

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On May 27, 2021 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on May 27, 2021 remotely via telephone conference at (866)-692-4541, passcode 85607781.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

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

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Halpert seconded a motion to approve the minutes of the May 24, 2021 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Mr. Berger provided Board Members with an update on his ongoing conversations and review about certain proposed legislation that affects the State Properties Review Board.

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

PRB #	21-074
Transaction/Contract Type:	RE – Sale by Public Bid
Origin/Client:	DOT/DOT
DOT Project #:	112-000-43D
Grantee:	CJD Construction, LLC
Property:	Portland, Freestone Ave (251)
Project Purpose:	Sale by Public Bid
Item Purpose:	Quit Claim Deed

Sale Price: \$328,000

Under this Proposal (PRB #21-074) DOT is seeking SPRB approval to this Sale by Public Bid to release this irregularly-shaped, 1.54± acre lot improved with a 13,311± square foot one story building, last

utilized as a DOT service garage. The property is located in an Industrial Zone (legal, non-conforming building lot of record).

DOT stated that based upon the historic property use, the subject property appears to meet the definition of an Establishment under Sections 22a-134 through 22a-134e of the Connecticut General Statutes.

The property has been listed “as-is” which includes any environmental liabilities for the property as outlined in the report prepared for the property including the report entitled “Establishment Evaluation, 251 Freestone Avenue, Portland, Connecticut,” revised June 30, 2020. The purchaser of the property will be the Certifying Party in any Connecticut Transfer Act filings with the Connecticut Department of Energy & Environmental Protection. The preliminary opinion of remediation costs prepared by the Department’s consultant, BL Companies, has estimated the total remediation of the subject site to range from \$292,000 to \$550,350. The property is being sold in as is, where is condition with all faults and defects.



The Appraiser opined the Highest and Best Use of the property, as vacant, is for light industrial development. As-improved is for continued motor vehicle maintenance facility or other town-approved light industrial use.

The valuation of the subject property is subject to the following Extraordinary Assumptions and Hypothetical Conditions:

Extraordinary Assumptions

It is noted that a detached shed structure is located at the southwest corner of the improvements, and contains an emergency backup generator that is fueled by a 100-gallon above-ground propane tank. At the time of inspection, the generator shed was locked, and was not inspected by your appraiser. The property has been vacant for many years, with the generator assumed not to have been utilized since the property was occupied. As such, your appraiser assumes the generator is older, and generally commensurate with the condition and maintenance/upkeep demonstrated by the existing structural improvements. As such, your appraiser acknowledges the presence of the detached shed with emergency generator; however, it is assumed via an *Extraordinary Assumption* that the contributory value of the generator is negligible, in that any potential contributory value is offset by necessary repairs. If it were found that the condition or operability of the generator deviates from what is assumed your appraiser reserves the right to consider its effect on value.

The Town of Portland’s Department of Assessment indicates the subject property totals 1.57± acres of land. However, the State of Connecticut’s Department of Transportation’s property map indicates the subject parcel totals 1.54± acres. For the purposes of this appraisal, your appraiser is valuing the subject with the *Extraordinary Assumption* that the acreage is in line with the property

map supplied by the Department of Transportation. If it were found that the acreage deviates from what is outlined within this report, your appraiser reserves the right to revisit the valuation conclusion.

Hypothetical Conditions

The inspection of the subject property resulted in the discovery of manhole covers, newly paved asphalt, older concrete patching within the subject's exterior parking lot area. Further, the interior inspection indicated the presence of in-floor drains and a two-piston, heavy duty hydraulic truck lift which operates from below the existing foundation, which are indicators of potential environmental contamination. The subject property has been a maintenance garage facility for the State of Connecticut's Department of Transportation for many decades. As confirmed with Connecticut Department of Transportation staff members Mr. Steven Clout of Environmental Compliance, and Mr. David Hartley of the Facilities Management Unit, the subject property currently has no underground storage tanks (USTs) upon which to report. However, USTs previously existed on-site, with the most recent tank totaling approximately 4,000± gallons was extracted as of October 19, 2018 (documentation provided on page 65). Presently, there are no known environmental hazards or negative soil conditions upon which to report. However, the absence of the contamination within the samples do not fully rule out the potential of contamination on-site, as an in-floor hydraulic floor jack remains inside the existing structural improvements. Your appraiser is not a qualified expert in the field of soil contamination. As such, your appraiser is appraising the subject property with the Hypothetical Condition that the site in whole is 'Free and Clear' of any and all environmental contamination, hazardous waste material, and any and all other negative soil conditions not specifically indicated. If this Hypothetical Condition were determined not to be the case, and any environmental contamination or negative/hazardous soil condition were found to impact the site, your appraiser reserves the right to consider its effect on value.

Valuation – With the release of this parcel via a Sale by Public Bid, DOT Appraiser Steven C. Miller appraised the property, as of February 4, 2020. Based on the sales comparison approach, the Appraiser utilized five sales of industrial/garage properties in Portland and the surrounding market area (2017-2019) and concluded the fair market value of the property was \$28/sq.ft. of gross building area x 13,311 sf = \$372,708, rounded to \$373,000.

Income Capitalization Approach: The Appraiser analyzed five closed rentals and four available listings of similar industrial properties in the greater market area (2018-2020) and concluded that the fair market rental value of the subject property was, \$3.50/sf on a triple-net basis.

After supporting market-based operating expenses, the Appraiser estimated Net Operating Income as follows:

<i>Potential Leased Income</i>			
13,311± Square Feet	x	\$ 3.50 per Square Foot	= \$ 46,589
Less: Vacancy and Collection Loss (8%)			= <u>\$ 3,727</u>
		<i>Effective Gross Income</i>	= \$ 42,862
 <i>Less: Expenses (Reflective of a Triple Net Leasing Contract)</i>			
Accounting & Legal Fees		\$ 1,500	
Property Management	(4%)	\$ 1,714	
Repairs & Maintenance	(7%)	\$ 3,000	
Reserves for Replacements	(7%)	<u>\$ 3,000</u>	
		\$ 9,214	
		<i>Total Accrued Expenses</i>	= <u>\$ 9,214</u>
		Net Operating Income	= \$ 33,648

After fully supporting market-based overall capitalization rate, the Appraiser estimated the value of the property by the Income Capitalization Approach as follows:

Therefore:	Net Income	÷	Capitalization Rate	=	
	\$ 33,648	÷	8.50%	=	\$ 395,859
					Or, Say \$ 396,000

Reconciliation and Value Conclusion

Approach	Opinion of Market Value
Income Capitalization Approach	\$396,000
Sales Comparison Approach	\$373,000
Conclusion of Market Value	\$380,000

Sale by Public Bid & Negotiations – On August 26, 2020, a Public Bid was held with an asking price of \$400,000, which elicited four bids as follows: \$100,821.99, \$151,000, \$255,000, and \$328,000. The high bid in the amount of \$328,000 was submitted by CJD Construction, LLC. A \$1,000 administrative fee will be added to the sale price totaling \$329,000.

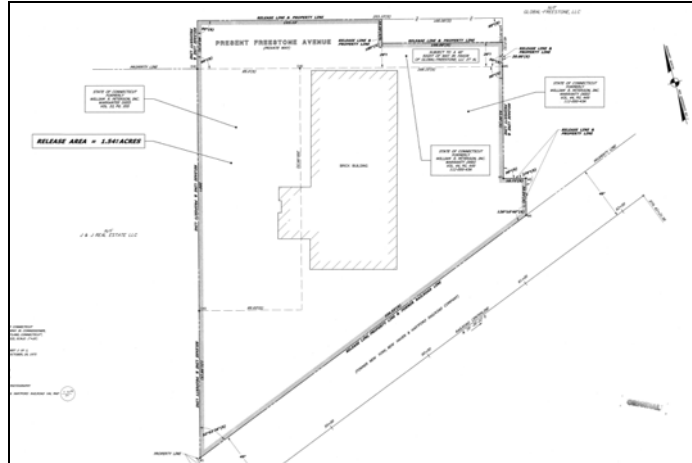
BIDDER'S NAME	BID AMOUNT	DEPOSIT AMOUNT
Shared Dreams Realty LLC	\$ 100,821.99	\$ 5,041.10
WWR Two LLC	\$ 151,000.00	\$ 7,550.00
Investment LLC	\$ 255,000.00	\$ 12,750.00
CJD Const LLC	\$ 328,000.00	\$ 16,400.00

<https://portal.ct.gov/DOT/Properties/Active-Public-Bids/112-000-43D-Portland-Item-850>

Mr. Chris Dickman's (via CJD Construction, LLC) bid was accepted by DOT. A \$1,000 Administrative Fee is added to Mr. Dickman's bid.

Recommendation – Staff recommend approval of the proposed Sale by Public Bid in the amount of \$328,000 (plus \$1,000 Admin Fee = \$329,000 in QC Deed) for the following reasons:

- The proposed sale complies with Sections §3-14b, and §13a-80 of the CGS in that the Town of Portland declined to purchase on 9-18-2020 and the legislative delegation received the required notification on February 18, 2020.
- The release value of \$328,000 is reasonable in that it represents 86.3% of the appraised value and it will return the property to the Portland tax rolls and relieve the State of all future expenses.
- The description in the Quit Claim Deed is consistent with the survey map filed in the Portland Land Records.

