

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On June 1, 2023

– solely by means of electronic equipment - via telephone conference –

Pursuant to CGS §1-225a, the State Properties Review Board conducted its Regular Meeting at 9:30AM on June 1, 2023. Pursuant to the statute, this Meeting was held solely by means of electronic equipment, with Participants connecting via telephone conference at (860)-840-2075 and used passcode 284890492#.

The Notice provided designated this Regular Meeting as open to the public. Call in instruction were provided as: Dial toll free (860)-840-2075 and use passcode 284890492#. If you have any questions or need assistance to attend these Meetings, you can contact SPRB Director Dimple Desai at dimple.desai@ct.gov to make appropriate arrangements.

Members Present – solely by means of electronic equipment:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present – solely by means of electronic equipment:

Dimple Desai
Thomas Jerram

Guests Present – solely by means of electronic equipment:

Barbara Cosgrove, DAS-CS
Steven Udeh, DAS-CS
Peter Simmons, DAS-CS

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 May 30, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

PRB # 23-081
Origin/Client: DAS / OSE
Transaction/Contract Type: RE / Assignment of Space
Property: Hartford, Capitol Ave (165) – State Office Building (SOB)
Project Purpose: OSE Expansion at SOB
Item Purpose: Assignment of Space Pursuant to CGS 4b-29

At the State Properties Review Board meeting held on August 13, 2020, the Board approved an assignment of space pursuant to CGS 4b-29 to relocate the Office of State Ethics (OSE) and four other state agencies to the State Office Building (SOB), from the two state-owned Trinity Street properties that were subsequently declared surplus by DAS.

Under this Proposal (PRB #23-081), DAS seeks SPRB approval, pursuant to CGS 4b-29, to assign an additional room to the OSE.

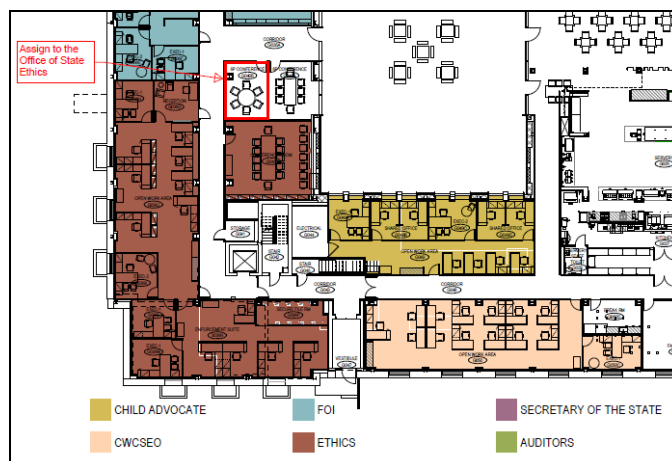
DAS provided the following narrative in support of their request:

The State Office of Ethics has requested that Department of Administrative Services (DAS) reassign a small conference room (currently furnished but not being utilized) at 165 Capitol Avenue adjacent to their current space. See attached plan with the small room highlighted in red.

Ethics is hiring an additional attorney who will play a hybrid education and compliance role. This position will require considerable schedule flexibility for in-office presence to design and formulate ethics trainings in collaboration with their Director of Education and Communications. This attorney, because of the role the position will play, will need dedicated space.

Their current space does not take into consideration for their internship program needs. They currently utilize the office assistant/receptionist desk in front of the glass window for interns. In the past, due to the lack of space, they've also utilized their conference room for interns.

There is no physical change to the conference room itself, the agency will purchase the necessary furniture at their expense (approximately \$7000) and there is minor electrical work of \$800, also at the agency's expense.



OPM has previously approved (5-03-2023) 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 recommends that the Board approve the assignment of space to OSE within the SOB pursuant to CGS 4b-29 for the following reasons:

- The relocation complies with CGS 4-67g(f) (OPM statutes); and
- The relocation complies with CGS 4b-29 (DAS statutes).

