

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On February 8, 2024

– solely by means of electronic equipment - via telephone conference –

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting at 9:30AM on February 8, 2024. Pursuant to the statute, this Meeting was held solely by means of electronic equipment, with Participants connecting via telephone conference at (860)-840-2075 and used Conference ID 917724280#.

The Notice provided designated this Regular Meeting as open to the public. Call in instruction were provided as: Dial toll free (860)-840-2075 and use Conference ID 917724280#. If you have any questions or need assistance to attend these Meetings, or for some reason the Call-In Numbers do not work, please contact SPRB Staff Thomas Jerram, immediately, at thomas.jerram@ct.gov to make appropriate arrangements.

Members Present – solely by means of electronic equipment:

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

Members Absent:

Staff Present – solely by means of electronic equipment:

Thomas Jerram

Guests Present – solely by means of electronic equipment:

Jenna Padula, DAS-RECS

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. Berger seconded a motion to approve the minutes of the February 5, 2024 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

5. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 24-008
Origin/Client: DAS/DAS
Transaction/Contract Type AE / Amendment
Contract: OC-DCS-ENGY-0029
Consultant: Colliers Project Leaders USA NE, LLC
Item Purpose: Amendment #1 for Time

PRB # 24-009
Origin/Client: DAS/DAS
Transaction/Contract Type AE / Amendment
Contract: OC-DCS-ENGY-0030
Consultant: SourceOne Inc. (DE)
Item Purpose: Amendment #3 for Time

PRB # 24-010
Origin/Client: DAS/DAS
Transaction/Contract Type AE / Amendment
Contract: OC-DCS-ENGY-0031
Consultant: Loureiro Engineering Associates, Inc.
Item Purpose: Amendment #1 for Time

PRB # 24-011
Origin/Client: DAS/DAS
Transaction/Contract Type AE / Amendment
Contract: OC-DCS-ENGY-0032
Consultant: GreenerU, Inc.
Item Purpose: Amendment #1 for Time

At the State Properties Review Board meeting held on November 12, 2021, the Board approved PRB Files #21-180 to #21-183, four Consultant Contracts under the 7th series of On-Call Energy Consulting Contracts awarded by the Department of Administrative Services (“DAS”) since 2002. The four On-Call Contracts approved had a maximum total cumulative fee of \$300,000 per contract and a common expiration date of 03/01/2024. As of February 6, 2024, DAS has not advertised for a new series of ENGY On-Call Contracts.

Under this Proposal (24-008 to 24-011), DAS-CS is now resubmitting these Firms to the Board for approval under Contract Amendment #1 to the On-Call Architect Consulting Contracts (ENGY-29, 31 & 32) and Contract Amendment #3 (ENGY-30) to extend the contract expiration date to September 3, 2024. The \$300,000 maximum cumulative fee is unchanged for three Consultant’s Contracts (ENGY-29, 31 & 32). The Consultant’s Contract under ENGY-30 was amended twice under PRB #22-036 (inc. to \$500k) and PRB #23-029 (inc to \$900k).

In addition to extending the contract expiration date, DAS has made other revisions to the contract for this series to include:

- Updated Article V language – Confidentiality of Documents;
- Updated Article W language – Non-Discrimination;
- Updated Article X language – Executive Orders and other Enactments;
- Updated Article AA language – Whistleblowing;
- Updated Article EE language – Campaign Contribution Restriction;

- Update Article HH language – Audit & Inspection of Plants, Places of Business and Records;
- Updated Article II language – Disclosure of Records;
- Updated Article JJ language – Access to Contract and State Data;
- Updated Article KK language – Large State Contract Representation for Contractor;
- Updated Article LL language – Large State Contract Representation for Official or Employee of State Agency;
- Updated Article MM language – Iran Energy Investment Certification;
- Updated Article NN language – Consulting Agreement Certification; and
- Addition of Article PP language – Compliance with Consumer Data Privacy and On Line Monitoring.

