

STATE PROPERTIES REVIEW BOARD

**Minutes of Meeting Held On October 22, 2018
450 Columbus Boulevard, Hartford, Connecticut**

The State Properties Review Board held its regular meeting on October 22, 2018 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: October 18, 2018.

Mr. Valengavich moved and Mr. Halpert seconded a motion to accept the minutes of October 18, 2018. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

EXECUTIVE SESSION

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:35. The motion passed unanimously.

PRB # 18-187-A **Transaction/Contract Type:** AG/PDR
Origin/Client: DoAG/DoAG

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

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:41. The motion passed unanimously.

OPEN SESSION

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	18-188
Origin/Client:	DCS/DMV
Transaction/Contract Type	AE / Task Letter 1
Project Number	BI-MM-56
Contract	OC-DCS-CIV-SUR-LA-0038
Consultant:	Aris Land Studio, LLC
Property	Wethersfield, State St (60), DMV HQ & Branch
Project purpose:	Master Plan, Study and Design for Site Conditions
Item Purpose	Task Letter 1 to compensate the consultant for Master Plant, Study and Design services

PROPOSED AMOUNT: \$115,935

PROJECT BRIEF

The Department of Motor Vehicles (DMV) is requesting a study, design and budget plan for the repaving of the parking lot at the Wethersfield DMV location. The current parking lots cover approximately 310,000 square feet and are original to the building's construction in 1961, and are in need of repair to remedy safety hazards to both vehicular and pedestrian traffic.

DMV estimates there will be significant drainage repairs necessary as several drain covers are sinking and are of the belief that underground drain pipes are collapsing. In addition, DMV is requesting an old underground oil tank should either be removed or filled with sand.

The scope of work for this project is to provide a Master Plan to include a complete new site parking design with associated site amenities. This project's study and design shall provide a complete replacement of all existing site conditions, including vehicular parking and pathways, pedestrian circulation routes, engineered site drainage, engineered lighting design, lighting and landscaping for the DMV headquarters site. Additional services include Class A2 survey, Class T2 topographic mapping, a Phase 1 environmental site assessment, soils sampling and testing. The Final Master Plan Study/Report will provide a design to facilitate Contract Documents for construction.

The Board approved Contract # OC-DCS-CIV-SUR-LA-0038 in the amount of \$500,000 on November 2, 2017 (17-307). Aris Land Studio, LLC ("ALS") was one of seven firms under the latest *On-Call Civil-Survey-Landscape Architecture Services Series* of consultant contracts. These contracts have a common expiration date of October 30, 2019, with a maximum contract value of \$500,000. ALS has not previously been approved for any tasks under this series.

The end product is a CT DMV Master Plan detailing:

- Design services for the creation of a comprehensive pedestrian and vehicular safe site providing a complete new site parking design in a Master Plan.
- Provide Geotechnical Design services to support vehicular and pedestrian traffic, stormwater management and design.
- Supply a Class A2 survey along with a legal description of the property (metes & bounds) and a T2 topographical survey.
- Provide a Phase 1 Environmental Site Assessment.

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- Design of exterior way-finding system to address signage, graphics, icons, arrows, typography and colors.
- Architectural and Electrical Systems Site Improvements design to include engineered lighting systems, site utilities, site electrical systems and photo-voltaic systems.
- Cost estimating services.

DAS has verified that funding is available for this Master Plan Study. Executed 1105 is submitted.

The following questions were raised based on the review of the proposal.

- Please clarify if this Master Plan/Study includes environmental review tasks associated with the existing underground oil tank and testing program.
 - DCS is assuming that the investigation of the underground oil tank is included in the scope and that further verification will be addressed during the design phases. DCS is also confident that the scope is properly captured.
- Bongiovanni Group's (BG) proposal, Section 1.1 – States that the property is approximately 16.75 acres. Because DAS portion of the property is removed from the Scope of Services (Class A-2 survey), now the total is about 11.25 acres. BG must provide appropriate credit for lesser scope.
 - DCS confirmed that the A-2 survey is for the entire 16.75 acres even though DAS portion is removed from the scope.
- BG Wage Schedule was in effect through 9/30/18 (per proposal dated 5/15/18; pg 2, Item II – Fee). Has this wage schedule been extended until project completion?
 - DCS has confirmed that BG will keep the wage rates through the completion of the project.

RECOMMENDATION: Staff recommends to **SUSPEND** the item until the scope is revised to include the investigation of the underground storage tank that is referenced in B1105 by the user agency. Staff also recommends that DCS provide the A-2 survey for the entire 16.75 acres upon completion.

7. OTHER BUSINESS

Chairman Greenberg, Vice Chairman Josephy and Director Desai to attend a meeting with Commissioner Currey on Tuesday, October 23, 2018.

Vice Chair Josephy requested the Board meeting for November 1, 2018 be moved to Wednesday, October 31, 2018. All members agreed.

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

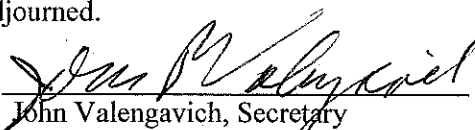
PRB FILE #18-187-A – Mr. Valengavich moved and Mr. Halpert seconded a motion to suspend PRB FILE #18-187-A. The motion passed unanimously.

PRB FILE #18-188 – Mr. Valengavich moved and Mr. Josephy seconded a motion to suspend PRB FILE #18-188. The motion passed unanimously.

9. NEXT MEETING – Special Meeting, Wednesday, October 24, 2018

The meeting adjourned.

APPROVED:

 Date: 10/24/18

John Valengavich, Secretary

