

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On January 30, 2023

– 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 January 30, 2023 remotely via telephone conference at (860)-840-2075 and use passcode 284890492#.

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

Nicholas Ross, DAS/DCS, PM

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 January 26, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:58. The motion passed unanimously.

EXECUTIVE SESSION

PRB #: 23-004-A
Transaction/Contract Type: AG / PDR
Origin/Client: DoAG/DoAG

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

Upon conclusion of its review of this Proposal the Board continued its Meeting in Executive Session to discuss a Proposal held in Other Business, under PRB #22-160.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB File #: 23-001
Origin/Client: DCS/DOC
Transaction/Contract Type: AE / Task Letter
Project Number: BI-T-619H
Contract: OC-DCS-CAM-0007
Consultant: The Morganti Group, Inc.
Property: Bridgeport, North Avenue (1106) – Bridgeport Correctional Center
Project purpose: Energy Audit Implementation Program – CAM Services
Item Purpose: Task Letter #2

At 9:30 Mr. Ross joined the Meeting to participate in the Board’s discussion of this Proposal. He left the Meeting at 9:48.

PROPOSED AMOUNT: \$172,040

At the October 27, 2022 SPRB Meeting the Board, under PRB #22-163, approved Task Letter #1 to the On-Call Contract OC-DCS-MDE-0049 to retain the Consultant to provide multi-disciplined engineering design and construction administration services towards achieving energy and cost reduction measures (ECRMs). The negotiated fee for the Consultant’s services was \$296,225.

Under this Proposal (#23-001), DCS is now seeking Board approval to retain the Consultant - The Morganti Group, Inc. – under their On-Call Contract OC-DCS-CAM-0007 to provide Pre-Construction and Construction Administration Services, commencing with the Design Development Phase of the Project. The negotiated fee for the Consultant’s services is \$172,040. The scope of work includes:

The DOC’s Bridgeport Correctional Center Institution is comprised of multiple buildings. Two of the buildings, the New Center and Memorial Unit, are included within the scope of this project, accounting for 102,800 ft² of combined area.

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, but is not limited to the following:

Provide pre-construction, construction, and closeout phase construction administrative (CA) services for the development and installation of energy and cost reduction measures (ECRMs) contained within the “Energy Audit Report – Bridgeport Correctional Center - New Center & Memorial Unit” prepared by WSP, dated August, 7, 2020, including lighting, boiler and compressor upgrades, and building management and water controls systems installations.

During construction phase, part-time on-site representation is required at a minimum of Two (2) days/week for Sixteen (16) hours per week, with additional coverage as needed during increased quantity or complexity of the contractor’s work.

Information from the Consultant’s correspondence provides the following time line for the Consultant’s Cam services:

- Preconstruction phase is anticipated to start May 1, 2023 and end December 30, 2023 (243 days).

- Construction phase is anticipated to start on February 1, 2024, with substantial completion on December 30, 2024 (333 days).
- Project Closeout ends March 31, 2025 (90 days).

In June 2020, the Board approved PRB File #20-101, one of five Consultant Contracts under the 2nd series of On-Call Construction Administrator – Minor. The contract has a maximum total cumulative fee of \$500,000/contract and an expiration date of October 31, 2022.

In October 2022, under PRB #22-155, the Board approved Amendment #1 to the Consultant’s Contract to extend the expiration date to May 1, 2023.

The Morganti Group, Inc. (TMG) has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	CA services for various projects	\$90,000	(Informal)
• Task Letter #2	New Center & Memorial Unit energy audit	\$172,040	(#23-001)
Total Fee to Date:		\$90,000	

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

The Construction Budget and total Project Budget are estimated at \$3,210,000 and \$4,301,400, respectively.

