

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On July 25, 2011 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on July 25, 2011 in the State Office Building.

**Members Present:** Edwin S. Greenberg, Chairman  
Bennett Millstein, Vice-Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
Pasquale A. Pepe  
John P. Valengavich

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF July 18, 2011.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of July 18, 2011. The motion passed unanimously.

### COMMUNICATIONS

**Re-appointment of Board Member.** Mr. Greenberg received a notification from the Senate and House leadership that he had been re-appointed to a four year term, expiring June 30, 2015.

Mr. Dillon reported that communications concerning a proposed transfer of state land in Haddam were received from the following individuals:

Barbara Monahan, Higganum  
Kathryn Packtor, Higganum

Copies of these communications were provided to the Board.

### REAL ESTATE- UNFINISHED BUSINESS

### REAL ESTATE- NEW BUSINESS

**PRB #** 11-148 **Transaction/Contract Type:** RE / Sale  
**Origin/Client:** DOT / DOT  
**Project Number:** 80-000-96  
**Grantee:** Kurz Associates Limited Partnership  
**Property:** Westerly side of Route 63, Straits Turnpike, Middlebury, CT

**Project Purpose:** DOT, Sale of Excess Property, Middlebury  
**Item Purpose:** Release of 5,343+/- sq. ft. of vacant land to Grantee as a result of a sole-abutter bid; all rights of ingress and egress are specifically denied to and from State

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Route 63, Straits Turnpike from and to the land herein conveyed.

Ms. Goodhouse reported that in 2008, the Grantee, being the sole abutter and owner of an adjacent restaurant property, petitioned DOT requesting to purchase the subject land for restaurant parking. The 5,343 SF release parcel was a portion of the former Route 63 roadway. The release map shows that the parcel accommodates all or part of 15 parking spaces. Until 2007, the site was a commuter "Park & Ride" lot.

To determine the release value, the subject property was assembled with the adjacent 3.61 acre property, which is improved with a 20 year old, 6,660 SF Maggie McFly's Restaurant facility. As of 8/4/2010 Appraiser Norman R. Benedict employed the before and after approach to value the restaurant property, first as is, and then with the addition of to 5,343 SF to the parking lot. Using the Sales Comparison Approach, relying on sales of 3 restaurants located near interstate highways, because the subject has convenient access to I-84, he found that the assemblage would improve the property's land/building ratio and increase market value from \$1,270,000 to \$1,305,000, an increase of \$35,000. The Grantee agreed to pay \$35,000 for the property, plus a \$1,000 administrative fee, for a total purchase price to the state of \$36,000.

Ms. Goodhouse recommended that the sale appears prudent because DOT conformed to statutory requirements for releasing the non-conforming commercially zoned property; there is no other purchaser for this excess land, no longer required for transportation purposes; the purchase price of \$36,000 is supported by the Sale Comparison Approach articulated in the 8/4/2010 appraisal; and the sale would increase the Middlebury Grand List and end DOT's responsibility to maintain the property.

**PRB #** 11-152 **Transaction/Contract Type:** RE / Agency Relocation  
**Origin/Client:** DPW/DRS  
**Property:** Uncas-On-Thames Campus, Norwich, CT

**Project Purpose:** Relocation of the Department of Revenue Services Norwich Office  
**Item Purpose:** Approval pursuant to CGS 4b-29 for the relocation of a Department of Revenue Service Office to the Uncas-on-Thames Campus located at 401 West Thames Street Norwich.

CGS Section 4b-29 requires Board approval for the Commissioner's removal (relocation) of state agencies. In compliance with 4b-29, DAS is seeking approval to relocate the offices of 18 Department of Revenue Services (DRS) employees from leased space to state-owned space.

Ms. Goodhouse said that the DRS has been at 2-6 Cliff Street, Norwich since 1989 when the agency entered into a lease to occupy 4,649 NUSF. The Office of Policy & Management did not authorize renewal of the lease in the current State Facility Plan. The lease expires 7/26/2011. For the new five-year term, the base rental cost at Cliff Street would have been \$337,052.50. DAS anticipates it will cost from \$150,000 to \$200,000 to renovate the state-owned space for this purpose.

In light of this, DAS notified the Lessor that the agency would vacate the premises, and DAS has requested approval to move the agency to state-owned space, also in Norwich. Ms. Goodhouse noted that according to the DRS website, the public is not offered taxpayer assistance at the Norwich office, so relocation would not inconvenience the public in any way.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER - NEW BUSINESS**

**PRB#** 11-149 **Transaction/Contract Type:** AE / Contract Amendment  
**Project Number:** BI-2B-179 **Origin/Client:** DPW/DPH  
**Contract:** BI-2B-179-CAc, Contract Amendment #2

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**Consultant:** A/Z Corporation  
**Property:** Department of Public Health State Laboratory, Rocky Hill

**Project Purpose:** Construction of the Department of Public Health State Laboratory  
**Item Purpose:** A/E Contract Amendment #2 to compensate the construction manager for a sub-consultant to provide FF&E coordination and relocation management services.

Mr. Dillon summarized the project regarding the new Public Health Laboratory located at 395 West Street, Rocky Hill. The construction will consist of a new building of approximately 100,000 GSF, 200 employee vehicle parking area, visitor's parking area, and a separate secured delivery area with incidental parking; site work, all utility extensions from existing services points to the new building, landscaping, and all building components for a fully functional and operational laboratory building. The above improvements will replace the 66,000 SF laboratory building situated at Clinton Street, Hartford. The project will be located on an undeveloped 22 acre site, approximately 10 miles south of Hartford. Construction budget is \$49,300,000 (\$439.00/GSF). Total project budget is \$75,939,950

On 05/13/2010, the Board approved this Consultant, A/Z Corporation's ("AZC") Construction Administrator's Contract for Construction Phase Services in the amount of \$1,218,075. The Board subsequently approved an Amendment #1 to this contract, PRB #10-330, for the addition of commissioning agent services in the amount of \$143,325 bringing the total contract value to \$1,361,400.

Contract Amendment #2 is intended to revise AZC's contract with an increased fee amount of \$214,988 for the subcontracting of a consultant to provide FF&E coordination and relocation management services to the project. In March 2011, AZC issued an RFP to four (4) firms seeking services for FF&E coordination and relocation management, and received two responses, first selecting Freeman Enterprises, but the firm subsequently notified AZC on June 9, 2011 that they were ceasing operations. AZC went back to the next, Diversified Project Management ("DPM"). It submitted a revised proposal of \$204,750 which totals \$214,988 inclusive of AZC's 5% mark-up under Section V of the agreement.

Mr. Dillon recommended approval of Amendment One in the amount of \$214,988 for A/Z Corporation to enter into a sub-consultant agreement with Diversified Project Management Inc. to provide FF&E and move relocation services for the project. The contract is within the DPW maximum guideline rate of 5% and the consultant has provided an updated Consultant Agreement Affidavit.

**PRB#** 11-150 **Transaction/Contract Type:** AE / Commission Letter  
**Project Number:** BI-RT-838B **Origin/Client:** DPW / CTC  
**Contract:** BI-RT-838-ARC Commission Letter #9  
**Consultant:** Moser Pilon Nelson, Architects, LLC.  
**Property:** Norwich Technical High School (Mohegan Campus), Norwich

**Project Purpose:** Additions and Renovations to Norwich Technical High School  
**Item Purpose:** A/E Commission Letter #9 to compensate the architect for supplemental construction administration services.

Mr. Dillon briefly summarized the history of this contract with Moser Pilon Nelson, Architects, LLC ("MPN") as architect of record for the project to relocate Norwich Technical High School from 590 New London Turnpike, Norwich, to the 40-acre Mohegan Campus of Three Rivers Community College located at 7 Mahan Drive, Norwich. The original project consisted of 133,000± GSF of new building construction, 76,000± GSF of renovations and 15,000± GSF of building demolition for a total building area of 209,000 GSF at substantial completion. In order, Construction and Total Project Budgets are currently \$46,250,000 (\$221.29/GSF) and \$66,718,760.

The proposed Commission Letter #9 will modify MPN's contract to allow the architect to provide supplemental construction administration services for a new project involving upgrades to the stage and auditorium space at

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the high school. This project was initially approved by SPRB in August 2010 under PRB #10-214. The approval under file 10-214 consisted of a fee of \$78,830 for complete design services related to the renovation and upgrades of the stage and auditorium at the high school. The project was subsequently advertised for bid by DPW in the Spring of 2011 and the contract was awarded to Rudolph Netsch Construction Company in the amount of \$654,990.

The DCS Consultant Procedures Manual recommends the maximum guideline rate for this Group B construction project as 10%, with up to an additional 3% for the renovation work and 1% for construction administration fees for a total fee of 14% or approximately \$91,700. Consequently, the recommended that the Board suspend consideration of this item until it received additional information regarding the proposed scope and fee schedule.

**OTHER BUSINESS, REAL ESTATE/ARCHITECT-ENGINEER**

**Board Fees and Mileage Reimbursement.** Mr. Norman moved and Mr. Valengavich seconded a motion to reimburse Mr. Josephy for meeting and mileage fees for his site inspection related to PRB #11-140-A. The motion passed unanimously.

The Board took the following votes in Open Session:

**PRB FILE #11-148** - Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #11-148. The motion passed unanimously.

**PRB FILE #11-149**- Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #11-149. The motion passed unanimously.

**PRB FILE #11-150**- Mr. Norman moved and Mr. Valengavich seconded a motion to suspend PRB File #11-150 pending receipt of additional information related to the project scope. The motion passed unanimously.

**PRB FILE #11-152** - Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #11-152. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary