

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On September 9, 2024

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Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting beginning at 9:30AM in Suite 2035, 450 Columbus Blvd, Hartford. Pursuant to the statute, this Meeting was also held means of electronic equipment – via Microsoft TEAMS or Call-In Conference.

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

Members Absent:

William Cianci

Staff Present – Present in Person:

Thomas Jerram
Jyoshna Rath

Guests Present – solely by means of electronic equipment:

David Barkin, DAS-RECS

Mr. Halpert moved and Mr. Berger 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 September 5, 2024 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Staff provided Members with an article published in the Hartford Courant on June 5, 1980 regarding new safeguards implemented by the Legislature and then-Governor Grasso to the State's Farmland Preservation Program in response to early issues identified in the newly-adapted Program.

3. REAL ESTATE- UNFINISHED BUSINESS

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:50. The motion passed unanimously.

EXECUTIVE SESSION

For Discussion Purposes Only

PRB #:	24-144-A
Transaction/Contract Type:	AG / PDR
Origin/Client:	DoAG/DoAG

Statutory Disclosure Exemptions: 1-200(6)(D) & 1-210(b)(7)

Upon completion of the Board’s review of this Proposal, Mr. Valengavich moved and Mr. Berger seconded a motion to go out of Executive Session and into Open Session at 10:00. The motion passed unanimously.

OPEN SESSION

- 4. REAL ESTATE – NEW BUSINESS
- 5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS
- 6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	24-140
Origin/Client:	DAS/DAS-FM
Transaction/Contract Type	AE / Task Letter
Project Number	BI-T-619N
Contract	OC-DCS-MDE-0047
Consultant:	Fuss & O’Neill, Inc.
Property	Hartford, Capitol Ave (410) – DPH
Project purpose:	Energy Audit Implementation Program
Item Purpose	Task Letter #1A

PROPOSED AMOUNT: \$ 8,720.00

Under prior PRB (#23-034), the State Property Review Board approved Task letter #1 for the Consultant - Fuss & O’Neill, Inc. – under their On-Call Contract OC-DCS-MDE-0047 to provide multi-disciplined engineering design and construction administration services. The negotiated fee for the Consultant’s services was \$155,790.

The original design authorized under Task No. T1 under the On-Call contract OC-DCS-MDE-0047 was to implement energy savings upgrades for 410 Capitol Avenue. The upgrades included replacing four rooftop make-up air units (MAU’s) and two rooftop cooling towers. The upgrades assumed some above ceiling and rooftop ductwork modifications. The project scope did not include architectural services at the onset. Some of the duct modifications were vertical runs in finished spaces. During the design phase the mechanical upgrades affected architectural components of the building.

Under this PRB# 24-140, for the facility at 410 Capitol Avenue, DAS-RECS seeks additional Design and CA Phase services, as follows:

The scope of work for supplemental Task No. T1A shall include, but is not limited to the following:

- Provide architectural design services to integrate shaft walls to enclose ductwork penetrating floor to floor within finished spaces as well as infill of certain existing louvers.
- Prepare drawings and specifications detailing the required construction methods and finishes for the enclosures.
- Provide construction administration services for submittal review and disposition, RFI review and response, and final punch list inspection of the architectural work. Provide project management and coordination for the additional scope within the documents of the overall project.

In June 2022, SPRB approved (PRB #22-083) Fuss & O’Neill, Inc. (F&O) as one of five firms under the latest *On-Call MDE (Multi-Disciplined) Engineer Series* of consultant contracts. These contracts expire on September 30, 2024, and have a maximum cumulative fee of \$1,000,000.

Construction budget: \$3,028,184.00 (increased from original budget of \$1,512,000.00).
 The Total project budget: \$3,843,478 (increased from original budget of \$2,026,080.00).

DAS and DEEP have confirmed funding is in place for this Task Letter TL1A.

Fuss & O'Neill Task Letter #1 Fee (#23-034)	MDE Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Combined SD/DD Phase (112 days)	\$38,855				
Construction Document Phase (84 days)	\$49,875				
Bidding Phase	\$14,980				
Construction Administration Phase (est. 18 months)	\$52,080				
TOTAL BASIC SERVICE FEE (#23-034) (A)	\$155,790		\$155,790	\$1,512,000	10.30%
Expanded Basic Services (A1) (#24-140)					
Construction Document Phase	\$6,310				
Bidding Phase	\$500				
Construction Administration Phase	\$1,910				
Total Expanded Basic Services (A1)	\$8,720				
TOTAL BASIC SERVICE FEE (#24-140) (A) + (A1)	\$164,510		\$164,510	\$3,028,184	5.43%

DAS approved to retain sub-consultant **Capital Studio Architects** for Architectural Design and CA Services.

	CD Documents	CA Services	Total
Capital Studio Architects, LLC	\$3,600	\$1,500	\$5,100
Fuss & O’Neill, Inc.	\$2,710	\$910	\$3,620
Total			\$8,720

F&O was approved for the following task(s):

OC-DCS-MDE-0047	Fuss & O'Neill Inc. Expires 9/30/2024	\$1,000,000	22-083
Task letter #1	410 Cap Ave-Energy Audit	\$155,790	23-034
Task Letter #2	Rowland Govt Center- Energy Audit	\$146,360	23-035
Task letter # 3	450-460- Cap Ave MDE Services	\$276,890	22-036
		Total Committed funds	\$579,040
		Maximum Total Fee	\$1,000,000
		Uncommitted Remaining	\$420,960

Staff inquired with DAS-RECS regarding the following:

1. Form 1105 identifies \$20,000,000 was allocated to this EE Measures Project of the total \$40,000,000 approved funding. The 619N Construction Budget was increased to \$3,028,184.00, from the original budget of \$1,512,000.00. Please clarify if an updated Form 1105 is required due to the increased Construction/ Total Budget.

DAS-RECS Response: DAS/RECS has uploaded the updated Form 1105 to the SPRB SharePoint site.

Staff Response: DEEP had submitted a revised Form 1105 in April 2024 reflecting the increased Construction Budget and overall Project Budget. OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1A in the amount of \$8,720.00 for the Consultant to provide Architectural Design and CA services.

- DAS and DEEP confirmed \$8,720 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 6/26/2024.

From PRB #23-034

PROPOSED AMOUNT: \$155,790

Under prior PRB Files #20-013 and 20-014, the State Properties Review Board approved two Task Letters – TL #1 (OC-DCS-ENGY-0026) and TL #1 (OC-DCS-ENGY-0027) to the On Call Contracts to have both Consultants provide the following professional services:

- To perform Level 2 Commercial Energy Audits of a total of 23 Executive Branch facilities in compliance with ASHRAE Standard 211 requirements.
- To provide separate Audit Reports for each facility.
- Reports shall include a description of the condition of energy and water conserving systems and equipment; an analysis of energy and water cost trends and usage patterns; EUI benchmarking and associated coordination regarding the State's EnergyCAP database; a determination of the potential for energy and water savings; and if applicable, investigate and report on the installation feasibility of renewable energy systems on the audited property. Audit reports will be used as stand-alone documents to provide information about a facility's energy/water usage, and as a basis for planning energy cost reduction projects.

And, at the August 15, 2022 SPRB Meeting the Board, under PRB File #22-124, approved Task Letter #4 to the On Call Contract OC-DCS-CA-0033 to assist in the management of multiple design teams in developing design and construction documents based on measures recommended by audit reports.

Under this Proposal (#23-034), DCS is now seeking Board approval to retain the Consultant - Fuss & O'Neill, Inc. – under their On-Call Contract OC-DCS-MDE-0047 to provide multi-disciplined engineering design and construction administration services. The negotiated fee for the Consultant's services is \$155,790. The scope of work includes:

The facility at 410 Capitol Avenue is one of five which make up the approximately 400,000 ft² 410-474 Capitol Avenue Complex. The 410 building is roughly 220,000 gross ft².

The scope of work for this project, which is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per the GreenerGov initiative, shall include:

- Review and understand information and Energy and Cost Reduction Measures (ECRMs) contained within the "Energy Audit Report – 410 Capitol Avenue" prepared by van Zelm Heywood & Shadford, dated November 19, 2020.
- Either by following the previously procured energy audit recommendations or otherwise developing engineered design solutions, provide building systems modifications and upgrades within an originally estimated construction budget of \$1,296,000 that will result in approximate annual reductions of:
 - 99 metric tons of CO₂e emissions
 - \$53,918 utility costs
- Provide an estimate of the CO₂e emissions reduction after the completion of the design.
- Within the contract documents, provide a means for the proposed savings to be measured and verified (and associated emissions reductions calculated/derived) at a minimum of 6, 12 and 18 months after project completion.
 - Propose and potentially include within the contractor's scope of work, the installation of permanent submetering capabilities throughout the facility(ies) which provide relevant, valuable feedback.

The engineered design of ECRMs shall be validated by design-phase calculation which are anticipated to achieve or exceed the above stated metrics. Metrics were derived from ECRMs recommended by the previously procured energy audit, as listed below.

In alliance with the Governor's EO1 and State sustainability goals, building HVAC decarbonization and/or electrification shall be pursued to the maximum extent feasible. Before the further development of any ECRM which proposes the installation of fossil fuel using equipment, design consultants shall investigate and provide a preliminary overview of renewable, carbon neutral, and/or fully electric alternatives to such design elements as part of the SD deliverable.

- Include an estimate of the alternative's level of greenhouse gas emissions reductions for comparison purposes.

The scope of work for the ECRMs referenced in the audit and included within this task letter are as follows:

Mechanical ECRMs and Related Work:

- Design for the replacement of the four (4) existing gas-fired, heating only rooftop makeup air units (MAUs) with high-efficiency dedicated outdoor air system (DOAS) units.
 - Optimize the installation of unites to minimize ductwork modifications while providing the new configuration to serve the DOAS energy recovery ventilators (ERVs).
- Design for the upgrade of the perimeter heat pump condenser water loop
 - Replace two (2) existing cooling towers with multi-cell units that have variable frequency drives on high efficiency condenser water pumps and motors.
 - Install 2-way isolation valves on all, approximately two hundred fifty (250), perimeter heat pump units.
 - Abandon two (2) below-grade 15,000-gallon sump tanks in place.
 - Investigate existing mechanical equipment noted for replacement.
 - Perform Code review for the replacement or modified equipment and heating and ventilation.
 - Perform heating, cooling, and ventilation load calculations associated with the equipment to be replaced.
 - Show on the drawings required clearances of new equipment, installation details, specifications, and utility requirements.

Related Electrical Work:

- Electrical design shall support the removal of existing and installation of new mechanical equipment, as well as fire alarm interface where required by code, including:
 - Investigation of existing power sources and size of electrical components to mechanical equipment.
 - Perform electrical load calculations for anticipated new mechanical equipment.
 - Investigation of existing fire alarm interface to existing mechanical equipment.
 - Show on the drawings layout of power source for new mechanical equipment.

Related Structural Work:

- Structural design shall support the removal of the old HVAC equipment and rigging of the new equipment.
- Include detailing connections for the new HVAC equipment to the existing supporting structural elements in the structural design.

In June 2022, SPRB approved (PRB #22-083) Fuss & O’Neill, Inc. (F&O) as one of five firms under the latest *On-Call MDE (Multi-Disciplined) Engineer Series* of consultant contracts. These contracts expire on September 30, 2024 and have a maximum cumulative fee of \$1,000,000.

F&O was approved for the following task(s) under this series:

• Task Letter #1	410 Cap Ave – Energy Implementation	\$155,790	(#23-034)
• Task Letter #2	Rowland Center – Energy Implementation	\$146,360	(#23-035)
• Task Letter #3	450-460 Cap Ave – Energy Implementation	\$276,890	(#23-036)
Total Fee to Date:		\$0	

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$1,512,000 and \$2,026,080, respectively.

Task Letter #1 – F&O- Basic Services (PRB #23-034)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Combined SD/DD Phase (112 days)	\$38,855				
Construction Document Phase (84 days)	\$49,875				
Bidding Phase	\$14,980				
Construction Administration Phase (est. 18 months)	<u>\$52,080</u>				
TOTAL BASIC SERVICE FEE (#23-034) (A)	\$155,790			\$1,512,000	10.30%

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1 in the amount of \$155,790 for the Consultant to provide Engineering Design and CA services for the ECRMs.

- DCS and DEEP confirmed \$155,790 is available for the Task Letter.
- The Board approved the current On-Call Contract with a maximum total cumulative fee of \$1,000,000/contract and an expiration date of September 30, 2024.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 5/11/2022.

PRB # 24-141
Origin/Client: DAS/DAS-FM
Transaction/Contract Type AE / Task Letter
Project Number BI-2B-837
Contract OC-DCS-ROOF-0048
Consultant: Lothrop Associates Architects D.P.C. P.C
Property 401 West Thames Street, Norwich
Project purpose: Thames Campbell Building Roof Replacement /Interior Repairs
Item Purpose Task Letter #1

Proposed Amount: \$199,750.00

Under prior PRB #23-108, the Consultant was approved to provide On-Call Roofing Consulting services under OC-DCS-ROOF-0048 for a maximum cumulative fee of \$1,000,000 with an expiration date of 10/15/2025

Under this PRB # 24-141, DAS-RECS is seeking Board approval of Task Letter #1 to the Consultant’s On-Call Contract – OC-DCS-ROOF-0048 – to expend \$ 199,750.00, to provide Roofing Consulting Services to replace approx. 5,000sf of roof across 4 specified areas, at three different elevations and repair interior damage caused by water infiltration. Conduct a structural analysis, hazardous material & mold testing and remediation, interior repairs, and include additional tie-downs for rooftop equipment to meet applicable codes and FM Global requirements. Coordinate removal and temporary relocation of cellular tower.

Scope of Work – Form 1105

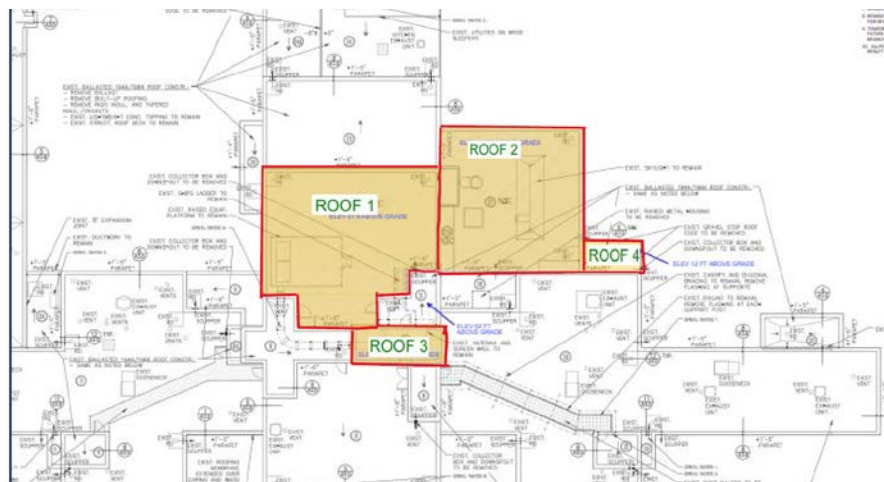
1.11a PROJECT DESCRIPTION and SPECIAL REQUIREMENTS: The Campbell Building at the 401 West Thames Street Campus in Uncasville serves DMHS and DSS agencies. The campus consists of 20 buildings built in the 1900's. The Campbell Building had most roofs replaced in 2015, however the central portion was not replaced; the last replacement of the central roof was in 2000. The center roof is approximately 25 years old consisting of black TPO membrane with welded seams on tapered insulation with internal roof drains. The center roof contains an area leased to T-Mobile Telecommunications for an equipment deck. Presence of the equipment deck that was added to the roof and not part of the roof's original design is possibly exacerbating drainage of water from the roof surface to internal roof drains. The two lower portions of the center roof are older than 25 years old and could have been original to the building's construction or replaced later; it is a mix of built-up asphalt sheathing and TPO membrane with gravel ballast. The masonry parapet in this area is original to the building's construction. The center roof is leaking into critical areas of the building and its past it's useful lifetime. The roof on the high tower that currently has a cellular tower mounted is approaching the end of its useful lifetime after being in place nearly 25+ years and this roof should be replaced now. Replacing this high tower roof out after the lower central roofs are replaced, runs the risk of having these roofs damaged by equipment/staging needed to access the high tower roof.

1.11b PROJECT RECOMMENDATION:

Phase 1: SD/DD Total area of the 4 roofs to be replaced is approximately 5,000 SF. SEE ATTACHED ROOF DIAGRAM 2024. Given the age of the center roof, two smaller lower roofs, the high tower roof, and the potential of on-going repairs, on-going damage to internal building equipment systems & DHMS dental equipment located in the room below roof leaks. A/E consultant is hired to produce a study report to replace the roofs and repair interior damage. Phase to include SHPO review and HBM investigation. Phase to include narrative of design of new roof systems to mitigate active leaks, repair interior damaged spaces, in accordance with current applicable codes and FM Global standards. Phase to include structural evaluation of existing roof systems to accommodate replacement of roof in accordance with current applicable codes, statutes and FM Global standards as required. Phase to include an opinion of probable cost.

Phase 2: CD: A/E consultant is hired to produce construction documents to replace the roofs and repair interior damage. The design will include a code review of the roof, structural analysis of the materials on the roof including antennas (structural wind impacts), HVAC equipment, roof drains, and parapet walls. FM Global, SHPO necessitated energy code updates per the CT Existing Building Code will be reviewed. A hazardous building material investigation and visual mold inspection will occur as part of the design. The review of the 4 sections of roof to be replaced will include investigation of source of leaks. The Project will consist of an SD, DD, CD, and CA phases. A/E will produce construction documents according to applicable building codes, SHPO review, FM Global standards and provide hazardous materials specifications/logistical plans/abatement construction documents as required. A/E will provide a structural analysis should be conducted prior to any installation of new roofing materials to be included as part of the A/E Scope of work. A/E is to include in the construction documents design of repairs to interior areas as well as remediation/abatement logistical construction documents as required to make those repairs per testing reports provided by DAS FM. A/E will design any required additional tie downs for existing roof top equipment located within areas in scope to meet applicable codes & FM Global requirements. Based on the construction documents, the A/E will provide a comprehensive cost estimate prior to bidding.

Total Area of 4 roofs to be replaced: 5000 SF.



The Consultant is authorized to retain the services of the following Sub-Consultants:

1. Imagine Aerial, Inc., to provide Drone and Infrared survey services for a fee \$3,275.00;
2. Eagle Environmental Inc., to provide Haz-Mat survey, abatement design and air monitoring services for a fee of \$35,925.00;
3. Landmark facilities Group, Inc., to provide MEP and Fire Protection services for a fee of \$17,917.00;
4. E2 Engineers, LLC, to provide Structural Engineering services for a fee of \$ 13,500.00; and
5. NASCO Construction Services Inc., to provide Cost Estimating services for a fee of \$ 11,500.00.

The Construction budget and Total Project cost \$1,000,00 and \$ 1,640,000 respectively.

Lothrop Associates Architects Task Letter #1	AE Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Survey and Schematic Design Phase (7 weeks)	\$48,000				
Design Developemnet Phase (4 weeks)	\$35,000				
Construction Document Phase (6 weeks)	\$64,000				
Bidding /Negotiation Phase	\$7,750				
Construction Administration Phase (est. 6 months)	\$45,000				
TOTAL BASIC SERVICE FEE	\$199,750		\$199,750	\$1,000,000	19.98%

On call Log Report

OC-DCS-ROOF-0048	Lothrop Associates Architects - Expires 10-25-2025	\$1,000,000	23-108
Task Letter #1	Uncas on Thames Roof Replacement/Interior Repairs	\$199,750	24-141(Pending)

Staff inquired with DAS-RECS regarding the following:

1. In the DAS-RECS Memo to SPRB and Consultant’s Proposal, reference three areas of the roof to be replaced but, the architectural plans identify four areas/levels. Please confirm the areas to be replaced (include Roof #26?) and modify Task Letter #1 if needed.

DAS-RECS Response: The task letter identifies three roof areas: ‘The scope of work entails design and construction administration services for the replacement of roofing across three specified roof areas totaling approximately 5,000 square feet, including Penthouse Roof Area 7, 4th Floor Roof Area 12, and 1st Floor Roof Area 17.’

The Consultant’s Proposal identifies three roof areas:

- a) Partial Roof Replacement of three (3) roof levels (containing approximately 5,000 square feet). Roof #26 is not included in this project. Roof #26 has been recently re-roofed and still has useful life.

Staff Response: Clarity was required as Form 1105 identified four roof areas to be addressed. With new information that Roof #26 was recently re-roofed the TL properly identifies the scope of the work required. OK

2. In light of Item #1 above, SD Phase included Drone Survey of Roof Areas #7, 12 & 17 and the Drone Sub-Consultant referenced “Roof 1, 2 and tower.” Should Roof #26 be included for both daytime observation and nighttime infrared scanning?

DAS-RECS Response: Response: The Drone/Infrared Sub-Consultant referred to the roofs incorrectly but the scope is the same. Once we have the drone with infrared onsite- there is no increase in cost to use it for all roofs. As mentioned above, Roof #26 is excluded. Thermal imaging (Infrared) will help detect the presence of moisture in the roof system by measuring temperature differentials (wet areas will hold heat). Since it measures heat, not light, daytime use should be adequate.

Staff Response: In light of responses above, OK.

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1 in the amount of \$199,750.

- DAS confirms the total allocated fund available: \$204,750 .00 (\$186,274.00 from Infrastructure Repair and Improvement fund + \$18,476 from Minor Cap)
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 07/01/2024.

7. OTHER BUSINESS:

Chairman Josephy had informed Members that the Personnel Subcommittee met on Friday, September 6, 2024 to discuss Personnel issues before the Board and requested a motion to reimburse Chairman Josephy, Vice Chairman Berger and Mr. Greenberg Board Fees for that Meeting. Mr. Halpert made the motion, seconded by Mr. Berger. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #24-140 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #24-140. The motion passed unanimously.

PRB FILE #24-141 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #24-141. The motion passed unanimously.

9. NEXT MEETING – Special Meeting, Wednesday, September 11, 2024 – Site Inspection.

The meeting adjourned.

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