

## **STATE PROPERTIES REVIEW BOARD**

**Minutes of Meeting Held On December 4, 2023**

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

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting at 9:30AM on December 4, 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](mailto:dimple.desai@ct.gov) to make appropriate arrangements.

### **Members Present – solely by means of electronic equipment:**

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

### **Members Absent:**

### **Staff Present – solely by means of electronic equipment:**

Dimple Desai  
Thomas Jerram

### **Guests Present – solely by means of electronic equipment:**

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

## **OPEN SESSION**

### **1. ACCEPTANCE OF MINUTES**

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the November 30, 2023 Meeting. The motion passed unanimously.

### **2. COMMUNICATIONS**

Board Members were informed that a site inspection for a Proposal being reviewed under PRB #23-210-A is confirmed for tomorrow, Tuesday, December 5, 2023, beginning at 10:30AM.

### **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 9:45. The motion passed unanimously.

### **EXECUTIVE SESSION**

*For Discussion Purposes Only*

**PRB #:** 23-210-A  
**Transaction/Contract Type:** AG / PDR  
**Origin/Client:** DoAG/DoAG

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

Upon completion of the Board's review of this Proposal, Mr. Valengavich moved and Mr. Berger seconded a motion to go out of Executive Session and into Open Session at 9:50. The motion passed unanimously.

### **OPEN SESSION**

#### **4. REAL ESTATE – NEW BUSINESS**

**PRB #** 23-190  
**Transaction/Contract Type:** RE – Amendment  
**Origin/Client:** DAS/WCC  
**Property:** New Britain, Washington St (24)  
**Lessor:** Quantum of Washington Street, LLC  
**Project Purpose:** Addition of 160 nusf of Basement-Level Storage Space  
**Item Purpose:** First Amendment to Lease

At the State Properties Review Board meeting held on April 9, 2020, under PRB #20-055, the Board approved a new Lease for WCC to occupy 7,147 net usable square feet for a 10-year term. The rental was fixed at \$142,490/yr for years 1-5, increasing to \$148,657.60/yr for years 6-10.

Under this Proposal (#23-190), DAS is now seeking approval of a First Amendment to Lease to permit WCC to utilize 160 net usable square feet of basement level space for storage. There is no rental for the use of this space.

DAS provides the following narrative regarding this proposed First Amendment:

In June of 2020, WCC relocated from 233-235 Main St, New Britain into 7,147 NUSF at the above referenced address under a new lease approved by the OAG in April of 2020. WCC needs additional file storage space in this location and the Lessor has offered to allow them to use 160 NUSF of space available in the basement level.

The Lessor has agreed to add this space at no additional cost to the State. Enclosed is an Amendment to add this storage space into the lease and update the lease as follows:

- Adds 160 NUSF of space in the basement level to the total Demised Premises, bringing the total from 7,147 NUSF to 7,307 NUSF
- Adds the ability for both the Lessor and the Lessee to send notices via email
- Update any Statutory/Executive Order changes to State contracts that have been enacted/modified since the Lease was approved in 2020.

There are no costs or other changes to the terms of the Lease associated with this Amendment.

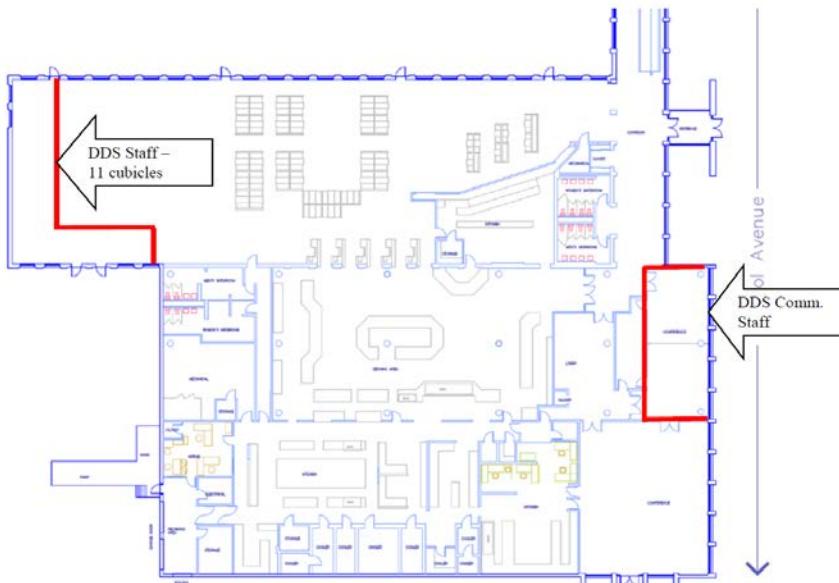
**RECOMMENDATION:** It is recommended that SPRB approve this First Amendment to Lease to provide additional storage and make technical changes to the Lease.

<b>PRB #</b>	23-198
<b>Transaction/Contract Type:</b>	RE – Assignment
<b>Origin/Client:</b>	DAS / DDS
<b>Property:</b>	Hartford, Capitol Ave (470)
<b>Project Purpose:</b>	DDS Temporary Space
<b>Item Purpose:</b>	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 temporary relocation of certain DDS staff at 470 Capitol Ave. Existing DDS offices suffered substantial severe water damage due to a faulty sprinkler head with water running for extended period. The Commissioner of DDS and associated staff need a temporary area within 470 Capitol Avenue to operate until their previous space can be renovated.

DAS provided the following narrative in support of this request:

Conference Room A & B will be split in half by the existing accordion door. Half of the space will be made into a commissioner suite space (conf. rm. A) with existing wood furniture (no cost) and the other half of the space (conf. rm. B) will have the training tables set up as workspace (no cost). The 470 Cap dining area at the north end along the brick wall will have eleven (11) cubicles set up for DDS staff that stop in who need a more private space to work with papers or take/make phone calls (attached are Transfer Enterprises floor plan for the cubicles and the proposal, cost \$4,200). The other part of the dining area will be available as needed for DDS staff to drop in and work. Also attached is the floor plan of the 470 Capitol Avenue building.



OPM has previously approved (10-24-2023) the temporary 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 temporarily relocate DDS Staff to effect renovation to water-damaged offices.

**5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**6. ARCHITECT-ENGINEER - NEW BUSINESS**

**7. OTHER BUSINESS:**

**8. VOTES ON PRB FILE:**

**PRB FILE #23-190** – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve FILE #23-190. The motion passed unanimously.

**PRB FILE #23-198** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve FILE #23-198. The motion passed unanimously.

**9. NEXT MEETING** – Special Meeting, Tuesday, December 5, 2023.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
John Valengavich, Secretary