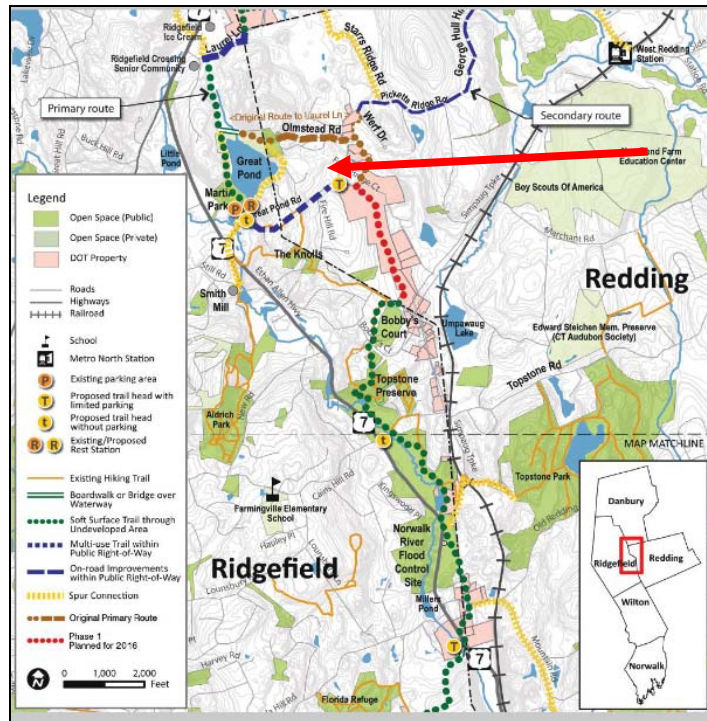


PRB # 21-080
Transaction/Contract Type: RE – Lease
Origin/Client: DOT/DOT
DOT Project #: (116) 117-112-069A
Lessee: Town of Redding
Property: Redding, Picketts Ridge Rd @ Fire Hill Rd (126,590 sf)
Project Purpose: Norwalk River Valley Trail (NRVT)
Item Purpose: 5-Year Lease

Lease Price: \$0

Project Background:

The first section of the Redding Trail will extend north one mile from Fire Hill Rd. at the border with Ridgefield to Pickett’s Ridge Rd. This section of the trail follows an old wood road deep into the woods. When complete the trail will be five miles long.



The terms of the lease are as follows:

Lessee	Town of Redding
Premises	126,590 square feet
Use	Restricted to use as part of the NRVT (Section 4 of Lease Out)
Term	Five years commencing upon AG approval, two (2), five-year options to extend
Termination	Either party can terminate with 30 days' notice, with or without cause
Rent	\$0.00/month.
Utilities, costs	All by tenant, if available (no electric, gas, sewer or water currently at site)
Other	Lease includes specifications as contained in "Standard Highway Lease Specifications & Covenants: Governmental" dated 4/1/2019, which are attached to the lease. The specifications include insurance and indemnification requirements.

The Lessee executed the Lease on January 28, 2021. The Lessor executed the Lease on April 9, 2021. OPM approved the Lease agreement on May 3, 2021.

RECOMMENDATION: Board approval of the lease-out agreement to Town of Redding is recommended for the following reasons:

- The commissioner of transportation has the authority under CGS §13a-80 to enter into lease agreements, subject to the approval of OPM (received 5/03/2021), the SPRB & the AG.
- The eight irregularly shaped strips of land totaling 126,590 square feet will be used as part of the NRVT and no other use.
- The Lessee pays no rent. The term of the lease is for 5 years, commencing upon approval of the AG. The lease includes two (2) additional five-year options, subject to a review and update of the rental fee. The State reserves the right to terminate the lease with 30 days' notice.

PRB # 21-091
Transaction/Contract Type: RE – Sale
Origin/Client: DOT/DOT
DOT Project #: 092-531-003A
Grantee: City of New Haven
Property: New Haven, Chapel St (424)
Project Purpose: Sale pursuant to CGS 3-14b
Item Purpose: Quit Claim Deed

Sale Price: \$2,100,000

Under this Proposal (PRB #21-091) DOT is seeking SPRB approval to this Sale by Public Bid to release this irregularly-shaped, 2.22± acre lot improved with a 58,481± square foot one- to two-story industrial/office building, last utilized as a DOT regional office. The property is located in a Light Industrial Zone.

Based upon the historic use of the property, the subject parcel meets the definition of an Establishment as defined by Section 22a-134 of the Connecticut General Statutes, as amended. As such, the property must be conveyed in accordance with the Connecticut Transfer Act.

The property was listed "as-is" which includes any environmental liabilities on the property as outlined in the report prepared for the property entitled "Phase I – Environmental Site Assessment, 424 Chapel Street, New Haven, Connecticut," dated April 28, 2016, as referenced in Section 7.1. The purchaser of the property will be the Certifying Party in any Connecticut Transfer Act filings with the Connecticut Department of Energy & Environmental Protection.

The property is being sold in as is, where is, condition with all faults and defects.



The Appraiser opined the Highest and Best Use of the property, as improved, is for continued warehouse and office use.