From PRB #20-167

The Department of Administrative Services (“DAS”) is requesting SPRB approval pursuant to CGS 4b-29 for assigning space at 165 Capitol Avenue for the following state agencies:

Assigned, dedicated area:

- FOIC – 3,402 s.f.
- OSE – 3,360 s.f.
- OCA – 1,282 s.f. They are taking an entire, available space.
- CWCS – 1,427 s.f. (They are taking an entire, available space; subdivision would cost more and yield potentially unusable, leftover space).
- The (3) OGA groups are collocated in an existing, finished suite previously assigned to the SOTS, but recently relinquished. The shared area is: 1,164 (1/3 assignable @ 388 s.f. each.).
 - OGA-Judicial Selection – 320 s.f.
 - OGA-Contracting Standards – 357 s.f.
 - OGA-Firearms – 235 s.f.

OPM has previously approved (8-06-2020) 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.”

On August 10, 2020, under PRB #20-141, the Board approved Amendment #3 to BI-2B-381-ARC to provide design fees to fit out the areas for this proposed relocation.

RECOMMENDATION: Staff recommend approval of the relocation of identified Trinity Street agencies to 165 Capitol Ave for the following reasons:

- The relocation complies with CGS 4-67g(f) (OPM statutes); and
- The relocation complies with CGS 4b-29 (DAS statutes).

Sec. 4b-29. (Formerly Sec. 4-133a). Allocation of facilities to state agencies. The Commissioner of Administrative Services shall, subject to the approval of the State Properties Review Board, order the assignment and removal of state agencies, other than institutions and the Judicial

Department, to and from real estate available to the state, through ownership or lease, when he deems it necessary to provide space, facilities and necessary accommodations to meet the needs of any of such agencies and when such assignment or removal will be in the best interests of the state. If any such agency fails to abide by an order of assignment or removal of the commissioner, the Commissioner of Administrative Services shall promptly inform the Governor of the reason for his order and of the failure of the agency to comply therewith. For the purposes of this section, the term "Judicial Department" does not include the courts of probate, the Division of Criminal Justice and the Public Defender Services Commission, except where they share facilities in state-maintained courts.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #	23-078
Origin/Client:	DAS/DOC
Transaction/Contract Type:	AE / Amendment
Project Number:	BI-JA-485
Contract:	BI- JA-485-CA
Consultant:	Hill International, Inc.
Property:	Somers, Bilton Rd (335) – Osborn CI
Project purpose:	CA Services for Window & Door Replacement
Item Purpose:	Amendment #1

At 9:35 Ms. Cosgrove and Mssrs. Udeh and Simmons, all of DAS, joined the Meeting to participate in the Board's discussion of this Proposal and the Proposal being reviewed under PRB #23-079. All left the Meeting at 9:56.

PROPOSED AMOUNT: \$350,461

At the March 5, 2020 SPRB Meeting, the Board approved under PRB #20-203, the Consultant's Contract (BI- JA-485-CA) for the exterior door and window replacement project at Osborn Correctional Institution in Somers, CT. The overall compensation rate approved for this basic service was \$1,464,354. Construction Phase services were for 1,274 calendar days plus 90 days for project close out.

Under this proposal (PRB #23-078), DAS is now seeking Board approval of Amendment #1 to the CA Consultant Contract to compensate the CA an additional \$350,461 for additional CA Services, including:

1. The Construction Administrator shall provide a Project Manager and a Project Executive for the CMR preconstruction procurement/bid phase services - \$27,340;
 - a) Attend multiple pre-bid conferences and site visits as necessary with the CMR, subcontractors, Department of Corrections (DOC), and DAS.
 - b) Attend multiple scope review meetings with CMR and DAS to evaluate and review low bids and low bidder qualifications to make recommendations for award.
 - c) Attend meetings with the CMR, DAS, and DOC to review and discuss the CMR's proposed construction phasing plan.
 - d) Attend meetings with the CMR, DAS, and DOC to review contract documents and discuss feasibility and logistics.
 - e) Review final reconciled Guarantee Maximum Price (GMP) and recommend approval.
 - f) Review and provide written approval of all subcontractor trade allowances.
 - g) Review and provide written approval of all subcontractor bid packages.

2. Expanded Design Phase and Bid Phase Services - \$323,121;
 - a) Escalation for construction administration rates to extend the design phase and bid phase durations.
 - b) Calculate escalation through August of 2026
 - c) Provide one (1) additional Assistant Project Manager to oversee CMR work crews, maximum of four (4) work crews through May of 2026

The overall construction and total project budget have now been established at **\$50,932,511 (+\$15,032,511)** and **\$66,600,000** respectively.

For reference purposes, the overall construction and total project budget, established under PRB #20-023, were established at **\$35,900,000** and **\$46,749,000**.

Hill International Basic Service Fee (#20-023)	CA Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$44,993				
Design Development Phase	\$38,141				
Construction Document Phase	\$39,297				
Bidding and Review Phase	\$18,845				
Construction Administration Phase	<u>1,323,078</u>				
TOTAL BASIC SERVICE FEE (#20-023) (A)	\$1,464,354				
TOTAL FEE (PRB #20-023) (A)	\$1,464,354			\$35,900,000	4.08%
Procurement/Bid Phase	\$27,340				
Extended Design Phase and Bid Phase	<u>\$323,121</u>				
TOTAL BASIC SERVICE FEE (#23-078) (A1)	\$350,461				
TOTAL FEE (PRB #23-078) (A) + (A1)	\$1,814,815			\$50,932,511	3.56%

Staff have requested clarification of the following issues:

- 1) On page 2/11 of Amendment #1, is the addition of Article F to the Contract “Extended Design Phase and Bid Phase” properly titled as most of the content relates to CA Phase services?
- 2) What value engineered/cost reduction alternative were proposed by the CA in an effort to meet the original \$35,900,000 Project Budget?
- 3) Please provide the CA’s SD, DD and CD cost estimates and reconcile those estimates with the estimates provided by the ARC.
- 4) Provide support for the Consultant’s escalation calculation of \$63,513 for the reported 18-month delay.
- 5) Please reconcile the request to add an Associate PM toward this effort, beyond what was contemplated in the original CA Contract.
- 6) Provide an updated staffing matrix identifying the Consultants efforts and please highlight those specific efforts relative to this request.

RECOMMENDATION: Staff recommend suspension of Amendment #1 in the amount of \$350,461 to provide expanded CA Services for the Project, pending response from DAS to aforementioned issues.

- DAS has confirmed for that funding is available for this Amendment.

FROM PRB #20-023

PROPOSED AMOUNT: \$1,464,354

This project involves providing construction administration services for the exterior door and window replacement project at Osborn Correctional Institution in Somers, CT.

Osborn CI – population 1,348 - is a medium security institution constructed in two phases. The original section was constructed in 1957. The second and larger phase was constructed in 1960. All windows and doors are original to the building and have exceeded their useful service life. The correctional institution comprises approximately 990,000 square feet of floor area and approximately 93,200 square feet of window and door openings. The facility is heated from a central boiler house but, there is no air-conditioning, with the exception of window units for some spaces. All window replacements must take into account the requirement for natural ventilation in the building.

The Department of Corrections had requested DCS effect the renovation/modernization identified in a July 2017 Study – Osborn Window and Exterior Door Replacement (BI-JA-479).

In December 2018 the Department of Construction Services (“DCS”) issued a Request for Qualifications for Construction Administrator (CA) Consultant Services related to the Osborn Exterior Door and Window Replacement project. DCS elicited six (6) responses to the advertisement. DCS then proceeded to review the submittals and after the completion of the internal review process, and five of the six firms were selected for short-listed interviews. These firms were as follows, AI Engineers, Inc., ATANE Engineers, P.C., Hill International, Inc., The Morganti Group, Inc. and Nosal Builders, 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 Hill International, Inc. (“HII”) as the most qualified firm.

The overall construction and total project budget have been established at \$35,900,000 and \$46,749,000.

This proposal before the Board is for a new CA contract for the Consultant to provide Construction Administration services with the following scope:

The replacement of all exterior doors and windows at Osborn Correctional Institution including

- Visual survey / investigation of existing doors and windows throughout the facility to design head, jamb, and sill details for new units;
- Verification of existing window types and quantities;
- Exploratory probes at select locations to understand the condition and configuration of existing materials adjacent to window openings;
- Review preliminary design concepts for reduction in existing glazing area. Prepare and value engineer schematic level wall assembly options for DCS/DOC approval;
- Construction of interior and exterior temporary partitions, fences, barricades, access routes, etc. for project phasing and security;
- Abatement and removal of all window and door frames;
- Disposal of the entire window and frame as hazardous material contaminated refuse;
- Preparation of existing masonry/rough openings;
- Preparation and painting of miscellaneous structural steel;

- Installation of new detention grade doors, windows, curtain walls, hardware, and associated materials and assemblies; and,
- Replacement of windows and coordination with new wall assemblies to reduce glazing area.

The overall compensation rate for this CA services is \$1,464,354.

DAS has confirmed that funding is in place for design and construction administration services.

- The December 2018 RFQ elicited 6 responses. The Selection Panel interviewed five firms and ultimately recommended the appointment of Hill International, Inc. (HII). The selection was approved by Deputy Commissioner Petra on 5-10-2019.
- HII is a Philadelphia based, publicly-traded, firm with a branch offices located in East Hartford and Needham MA. This firm has 28 employees which includes four registered Architects, 9 construction managers and one project manager. HII is operating under its professional engineering license No. PEC.0000861. The license is valid until 04/08/2020.
- Marsh USA, Inc. reported that over the past 5 years HII has been exposed to 160 general liability or professional liability claims, of which 123 have been closed at an expense of \$1,777,360.
- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 3/15/2019.

Staff have requested clarification of the following issues:

1. BI-JA-485-ARC was approved by the AG on 7-01-2019.
When was the ARC Consultant given 'Notice to Proceed' with Schematic Design Phase?
DCS Response: August 1, 2019.
Was Notice issued for the Design Development Phase? DCS Response: No. If yes, please provide date. N/A
What phases of their contract they have completed?
DCS Response: None, the C.A. has not completed any phases of design the Architect has finished the SD phase and we are waiting until the CA comes on board to do their review and provide a cost estimate before the project proceeds to DD Phase.
2. What are the "pre-design services" or "Preliminary Evaluation" identified in the Exhibit A of the CA Contract (pages 14 and 16 of 28)?
DCS Response: Page 14: This is standard contract language, there are no pre-design services for this CA Contract, those words "pre-design services" can be removed and/or crossed out as it does not apply to this contract. Page 16: Preliminary Evaluation is exactly what it says it is, 1. the CA review will review the States program, in this case the number of exterior doors and windows, the pre-design study and the States Construction Budget, which is \$35.9M and evaluate each to insure there is enough construction money for the scope of work. This requirement is at the option of the State. 2. This requires the C.A. to become familiar with previous project decisions and planning, in this case a there is a feasibility study dated July 27, 2017 that the CA would need to be familiar with.
3. When will these pre-design/preliminary evaluation services may begin?
DCS Response: Pre-design services will not be required. Preliminary Evaluation services will be provided at the option of the State and will begin once the C.A. contract is fully executed.
4. On page 17 of 28 – Under Item 6 – Construction Cost Estimate: it states ..., "schedule to start the second quarter of 2012". Is there a typo?
DCS Response: Yes this is typo, it should be 2022
5. Provide a list of attendees at the Scope Meeting held on 7/29/2019
DCS Response: Please see attached.
6. Provide a copy of the staffing matrix referenced in the Consultant's proposal.
DCS Response: Please see attached.

7. Please clarify if the Consultant provided a table with hourly rates and, if yes, please provide a copy.

DCS Response: Please see attached.

8. CA fee for construction administration phase is estimated at \$1,323,078. The construction administration phase fee for the Architect is estimated at \$1,436,000. What is the rationale for paying such high fees for the same project to basically duplicate the effort?

DCS Response: The rationale is: This is not a high fee, it is the fee that was budgeted in the 1105 by the Department of Corrections Deputy Commissioner of Administration, Cheryl Cepelak and approved by DAS Deputy Commissioner, P.J. Salemi. Please see the attached CA Manual Section 2.4 for the construction administration duties required during construction. Please see the attached Consultants Procedure Manual Section 3.5.5 for the Architect's construction administration duties required during construction.

9. Please provide staffing matrix for BI-JA-485-ARC.

DCS Response: A staffing matrix was not provided by Hoffman Architects. The services provided by the CA and Architect during construction are not duplicated services. The Architect provides service related to the review of submittals, design related questions, RFI answers, etc. The CA is DAS' representative on-site every day to watch the contractor performing the work. They make sure the project is constructed as designed by the Architect.

RECOMMENDATION: Staff recommends approval of this consultant contract in the amount of \$1,464,354. The CA fee of 4.08% of construction cost is within the DCS CA Services guideline of 5.0%.

PRB #	23-079
Origin/Client:	DAS/DOC
Transaction/Contract Type:	AE / Amendment
Project Number:	BI-JA-485
Contract:	BI- JA-485-ARC
Consultant:	Hoffmann Architects, Inc.
Property:	Somers, Bilton Rd (335) – Osborn CI
Project purpose:	Window & Door Replacement
Item Purpose:	Amendment #1

PROPOSED AMOUNT: \$892,485

At the June 6, 2019 SPRB Meeting, the Board approved under PRB #19-103, the Consultant's Contract (BI- JA-485-ARC) exterior door and window replacement project at Osborn Correctional Institution in Somers, CT. The overall compensation rate approved for this basic service was \$3,512,897 with an additional \$77,103 for special services, for a total fee of \$3,590,000.

Under this proposal (PRB #23-079), DAS is now seeking Board approval of Amendment #1 to the ARC Consultant Contract to compensate the ARC an additional \$892,485 for additional ARC Design and CA Services, including:

1. Expanded Bid Phase Services as it relates to the change in delivery method from Design, Bid, Build, (DBB) to Construction Manager at Risk (CMR) - \$34,100;
 - a) Remove Division 1 Specifications in the project manual and replace with Division 1 Specifications specific to the Construction Manager at Risk (CMR) project delivery method.
 - b) Attend multiple pre-bid conferences and site visits as necessary with the CMR, subcontractors, Department of Corrections (DOC), and DAS.
 - c) Attend multiple scope review meetings with CMR and DAS to evaluate and review low bids and low bidder qualifications to make recommendations for award.
 - d) Attend meetings with the CMR, DAS, and DOC to review and discuss the CMR's proposed construction phasing plan.
 - e) Attend meetings with the CMR, DAS, and DOC to review contract documents and discuss feasibility and logistics.
 - f) Review final reconciled Guarantee Maximum Price (GMP) and recommend approval

2. Expanded Bid Phase Services as it relates to Hazardous Materials Services - \$9,185;
 - a) Attend multiple pre-bid conferences and site visits as necessary with the CMR, subcontractors, Department of Corrections (DOC), and DAS.
 - b) Attend multiple scope review meetings with CMR, the Architect, and DAS to evaluate and review low bids and low bidder qualifications to make recommendations for award.
 - c) Attend meetings with the CMR, DAS, the Architect, and DOC to review and discuss the CMR's propose construction phasing plan.
 - d) Attend meetings with the CMR, DAS, the Architect and DOC to review contract documents and discuss feasibility and logistics.
 - e) Review final reconciled Guarantee Maximum Price (GMP) and recommend approval.
3. Expanded CA Phase Services – \$55,000
 - a) Participate in multiple meetings as necessary with DAS, DOC and the CMR prior to the

- commencement of the work, to review the CMR's proposal for compliance with the requirements of the Contract Documents.
- b) Review and take appropriate action on CMR submittals, shop drawings, product data, and samples, for general conformance with the design concept expressed in the Contract Documents.
 - c) Visit the site and attend owner's meetings as necessary during the construction to become generally familiar with the progress and quality of abatement work and to determine if the work being performed is compliant with the Contract Documents.
4. Addition of HAZMAT CA Services and Monitoring Services - \$794,200
- a) During abatement, provide two (2) full-time, on-site project monitors to observe critical barriers and regulated waste for proper disposal. Each project monitor will review the abatement procedures of up to four (4) work crews.
 - b) Provide Connecticut-certified project monitors to monitor airborne hazardous materials and conformance with hazardous materials abatement specifications.
 - c) Collect and analyze air samples, on a periodic basis, for the presence of hazardous materials.
 - d) At the conclusion of the project, provide a monitoring summary report, which will include inspection reports, checklists, and log sheets prepared throughout the duration of the construction phase.
 - e) Observe the construction of regulated work areas and interior containments. Fuss & O'Neill will also conduct pre-abatement work area visual inspections.
 - f) Provide trained, experienced, and Connecticut-certified Asbestos Project Monitors to verify adherence to technical specifications during abatement activities. Notify the project team of any deviations.
 - g) The Project Monitor's specific on-site duties will include:
 - 1) Document that the asbestos abatement contractor is adhering to standard procedures identified in the technical specification during removal/abatement work.
 - 2) Periodically collect and analyze on-site background air samples by Phase Contrast Microscopy (PCM) to evaluate total airborne fiber concentrations in areas adjacent to abatement activities.
 - 3) Collect background samples exteriorly adjacent to the regulated work areas
 - 4) Check regulated work area barriers for integrity, adherence to standard operating procedures, and proper engineering control systems are in place.
 - 5) Conduct a final visual inspection for areas of asbestos removal to ensure the scope of removal/abatement work has been completed, and to provide a final visual inspection form once abatement is complete.
 - 6) All interior work containments will undergo final visual inspection and re-occupancy air clearance sampling.
 - 7) Collected background air samples will be analyzed by PCM and compared to CTDPH re-occupancy standards to ensure that the Contractor's engineering controls are successful or if modifications are required.
 - 8) Samples will be collected at the exterior adjacent to the regulated work area.
 - 9) Collect Abatement contractor's certifications, licenses, medical and training records.
 - 10) Collect Waste disposal records.
 - h) The Monitoring Summary Report will include, but not limited to:
 - 1) Introduction and summary of the project
 - 2) Final visual inspection form(s)
 - 3) Air sampling analysis worksheet
 - 4) Air sample data sheets
 - 5) Sample analysis laboratory reports
 - 6) Daily log sheets
 - 7) Pre-abatement, final checklists, and inspection reports for work areas
 - 8) Permits and notifications

