

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On July 13, 2017 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held its regular meeting on July 13, 2017 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

**Members Present:** Edwin S. Greenberg, Chairman  
Bruce Josephy, Vice Chairman  
Jack Halpert

**Members Absent:** John P. Valengavich, Secretary

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

Chairman Greenberg called the meeting to order.

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

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF July 6, 2017.** Mr. Halpert moved and Mr. Josephy seconded a motion to accept the minutes of July 6, 2017. The motion passed unanimously.

### REAL ESTATE- UNFINISHED BUSINESS

### REAL ESTATE – NEW BUSINESS

<b>PRB #</b>	<b>17-183</b>	<b>Transaction/Contract Type:</b>	RE / Assignment
<b>Origin/Client:</b>	DAS/BEST/JUD		
<b>Lessor:</b>	Pfizer Inc.		
<b>Property:</b>	Building 230, 445 Eastern Point Road, Groton		
<b>Project Purpose:</b>	Assignment of Leased Space to Judicial Branch for Data Center		
<b>Item Purpose:</b>	Memorandum of Understanding between the Dept. of Administrative Services (DAS) and the Judicial Branch for use of leased space for the Judicial Branch Data Center.		

Staff reported that the Department of Administrative Services (“DAS”) is requesting SPRB approval pursuant to CGS 4b-29 for a Memorandum of Understanding allowing the Judicial Branch (“Judicial”) to occupy data center space at the DAS-BEST State Data Center located in Building 230, at 445 Eastern Point Road, Groton. The space is a portion of the premises leased by DAS from Pfizer Inc.

The total area leased by DAS-BEST is 47,750 NUSF, and was approved by the Board under PRB #14-021, as amended by PRB #14-273. The effective date of the lease was 3/11/14 and if renewed in 2019, the lease will expire 3/10/2024.

Like the BEST (formerly DOIT) Data Center, the Judicial Branch Data Center was housed at 99 East River Drive, East Hartford under a lease that expired in July 2015 when Judicial moved its Data Center to

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the Groton facility. Judicial has been making monthly lease payments of \$16,253.60 as described in the MOU to DAS.

PRB #17-183 formalizes the agreement between DAS and Judicial regarding Judicial's monthly payments to DAS. The Judicial Branch occupies one "pod" in the DAS space. One pod has 20 racks with 44 units per rack. The payments to DAS are \$18.47 per unit per month:  $\$18.47/\text{unit} \times 44 \text{ units/rack} \times 20 \text{ racks} = \$16,253.60/\text{month} \times 12 \text{ months} = \$195,043.20$ , annually.

Judicial provided and paid for the installation of the pod. Judicial agrees to accept all of terms of the lease. The MOU expires with the expiration of the lease agreement with Pfizer. If Judicial requires additional space, the parties will amend the MOU.

The MOU has been signed by Patrick L. Carroll III, the Chief Court Administrator, and DAS Commissioner Currey, with approvals from OPM.

Staff recommended that the Board suspend this item, pending but not limited to receipt from DAS of more specific information regarding DAS's operating costs at the Groton Facility. It was also noted that this facility is not included in the current State Facility Plan.

<b>PRB #</b>	<b>17-186</b>	<b>Transaction/Contract Type:</b>	RE / New Lease
<b>Origin/Client:</b>	DOL/DORS		
<b>Lessor:</b>	Longshore Groton I, LLC and Carson & Gebel Enterprises, LLC		
<b>Property:</b>	601 Norwich New London Turnpike (Route 32), Montville		
<b>Project Purpose:</b>	Department of Labor, Southeastern (CT) American Job Center		
<b>Item Purpose:</b>	New ten year lease of approximately 18,877 SF of 1 <sup>st</sup> floor space for use and occupancy by the Employment Security Division of the Connecticut Department of Labor, including 100 parking spaces. Space and costs to be allocated between Department of Labor, Eastern Connecticut Workforce Investment Board, and the Dept. of Rehabilitation Services.		

Previously, the Department of Labor (DOL) Employment Security Division leased 18,912 NUSF at 6 Shaw's Cove, New London (PRB #04-165) and 6,815 NUSF at 113 Salem Turnpike in Norwich (PRB #01-471). The Department of Rehabilitation Services (DORS) had a regional office of 3,678 NUSF. The Eastern Connecticut Workforce Investment Board (EWIB) currently has its office at 108 New Park Avenue, Franklin.

This proposal is to consolidate the Southeastern CT regional offices of DOL, DORS, and EWIB. The combined offices are the Southeastern American Job Center. These offices are federally funded. DOL will lease for a 10 year term 18,877 SF of 1<sup>st</sup> floor office space. The costs and space will be allocated as follows: 35% DOL; 39% EWIB; and 26% DORS. The consolidation is designed to improve regional access to co-located employment and rehabilitation services; and DOL indicates that the consolidation will result in reducing DOL's overall operating cost by \$100,000 annually.

DOL has authority to enter into leases under C. G. S. § 31-250(c), subject to SPRB approval. Although not subject to the advertising provisions of CGS §4b-34, the submittal from Patrick Tallarita, DOL Director of Facilities Operations indicated that the lease is a result of a formalized bid process and ample negotiations.

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DOL has authority to enter into leases under C. G. S. § 31-250(c), subject to SPRB approval. The Board’s approval or disapproval “shall be based solely upon whether the proposed location and rent are reasonable when compared to available space and prevailing rents in the same geographic area.” Constructed in 1961 and renovated in 2009, 601 Route 32 is a 6 tenant shopping center, with current tenants being Rite Aid, Charter Oak Bank, Crossfit, a package store, and a laundromat. The vacant space being renovated for DOL was supermarket space. The site is 5.22 acres, including 100,000 SF of parking lot. The net usable square feet of rental space is 45,976 SF.

Staff recommended approval of the new lease agreement for use of 18,877 SF of office space. Based on the available market data, the initial rate of \$18.00/NUSF, and the 10 year average of \$19.33/NUSF are reasonable when compared to available space and prevailing rents in this geographic area.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

<b>PRB#</b>	<b>17-184</b>	<b>Transaction/Contract Type:</b> AE / Task Letter
<b>Project Number:</b>	BI-MH-111	<b>Origin/Client:</b> DCS/DMHAS
<b>Contract:</b>	OC-DCS-ENGY-0020	<b>Task Letter #3A</b>
<b>Consultant:</b>	Fuss & O’Neill, Inc.	
<b>Property:</b>	Greater Bridgeport Community Mental Health Center, Bridgeport	
<b>Project Purpose:</b>	Energy Upgrades Project	
<b>Item Purpose:</b>	Task Letter #3A to compensate the consultant for providing design services to reduce project scope in connection with various energy conservation projects.	

Staff reported that, in general, the scope of this project involves the design and construction administration to implement various energy conservation projects identified in the Energy Analysis Report completed for the Greater Bridgeport Mental Health Center in 2012. The project is intended to include the following: the installation of four new gas fired condensing boilers with sensing and control points tied to a new energy management system; the purchase and installation of a new energy management system the ability to monitor/ control the new and existing HVAC equipment as well as web based graphic outputs; the installation of occupancy sensing light controls; the installation of premium efficiency motors for AHU supply and return fans; and the sizing and replacing of DX Cooling Coils, connecting units and piping for the 11 main AHUs.

In September 2011, SPRB approved Fuss & O’Neill, Inc. (“FOI”) as one of six firms under the latest *On-Call Energy Consulting Services* contracts by the Department of Construction Services (“DCS”). Task Letter #3A in the amount of \$16,000 is a new task letter and is subject to SPRB approval because the total project fee exceeds \$100,000 and it is an extension of Task Letter #3 approved by the Board under PRB File #13-171. As detailed in the scope letter from FOI to DCS dated July 19, 2016; the \$16,000 is intended to compensate the Engineer for the following project scope: completion of schematic, design development and construction plans and specifications for the removal of existing occupancy sensor controls currently installed for office lighting; completion of schematic, design development and construction plans and specifications for the replacement of existing cooling system controls and relocation of heating coils; revise the project specifications and sequence of events for consistency with

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the additional project scope; and the construction budget for the project has been reduced to \$1,170,945. The overall project budget will remain at \$1,819,392.

Staff recommended that the Board approve Task Letter #3A. The consultant's total basic service fee of \$128,000 is 10.95% of the construction budget, which is within the established guideline rate of 12.00% for this Group B Renovation Project.

<b>PRB#</b>	<b>17-185</b>	<b>Transaction/Contract Type:</b> AE / Task Letter
<b>Project Number:</b>	BI-MH-121	<b>Origin/Client:</b> DCS/DMHAS
<b>Contract:</b>	OC-DCS-MDE-0028	<b>Task Letter #1B</b>
<b>Consultant:</b>	BVH Integrated Services, P.C.	
<b>Property:</b>	Greater Bridgeport Community Mental Health Center, Bridgeport	
<b>Project Purpose:</b>	Garage Repair and Expansion Project	
<b>Item Purpose:</b>	Task Letter #1B to compensate the consultant for additional land surveying of the project area to revise the layout of existing handicapped and employee parking areas.	

This project involves the required engineering design and construction administration services for the in-kind replacement of the existing concrete deck parking structure as well as an additional 50-60 at grade parking spots. The overall scope of this project is envisioned to include the construction of a new cast in place concrete parking deck with additional amenities such as lighting, walkways, drainage improvements, fire protection and emergency call boxes.

In November 2014, the Board approved BVH Integrated Services, P.C. ("BVH") as one of five firms under the 5th On-Call Multi-Disciplinary Engineering ("MDE") Consultant Services contracts.

Task Letter #1B is subject to SPRB approval because the combined value of this Task Letter and Task Letters 1 & 1A for this project exceeds \$100,000. The Construction Budget and Total Project Budget were originally established at \$2,750,000 and \$3,540,230 respectively for this project. More recently, DCS has increased the overall Construction Budget and Total Project Budget to \$8,031,911 and \$9,768,847 respectively.

As detailed in the scope letter from BVH to DCS dated April 25, 2017 the fee of \$2,750 is intended to compensate BVH for the following expanded project scope: Additional land surveying to add client agency requested revisions to the handicapped and employee parking areas. This work area is outside of the parking garage survey scope of services previously provided in the base contract.

Staff recommended that the Board approve Task Letter #1B for BVH Integrated Services, Inc. to provide additional survey services on this project.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #17-183** – Mr. Halpert moved and Mr. Josephy seconded a motion to suspend PRB File #17-183, pending receipt of additional information regarding the actual operating expenses for Building 230,

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445 Eastern Point Road, Groton; and that DAS be advised that DAS Data Center is not included in the currently approved State Facility Plan. The motion passed unanimously.

**PRB FILE #17-184** – Mr. Halpert moved and Mr. Josephy seconded a motion to approve PRB File #17-184. The motion passed unanimously.

**PRB FILE #17-185** – Mr. Josephy moved and Mr. Halpert seconded a motion to approve PRB File #17-185. The motion passed unanimously.

**PRB FILE #17-186** – Mr. Josephy moved and Mr. Halpert seconded a motion to approve PRB File #17-186. The motion passed unanimously.

The meeting adjourned.

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