Construction Budget and Total Project Budget were originally established at \$2,750,000 and \$3,540,230 respectively for this project. More recently, DCS has increased the overall Construction Budget and Total Project Budget to \$8,031,911 and \$9,768,847 respectively.

As detailed in the scope letter from BVH to DCS dated April 25, 2017 the \$2,750 is intended to compensate BVH for the following expanded project scope:

- Additional land surveying to add client agency requested revisions to the handicapped and employee parking areas. This work area is outside of the parking garage survey scope of services previously provided in the base contract.

DCS has confirmed that funding is available for this project. As summarized in the following table, the engineer’s *base fee* as a percentage of Construction Budget is as follows:

Task Letter #1– BVH Fee (PRB #15-234)	Engineers Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Phase Documents	40,177				
Design Document Phase	31,057				
Contract Document Phase	49,266				
Tracing & Masters/Bidding	1,500				
Construction Administration	<u>+30,000</u>				
Engineer’s Base Fee (PRB #15-234) (A)	\$152,000			\$2,750,000	5.52%
Special & Sub-Consultant Services:					
Geotechnical Engineering		15,785			
Site Survey Services		<u>+20,570</u>			
Engineer’s Special Services Fee (B)		\$36,355			
Task Letter 1A (PRB File #16-229) – Expanded Project Scope (A2) and (B2)	\$161,615	<u>+\$16,150</u>			
Task Letter 1B (PRB File #17-185) – Additional Survey Services (A3)	<u>+\$2,750</u>				
Total Basic Service Fee (A1) + (A2) + (A3)	\$316,365				3.94%
TOTAL PROJECT FEE (A) + (B)		\$52,755	\$368,620	\$8,031,911	4.59%

RECOMMENDATION: It is recommended that SPRB APPROVE Task Letter #1B for BVH Integrated Services, Inc. to provide additional survey services on this project. The overall basic service fee of 3.94% is well within the guideline rate of 10.00% for this Group A Site Improvements Renovation Project.

FROM PRB #16-229

Re: PRB # 16-229 – BVH Integrated Services, P.C. – Task Letter #1A
Greater Bridgeport Mental Center– Phase II – Parking Structure Replacement Project
Project #BI-MH-121, Contract # OC-DCS-MDE-0028, Fixed Fee - \$177,765

PROJECT BRIEF– In general, this project involves the required engineering design and construction administration services for the in-kind replacement of the existing concrete deck parking structure as well as an additional 50-60 at grade parking spots. The overall scope of this project is envisioned to include the construction of a new cast in place concrete parking deck with additional amenities such as lighting, walkways, drainage improvements, fire protection and emergency call boxes.

In November 2014, SPRB approved BVH Integrated Services, P.C. (“BVH”) as one of five firms under the 5th *On-Call Multi-Disciplinary Engineering (“MDE”) Consultant Services* contracts. This project is one of seven Task Letters that BVH has been assigned under this series. BVH has been approved for the following task letter(s) to date:

- Task Letter #2 Three Rivers CC Lab Renovations \$ 48,757 (Informal)
 - Task Letter #3 300 Corporate Roof & RTU Survey \$ 23,500 (Informal)
 - Task Letter #4 HCC Lafayette Hall Renovations Project \$ 15,000 (Informal)
 - Task Letter #5 HCC Renovations Traffic Improvements \$ 3,900 (Informal)
 - Task Letter #6 Enfield Court House Roof Replacement \$ 25,000 (Informal)
 - Task Letter #7 Torrington Court House Drainage Improvs. \$ 94,000 (Informal)
- TOTAL FEES \$210,157

TASK LETTER #1A is subject to SPRB approval because the combined value of this Task Letter and Task Letter 1 for this project exceeds \$100,000. The Construction Budget and Total Project Budget were originally established at \$2,750,000 and \$3,540,230 respectively for this project. As detailed in the scope letter from BVH to DCS dated August 17, 2016 the \$177,765 is intended to compensate BVH for the following expanded project scope:

- Additional Land Surveying and geotechnical engineering around White Street
- Completion of additional site related storm drainage requirements
- Expanded Project Design Requirements for the complete removal of the deteriorated parking deck and construction of a new and expanded deck.
- Construction administration services which will include a review of shop drawings, construction observation reports, coordination of testing labs, RFI reviews, weekly job meetings and review/approval of the contractor requisitions.

At part of this revised project scope and task letter, DCS has increased the overall Construction Budget and Total Project Budget to \$8,031,911 and \$9,768,847 respectively for this project.

