

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On February 3, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held a special meeting on February 3, 2015 in the State Office Building.

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

**Members Absent:** Pasquale A. Pepe

**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 JANUARY 26, 2015.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of January 26, 2015. The motion passed unanimously.

### REAL ESTATE- UNFINISHED BUSINESS

### REAL ESTATE – NEW BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

### EXECUTIVE SESSION

**PRB #** 15-015 **Transaction/Contract Type:** RE / Lease Amendment  
**Origin/Client:** DAS/ DAS

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)**

The Board commenced its discussion of the proposal at 10:05 a.m. and concluded at 10:30 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

### OPEN SESSION

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**PRB #** 15-018 **Transaction/Contract Type:** RE / Conveyance  
**Origin/Client:** DOC/DAS  
**Grantee:** Cheshire Community Food Pantry, Inc.  
**Property:** Generally located along Sandbank Road, Cheshire  
**Project Purpose:** Legislative Conveyance of Property  
**Item Purpose:** Legislative Conveyance of approximately 2.0-acres of land generally located along the southerly side of Sandbank Road to the Cheshire Community Food Pantry, Inc. This property conveyance is pursuant to Section 2 of Special Act No. 14-23 and is intended to be used for charitable purposes.

Staff recommended approval of this conveyance of real estate pursuant to Special Act 14-23 Section 12.

The Quit Claim deed for this project was originally approved by the Board on 11/26/2014 under PRB #14-295. The deed was subsequently rejected by the AG as it was signed by the Deputy Treasurer and not Treasurer Nappier as required under the Special Act. The file was resubmitted to the Board on 1/6/2015 and approved by the Board under PRB #14-315. The file was subsequently rejected by the AG again due to an error caused by the incorrect legal description being inserted into the file.

This conveyance includes approximately 2.00-acres of vacant land located along Sandbank Road which is currently part of the Manson Youth State Correctional Facility. The subject property is bounded on the north by Sandbank Road and to the south and western boundaries by land which is part of the Manson Youth Correctional Facility and to the east by State land currently leased to the Town of Cheshire.

This Special Act Conveyance authorizes the State to convey the land to the Cheshire Community Food Pantry, Inc. to be used for "Charitable Purposes". The legislation also includes a clause that the property shall revert back to the State:

- (1) If said parcel is not used for charitable purposes
- (2) The grantee does not retain ownership of the property,
- (3) Or if the grantee leases all or any portion of the property.

This conveyance is being made for an administrative fee of \$500.00.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 15-016 **Transaction/Contract Type:** AE / Task Letter  
**Project Number:** BI-RT-872 **Origin/Client:** DCS/DOE  
**Contract:** OC-DCS-MBE-CIV-0002  
**Consultant:** Zuvic, Carr and Associates, Inc.  
**Property:** Oliver Wolcott Regional Technical High School, Torrington  
**Project Purpose:** Paving and Site Improvements Project  
**Item Purpose:** Task Letter #1 to compensate the consultant for design and construction administration services required for various site improvements included but not limited roadway and parking lot reconstruction, lighting improvements, storm drainage enhancements, directional signage and ADA modifications.

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Staff reported that in general, this project involves the required site-civil, geotechnical, structural and electrical engineering design services for the completion of overall site paving and general site improvements at Oliver Wolcott Technical High School. The scope of services will also include survey, permitting and general construction administration. It is envisioned that the final design scope will be generally consistent with the Long Range Comprehensive Education Strategic Master Plan previously prepared by Moser Pilon, Nelson, Architects. The overall scope of the improvements is intended to include but not be limited to roadway/parking lot reconfigurations, on-site accessibility improvements, upgraded on-site storm drainage, lighting upgrades and improved signage.

In April 2014, SPRB approved Zuvic, Carr and Associates, Inc. (“ZCA”) as one of six firms under the first On-Call MBE Civil Engineering Services consultant contracts. Task Letter #1 is a new formal task letter in the amount of \$169,300. Construction Budget and total Project Budget have been established at \$1,475,312 and \$1,983,494 respectively for this project. As detailed in the scope letter from ZCA to DCS dated September 16, 2014 the \$169,300 is intended to compensate ZCA for preparation of a site-civil survey detailing all pertinent site features such as buildings, paved parking areas, landscaping, drainage and utilities; completion of a geotechnical engineering report including all of the required site borings for the evaluation of existing sub-base/pavement conditions; preparation of roadway and parking lot reconstruction plans consistent with the recommendations outlined in the geotechnical report; evaluation of on-site ADA accessibility and egress issues; completion of a redesigned and improved on-site storm drainage system consistent with the latest DEEP requirements for detention and water quality; design of improved on-site lighting, traffic bollard locations, directional signage and guard rails where appropriate; and limited construction administration services. DCS has confirmed that funding is available for this project.

Staff recommended that the Board approve Task Letter #1 for Zuvic, Carr and Associates, Inc. to provide consulting design and construction administration services on this project.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #15-015** – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #15-015. The motion passed unanimously, except for Mr. Norman who abstained from voting.

**PRB FILE #15-016** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #15-016. The motion passed unanimously.

**PRB FILES #15-018** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #15-018. The motion passed unanimously.

The meeting adjourned.

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