Task Letter #2 – TMG- Basic Services (PRB #23-001)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	N/A				
Design Development Phase					
Construction Document Phase					
Bidding Phase					
Pre-Construction Phase Total – Lump Sum (243 Days)	\$34,280				
Construction Administration Phase (333 Days)	<u>\$137,760</u>				
TOTAL BASIC SERVICE FEE (#23-001) (A)	\$172,040			\$3,210,000	5.36%

Staff followed up with DCS and asked following to clarify:

1. Please provide the status of the Project. What phases of the project are completed by MDE consultant.

DCS Response: The MDE consultant providing design services is HF Lenz. Their SD submittal was received by DAS earlier this month and was reviewed in-house and returned 1/23/23. HF Lenz will likely be authorized to begin the DD phase design end of this week (1/27) after discussing review comments.

Staff Response: So it looks like MDC-HF Lenz's deliverable is delayed by about 2 to 3 months when I compare the schedule they had submitted during the approval of their TL. Can you tell me why they were delayed?

DCS Response: HF Lenz submitted their proposal on 8/26/2022 and suggested a project start date of 9/1/2022. An actual elapsed time of just under 2.5 months from proposal to project kickoff date of mid-November is quick in comparison to many other State contracts. I think we all did a great job and should be celebrating.

Staff Response: We review all the documents submitted and compare with previous approved documents. So unless notified, we won't know if the dates have moved which can have impact on the next contract in line for the same project. Bottom line is, we want to make sure they don't come back for additional fees. OK

2. Has CAM started providing services under this proposal?

DCS Response: No; the CAM is Morganti, and their scope begins around the submission of the DD phase design package.

Staff Response: OK

3. Per CAM pre-con (DD/CD) starts 5/1/2023. However, DD/CD phase for MDE retained starts 11/1/2022 and ends 4/15/2023. Why retain CAM during DD/CD phases when their services starts during Construction Admin Phase? As such, CAM fees during DD and CD totaling \$25,640 should be removed.

DCS Response: DD phase for the MDE design consultant will be from approximately 1/27/23 to 4/9/23. HF Lenz will then submit their DD phase design package to DAS and the CAM, Morganti. It is within Morganti's scope to review and provide independent cost estimating services on this submittal. CD phase for the MDE design consultant is expected to be around end of April to end of July. Upon completion, like the DD phase, the CD package will be submitted to DAS and CAM for review.

Staff Response: Why retain CAM during DD/CD phases when their services starts during Construction Admin Phase?

DCS Response: Per Task Letter 1.A., CAM has nine (9) scope items occurring during Pre-Construction, including the reviews and estimates described above, and commencing at approximately the date of the DD phase design completion in April.

Staff Response: As such, CAM fees during DD and CD totaling \$25,640 should be removed.

DCS Response: CAM scope during DD and CD phase adds value to the project's pre-construction phase and DAS recommends retaining these services.

Staff Response: OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #2 in the amount of \$172,040 for the Consultant to provide CAM services for the ECRMs.

- DCS and DEEP confirmed \$172,040 is available for the Task Letter.
- The Board approved the current On-Call Contract with a maximum total cumulative fee of \$500,000/contract and an expiration date of May 1, 2023 (as amended 22-155).
- Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$237,960.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 1/21/2022.

From PRB #22-163

PROPOSED AMOUNT: \$296,225

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 (#22-163), DCS is now seeking Board approval to retain the Consultant - H.F. Lenz Company – under their On-Call Contract OC-DCS-MDE-0049 to provide multi-disciplined engineering design and construction administration services. The negotiated fee for the Consultant's services is \$296,225. The scope of work includes:

The DOC's Bridgeport Correctional Center Institution is comprised of multiple buildings. Two of the buildings, the New Center and Memorial Unit, are included within the scope of this project, accounting for 102.8K ft² of combined area.

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 8/7/2020 "Energy Audit Report – Bridgeport Correction Center – New Center & Memorial Unit" prepared by WSP.
- 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 \$3,210,000 that will result in annual reductions of:
 - 482 metric tons of CO₂e emissions
 - \$161,067 utility costs
 - 7,446,000 gallons water use
- 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 energy cost and reduction measures (ECRMs) shall be validated by design-phase calculation and/or modelling which 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:

ECRMs 1-2 – Lighting:

- Design for the retrofit of the remaining interior non-LED bulbs and exterior non-LED fixtures to LED.

ECRMs 3-9 – Mechanical:

- Design for the replacement of the New Center's (2) existing steam boilers and modifications of the associated distribution system and equipment to provide high efficiency condensing hot water boilers and high efficiency condensing, tankless domestic hot water heaters.
 - Existing boilers generate steam currently used for mechanical heating and steam kettle operation and also to produce domestic hot water stored in tanks.
 - Design must include a replacement boiler or alternative option to support kettle operations required to remain active.
- Design for the upgrade to high efficiency fan motors on the New Center's existing (4) heat-vent units and AC-1 supply and return fans serving the administrative area, and (3) toilet exhaust fans serving the cell blocks.
- Design for the installation of variable speed drives and associated demand control system on existing kitchen hood fans.
- Design for the installation of a complete direct digital control (DDC) building automation system of facility energy using equipment to serve both the New Center and Memorial Unit; front end computer located in the boiler plant.
 - Verify existing condition and limitations of the controls and automation system.
 - Include all programming for optimized and including, where applicable, high performance system operation.
- Design for the replacement of the New Center's (3) walk-in coolers' water-cooled compressors with air-cooled compressors.

ECRMs 10-11 – Plumbing:

- Design a computerized water conservation system and integrate the New Center's (225) toilet-sink combination units and (17) shower valves as well as the Memorial Unit's (16) shower valves.
 - System shall be compatible with and capable of integrating with existing systems in operation at various DOC facilities.
 - Provide retrofit of low flow shower heads on all associated fixtures.
 - Verify with DOC whether retrofit of low flow flush valves is possible, and if not, suggest and provide alternative water saving solution within similar budget.
- Design for the replacement of the Memorial Unit's (8) existing domestic water heaters with high efficiency, tankless condensing units.

In June 2022, SPRB approved (PRB #22-085) H.F. Lenz Company (HFL) 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.

HFL was approved for the following task(s) under this series: None.

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

The Construction Budget and total Project Budget are estimated at \$3,210,000 and \$4,301,400, respectively.

Task Letter #1 – HFL- Basic Services (PRB #22-163)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (60 days)	\$45,000				
Design Development Phase (75 days)	\$60,000				
Construction Document Phase (90 days)	\$90,000				
Bidding Phase	\$11,225				
Construction Administration Phase (est. 12 months)	<u>\$90,000</u>				
TOTAL BASIC SERVICE FEE (#22-163) (A)	\$296,225			\$3,210,000	9.23%

Staff followed up with DCS and asked following to clarify:

1. The Consultants hourly matrix identifies four employees providing CA Services during the construction totaling 160 hours, and states there will be 26 bi-weekly meetings, indicating a 13-week construction phase, but does not specifically state the estimated duration of the construction phase. Please provide the estimated duration of the construction phase.

DCS Response: When referencing a DAS project’s “bi-weekly construction meetings”, this is generally taken to mean once every two weeks, thus 26 meetings is for 52 weeks of construction. I will clarify this on future task letters. In this case, HF Lens’ proposal states in its second paragraph a construction timeline of 12 months.

Staff Response: OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #1 in the amount of \$296,225 for the Consultant to provide Engineering Design and CA services for the ECRMs.

7. OTHER BUSINESS

Upon conclusion of its review of a Proposal under PRB #23-004-A, the Board continued its Meeting in Executive Session to discuss the following Proposal.

EXECUTIVE SESSION

PRB #: 22-160
Transaction/Contract Type: RE / Lease
Origin/Client: DOL / DOL

Statutory Disclosure Exemptions: 1-210(b)(1), 1-210(b)(5) & 1-210(b)(24)

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:26. The motion passed unanimously.

OPEN SESSION

8. VOTES ON PRB FILE:

PRB FILE #23-004-A – Mr. Halpert moved and Mr. Berger seconded a motion to suspend PRB FILE #23-004-A. The motion passed unanimously.

PRB FILE #23-001 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB

FILE #23-001. The motion passed unanimously.

9. NEXT MEETING – Thursday, February 2, 2023.

The meeting adjourned.

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