DCS has confirmed that funding is available for this project. As summarized in the following table, the engineer's *base fee* as a percentage of Construction Budget is as follows:

Task Letter #1– BVH Fee (PRB #15-234)	Engineers Base Fees (\$)	Special Services	Total Fee	Constructio n Budget (\$)	% of Budget
Schematic Phase Documents	40,177				
Design Document Phase	31,057				
Contract Document Phase	49,266				
Tracing & Masters/Bidding	1,500				
Construction Administration	+30,000				
Engineer's Base Fee (PRB #15-234) (A)	\$152,000			\$2,750,000	5.52%
Special & Sub-Consultant Services:					
Geotechnical Engineering		15,785			
Site Survey Services		+20,570			
Engineer's Special Services Fee (B)		\$36,355			
Task Letter 1A (PRB File #16-229) – Expanded Project Scope (A2) and (B2)	+\$161,615	+\$16,150			
TOTAL Basic Service Fee (A1) + (A2)	\$313,615	\$52,505			
TOTAL PROJECT FEE (A) + (B)			\$366,120	\$8,031,911	4.56%

RECOMMENDATION: It is recommended that SPRB APPROVE Task Letter #1A for BVH Integrated Services, Inc. to provide consulting design and construction administration services on this project. The overall basic service fee of 4.56% is well within the guideline rate of 10.50% for this Group A Site Improvements Renovation Project.

FROM PRB #15-234

Re: PRB # 15-234 – BVH Integrated Services, P.C. – Task Letter #1
Greater Bridgeport Mental Center– Phase II – Parking Structure Replacement Project
Project #BI-MH-121, Contract # OC-DCS-MDE-0029, Fixed Fee - \$188,355

PROJECT BRIEF– In general, this project involves the required engineering design and construction administration services for the in-kind replacement of the existing concrete deck parking structure as well as an additional 50-60 at grade parking spots. The overall scope of this project is envisioned to include the construction of a new cast in place concrete parking deck with additional amenities such as lighting, walkways, drainage improvements, fire protection and emergency call boxes.

In November 2014, SPRB approved BVH Integrated Services, P.C. (“BVH”) as one of five firms under the 5th *On-Call Multi-Disciplinary Engineering (“MDE”) Consultant Services* contracts. This is the fourth Task Letter that BVH has been assigned under this series. BVH has been approved for the following task letter(s) to date:

• Task Letter #2	Three Rivers CC Lab Renovations	\$ 48,757	(Informal)
• Task Letter #3	300 Corporate Roof & RTU Survey	\$ 23,500	(Informal)
• Task Letter #4	<u>HCC Renovations Traffic Improvements</u>	<u>\$ 15,000</u>	<u>(Informal)</u>
	TOTAL FEES	\$ 87,257	

TASK LETTER #1 is a new formal task letter and subject to SPRB approval because the value of the task letter for this project exceeds \$100,000. The Construction Budget and Total Project Budget have been established at \$2,750,000 and \$3,540,230 respectively for this project. As detailed in the scope letter from BVH to DCS dated December 22, 2014 the \$188,355 is intended to compensate BVH for the following project scope:

- Preparation of SD through CD level design documents for the project area
- Completion DD Level design plans inclusive of geotechnical and site survey requirements; both as special service.
- Execution of project bid phase including a review of bid proposals and contractor scoping
- Construction administration services which will include a review of shop drawings, construction observation reports, coordination of testing labs, RFI reviews, weekly job meetings and review/approval of the contractor requisitions.

DCS has confirmed that funding is available for this project. As summarized in the following table, the engineer’s *base fee* as a percentage of Construction Budget is as follows:

Task Letter #1– BVH Fee (PRB #15-234)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Phase Documents	40,177				
Design Document Phase	31,057				
Contract Document Phase	49,266				
Tracing & Masters/Bidding	1,500				
Construction Administration	+30,000				
Engineer’s Base Fee (PRB #15-234) (A)	\$152,000			\$2,750,000	5.52%
Special & Sub-Consultant Services:					
Geotechnical Engineering		15,785			
Site Survey Services		+20,570			
Engineer’s Special Services Fee (B)		\$36,355			
TOTAL PROJECT FEE (A) + (B)			\$188,355	\$2,750,000	6.85%

RECOMMENDATION: It is recommended that SPRB APPROVE Task Letter #1 for BVH Integrated Services, Inc. to provide consulting design and construction administration services on this project. The overall basic service fee of 5.52% is well within the guideline rate of 10.50% for this Group A Site Improvements Renovation Project.

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 22-102
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Cx (Commissioning) Consulting Contracts
Contract: OC-DCS-Cx-0011
Consultant: Colliers Project Leaders USA NE, LLC
Item Purpose: New On-Call Contract

PRB # 22-103
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Cx (Commissioning) Consulting Contracts
Contract: OC-DCS-Cx-0012
Consultant: BVH Integrated Service, Inc.
Item Purpose: New On-Call Contract

PRB # 22-104
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Cx (Commissioning) Consulting Contracts
Contract: OC-DCS-Cx-0013
Consultant: Sustainable Engineering Solutions, LLC
Item Purpose: New On-Call Contract

PRB # 22-105
Origin/Client: DCS/DCS
Transaction/Contract Type AE / On-Call Cx (Commissioning) Consulting Contracts
Contract: OC-DCS-Cx-0014
Consultant: Gale Associates, Inc.
Item Purpose: New On-Call Contract

This is the 3rd series of On-Call Cx (Building Commissioning and Building Envelope Commissioning) Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2017. The four (4) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 11/01/2024. The prior series of On-Call Contracts included a total cumulative fee of \$500,000 and expired on 5/02/2022.

DESCRIPTION: The scope of work under these contracts shall encompass, but not be limited to:

The Building and Envelope Commissioning Consultant contracts are a newer category of on-call contracts created by DAS to provide assistance during design and construction to develop building commissioning requirements consistent with the State’s High Performance Building Standards. The consultant will be an integral part of the project team including the A/E, Department project management staff, the independent Contract Administrator, and the Construction Manager (if the project is a CMR project.) The consultant will continue during construction and post-construction to assure the project meets the commissioning specifications. The services under this series may also include Retro-Commissioning of existing state facilities.

Each contract is exactly the same except for the name and address of the firm.

The On-Call Contract can be utilized on DCS projects with construction budgets of up to five million dollars (\$5,000,000).

DAS/DCS has made some revisions to the contract for this series to include:

- Expansion of Article 21 language – Non-Discrimination;
- Removal of Article 22 language – Executive Orders regarding references to XO 49;
- Expansion of Article 23 language – Summary of State Ethics Laws to reflect new laws effective July 1, 2021;
- Addition of Article 25 language – Large State Contract Representation for Contractor – requiring the Contractor to comply with Acting Governor Susan Bysiewicz’ Executive Order No.21-2, effective July 1, 2021 regarding gifts and the Contractor’s Principals or Key Personnel;
- Addition of Article 26 language – Large State Contract Representation for Official or Employee of State Agency – requiring the State Official or Employee represents that the selection of a Contractor was not the result of collusion, gift, promise of a gift, etc;
- Addition of Article 27 language – Iran Energy Investment Certification;
- Addition of Article 28 language – Consulting Agreement Certification;
- Changes to Article 33 language – Related to an Attachment Notice for Campaign Contributions;
- Addition of Article 38 language – Access to Contract and State Data – requiring the Contractor to provide information to the Client Agency and State Auditors of Public Accounts;
- Addition of Article 39 Language – Notices; and
- Addition of Exhibit A – Hourly Rate Schedule.

A Request for Qualifications (RFQ) for the consultant services was released on March 22, 2022 and elicited eight (8) responses at the April 21, 2022 due date for response. Seven (7) Respondents were interviewed. One response was deemed deficient. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of the following Firms under this Series. The selection of the Firms was approved by DAS Deputy Commissioner Petra on 5-18-2022.

This proposal before the SPRB is for review and approval/disapproval of the following Firms under this Series:

PRB 22-102 – Colliers Project Leaders USA NE, LLC (CPL) established in 2019 with its acquisition of Strategic Building Solutions, has a staff of 125 employees including 14 architects, 9 engineers of various disciplines and 70 project managers. DCS reports the Consultant has been awarded 11 Contracts (1 formal, 3 OC & 7 TL) in the last five years with \$4,257,851 total volume of work.

The company has been awarded the following Formal Contracts, On-Call Contracts and Task Letters for the prior two years:

OC-DCS-ENGY-0029: None

OC-DCS-ENGY-0026:

OC-DCS-ENGY-0026:

- Task Letter #1 Statewide Energy Audit per EO #1 \$181,591 (#20-013)

OC-DCS-CA-0026:

- Task Letter #2A Ana Grace Academy of the Arts \$33,000 (#21-134)

OC-DCS-CA-0031:

- Task Letter #1 Burritt Library Renovation & Expansion \$498,568 (#21-006)
- Task Letter #2 Roof & Parapet Replacement Project \$170,850 (#20-138)
- Task Letter #3 Charter Oak Relocation \$174,250 (#22-089)

CPL is not required to retain a professional license to provide commission and envelope services in Connecticut, however, Senior Director Evan Wyner is a professional engineer (PEN#.0020393). Ames & Gough and AON both reported that CPL has not incurred any general liability or professional policy loss or claims during the past 5 years. CPL scored a total of 300 out of a possible 320 points.

PRB 22-103 – BVH Integrated Services, PC (BVH) is located in Bloomfield, established in 1958, has a local staff of 120± employees including 14 civil engineers, 11 landscape architects and 8 surveying professionals. DCS reports the Consultant has been awarded 11 Contracts (1 formal, 3 OC & 7 TL) in the last five years with \$2,859,700 total volume of work.

The company has been awarded the following Formal Contracts, On-Call Contracts and Task Letters for the prior two years:

OC-DCS-MEP:

• Task Letter #1	WCSU – MEP various projects	\$0	(Cancelled)
• Task Letter #2	NVCC – Physical plant renovations	\$44,444	(Informal)
• Task Letter #3	Covid related HVAC upgrade study	\$0	(Cancelled)
• Task Letter #4	New Haven AFRC boiler repl.	\$99,400	(Informal)
• Task Letter #5	CSP Troop A & F Emer. Gen Repl	\$24,224	(Informal)
• Task Letter #6	DVA Main Campus boiler repl.	\$92,832	(Informal)
• Task Letter #7	BCMHC sprinklers, ceilings, etc	\$225,000	(Pending)
• Task Letter #8	Hartford Armory IT	\$117,450	(#22-005)
• Task Letter #9	CAS Emergency Repairs & Ops	\$70,000	(Pending)
• Task Letter #10	Manchester CC – Cell Cover study	<u>\$30,000</u>	(Pending)
		\$816,576	

OC-DCS-STR-0029 (expired on 8-1-2017):

• Task Letter #1	DESPP – East Haddam Remote Site Enh.	\$14,000	(Informal)
• Task Letter #2	DAS-FM – 50 Farmington Ave Garage	\$15,100	(Informal)
• Task Letter #3	ECSU – Phase II Low Rise Stairway	\$43,500	(Informal)
• Task Letter #3A	ECSU – Phase II Low Rise Stairway	\$37,500	(Informal)
• Task Letter #3B	ECSU – Phase II Low Rise Stairway	\$37,000	(#20-178)
• Task Letter #3C	ECSU – Phase II Low Rise Stairway	\$24,146	(#21-126)
• Task Letter #4	DVA – Health Center Study	\$15,650	(Informal)

Total Fee to Date: \$186,896

OC-DCS-MDE-0036 (expired 7-31-2019):

OC-DCS-MDE-0028 (expired 2-28-2017):

- Task Letter #1C Bridgeport MHC Parking Garage \$12,500 (#20-177)

JB1106094

- Judicial Branch - Statewide Security Imp. - Planning & Feasibility Study - \$432,000 (#20-221)
 - Task Letter #1 Norwalk Comm. College \$35,000 (canceled, not executed)
 - Task Letter #2 Osborn/Northern CI \$275,000 (18-167)
 - Task Letter #3 Osborn/Northern CI \$120,000 (18-170)
 - Task Letter #4 Enfield Court Roof & HVAC \$49,000 (Informal)
 - Task Letter #4A Enfield Court Roof & HVAC \$20,000 (Informal)
 - Task Letter #4B Enfield Court Roof & HVAC \$37,200 (#20-109)
 - Task Letter #4C Enfield Court Roof & HVAC \$128,375 (#20-235)
 - Task Letter #4D Enfield Court Roof & HVAC \$25,300 (#21-130)
-
- Total \$689,875

BVH is not required to retain a professional license to provide commission and envelope services in Connecticut, however, it is operating under its Professional Engineering Corporation license (PEC#0000003). Beazley reported that BVH has had two professional or general liability policy loss or claims during the past 5 years; both are closed for a total incurred amount of \$102,993. Neither involved a State of CT project. BVH scored a total of 272 out of a possible 320 points.

PRB 22-104 – Sustainable Engineering Solutions, LLC (SES) originally established in 2009 and is locally located in Berlin, CT. SES is a multi-disciplinary consulting engineering firm that specializes in commissioning and MEP systems SES has a local staff of 8 employees including 2 professional engineers and 6 commissioning engineers. DCS reports the Consultant has been awarded three Contracts (1 OC & 2 TL) in the last five years with \$1,000,000 total volume of work.

The company has been awarded the following Formal Contracts, On-Call Contracts and Task Letters for the prior two years:

OC-DCS-Cx-007: None

SES is not required to retain a professional license to provide commission and envelope services in Connecticut, however, Principal in Charge Ernest F. Lawas is a professional engineer (PEN #0021661). Admiral Insurance, Inc. reported that SES has been exposed to one professional policy or liability loss or claim during the past 5 years, not related to work with the State of Connecticut. SES scored a total of 294 out of a possible 320 points.

PRB 22-105 – Gale Associates, Inc., (GAI) originally established in 1964 and is locally located in Glastonbury, CT. GAI has a local staff of 111± employees including 5 professional architects and 24 professional engineers. DCS reports the Consultant has been awarded eight Contracts (1 formal 2 OC & 5 TL) in the last five years with \$3,024,668 total volume of work.

The company has been awarded the following Formal Contracts, On-Call Contracts and Task Letters for the prior two years:

OC-DCS-ROOF-0039:

- Task Letter #1 Water Infiltration Repairs \$214,677 (#21-162)

OC-DCS-ROOF-0029

- Task Letter #6A Roof Repairs/Replacement \$12,200 (#21-077)

OC-DCS-Cx-0010:

- Task Letter #2 Cx Services for B-Wing Renovation \$191,115 (#21-073)

OC-DCS-ROOF-0039:

GAI's has three Engineers available under this Contract, all with current Professional Engineering Licenses. AIG Insurance reported that GAI has experienced 20 general liability or professional policy losses or claims during the past 5 years. One of these claims are related to work with the State of Connecticut on the Kaiser Hall project at CCSU. No loss has been paid to date. GAI scored a total of 256 out of a possible 320 points.

CCSU Kaiser Hall Roof
501-815661-001 / 8545759609US
09/01/2020

CT
09/10/2020

038/848
N/O

ROBERT NORTON
ANNA MESCHANSKY

Matter arises due to a number of
latent deficiencies within the roof system regarding the Kaiser An

.00

A summary of the Consultants' professional fee schedule is as follows (all identical):

**On-Call Building Commissioning and Building Envelope
Commissioning Consultant Services**

Labor Category	Per hour
Principal	\$250.00
QA/QC Manager	\$230.00
Cx Agent	\$150.00
Project Manager	\$185.00
Engineer	\$160.00
Architect	\$170.00

Staff have requested clarification of the following issues:

1. Please provide a Task Log for the Consultants under OC-DCS-Cx-0007 to 0010.
2. Please clarify the status of awarding Cx-0015. WSP USA, Inc. was interviewed, ranked 5th and not included in this Series.

RECOMMENDATION – Staff recommend suspension of the On-Call Contracts that have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 11/01/2024 pending response from DCS regarding the aforementioned inquiries.

This is the 2nd series of On-Call Cx (Building Commissioning and Building Envelope Commissioning) Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2017. The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 5/02/2022. The prior series of On-Call Commissioning and Envelope Consulting Contracts included a total cumulative fee of \$500,000 and expired on 2/15/2019. The contract was amended under PRB #19-024 - #19-027, extending the termination date to 2/15/2020.

DAS/DCS has made some minor revisions to the boilerplate contract for this series to include:

- Removal of references to Division of Construction Services (DCS);
- Expanded *Indemnification* language;
- Expanded *Suspension of the Work* language;
- Expanded *Termination of Contract* language; and
- Addition of *Notices* clause.

The 1st series, awarded in 2017, had a term of 24 months and a maximum total cumulative fee of \$500,000/contract. Two of the five firms under this current 2nd series RFP submittal have been previously approved for *Commissioning and Envelope Services Consulting On-Call Contracts*. Colliers Project Leaders and Sustainable Engineering Solutions have has previously been awarded a contract under the 1st series. WSP USA, van Zelm Heywood & Shadford, Inc. and Gale Associates, Inc. have been previously awarded a contract under other on-call series.

A Request for Qualifications (RFQ) for the consultant services was released on July 11, 2019 and elicited 10 responses. All respondents were considered “responsive” to the submittal requirements and as such interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of five firms under this series.

This proposal before the SPRB is for review and approval of the following five firms under this series.

PRB 19-280 – Colliers Project Leaders USA NE, LLC (CPL) established in 2019 with its acquisition of Strategic Building Solutions, has a local staff of 8± employees including 1 senior director, 1 project director and 2 senior project managers. CPL has retained RZ Design Associates, Inc. as a sub-consultant for design and construction documents. DCS reports CPL was awarded 5 contracts within the past 5 years with a total \$4,999,282 volume of work.

The company has been awarded the following On-call or Formal Contract with the DCS in the past two years.

OC-DCS-CA-0026

- | | | | |
|------------------|---------------------------------------|-----------|----------------|
| • Task Letter #1 | Parking Garage Repairs, Housatonic CC | \$277,400 | (PRB #17-151*) |
| • Task Letter #2 | Ana Grace Academy of the Arts | \$489,000 | (PRB #18-209) |
| • Task Letter #3 | Harkness Mansion – Maintenance Plan | \$15,400 | (Informal) |

Total Fee to Date: \$781,800

*PRB 17-151, approved by the Board on July 6, 2017, was originally presented under DCS Contract OC-DCS-CA-0019, Task Letter #8. Subsequent to Board approval, the contract expired on June 30, 2017. DCS Staff informed Board Staff that at that time it was agreed to utilize the new On-Call Contract approved by the Board on June 8, 2017.

CPL is not required to retain a professional license to provide commission and envelope services in Connecticut, however, Senior Director Evan Wyner is a professional engineer (**PEN#.0020393**). Hub International reported that CPL (f/k/a Strategic Building Solutions) has incurred two general liability or professional policy loss or claims during the past 5 years. One claim with the City of Hartford was closed (\$0) and one claim with O&G remains open. CPL scored a total of 300 out of a possible 310 points and was identified as the most qualified firm.

PRB 19-281 – SUSTAINABLE ENGINEERING SOLUTIONS, LLC (SES) originally established in 2009 and is locally located in Berlin, CT. SES is a multi-disciplinary consulting engineering firm that specializes in commissioning and MEP systems SES has a local staff of 7± employees including 3

professional engineers and 1 CAD technician. DCS reports SES was awarded 2 contracts within the past 5 years with a total \$45,800 volume of work.

The company has not been awarded an On-call Contract or formal contract with the DCS in the past two years.

SES is not required to retain a professional license to provide commission and envelope services in Connecticut, however, Principal in Charge Ernest F. Lawas is a professional engineer (PEN #0021661). Admiral Insurance, Inc. reported that SES has been exposed to one professional policy or liability loss or claim during the past 5 years, not related to work with the State of Connecticut. SES scored a total of 297 out of a possible 310 points and was identified as second most qualified firm.

PRB 19-282 – WSP USA, Inc (WSP) is located in New York City. Parsons Engineering was established in 1985. WSP acquired Parson Brinckerhoff, Inc. in 2014 and rebranded the firm as **WSP USA, Inc.** in 2016. DCS reports WSP was awarded 3 contracts within the past 5 years with a total \$3,300,000 volume of work.

The company has not been awarded an On-call Contract with DCS in the past two years.

DCS presented BI-JA-465-ARC in the amount of \$2,967,170, for WSP USA, Inc. to provide ARC Services for the York Correctional Central Plant & Distribution System Project approved by the Board under PRB #17-197, and amended under PRB #18-136 for an additional fee of \$141,350. Under PRB #19-175, a second amendment seeking an additional \$147,450 in consultant fees was not approved by the Board.

WSP is not required to retain a professional license to provide commission and envelope services in Connecticut, however, Project Executive Scott Robbins is a professional engineer (PEN #0023241). Arthur J. Gallagher & Co. reported that WSP has incurred 20 general liability or professional policy loss or claims during the past 5 years. Three claims remain open. None of these claims involved state-related projects. WSP scored a total of 288 out of a possible 310 points and was the third most qualified firm.

PRB 19-283 – van Zelm Heywood & Shadford, Inc, (VHS) is located in Farmington, originally established in 1930, has 87± employees including 1 principal, 17 electrical engineers, and 42 mechanical engineers. DCS reports VHS was awarded 4 contracts within the past 5 years with a total \$292,980 volume of work.

The company has not been awarded any On-call or Formal Contracts with the DCS in the past two years.

VHS will be operating under its professional engineering corporation license PEC.0000176. Smith Brothers reported that VHS has incurred two general liability or professional policy loss or claims during the past 5 years. Both claims remain open, with \$525,000 paid (Tufts). Neither of these claims involved state-related projects. VHS scored a total of 281 out of a possible 310 points and was the 4th most qualified firm.

PRB 19-284 – Gale Associates, Inc., (GAI) originally established in 1964 and is locally located in Glastonbury, CT. GAI has a local staff of 111± employees including 5+ professional architects and 24+ professional engineers. DCS reports GAI was awarded 3 contracts within the past 5 years with a total \$602,843 volume of work.

The company has been awarded the following Contracts:

OC-DCS-ROOF-0029

• Task Letter #1	WCSU Westside Classroom Roof	\$161,544	(PRB 17-210)
• Task Letter #1A	WCSU Westside Classroom Roof	\$8,560	(PRB 18-227)
• Task Letter #2	CCSU Energy Center Roof	\$99,585	(Informal)
• Task Letter #2A	CCSU Energy Center Roof	\$12,960	(PRB 18-019)
• Task Letter #3	460/470 Cap Ave Roof Replacement	\$114,600	(PRB 18-001)
• Task Letter #4	NWCC Bldg Envelope Renovation	\$77,650	(Informal)
• Task Letter #5	MCC Bldg Envelope Investigation	\$6,500	(Informal)
• Task Letter #6	N.L. Superior CT GA-10 Roof Repair/Replacement	\$95,000	(Informal)
Total Fee to Date:		\$576,399	

OC-DCS-ROOF-0025

• Task Letter #2A	Cheshire Correctional (suspended by SPRB)	\$30,905	(PRB 19-075)
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GAI’s Engineering Corporation License (PEC.0001131) with the CT State DCP is active. AIG Insurance reported that GAI has experienced 12 general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. GAI scored a total of 276 out of a possible 310 points and was identified as one of the fifth most qualified firm.

A summary of the Consultants’ professional fee schedule is as follows:

Colliers Project Leaders	Proposed	van Zelm, Heywood & Shad	Proposed
Principal	\$220	Principal	\$220
QA/QC Manager	\$210	QA/QC Manager	\$210
Cx Agent	\$125	Cx Agent	\$125
Project Manager	\$180	Project Manager	\$180
Engineer	\$185	Engineer	\$185
Architect	\$185	Architect	\$185
Sustainable Engineering	Proposed	Gale Associates, Inc.	Proposed
Principal	\$220	Principal	\$220
QA/QC Manager	\$210	QA/QC Manager	\$210
Cx Agent	\$125	Cx Agent	\$125
Project Manager	\$180	Project Manager	\$180
Engineer	\$185	Engineer	\$185
Architect	\$185	Architect	\$185
WSP USA	Proposed		
Principal	\$220		
QA/QC Manager	\$210		
Cx Agent	\$125		
Project Manager	\$180		
Engineer	\$185		
Architect	\$185		

RECOMMENDATION – Staff recommend approval of the five On-Call Contracts that have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 5/02/2022.

This series of On-Call Scheduling Consulting Contracts was approved by the Board January 9, 2017 under PRB Files #16-305 through #16-309. This was the 1st series of On-Call Building Commissioning and Building Envelope Commissioning Consulting Contracts awarded by the Department of Construction Services (“DCS”) and included five firms. DCS is resubmitting four of the five firms (one firm unresponsive) to the Board for approval under a contract amendment to extend the contract expiration date from February 15, 2019 until February 17, 2020. The current maximum contract value will remain at \$500,000.

RECOMMENDATION – It is recommended that the Board **APPROVE** the following firms to have the contract expiration date extended to February 17, 2020, while maintaining the current contract value of \$500,000 is recommended. Each consultant has also provided the required updated Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions.

19-024 - Strategic Building Solutions, LLC - OC-DCS-Cx-0001
19-025 - BVH Integrated Services, P.C. - OC-DCS-Cx-0002
19-026 - Hoffmann Architects, Inc.- OC-DCS-Cx-0003
19-027 - Sustainable Engineering Solutions, LLC - OC-DCS-Cx-0005

From PRB #16-305 to #16-309 approved by Board on January 9, 2017.

This is the 1st series of On-Call Building & Envelope Commissioning Consulting Service Contracts awarded by the Department of Construction Services (“DCS”). The five (5) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 2/15/2019.

A Request for Qualifications (RFQ) for the consultant services was released in May 2016 and elicited thirteen (13) responses. All of the respondents but one were considered “responsive” and as such twelve (12) submittals were considered for review. Thereafter, the DCS selection panel began the process of evaluating and short-listing six proposals. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system with the following scoring methodology:

<i>Problem Solving Capabilities</i>	<i>30 Points</i>
<i>Organizational / Team Structure</i>	<i>25 Points</i>
<i>Past Performance Record</i>	<i>20 Points</i>
<i>Contract Oversight Capabilities</i>	<i>15 Points</i>
<i>Partnering Experience</i>	<i>10 Points</i>
TOTAL POINT VALUE	100 Points

At the completion of the State Selection Panel review process; the DCS Management Team reviewed the results and recommended the approval of the following five firms under this series.

RECOMMENDATION – Board approval of the following five (5) firms as On-Call Building & Envelope Commissioning Consultants for projects of various sizes and scope is recommended.

- PRB # 16-305, Strategic Building Solutions, LLC... ..Contract #OC-DCS-Cx-0001
- PRB # 16-306, BVH Integrated Services, P.C.... ..Contract #OC-DCS-Cx--0002
- PRB # 16-307, Hoffman Architects, Inc..... Contract #OC-DCS-Cx-0003
- PRB # 16-308, R.J. Kennedy Associates, Inc.....Contract #OC-DCS-Cx-0004
- PRB # 16-309, Sustainable Engineering Solutions, LLC.....Contract #OC-DCS-Cx-0005

**** Prior to approval of this contract it is recommended that the Board have a discussion with DCS regarding its current policies and procedures for the distribution of contracts.**

Strategic Building Solutions, LLC (SBS) was founded in 1996 and has a staff of over twenty construction related professionals. The company has offices throughout the east coast and is locally located in Madison. As part of this project, SBS has partnered with Van Zelm Engineers, Inc., AM Fogarty, LLC and Bruce J. Spiewak AIA Inc. for scheduling, estimating and A/E support for this contract. SBS has been awarded one (1) On-call Contract and one (1) formal contract with the DCS in the past two years. SBS has been awarded the following contracts:

07/2014	On CA Services Contract Statewide	PRB #14-151	NTE \$1,000,000
02/2016	CCSU DiLoreto Hall Renovations Project	PRB #15-276	\$1,905,200

DAS was informed in April 2015 that SBS was acquired by Colliers International. DCS has informed SPRB that after reviewing all of the underlying information regarding the business transaction, reviewing the certificates of legal existence as well as various correspondence; DCS determined that it was in the best interest

of the State to have the contract documents executed by Strategic Building Solutions, LLC (“SBS”). SBS does not have a Major Contractors License in Connecticut. XL Catlin, Inc. and Camilleri and Clarke Associates reported that SBS incurred two general liability or professional policy losses or claims during the past 5 years. These claims are closed and were not related to State funded construction projects. SBS scored a total of 300 out of a possible 300 points.

BVH Integrated Services, P.C. (BVH) originally established in 1954, has a local staff of 40± employees including one office executive and 15+ professional engineers under various specialties such as fire-proofing, structural engineering and mechanical engineering. The company has been awarded three (3) On-call Contracts and two (2) Formal contracts with DCS in the past two years. BVH has been awarded the following contracts:

09/2014	OC MDE Services Contract Statewide	PRB #14-285	NTE \$500,000
06/2015	OC STR Services Contract Statewide	PRB #15-110	NTE \$500,000
08/2015	NVCC Site Improvements Project	PRB #15-124	\$258,700
10/2015	OC MEP Services Contract Statewide	PRB #15-218	NTE \$500,000
01/2016	NVCC Site Improvements Project	PRB #15-269	\$398,600

BVH will be operating under its Professional Engineering Corporation License which is PEC.000003 and is currently active with the State of Connecticut DCP. Camilleri and Clarke Insurance Company reported that BVH has had one (1) professional policy loss or claim during the past 5 years. This claim is currently open and not related to State funded construction projects. BVH scored a total of 296 out of a possible 300 points and was identified as one of the most qualified firms.

Hoffman Architects Inc., (HAI) originally established in 1977, has a staff of 35± employees including over 20 professional architects, 3 professional structural engineers and 2 construction project managers. The company has not been awarded an On-call Contract with the DCS in the past two years and has been awarded one (1) formal contract over the past two years. HAI has been awarded the following contract:

05/2014	State Police Academy Roof & Chimney Repairs	PRB #14-093	\$148,500
12/2016	OC ROOF Services Contract Statewide	PRB #16-282	NTE \$500,000

HAI’s Architecture Corporation License (ARC.0000228) with the CT State DCP is active. Camilleri and Clarke Associates reported that HAI has reported eight (8) general liability or professional policy losses or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. HAI scored a total of 295 out of a possible 300 points and was identified as one of the most qualified firms.

R.J. Kenney Associates, Inc (RKA) originally established in 1970 and located in Plainville, MA. RKA is an internationally recognized building envelope consulting firm and materials testing laboratory. R. J. Kenney Associates was initially founded as a licensed materials testing laboratory and consulting firm focused on new construction and has since expanded to include investigations of defects in existing construction and MEP systems. RKA has a local staff of 12± employees including 2 professional engineers and 3 CAD technicians. The company has not been awarded an On-call Contract or formal contract with the DCS in the past two years.

RKA does not have a Major Contractors License in Connecticut. RKA will be operating under its Professional Engineering Corporation License (PEC #0001519). Markel Insurance, Inc. reported that RKA has been exposed to two professional policy or liability loss or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. RKA scored a total of 274 out of a possible 300 points and was identified as one of the most qualified firms.

Sustainable Engineering Solutions, LLC (SES) originally established in 2009 and is locally located in Berlin, CT. SES is a multi-disciplinary consulting engineering firm that specializes in commissioning

and MEP systems SES has a local staff of 7± employees including 3 professional engineers and 1 CAD technician. The company has not been awarded an On-call Contract or formal contract with the DCS in the past two years.

SES does not have a Major Contractors License in Connecticut. SES will be operating under the Professional Engineer's License of Mr. Ernest F. Lawas (PEN #0021661). Admiral Insurance, Inc. reported that SES has been exposed to four professional policy or liability loss or claims during the past 5 years. None of these claims are related to work with the State of Connecticut. SES scored a total of 268 out of a possible 300 points and was identified as one of the most qualified firms.

7. OTHER BUSINESS

Chairman Greenberg requested a motion to approve Board Fees and Mileage reimbursement for those Members that attended the Site Visit on Tuesday, 7-12-22. Mr. Berger moved and Mr. Halpert seconded a motion to approve Board Fees and Mileage for Tuesday's Site Visit. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #22-108-A – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #22-108-A. The motion passed unanimously.

PRB FILE #22-101 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #22-101. The motion passed unanimously.

PRB FILES #22-102, 22-103, 22-104 & 22-105 – Mr. Halpert moved and Mr. Valengavich seconded a motion to suspend PRB FILES #22-102, 22-103, 22-104 & 22-105. The motion passed unanimously.

9. NEXT MEETING – Monday, July 18, 2022.

The meeting adjourned.

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