

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On January 7, 2019 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held a Regular Meeting on January 7, 2019 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Chairman Greenberg called the meeting to order.

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

OPEN SESSION

1. ACCEPTANCE OF MINUTES: January 3, 2019.

Mr. Valengavich moved and Mr. Halpert seconded a motion to accept the minutes of the January 3, 2019 meeting. The motion passed unanimously. Secretary Valengavich abstained from the vote.

2. COMMUNICATIONS

Director Desai shared a communication with the Board from DAS Commissioner Currey and addressed to Chairman Greenberg.

Staff presented the Board with two communications from DOT: A monthly voucher statement identifying DOT acquisitions for less than \$5,000; and a communication to the City of Bridgeport regarding the City's failure to adhere to Special Act 15-1 with the respect to a conveyance of land in the City.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 18-226
Transaction/Contract Type: DCS/DOC
Origin/Client: AE / CA Services Contract
Project Number: BI-JA-481
Grantor: OC-DCS-CA-0029
Property: Jacobs Project Management Co.
Project Purpose: Enfield, Shaker Rd (285), Carl Robinson CI
Item Purpose: Bathroom Renovations in Housing Pods
Task Letter #1 to compensate the consultant for
Construction Administration Services

PROPOSED AMOUNT: \$187,920

PROJECT BRIEF – Carl Robinson Correctional Institution (“CRCI”) is located in Enfield and is comprised of six housing pods for inmates. The Department of Corrections (“DOC”) has requested consultant services for design development and construction administration for the complete renovation of a total of 12 bathrooms in the six housing pods. Each bathroom facility comprises approximately 580 GSF and DCS estimates a total of 8,000 square feet of building area will be affected by this renovation plan. Each bathroom typically includes seven water closets, seven showers, three urinals and nine lavatories. The current plan assumes that the toilet count will remain unchanged but that additional urinals may be added by replacing all single use fixtures with gang type units. The scope of services will also include complete demolition of interior wall partitions, revised floor slab elevations for positive drainage, enlarged plumbing chases, new rough plumbing and bathroom fixtures as well as new lighting and finishes.

DCS states all materials and equipment must meet the standards and level for Correctional Institutions. DOC will vacate each housing pod prior to renovation by relocating the inmate population to other housing pods. DCS estimates the duration of the construction period to be 72 weeks, of which 5 weeks will be idle during relocation of the inmate population. Based on the bathroom count and construction period, it will take roughly 5.5 weeks (27-28 working days) to renovate each bathroom.

Executed Form 1105 has been submitted. DAS has verified that funding is available.

In June 2017, SPRB approved Jacobs Property Management Co. (“JPM”) (PRB #17-148) as one of seven firms under the latest *On-Call Construction Administration Series* of consultant contracts. These contracts have a common expiration date of July 31, 2019 and have a maximum cumulative fee of \$1,000,000.

No contracts have been awarded to JPM under this series.

TASK LETTER #1 is a new task letter and is subject to SPRB approval because the total project fee exceeds the threshold cost of \$100,000. As part of **Task Letter #1** the Construction Budget and Total Project Cost has increased to \$5,611,264 and \$6,702,307 respectively. The original DAS/DCS Form 1105 included a construction budget totaling \$1,853,800. As detailed in the proposed Task Letter #1 with JPM dated July 25, 2018 the task letter fee is intended to compensate the Consultant for the following project scope:

- Construction Phase services;
- Project close-out

Minutes of January 7, 2019 SPRB Meeting

Task Letter #1– JPM Basic Fee (PRB File #18-226)	<u>COST (\$)</u> (BASIC)	<u>COST (\$)</u> (SPECIAL)	<u>Total Cost</u>	<u>C. Budget (\$)</u>	<u>(%) Budget</u>
Construction Administration Phase	\$187,920				
TOTAL BASIC SERVICE FEE (#18-226)	\$187,920		\$187,920	\$5,611,264	3.35%

Staff reviewed the proposal for CA (Jacobs Project Management Co.) for the Robinson CI Bathroom Renovations project. This TL 1 is for \$187,920.

The Architect's fee for this project that was approved earlier was \$183,757 which included CA fee of \$60,070 (ARC fee was within the guideline rate).

Pl clarify the following:

- Please explain the significant increase in the construction budget from \$1,853,800 (Form 1135) to \$5,611,264. The justification that at the time of this estimate on Form 1135, the agency took only 1 pod/2 bathrooms into consideration is contrary to the Architect's proposal that was approved in March 2018 (as Architect's compensation/contract is based on \$1,853,800 and clearly identifies 12 locations and about 8,000 SF of demo/renovation).
- This project has 12 bathrooms or about total of 8,000 square feet of demo and renovation. The demo and renovation cost of \$467,605/bathroom or \$701/SF seems very high.
- Please provide cost estimates developed by the Architect during SD/DD submission.
- Why is Assistant Project Manager (APM) required to be at this project for 80 hours every month for 17 months? Given that the Architect will also provide CA services in the amount of \$60,070 (almost 32% of this task letter), there seems to be lot of duplicative efforts that should not require APM's time as proposed.

RECOMMENDATION:

It is recommended that SPRB **SUSPEND** Task #1 for Jacobs Property Management Co. pending clarification of questions raised above.

7. OTHER BUSINESS

8. VOTES ON PRB FILES: The Board took the following votes in Open Session:

PRB FILE #18-226 – Mr. Valengavich moved and Mr. Halpert seconded a motion to suspend PRB FILE #18-226. The motion passed unanimously.

9. NEXT MEETING – Thursday, January 10, 2019

The meeting adjourned.

APPROVED:  **Date:** 1/10/19
 John Valengavich/Secretary