The valuation of the subject property is subject to the following Extraordinary Assumptions and Hypothetical Conditions:

Extraordinary Assumptions

Extraordinary assumptions necessary for the execution of this assignment include no contamination on site. A Phase I and Phase II Environmental Assessment was made of the site by CDR Group of Rocky Hill, Connecticut and remediation was completed in 2008. As long as the existing building on the property remains in place "as is" no further action is required as long as the slab is not removed, as per the environmental engineers report. If removal of the slab occurs additional testing would be required and perhaps additional remediation might be necessary. If the assumption or no contamination on site is proven to be different, I reserve the right to change my opinion of value.

Hypothetical Conditions

The following hypothetical conditions are necessary to arrive at a value. The methodology used in this report is a standard state format in the form of a before and after valuation appraisal used for eminent domain purposes. This appraisal considers that there is a willing seller in an acquisition by eminent domain and has disregarded any effect on the market value brought on by the sales project. I have based my appraisal report on the hypothetical condition that the proposed road project will be completed as currently proposed, in the Department of Transportation construction plans, on the day after the "as or" date. No other conditions are necessary to arrive at a value.

Valuation – With the release of this parcel via a Sale by Public Bid, independent Appraiser Howard Russ appraised the property, as of January 29, 2020.

Land Valuation: Based on the sales comparison approach, the Appraiser utilized four sales of industrial properties in North Haven, Branford and Orange (2018-2019) and concluded the fair market value of the subject land was \$11/sq.ft. x 95,832 sf = \$1,054,152, rounded to \$1,050,000.

Sales Comparison Approach: The Appraiser analyzed four sales of warehouse properties and concluded that the fair market value of the subject property was \$45/sf x 58,481 sf = \$2,631,645, rounded to \$2,630,000.

SUBJECT	COMP 1		COMP 2		COMP #3		COMP #4		
	Sale Price	\$1,600,000	Sale Price	\$1,800,000	Sale Price	\$3,500,000	Sale Price	\$2,900,000	
Address	424 Chapel Street New Haven, CT	200 Wallace New Haven, CT	110 Commerce St East Haven, CT	15 Massasoit Drive North Haven, CT	50 East Industrial Dr Branford, CT				
unadjusted \$ / SF		\$37.21		\$44.44		\$50.24		\$51.18	
		±% adj		±% adj		±% adj		±% adj	
Item									
Date of Sale	1/27/2020	7/26/2019	0%	6/20/2019	0%	12/11/2018	8%	8/8/2018	8%
Conditions of sale	arms length	arms length	0%	arms length	0%	arms length	0%	arms length	0%
Financing	same as cash	conventional	0%	conventional	0%	conventional	0%	conventional	0%
Location	average	inferior	10%	inferior	10%	inferior	10%	inferior	10%
Zone	LI	Industrial	0%	LI - 2	0%	IG - 80	0%	IG - 2	0%
Site / SF	56,632	64,506	0%	276,170 SF near wet	-5%	237,837	-20%	226,206	-20%
Frontage	703	345	5%	287	5%	575	0%	300	5%
Access / visibility	good	average	5%	average	5%	average	5%	good	0%
Utilities	all available	all	0%	all	0%	all	0%	all available	0%
Encumbrances	none to affect value	none to affect value	0%	none to affect value	0%	none to affect value	0%	none affect value	0%
Appurtenances	none to affect value	none to affect value	0%	none to affect value	0%	none to affect value	0%	none affect value	0%
Topography	level site	level site	0%	level site	0%	level site	0%	level site	0%
Present Use	office / warehouse	warehouse	0%	warehouse	0%	truck shipping terminal	0%	warehouse	0%
Highest & Best Use	warehouse	warehouse	0%	warehouse / office	0%	truck shipping terminal	0%	warehouse / office	0%
Gross Bldg Area	58,481	42,990	-5%	40,500	-5%	59,059	5%	50,050	0%
Construction	block	block	0%	steel	0%	block	0%	block	0%
% Office	37% office, 2nd floor	less than 1% office	15%	8% office area	15%	10% office	15%	7% office	15%
Building Age	993 - 1995	warehouse	-15%	1950	-15%	1977	-10%	1996	-15%
Condition	average	average	0%	average	0%	good	-10%	average	0%
Heating	HVAC & space heaters	same	0%	same	0%	same	0%	same	0%
Quality Construction	average	average	0%	average	0%	average	0%	average	0%
Parking	good	good	0%	good	0%	good	0%	good	0%
Other improvements	potential environmental	nil	-10%	nil	-10%	nil	-10%	nil	-10%
Net Adjustments			20%		0%		-10%		-10%
Adjusted Value		\$1,920,000		\$1,800,000		\$3,160,000		\$2,610,000	
Adjusted Value / SF		\$44.66		\$44.44		\$45.22		\$46.07	
Gross Building Area to include Land & Site Improvements									

Income Capitalization Approach: The Appraiser analyzed listings of 12 offices and eight warehouses in the greater market area and concluded that the fair market rental value of the subject property was as follows:

Warehouse Area Low Bay 1st floor	21,804	\$2.00	\$3,634	\$43,608
Warehouse Area High Bay 1st floor	13,233	\$4.00	\$4,411	\$52,932
Atrium	1,640	\$0.00	\$0	\$0
Office Space 2nd Floor former BD of ED	21,804	\$10.00	\$18,170	\$218,040
Combined Gross Building Area	58,481			

After supporting market-based operating expenses, the Appraiser estimated Effective Gross Income, Net Operating Income and Overall Capitalization Rate, as follows:

POTENTIAL GROSS RENTAL INCOME		\$314,580
Less Vacancy & Inefficiency: 20.00%		(\$62,916)
ADJUSTED GROSS INCOME:		\$251,664
ADJUSTED GROSS INCOME/MONTH:	\$20,972	
FIXED EXPENSES:	per SF	
Real Estate Taxes (Tenant)	\$0.00	\$0
Insurance (Tenant)	\$0.00	\$0
VARIABLE EXPENSES:		
Fuel	tenant \$0.00	\$0
Common Area Electricity	tenant \$0.00	\$0
Water/Sewer	tenant \$0.00	\$0
Trash Removal	tenant \$0.00	\$0
Building Maintenance	10.00% (\$0.43)	(\$25,166)
Common Area Janitorial	tenant \$0.00	\$0
Lawn Care / Snow Removal	tenant \$0.00	\$0
Nonresident Management	4.00% (\$0.17)	(\$10,067)
Legal & Audit	1.50% (\$0.06)	(\$3,775)
Reserves For Replacement	SEE ATTACHED (\$0.17)	(\$9,750)
PROJECTED ANNUAL EXPENSES		(\$48,758)
Annual Estimated Expense per S.F.	\$0.83	
Expense Ratio	19.37%	
STABILIZED NET ANNUAL INCOME		\$202,906
OVERALL CAPITALIZATION RATE:		7.75%
INDICATED VALUE VIA DIRECT CAPITALIZATION		\$2,618,143
ROUNDED		\$2,620,000
	\$ / SF	\$44.80

Reconciliation and Value Conclusion

Approach	Opinion of Market Value
Income Capitalization Approach	\$2,620,000
Sales Comparison Approach	\$2,630,000
Conclusion of Market Value	\$2,620,000

Sale by Public Bid & Negotiations – A Public Bid was held on March 3, 2021 with an asking price of \$3,000,000.00, which elicited two (2) bids as follows: \$1,200,000 from Sim Lev Holdings, LLC and \$1,500,000 from GR Realty Associates, LLC or Assigns. The Department did not accept the high bid of \$1,500,000. However, after further negotiations, the high bidder submitted a highest and best offer

to pay \$2,101,000 (which includes a \$1,000.00 Administrative fee), and was accepted by the Department (see attached Administrative Acceptance).

BID RESULTS		
BID DATE: March 3, 2021		
PUBLIC BID: 837		
FILE NO.: 0092-0531-3A		
PROPERTY AGENT: Christie A. LaBella		
Asking Price: \$3,000,000.00		
DEPOSIT REQUIREMENT: 5%		
1.86 ± Acres with two-story office & warehouse building - IL - Light Industrial Zone		
424 Chapel Street,		
New Haven, Connecticut		
NUMBER OF TIMES PUT OUT TO BID: Second		
BIDDER'S NAME	BID AMOUNT	DEPOSIT AMOUNT
GR Realty Associates, LLC or Assigns	\$1,500,000.00	\$75,000.00
Sim Lev Holdings, LLC	\$1,200,000.00	\$60,000.00

The property was then offered to the City of New Haven pursuant to Section 3-14b of the Connecticut General Statutes on March 12, 2021. The City responded on April 21, 2021, that the City intended to purchase the subject property for \$2,101,000 (inclusive of \$1,000 admin fee).

<https://portal.ct.gov/DOT/Properties/Active-Public-Bids/092-531-003A-New-Haven-Item-No-837>

Staff inquired with DOT regarding the following.

Should page 2 of the QC Deed be corrected to address the scrivener's error in the numbering of the full and perpetual easements?

The State of Connecticut reserves for itself, its successors and assigns, the following full and perpetual easements under, over and across portions of the premises herein conveyed:

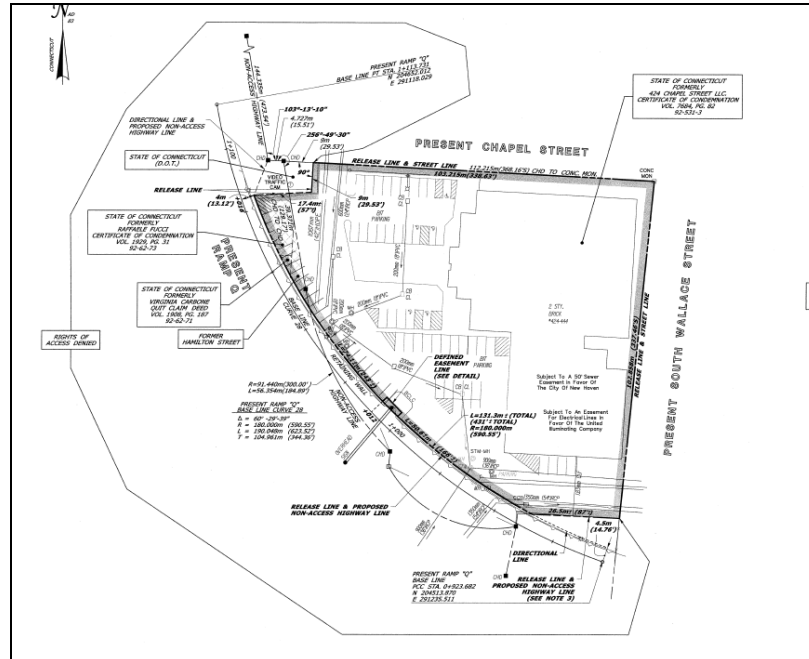
1. A defined traffic easement, within an area of 11.5 meters squared, more or less, (124 feet, more or less), as more particularly shown on said map.
2. An easement to maintain existing sign structure and support, as more particularly shown on said map.
3. An easement to access and maintain retaining wall, as more particularly shown on said map.
4. An easement for existing utilities, as more particularly shown on said map.
- 5.

DOT Response: We have revised the second page and will insert it to the original package. I have copied Paul in on this so he is aware.

Staff Response: OK

Recommendation – Staff recommend approval of the proposed Sale to the City of New Haven for \$2,100,000 (+ \$1,000 admin fee) pursuant to CGS 3-14b for the following reasons:

- The proposed sale complies with Sections §3-14b, and §13a-80 of the CGS in that the City of New Haven was offered to purchase the property on March 12, 2021, and accepted the invitation to purchase on April 21, 2021.
- The release value of \$2,100,000 is reasonable in that it represents 80.2% of the appraised value and places any future remediation expenses on the City.
- The description in the Quit Claim Deed is consistent with the release map.
- Proceeds of the sale are deposited into the Special Transportation Fund.



5. ARCHITECT-ENGINEER – UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #	21-077
Origin/Client:	DCS/JUD
Transaction/Contract Type	AE / Task Letter
Project Number:	BI-JD-369
Contract:	OC-DCS-ROOF-0029
Consultant:	Gale Associates, Inc.
Property:	New London, Broad St (112) – Courthouse
Project purpose:	New London Superior Court – Roof Repairs/Replacement
Item Purpose:	Task Letter #6A

PROPOSED AMOUNT: \$12,200

On February 20, 2019, DAS/DCS retain the Consultant under Task Letter #6 to provide design and construction administration services for the roof repair and replacement project at the New London Superior Courthouse. The fee for the Consultant’s services was \$94,600, with a \$920,000 construction budget. The project was described as:

Exterior renovation/replacement of the existing slate roof and associated components at the New London Superior Courthouse. The Consultant completed a comprehensive evaluation of said roof on August 8, 2018 with recommendations for repair and replacement. The Consultant shall implement the recommendations of said study for this task assignment. The New London Superior Courthouse is listed on the National Register of Historic Places. Plans and specifications prepared for this rehabilitation will require review and concurrence by the State Historic Preservation Office (SHPO) prior to proceeding to subsequent phases of design or construction.

Under this Proposal (PRB #21-077), DCS is now seeking Board approval of Task Letter #6A for the Consultant to provide additional design and construction administration services in conjunction with the roof repair and replacement project at the New London Superior Courthouse. The fee for the proposed Consultant’s services is \$12,200. The expanded scope of this project was described by DCS as follows:

The preceding Task No.6 did not include additional engineering design and construction administration services that are now required due to an unforeseen need for the stabilization and renovation of historic masonry gables as part of the ongoing Roof Repair and Replacement project at the New London Superior Court. The reason for the additional design and construction administration services for stabilization and renovation of the masonry gables are required is due to the discovery of the deteriorated anchors of the coping stone that are unable to resist sliding once the Subcontractor removed cracked final stone that was covered under the base bid.

The coping stones were not scheduled for removal under the base bid. In the interest of public safety, the stones need to be removed from the gables. The existing deficient stone anchorage is an unforeseen condition which requires immediate attention.

The Mason added a temporary I supplemental anchor to hold the upper coping stones from sliding pending this additional negotiated Engineering Design Services.

The DAS requires the following design, and construction administration services:

Contract Document Phase - \$5,900

All changes to the Scope of Work, Contract Documents, and any relevant details will be incorporated into and communicated through the project's Proposal Request process as follows:

- Evaluate the condition of existing masonry substrates for their suitability to support temporary, revised copings and gable-end wall weather protection.
- Design of stone masonry deconstruction and rebuilding at gable end walls.
- Design stabilization of existing masonry to remain.
- Design new sheet-metal coping system for gables where existing stones are removed.
- Design new temporary protection for gable-end walls where stones are removed.
- Develop Proposal Requests (PRs) based on additional design work instructing the Contractor to perform the resultant stabilization and repair scope.