The overall construction and total project budget have now been established at **\$50,932,511 (+\$15,032,511)** and **\$66,600,000** respectively.

For reference purposes, the overall construction and total project budget, established under PRB #19-103, were established at **\$35,900,000** and **\$46,749,000**.

Hoffmann Basic Service Fee (#19-103)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$474,707				
Design Development Phase	\$533,660				
Construction Document Phase	\$890,240				
Bidding and Review Phase	\$178,290				
Construction Administration Phase	<u>1,436,000</u>				
TOTAL BASIC SERVICE FEE (#19-103) (A)	\$3,512,897			\$35,900,000	9.79%
Expanded Bid Phase (A1)	\$34,100				
TOTAL BASIC SERVICE FEE (#23-079) (A) + (A1)	\$3,546,997			\$50,932,511	6.96%
Hoffmann Special Services Fee (#19-103)					
Restoration contractor		\$42,350			
HazMat contractor		<u>\$34,753</u>			
TOTAL SPECIAL SERVICE FEE (#19-103) (B)		\$77,103			
HAZMAT Bidding		\$9,185			
HAZMAT CA Phase		\$55,000			
HAZMAT Monitoring		<u>\$794,200</u>			
TOTAL SPECIAL SERVICE FEE (#23-079) (B1)		\$858,385			
TOTAL SPECIAL SERVICE FEE (#23-079) (B) + (B1)		\$935,488			
TOTAL FEE (PRB #23-079) (A) + (A1) + (B) + (B1)			\$4,482,485	\$50,932,511	8.80%

Staff have requested clarification of the following issue:

1. What is the status of the Project?
2. Why did the project take from 2019 till now? Why is there delay in executing this project?
3. Why was project not bid after the Architect, HA submitted the bid documents in July 2021?
4. Please clarify what led to the change in the Project delivery method to CMR from the original DBB and who made that decision?
5. What amount has been paid to the Architect and any other sub-consultants before changing the project delivery method?
6. Please provide electronic copies of the Cost Estimates delivered in the SD, DD and CD Phases, and please reconcile with the current Project Budget 41.9% higher than the original estimate.
7. Provide staffing matrix for F&O's increase in the fees
8. F&O's fees increased from \$34,753 to \$858,385. Was any other consultant contacted to provide fee seeing that the amount of increase in the fee is \$823,632?
9. Please provide the RFP referenced in the Architect's proposal. How many responses were received for this RFP?

RECOMMENDATION: Staff recommend suspension of Amendment #1 in the amount of \$892,485 to provide expanded ARC Services for the Project, pending response from DAS to aforementioned issues.

- DAS has confirmed for that funding is available for this Amendment.

From PRB #19-103

PROPOSED AMOUNT: \$3,590,000

This project involves providing architectural and engineering services for the exterior door and window replacement project at Osborn Correctional Institution in Somers, CT.

Osborn CI – population 1,348 - is a medium security institution constructed in two phases. The original section was constructed in 1957. The second and larger phase was constructed in 1960. All windows and doors are original to the building and have exceeded their useful service life. The correctional institution comprises approximately 990,000 square feet of floor area and approximately 93,200 square feet of window and door openings. The facility is heated from a central boiler house but, there is no air-conditioning, with the exception of window units for some spaces. All window replacements must take into account the requirement for natural ventilation in the building.

The Department of Corrections had requested DCS effect the renovation/modernization identified in a July 2017 Study – Osborn Window and Exterior Door Replacement (BI-JA-479).

In September 2018 the Department of Construction Services (“DCS”) issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the Osborn Exterior Door and Window Replacement project. DCS elicited five (5) responses to the advertisement of which all submittals were considered “responsive” but one firm subsequently withdrew. DCS then proceeded to review the submittals and after the completion of the internal review process, and all four firms were selected for short-listed interviews. These firms were as follows, Hoffmann Architects, Inc., Clohessy Harris & Kaiser, LLC, Northeast Collaborative Architects, LLC and Silver, Petrucelli & Associates, 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 Hoffmann Architects, Inc. (“HAI”) as the most qualified firm.

The overall construction and total project budget have been established at \$35,900,000 and \$46,749,000.

This proposal before the Board is for a new ARC contract for the Consultant to provide Schematic Design, Design Development, Contract Documents, Bidding and Construction Administration services with the following scope:

- The replacement of all exterior doors and windows at Osborn Correctional Institution including
- Visual survey / investigation of existing doors and windows throughout the facility to design head, jamb, and sill details for new units;
- Verification of existing window types and quantities;
- Exploratory probes at select locations to understand the condition and configuration of

- existing materials adjacent to window openings;
- Review preliminary design concepts for reduction in existing glazing area. Prepare and value engineer schematic level wall assembly options for DCS/DOC approval;
- Construction of interior and exterior temporary partitions, fences, barricades, access routes, etc. for project phasing and security;
- Abatement and removal of all window and door frames;
- Disposal of the entire window and frame as hazardous material contaminated refuse;
- Preparation of existing masonry/rough openings;
- Preparation and painting of miscellaneous structural steel;
- Installation of new detention grade doors, windows, curtain walls, hardware, and associated materials and assemblies; and,
- Replacement of windows and coordination with new wall assemblies to reduce glazing area.

The overall compensation rate for this ARC basic services is \$3,590,000.

DAS has confirmed that funding is in place for design and construction administration services.

Hoffmann Basic Service Fee (#19-103)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$474,707				
Design Development Phase	\$533,660				
Construction Document Phase	\$890,240				
Bidding and Review Phase	\$178,290				
Construction Administration Phase	<u>1,436,000</u>				
TOTAL BASIC SERVICE FEE (#19-103) (A)	\$3,512,897			\$35,900,000	9.79%
Hoffmann Special Services Fee (#19-103)					
Restoration contractor		\$42,350			
HazMat contractor		<u>\$34,753</u>			
TOTAL SPECIAL SERVICE FEE (#19-103) (B)		\$77,103			
TOTAL FEE (PRB #19-103) (A)+ (B)			\$3,590,000	\$35,900,000	10.00%

- The September 2018 RFQ elicited 5 responses. The Selection Panel interviewed four firms and ultimately recommended the appointment of Hoffmann Architects, Inc. (HAI). The selection was approved by Commissioner Currey on 11/26/18.
- HAI is located in Hamden. This firm was established in 1985 and has 44 employees which includes fourteen registered Architects and four structural engineers. HAI is operating under its corporate license No. ARC.0000228. The license is valid until 07/31/2019.
- Smith Brothers Insurance, LLC reported that over the past 5 years HAI has been exposed to two general liability or professional liability claims, both of which have been closed.
- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 9/24/2018.

RECOMMENDATION: Staff recommend approval of this ARC consultant contract in the amount of \$3,590,000. The overall basic service rate of 9.79% is generally consistent with the established guideline rate of 9.5% for this Group B Renovation Project.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #23-081 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-081. The motion passed unanimously.

PRB FILE #23-078 – Mr. Halpert moved and Mr. Valengavich seconded a motion to suspend PRB FILE #23-078. The motion passed unanimously.

PRB FILE #23-079 – Mr. Valengavich moved and Mr. Halpert seconded a motion to suspend PRB FILE #23-079. The motion passed unanimously.

9. NEXT MEETING – Monday, June 5, 2023 – will be held solely by means of electronic equipment.

The meeting adjourned.

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