

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On March 23, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on March 23, 2015 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 March 16, 2015. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of March 16, 2015. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

PRB #	14-114	Transaction/Contract Type:	RE / Lease Out
Origin/Client:	DAS/DAS		
Lessee:	Jerry Lewis		
Property:	Connecticut Valley Hospital Campus, Eddy Home, Middletown		
Project Purpose:	Employee Housing Lease-out – DAS Housing Unit #MHCVEH309AB		
Item Purpose:	Lease-out of 2-room dormitory style dwelling comprising approximately 336-SF for a monthly tenancy under a two year lease term consistent with DAS State Employee Housing Policies.		

At its meeting held on May 1, 2014, the State Properties Review Board voted to suspend the above referenced item, pending receipt of additional information regarding the rental rate. The stated rental rate was \$128.74/pay period (bi-weekly), but no appraisal report was provided to substantiate the rate.

DAS has re-executed a lease with this tenant with the same standard terms and conditions previously reviewed, except that the rate has increased to \$177.01/pay period, based on a new appraisal indicating that the market rent for the subject dormitory unit is \$6,600/year (\$550/month). The policy in place established rent at 70% of the market rent, and deducted over 26.1 pay periods per year:

$$\$6,600/\text{year} \times 70\% = \$4,620/\text{year} \div 26.1 \text{ pay periods} = \$177.01/\text{pay period (bi-weekly)}$$

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Staff recommended Board approval of the item. DMHAS has certified that the Lessee is a mental health worker and assigning state-owned housing quarters would facilitate the employee's ability to direct, manage or maintain the health, safety and welfare of clients. The rental rate is based on a recent appraisal that established the rental rate at \$550/month for the dorm unit. As a result of the Board's review, the revised lease will increase revenue to the State by \$2,519.77 over the two year lease term.

REAL ESTATE – NEW BUSINESS

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB# 15-046 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0026
Consultant: Freeman Companies, LLC
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

PRB# 15-047 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0027
Consultant: AI Engineers, Inc.
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

PRB# 15-048 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0028
Consultant: BSC Group-Connecticut, Inc.
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

PRB# 15-049 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0030
Consultant: Martinez Couch & Associates
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

PRB# 15-050 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0031
Consultant: CLA Engineers, Inc.
Project Purpose: New On-Call Series

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Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

PRB# 15-051 **Transaction/Contract Type:** "On-Call"
Origin/Client: DCS /DCS **Contract:** OC-DCS-CIV-SUR-0032
Consultant: Fuss & O'Neill, Inc.
Project Purpose: New On-Call Series
Item Purpose: New On-Call contract series for consultants to provide the State of Connecticut consulting services for various infrastructure projects at sites, properties, structures and/or buildings under the care and control of various state agencies.

Staff reported that this is the 7th series of On-Call Civil-Survey Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The six On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 06/30/2017.

This is the first time that AI Engineers, Inc., Freeman Companies, LLC and Martinez & Couch Associates, LLC has been awarded a contract under this series. Fuss and O'Neill, Inc. was awarded contracts under the 1st, 5th and 6th Series, BSC Group-Connecticut, Inc. was awarded contracts on the 2nd and 4th series and CLA Engineers, Inc. was awarded a contract on the first series.

A Request for Qualifications for the consultant services was released in June 2014 and elicited 22 responses. One of the respondents was considered "unresponsive" and as such twenty-one submittals were considered for review. Thereafter, the DCS selection panel began the process of evaluating all 21 proposals. The State Selection Panel consisted of 3 members and rated each firm based upon a weighted ranking system.

Staff recommended Board approval of the 6 contracts referenced above. All of the consultants have provided the required insurance, Gift/Campaign and Consulting Affidavits accompanied by appropriate Corporate Resolutions.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #14-114 – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #14-114. The motion passed unanimously.

PRB FILES #15-046 through #15-051 – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #15-046 through #15-051. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____

Bruce Josephy, Secretary