Construction Administration - \$6,300

- Review Contractor's proposed change orders (PCOs) and product data /shop drawing submittals as they relate to the additional scope of masonry and weatherproofing work.
- Additional field monitoring of construction activities associated with the revised masonry and weatherproofing scope.

The project is currently in the construction phase. The AG approved the construction contract with Greenwood Industries, Inc. on 9-22-2020 in the amount of \$1,092,000

DCS confirmed funding is available for this request.

In December 2016, SPRB approved Gale Associates, Inc. ("GAI") (**PRB #16-281**) as one of six firms under the latest *On-Call Roof Support Services Series* of consultant contracts. These contracts have a common expiration date of February 15, 2019 and have a maximum cumulative fee of \$500,000. This Series was amended in November 2017 (**PRB #17-321**) increasing the maximum cumulative fee to \$1,000,000.

Since the award of this contract GAI has been approved for the following tasks under this series:

- | | | | |
|-------------------|----------------------------------|-----------|--------------|
| • Task Letter #1 | WCSU Westside Classroom Roof | \$161,544 | (PRB 17-210) |
| • Task Letter #1A | WCSU Westside Classroom Roof | \$8,560 | (PRB 18-227) |
| • Task Letter #2 | CCSU Energy Center Roof | \$99,585 | (Informal) |
| • Task Letter #2A | CCSU Energy Center Roof | \$12,960 | (PRB 18-019) |
| • Task Letter #3 | 460/470 Cap Ave Roof Replacement | \$114,600 | (18-001) |

• Task Letter #4	NWCC Bldg Renovation	Envelope	\$77,650	(Informal)
• Task Letter #5	MCC Bldg Investigation	Envelope	\$6,500	(Informal)
• Task Letter #6	N.L. Superior CT	GA-10 Roof Repair/Replacement	\$94,600	(Informal)
Total Fee to Date:			\$575,999	

The overall construction and total project budget for the roof repair and replacement project was increased to **\$1,092,000** and **\$1,419,705**.

Task Letter #6– GAI (Informal)	Architect Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design/Design Development	\$26,725				
Contract Documents	\$28,570				
Bidding	\$5,355				
Construction Administration	<u>\$30,525</u>				
GAI'S BASE FEE (A)	\$91,175			\$920,000	10%
SPECIAL SERVICES (B)					
Inspection, Test Cuts	\$3,425				
TOTAL SPECIAL SERVICES FEE (B)	\$3,425		\$94,600	\$920,000	10.3%
Task Letter #6A (PRB #21-077)					
Schematic Design/Design Development	\$5,900				
Construction Administration	<u>\$6,300</u>				
GAI Base Fee (A) + (A1)	\$12,200		\$103,375	\$1,092,000	9.5%
GAI'S TOTAL BASE FEE (A) + (A1) + (B)					
			\$106,800	\$1,092,000	9.8%

RECOMMENDATION:

It is recommended that SPRB **APPROVE** Task Letter #6A for Gale Associates, Inc. in the amount of \$12,200.

- DCS confirmed \$12,200 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized in 2020.



NOVEMBER 2020.

PRB #	21-078
Origin/Client:	DCS/JUD
Transaction/Contract Type	AE / Task Letter
Project Number:	BI-JD-369
Contract:	OC-DCS-ROOF-0029
Consultant:	Gale Associates, Inc.
Property:	New London, Broad St (112) – Courthouse
Project purpose:	New London Superior Court – Roof Repairs/Replacement
Item Purpose:	Task Letter #6A

PROPOSED AMOUNT: \$273,815

Project Background:

Through a Design-Bid-Build project type delivery method, the renovation focuses on mechanical, electrical, plumbing, and fire suppression system upgrades and replacement to current codes and standards, as well as the architectural and structural components to support these upgrades and replacements, to Memorial Hall, which is the original food service facility on the Central Connecticut State University campus, built in approximately 1971. Memorial Hall is comprised of existing dining rooms, kitchens, offices, meeting rooms, delivery/receiving garage and loading area, two freight elevators and one passenger elevator, mechanical and electrical rooms, lounges, multipurpose rooms, and other common areas. It is primarily used for all meals of student residents on the campus, commuting students, and staff.

Memorial Hall will be occupied through design and construction phases. This project will need to be phased to maintain operation of the building. A safe working environment is necessary for all food service staff and students, as well as visitors dining within this building. All Work must follow requirements of local and State offices, such as the Health Department. Summer construction is preferred.

Notification of the project to the Department of Economic Community Development – State Historic Preservation Office: the Architect is to complete the Project Review Cover Form and associated attachments, existing building details, and proposed design details as required by the State Historic Preservation Office.

Licensed mechanical, electrical, plumbing, fire protection and structural professional engineering services and professional architectural services are to be included. Contract Document phase submissions are required to be sealed and signed by professional architectural and engineering firms having the appropriate permissions and licenses for the proposed design.

The existing sanitary, wastewater, and floor drains that support the kitchens are to be upgraded as part of the project scope. The existing waste water stream does not flow through properly installed and sized grease traps. The piping systems are located under concrete kitchen floors and are in deteriorating condition due to use and age. Camera and investigation are required to field verify locations and conditions of piping.

A replacement dirty dish conveyor system is included with the scope of this project.

As the construction budget permits, the kitchen and server areas are to be renovated as they are original to the building.

As the construction budget permits, cosmetic upgrades are included, such as window shades or glass film, to help minimize heat transmission into the building.

Coordination with hazardous materials surveying and abatement will be required by the Architect and any Sub-Consultants. The Department of Administrative Services (DAS) will be issuing a separate contract to have the building surveyed for hazardous materials prior to the Design Development Phase. Areas of the building shown to be impacted in the Schematic Design submission will be tested for any hazardous

materials as necessary. Remediation that can take place prior to and during construction will be coordinated by the DAS. Testing reports and any remediation reports that occur prior to the final design submission will need to be included with the Project Manual by the Architect.

Proprietary components will need to be incorporated into design as provided by Central Connecticut State University. Components include, but are not limited to, the fire alarm system, fire alarm system programming, energy management system, electrical metering, and electrical power monitoring.

In February 2020 DAS/DCS (“DCS”) issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the Design-Bid-Build project – Memorial Hall Renovations at CCSU in New Britain. DCS elicited 9 responses to the advertisement of which all submittals were considered “responsive”. DCS then proceeded to review the submittals and after the completion of the internal review process, five (5) firms were selected for short-listed interviews. These firms were as follows, Silver Petrucelli & Associates, Inc., Antinozzi Associates, Inc., BVH Integrated Services, P.C., Diversified Tech Consultants Inc., and EDM Services, Inc. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. At the conclusion of the process DCS identified Silver Petrucelli & Associates, Inc. (“SPA”) as the most qualified firm.

The overall construction and total project budget have been established at **\$4,550,000** and **\$7,657,828** respectively. DCS/CSCU confirmed bond funding is available.

The overall compensation rate for this basic service is \$220,896 with an additional ~~\$52,919 for special services, for a total fee of \$273,815~~ \$22,919 for special services, for a total fee of **\$243,815**. ~~The contract includes \$30,000 for A/E Design and Construction Phase Contingency.~~

SPA Basic Service Fee (#21-078)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	\$55,240				
Design Development Phase	\$66,420				
Construction Document Phase	\$47,326				
Bidding Phase	\$5,860				
Construction Administration Phase	\$46,050				
TOTAL BASIC SERVICE FEE (#21-078) (A)	\$220,896			\$4,550,000	4.86%
SPA Special Services Fee (#21-078)					
Civil Engineer Consultant		\$15,516			
Kitchen/Food Service Design Consultant		\$7,403			
Design Allowance/contingency	-	\$30,000			
TOTAL SPECIAL SERVICE FEE (#21-078) (B)		\$22,919			
TOTAL FEE (PRB #21-078) (A)+ (B)			\$273,815	\$4,550,000	6.02%
TOTAL FEE (PRB #21-078) (A)+ (B)			\$243,815	\$4,550,000	5.4%

- The February 2020 RFQ elicited 9 responses. The Selection Panel interviewed five firms and ultimately recommended the appointment of Silver Petrucelli & Associates, Inc. (SPA). The selection was approved by Deputy Commissioner Petra on 2/4/2021.
- SPA is located in Hamden. This firm was established in 1991 and is also an SBE. The firm has 45 employees including 9 architects and 16 professional engineers. SPA is operating under its Joint Practice license No. JPC.0000037. The license is valid until 04/30/2022.
- Smith Brothers Insurance reported that SPA has reported one general liability or professional policy loss or claim during the past 5 years, which was closed. The claim was not involved with a State project.

- The submittal is accompanied by a Consulting Agreement Affidavit notarized on 2/10/21.

RECOMMENDATION: Staff recommends **APPROVAL** of this consultant contract in the amount of \$273,815, of which \$220,896 is for basic services and an additional \$52,919 for special services. The A/E basic fee of 4.86% of construction cost is within the DCS guideline of 9.0%. (Group B Renovation - per RFQ)

Upon the Board's review of this proposal, their approval was contingent upon DCS removing the \$30,000 contingency from the Contract. The fee approved by the Board is \$243,815.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #21-074 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #21-074. The motion passed unanimously.

PRB FILE #21-080 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #21-080. The motion passed unanimously.

PRB FILE #21-091 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #21-091. The motion passed unanimously.

PRB FILE #21-077 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #21-077. The motion passed unanimously.

PRB FILE #21-078 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #21-078, as revised, removing the \$30,000 contingency fee from the contract. The motion passed unanimously.

9. NEXT MEETING – Tuesday, June 1, 2021.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary