

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On April 24, 2023 – 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 April 24, 2023 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

Mark Raymond, CIO – BITS
Shane Mallory, DAS Leasing
Brian Dillon, JUD Facilities

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 April 20, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Mr. Berger provided an update regarding proposed Legislation that may impact the Board.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

PRB #	23-047
Transaction/Contract Type	RE / Assignment of Space
Origin/Client	DAS / AG
Property:	Hartford, Capitol Ave (165) – SOB
Project Purpose:	AG Relocation to 165 Capitol Ave (SOB)
Item Purpose:	Assignment of Space Pursuant to CGS 4b-29

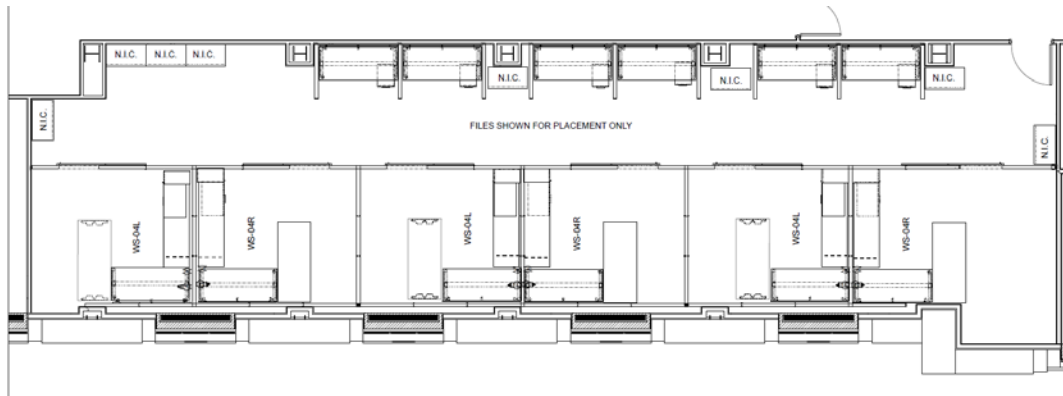
The Department of Administrative Services (“DAS”) is requesting SPRB approval pursuant to CGS 4b-29 for the relocation of all remaining 55 staff assigned to 110 Sherman St on the UCONN

School of Law Campus to 165 Capitol Avenue, Hartford. Once all employees are relocated, DAS plans to declare that the 19.66 acre campus, with improvements, is surplus to its needs.

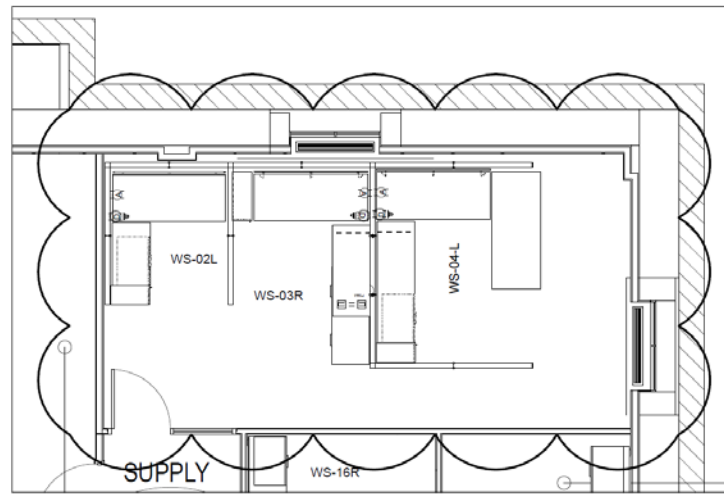
DAS states that there are three components involved with this relocation as follows:

1. Repurposing an AG interior conference room into an HR suite (please see attached drawing) relocating 3 staff from the general work floor at 165 Capitol Ave to free up space (total estimated cost \$32,855.26).
 - electrical and data costs: \$3,458.80
 - furniture costs: est. \$29,396.46
 - moving costs: \$0 (handled in house if approved by AG's office)
2. Moving the Child Protection Division from 110 Sherman Street, by repurposing the previous (but never utilized) "Comptroller Consulting" space (1540 Sq Feet) available on the south side of the first floor of 165 Capitol Ave., to house 24 staff members as a shared, rotating, hoteling office suite at a total estimated cost of \$111,253.40.
 - DAS would build out this space to include:
 - 5 shared high walled cubicles (with sliding doors)
 - 6 small, shared benching workstations
 - A copier/fax/scanner
 - File cabinets (from surplus) as needed.
 - electrical and data costs: \$1,702.40
 - furniture costs: \$109,551.00
 - moving costs: \$0 (handled in house if approved by AG's office)
3. Relocating Public Safety Division from 110 Sherman Street would be accomplished by implementing a pure office/cubicle sharing program at no cost to DAS.
 - DAS has identified enough private offices and cubicle space (90% on the 4th floor, 10% on the 5th) to house the 26 Public Safety employees.
 - We do not anticipate needing to reconfigure cubicles or add any additional office/cubicles.
 - Electrical and data costs: \$0
 - Furniture costs: \$0
 - Moving costs: AG's office will pick up the cost to move these confidential files, I anticipate it being less than \$5K.

The proposed floor plans and OPM's approval email were attached to the email submittal to you today. The total estimated costs are less \$150,000 and will be paid for by DAS's 165 Capitol Ave., construction account. 110 Sherman's building costs for Fiscal Year ending 2022 was \$215,000. Upon approval by SPRB, the plan is to complete the relocation before the end of this fiscal year to utilize the above referenced available funding. After SPRB's approval, DAS intends on surplusizing the property to DAS's needs.



ROOM 5141C - PROPOSED LAYOUT



OPM has previously approved (3-23-23) the location of staff pursuant to CGS 4-67g(f) “(f) Each state agency shall request and obtain the written approval of the secretary or his or her designee prior to any (1) change in ownership of state real property, (2) change in use of state real property, (3) use of state real property by an entity other than a state agency, or (4) use of state real property by a state agency other than the state agency with custody and control over such state real property. For purposes of this subsection, “state agency” does not include a constituent unit of the state system of higher education, a technical high school or an agency in the legislative or judicial branch of state government.”

RECOMMENDATION: Staff recommend approval of this Proposal to assign space at 165 Capitol Avenue to relocate the remaining 55 AG Staff on a permanent basis.

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:33. The motion passed unanimously. Mr. Raymond of BITS, Mr. Dillon of JUD and Mr. Mallory of DAS Leasing, were invited to join the Meeting to participate in the Board’s review of this Proposal. Msrs. Raymond and Dillon left the meeting at 10:30. Mr. Mallory remained to participate in the Board’s discussion of the Proposal under PRB #23-047.

EXECUTIVE SESSION

PRB #: 23-051
Transaction/Contract Type: RE/ Amendment
Origin/Client: DAS/BITS

Statutory Disclosure Exemptions: 1-210(b)(24)

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:32. The motion passed unanimously.

OPEN SESSION

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #23-047 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-047. The motion passed unanimously.

PRB FILE #23-051 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-051, with conditions as discussed. The motion passed unanimously.

9. NEXT MEETING – Thursday, April 27, 2023.

The meeting adjourned.

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