A summary of Task Letters for each Consultant under this Series is as follows:

Expiration				
Date				
3/1/2024	OC-DCS-ENGY-0029	Colliers Project Leaders USA NE LLC	\$300,000	21-180
9/3/2024	Amend #1			24-008
	Task Letter #1	BI-T-619B Cheshire HET Energy Audit Implementation	\$32,910	(Informal)
	Task Letter #2	BI-T-619C Webster CI Energy Audit Implementation	\$32,250	(Informal)
	Task Letter #3	BI-T-619M Brooklyn CC Energy Audit Implementation	\$52,713	(Informal)
	Task Letter #4	BI-T-619M Brooklyn CC Energy Audit Implementation	\$22,000	(Informal)
		Total Committed Funds	\$139,873	
		Maximum Total Fee	\$300,000	
Expiration		Uncommitted (Remaining)	\$160,127	
Date				
3/1/2024	OC-DCS-ENGY-0030	SourceOne Inc	\$300,000	21-181
	Amend #1	Increase to:	\$500,000	22-036
	Amend #2	Increase to:	\$900,000	23-029
9/3/2024	Amend #3			24-009
	Task Letter #1	CDECCA Feasibility/Upgrades	\$265,050	(22-008) terminated
	Task Letter #1	CDECCA Feasibility/Upgrades	\$320,066	(22-062)
	Task Letter #1A	CDECCA Feasibility/Upgrades	\$100,896	(22-179)
	Task Letter #2	CDECCA Feasibility/Upgrades	\$50,000	(Informal)
	Task Letter #3	CDECCA Feasibility/Upgrades	\$247,100	(23-059)
		Total Committed Funds	\$718,062	
		Maximum Total Fee	\$900,000	
Expiration		Uncommitted (Remaining)	\$181,938	
Date				
3/1/2024	OC-DCS-ENGY-0031	Loureiro Engineering Associates	\$300,000	21-182
9/3/2024	Amend #1			24-010
		Total Committed Funds	\$0	
		Maximum Total Fee	\$300,000	
Expiration		Uncommitted (Remaining)	\$300,000	
Date				
3/1/2024	OC-DCS-ENGY-0032	GreenerU	\$300,000	21-183
9/3/2024	Amend #1			24-011
	Task Letter #1	BI-CTC-666 Boiler Electrification and Fuel Cell Exp	\$68,258	(Informal)
		Total Committed Funds	\$68,258	
		Maximum Total Fee	\$300,000	
		Uncommitted (Remaining)	\$231,742	

RECOMMENDATION – Staff recommend **APPROVAL** of Amendment #1 to the On-Call Contracts (ENGY-29, 31 & 32) and Amendment #3 (ENGY-30) to extend the common expiration date to September 3, 2024. The \$300,000 maximum cumulative fee is unchanged for three Consultant’s Contracts (ENGY-29, 31 & 32). The \$900,000 maximum cumulative fee is unchanged for the Consultant’s Contract under ENGY-30 (as previously amended).

This is the 7th series of On-Call Engineer-Energy Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2003. The four (4) On-Call Contracts that are the subject of this memorandum have a maximum total cumulative fee of \$300,000 per contract and a common expiration date of 3/01/2024. The prior series of On-Call Engineer-Energy Consulting Contracts expired on 11/30/2021.

DESCRIPTION: The scope of work under these contracts shall encompass, but not be limited to:

Provide DAS with engineering and consulting services to identify, evaluate, and recommend energy conservation modifications in order to reduce energy consumption, and energy and operating costs of state owned and leased buildings. Emphasis shall be on system improvements and upgrades.

Each contract is exactly the same except for the name and address of the firm, and the hourly rates and job classifications in Exhibit A.

Certain services performed under this contract do not require a license. If a license is required that a firm does not possess, it will subcontract the portion of the work for which the license is required. Copies of individual licenses for Members of Colliers Project Leaders USA NE, LLC, and of a firm license for Loureiro Engineering Associates, Inc. are attached.

DAS/DCS has made some revisions to the contract for this series to include:

- Article B.2.7 – Threshold Engineering Services – Struck from Contract;
- Article B.2.8 – Qualifications of the Engineer for Threshold Limit Review and Structural Engineering Assignments – Struck from Contract;
- Article D – Changed to reflect new 3-1-2024 expiration date;
- Expansion of Article W language – Non-Discrimination;
- Removal of Article X language – Executive Orders regarding references to XO 49;
- Expansion of Article Z language – Summary of State Ethics Laws to reflect new laws effective July 1, 2021;
- Addition of Article JJ language – Access to Contract and State Data – requiring the Contractor to provide information to the Client Agency and State Auditors of Public Accounts;
- Addition of Article KK language – Large State Contract Representation for Contractor – requiring the Contractor to comply with Acting Governor Susan Bysiewicz’ Executive Order No.21-2, effective July 1, 2021 regarding gifts and the Contractor’s Principals or Key Personnel;
- Addition of Article LL language – Large State Contract Representation for Official or Employee of State Agency – requiring the State Official or Employee represents that the selection of a Contractor was not the result of collusion, gift, promise of a gift, etc;
- Addition of Article MM language – Iran Energy Investment Certification;
- Addition of Article NN language – Consulting Agreement Certification; and
- Addition of Article OO Language – Notices; and
- Addition of Exhibit A – Hourly Rate Schedule.

A Request for Qualifications (RFQ) for the consultant services was released on August 11, 2021 and elicited eight responses at the September 9, 2021 due date for response. All Respondents were interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of four firms under this series. The selection of the firms was approved by DAS Deputy Commissioner Petra on 10-18-2021.

This Proposal before the SPRB is for review and approval of the following firms under this new On-Call Engineer-Energy Consulting Contracts series.

#21-180 - Colliers Project Leaders USA NE, LLC (CPL) established in 2019 with its acquisition of Strategic Building Solutions, has a local staff of 124± employees including 1 electrical engineer, 5 mechanical engineers and 3 civil engineers and 72 project managers. The company has offices throughout the east coast and is locally located in Madison. DCS reports CPL was awarded 5 contracts within the past 5 years with a total \$458,897 volume of work.

CPL was approved for the following task(s) under OC-DCS-CA-0031:

• Task Letter #1	CCSU Eli Burritt Library	\$498,568	PRB #21-006
• Task Letter #2	Bridgeport JD Roof & Parapet	\$170,850	PRB #20-138
Total Fee to Date:		\$475,000	

CPL was approved for the following task(s) under OC-DCS-CA-0031:

• Task Letter #1	Parking Garage Repairs, Housatonic CC	\$277,400	(PRB #17-151*)
• Task Letter #2	Ana Grace Academy of the Arts	\$489,000	(PRB #18-209)
• Task Letter #3	Harkness Mansion – Maintenance Plan	\$15,400	(Informal)
Total Fee to Date:		\$781,800	

*PRB 17-151, approved by the Board on July 6, 2017, was originally presented under DCS Contract OC-DCS-CA-0019, Task Letter #8. Subsequent to Board approval, the contract expired on June 30, 2017. DCS Staff informed Board Staff that at that time it was agreed to utilize the new On-Call Contract approved by the Board on June 8, 2017.

In October 2018, the Contract was amended (#1) under PRB #18-177 to increase the maximum contract amount from \$1,000,000 to \$1,500,000 while maintaining the common contract expiration date of July 31, 2019.

In July 2018, the Contract was amended (#2) to change the consultant’s name to Colliers Project Leaders USA NE, LLC from Strategic Building Solutions, LLC.

Two staff of CPL will be operating under individual Professional Engineering Licenses when required for certain professional consulting services. AON Insurance reported that the firm has no experienced any professional policy or general liability claims during the past 5 years. CPL scored a total of 300 out of a possible 300 points and was identified as one of the most qualified firms.

21-181 - SourceOne, Inc. (DE) (SOD) SourceOne was established in 1997 with the expectation that large entities would require expert support and guidance as they navigated the emerging energy marketplace and faced on-going issues, while trying to maintain a sustainable and economically beneficial energy infrastructure. In April 2007 SourceOne was acquired by Veolia Energy, NA, a leading operator and developer of energy efficient solutions. SOI has a staff of 90± employees in the United States focused on various engineering disciplines and construction management with offices in New York, Boston and Los Angeles. DCS reports SOD was awarded 4 contracts over the past five years with \$582,039 total volume of work. The company has not been awarded any formal contracts or tasks the prior two years.

SOD does not have staff with a Professional Engineering License assigned to this on-call series and will retain sub-consultants with property engineering credentials when necessary. Marsh USA Inc. reported that SOD has not experienced any general liability or professional policy loss or claims during the past 5 years. Sixteen claims remain open. One of these claims is related to a new football field at Derby High School regarding a flooded residential basement and remains open. SOD scored a total of 300 out of a possible 300 points.

21-182 – Loureiro Engineering Associates, Inc (LEA) is located in Plainville and has a local staff of 134± employees including 15 civil engineers, 21 environmental engineers and four mechanical engineers. DCS reports LEA was awarded 3 contracts over the past five years with \$357,004 total

volume of work. The company has not been awarded any formal contracts or tasks for the prior two years.

LEA will be operating under its Professional Engineering Corporation (**PEC#000379**) when required for certain professional consulting services. Willis Towers Watson reported that LEA has incurred 2 general liability or professional policy losses or claims during the past 5 years. Both are closed. No claims were paid. LEA scored a total of 260 out of a possible 300 points

21-183 – GreenerU, Inc. (GRU) is located in Waltham, MA and established in 2009. They have a staff of 16 employees including 4 energy engineers. DCS reports GRU was not awarded any contracts over the past five years. The company has not been awarded any formal contracts or tasks the prior two years.

GRU does not have staff with a Professional Engineering License assigned to this on-call series and will retain sub-consultants with property engineering credentials when necessary. Inland Underwriters Insurance Agency, Inc. reported that GRU has not experienced any general liability or professional policy loss or claims during the past 5 years. GRU scored a total of 252 out of a possible 300 points.

Colliers Project Leaders Hourly Rates:		SourceOne, Inc.(DE) Hourly Rates:	
ON-CALL CONTRACT OC-DCS-ENGY-0029		ON-CALL CONTRACT OC-DCS-ENGY-0030	
HOURLY RATE SCHEDULE		HOURLY RATE SCHEDULE	
Labor Category	Per hour	Labor Category	Per hour
Principal in Charge	\$300.00	Principal in Charge - Senior Vice President	\$350.00
Project Manager	\$165.00	Principal in Charge - Vice President	\$325.00
Senior Engineer/SPM	\$175.00	Principal in Charge - Director	\$275.00
Engineer	\$165.00	Project Manager	\$250.00
Senior Designer	\$175.00	Senior Engineer/SPM	\$210.00
Designer	\$165.00	Engineer	\$180.00
Field Engineer	\$165.00	Senior Designer	N/A
CAD/BIM Operator	\$165.00	Designer	N/A
		Field Engineer	\$180.00
		CAD/BIM Operator	N/A

Loureiro Engineering Associates Hourly Rates:		GreenerU, Inc. Hourly Rates:	
ON-CALL CONTRACT OC-DCS-ENGY-0031		ON-CALL CONTRACT OC-DCS-ENGY-0032	
HOURLY RATE SCHEDULE		HOURLY RATE SCHEDULE	
Labor Category	Per hour	Labor Category	Per hour
Principal in Charge	\$215.00	Principal in Charge - CEO	\$234.00
Project Manager	\$165.00	Director of Operations/Dev	\$175.00
Senior Engineer/SPM	\$140.00	Energy Engineer I	\$134.00
Engineer	\$125.00	Energy Engineer II	\$142.00
Senior Designer	\$ 97.50	Senior Energy Engineer	\$164.00
Designer	\$ 90.00	Lighting Designer	\$166.00
Field Engineer	\$105.00	Senior Project Manager	\$158.00
CAD/BIM Operator	\$ 97.50	Senior Construction Manager	\$135.00
		Construction Manager	\$130.00
		Assistant Construction Manager	\$125.00
		Director of Change Management	\$142.00
		Sustainability Program Manager	\$108.00
		Sustainability Program Coordinator	\$ 96.00
		Change Management Fellow	\$ 65.00
		CAD/BIM Operator	N/A
		Administrative	\$130.00

DCS was asked to clarify the following:

- Can you pl provide reasoning for variation in the hourly rates between the 4 consultants?
DCS Response: As to item 1 below, this on-call series will be used to provide a diverse array of energy-related services, from the analysis of systems operations and economics of district heating and cooling systems to carbon reduction and energy retrofit projects for HVAC and lighting. The DAS or its client agencies may need energy audits, retro-commissioning, or the analysis of systems for the reduction of utility costs. Tasks may require knowledge of photovoltaic, solar, thermal, fuel cell or wind turbine systems. As a result of the diverse array of projects and their required services, this series requires utilization of both larger, national firms to handle projects of a larger size, scope and complexity in a timely manner, as well as smaller firms that can address other capital projects related to the afore-mentioned tasks. The difference in fees represent this distinction among the firms and is necessary to ensure that DAS has available to it the appropriate firm for a given project. For these reasons, we have not provided a rate by personnel category, but carry the rates provided by the firms in response to the RFQ, which have been reviewed and determined reasonable.
Staff Response: OK
- Pl identify or match the names of staff identified in their organization chart with the hourly rates schedule. This will be particularly helpful in understanding which staff is assigned to which title in the hourly rate schedule. Going forward it will be helpful if DCS can provide the information in similar format for the future on-call contracts.

DCS Response: As to item 2 below, we will provide the names submitted by the firms of the personnel to be utilized in servicing the contract, their titles and hourly rates, together with language that prior DAS approval will be required for the substitution or addition of other personnel, with such approval to be based on qualifications and proposed hourly rates.

Firm Name: Colliers Project Leaders USA, LLC
On-Call Energy Consultant

Firm Name: SoaresOma, Inc.
On-Call Energy Consultant

EXHIBIT A

ON-CALL CONTRACT OC-DCS-ENGY-0029

HOURLY RATE SCHEDULE

Labor Category	Team Member	Title	Per hour
Principal in Charge	Evan Warner	Senior Director	\$300.00
Project Manager	Adam Holzschuh	Senior Project Manager	\$165.00
Senior Engineer/SPM	Sarah Matus	Project Director	\$174.00
Engineer	Dyn Raymond	Energy Services Support	\$165.00
Senior Designer	Cesar Levin	Energy Services Support	\$174.00
Designer	Eric Chavez	Energy Services Support	\$165.00
	Mike Dylons		
	Robert Lee		
	Mike Pizzarello		
Field Engineer	Chris Liu	Energy Services Support	\$165.00
	Rick Diaz		
	Jason Miller		
CAD/BIM Operator			\$165.00

Firm Name: Loureiro Engineering Associates, Inc.
On-Call Energy Consultant

EXHIBIT A

ON-CALL CONTRACT OC-DCS-ENGY-0031

HOURLY RATE SCHEDULE

Labor Category	Team Member	Title	Per hour
Principal in Charge	Nathan Strong	Principal in Charge	\$215.00
Project Manager	Rick Rowland	Senior Project Manager	\$165.00
	Hannes Klien	Project Manager	
Senior Engineer/SPM	Richard Camara	Sr. Engineer	\$140.00
Engineer	Michael Audette	Engineer	\$125.00
Senior Designer			\$ 97.50
Designer			\$ 90.00
Field Engineer	Chris Leadbetter	C&H Fire and Sprinkler	\$105.00
CAD/BIM Operator			\$ 97.50

Staff Response: DCS notified staff that they are confirming the above tables with the firms.

RECOMMENDATION – Recommendations will depend on DCS response based on their confirmation with the firms for the On-Call ENGY Series.

6. OTHER BUSINESS:

7. VOTES ON PRB FILE:

EXHIBIT A

ON-CALL CONTRACT OC-DCS-ENGY-0030

HOURLY RATE SCHEDULE

Labor Category	Team Member	Title	Per hour
Principal in Charge	Michael Symes, Sr. VP	Project Executive	\$350.00
Project Manager	Bence Schaefer	Project Contract Manager	\$250.00
	Matt Casade	Principal Engineer	
	Manuel Cruz	Sr. Project Manager	
Senior Engineer/SPM	John Willey	Sr. Project Engineer	\$210.00
	Paul Gilcov	Sr. Project Engineer	
	Seah Harris	Sr. Project Engineer	
	Bence Terry	Sr. Project Engineer	
Engineer	Tyler Kubell	Project Engineer	\$210.00
	Jesse Kozlowski	Project Engineer	
	Missa Akheel	Project Engineer	
Senior Designer	N/A		N/A
Designer	N/A		N/A
Field Engineer			\$180.00
CAD/BIM Operator	N/A		N/A

Firm Name: GreenerU, Inc.
On-Call Energy Consultant

EXHIBIT A

ON-CALL CONTRACT OC-DCS-ENGY-0032

HOURLY RATE SCHEDULE

Labor Category	Team Member	Title	Per hour
Principal in Charge	David Adamian -CEO	Project Executive	\$324.00
Project Manager	Chris Lewis	Project Manager	\$175.00
Senior Engineer/SPM		Sr. Energy Engineer	\$164.00
Engineer	Nicole Luiz	Energy Engineer II	\$142.00
Senior Designer	Anthony Duarte	Lighting Designer	\$166.00
Designer		Director of Change Mgmt	\$142.00
Field Engineer		Energy Engineer I	\$134.00
CAD/BIM Operator			
Administrative			\$130.00

PRB FILES #24-008, 24-009, 24-010 and 24-011 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILES #24-008, 24-009, 24-010 and 24-011. The motion passed unanimously.

- 8. NEXT MEETING** – Tuesday, February 13, 2024 – will be held solely by means of electronic equipment.

The meeting adjourned.

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