



Borough Hall & Public Safety Infrastructure Advisory Committee Update and Funding Request

June 8, 2020

Agenda

- Project update
 - Cost estimate and taxpayer impact
 - Why move forward now?
 - Project funding request
 - Next steps
-
- Appendix: Background information

Borough Hall / Public Safety Infrastructure Advisory Committee

The Committee's mission is to advise Borough Council on improvements needed to address deficiencies in the Borough's Administrative and Public Safety facilities

Committee Membership

- Borough Manager
- 3 Council Members
- Police Department Representation
- Fire Department Representation
- Planning Board Representation
- Board of Education Representation*
- Members of the Public
 - Committee Chair, Jeff Berei, is a licensed architect with 20 years experience

* Discontinued once the BOE decided to relocate their offices 3

Borough Hall, which was constructed in 1969, does not meet the Borough's administrative and public safety facility needs

What are the issues?

- HVAC
- Electric & Plumbing
- Roof
- Foundation water penetration
- Energy efficiency
- Handicap accessibility/compliance
- Security
- Limited meeting room space
- Limited parking
- Police Department
 - Severe space constraints
 - Does not meet regulatory requirements
- Fire Department
 - Lacks sufficient storage and meeting space
 - Does not meet safety standards
- Administrative office space inefficiencies
- Insufficient technology infrastructure and file storage spaces

These issues have been discussed many times over the years

1972

The Borough identified a number of issues with the newly constructed Borough Hall / Public Safety facility.

1980's/90's

Several discussions took place of how best to address facility deficiencies.

2004-2008

A committee was formed to address facility needs. The Borough engaged an architect to develop options for adding needed space – with an estimated project cost of \$5M.

2011

Council set a goal of addressing needed facility improvements.

2017-2020

Council picks up the issue again, forming new committee and selecting an architect. Project planning and design is underway.

Borough Hall & Public Safety Facility Project Timeline: 2017-2020

Jan 2017	Council discussion of facility needs at joint public meeting with Board of Education
Mar 2017	Public Safety/Borough Hall Facility Advisory Committee kick-off meeting
July 2017	Committee Report at Borough Council meeting
Sep 2017	Committee Report at Borough Council meeting and public tours of Borough Hall / Public Safety Facilities
Feb/Mar 2018	First-round architect interviews and site visits to review architect work
Jun 2018	Committee Report at Borough Council meeting and Council approval of Arcari & Iovino as project architect
Nov/Dec 2018	Meetings between the Borough and Board of Education to work through proposed agreement if the Board of Education decides to participate in the renovation project
Mar 2019	Borough Hall Renovation Project discussion at joint Borough Council and Board of Education meeting
Apr-Nov 2019	Project largely put on hold as Board of Education considers whether to remain as a tenant in Borough Hall – the Board of Education ultimately decides to relocate their administration to Mountain Lakes High School
Dec 19- Feb 2020	Project design moves forward
Feb 2020	Committee Report at Council meeting, including full presentation of project background, facility deficiencies, 2017-2020 timeline, preliminary architect design, project cost estimate, and next steps
Feb-Jun 2020	Project design continues (Schematic Design and Design Development phases)
June 2020	Committee Report at Borough Council meeting to provide project update and formally request project funding

The Committee's last report to Borough Council was in February

- The February 2020 presentation covered:
 - Project background and history
 - Review of deficiencies with the existing Public Safety and Borough Hall facilities
 - Overview of committee activities from 2017 - 2020
 - Presentation of preliminary architect designs (interior and exterior)
 - Project cost estimate
- During the February meeting, Borough Council approved funding for the Schematic Design Phase of the project to ensure no “big surprises” before authorizing project funding.

The project's Schematic Design Phase was completed in April and the next phase, Design Development, is in progress

Schematic Design Phase – *completed*

- Preparation of Schematic Design drawings
- Evaluation of existing structure for major issues that could drive up cost - **none were found**
- Conferences with consulting engineers for advice on likely building systems and spatial requirements of shafts and mechanical/electrical rooms

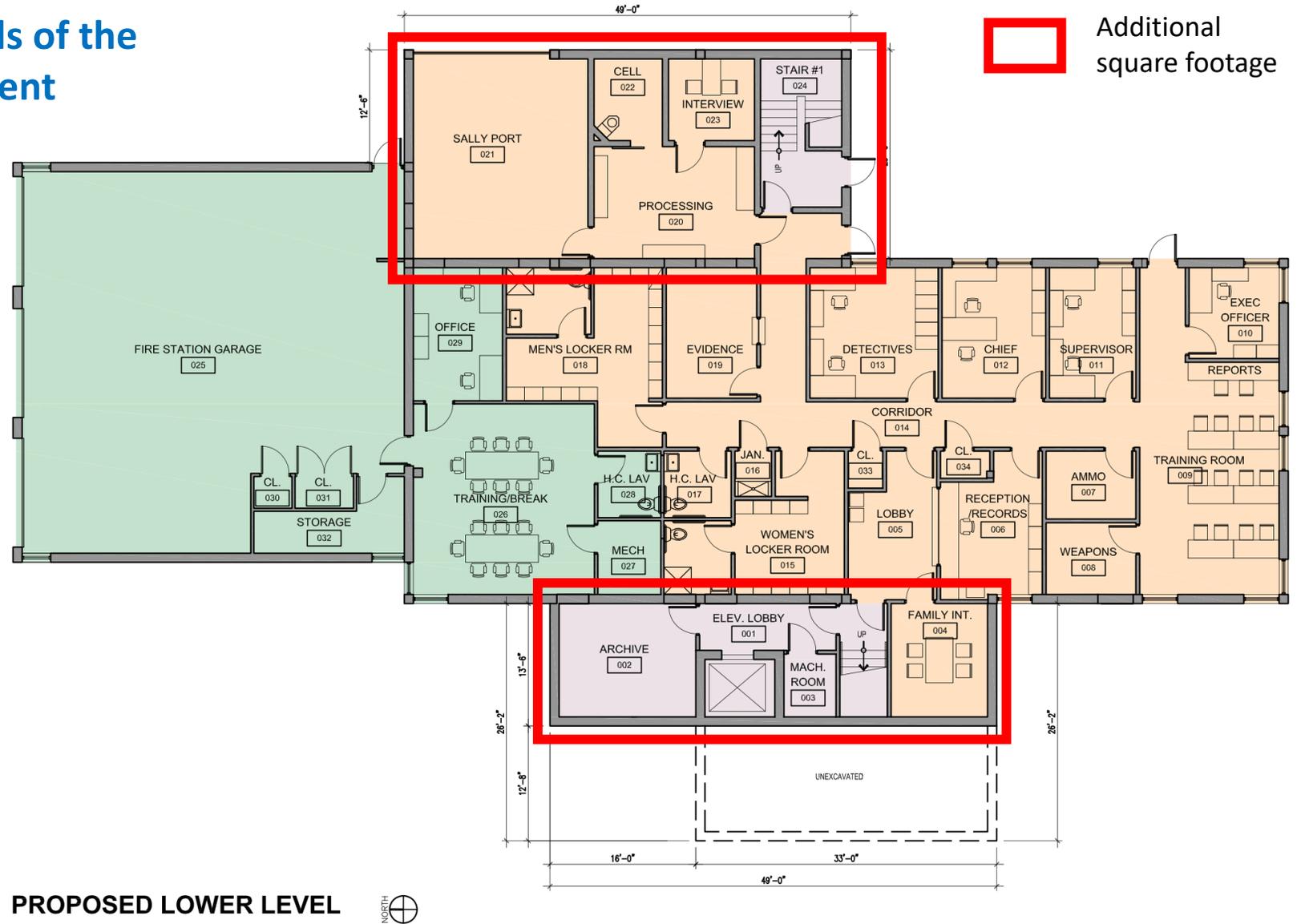
Design Development Phase – *in progress*

- Preparation of Design Development drawings
- Review proposed material selections for interior and exterior of building
- Evaluation of “green” building elements
- Progress and design review meeting with Building Committee

The Lower Level Plan meets the needs of the Police Department and Fire Department

- 5,592 feet of existing square footage
- 1,778 of new square footage

- The existing Police Department is grossly undersized. A significant expansion is needed to meet basic state-mandated requirements
 - A sally port and separate entrances for prisoners and the public
 - Evidence, ammo and weapons storage, a family interview room, records storage, processing, a cell, etc.
 - A women's locker room
 - An ADA-compliant bathroom
 - A training room and additional office space
- The Fire Department is allocated additional square footage for a dedicated office and an ADA-compliant bathroom
- Council Chambers, the Construction Office, and a public conference room (currently located on the Lower Level) is relocated to the Upper Level



 Additional square footage

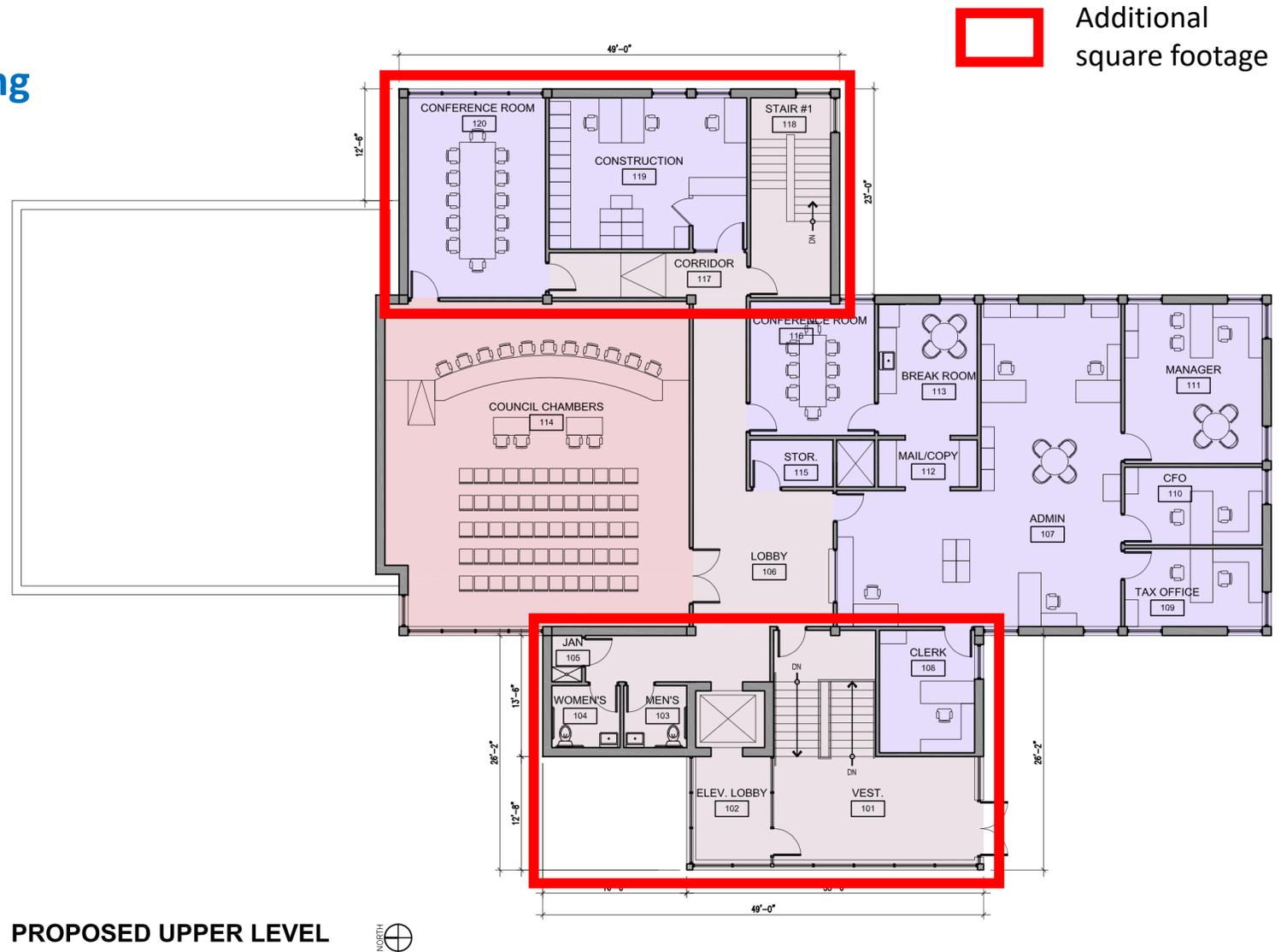
PROPOSED LOWER LEVEL

The Upper Level Plan meets the needs of Borough administration and public meeting space, including Council Chambers

- 3,677 feet of existing square footage
- 2,212 of new square footage

- Additional square footage is required for ADA-compliant public restrooms, an elevator, a back stairwell, and a modest expansion of Borough administrative space
- In addition, Council Chambers, the Construction Office and a public conference room have been relocated to the Upper Level

- The Board of Education's decision to relocate to the Mountain Lakes High School allows for a more modest building expansion that relies heavily on the original building footprint



PROPOSED UPPER LEVEL

A More Traditional Exterior Design



A More Traditional Exterior Design



A More Traditional Exterior Design



Project Cost Estimate



Mountain Lakes Municipal Building Scheme M.1

2/5/20

Statement of Probable Construction Values

Renovation/Addition

	MINOR Renovation (SF)	Rate (\$/SF)	Sub Total	MAJOR Renovation (SF)	Rate (\$/SF)	Subtotal	NEW Area (SF)	Rate (\$/SF)	Subtotal	Total
Renovation										
lower level	1914	\$75	\$ 143,550	3678	\$200	\$ 735,600				\$ 879,150
upper level	0	\$75	\$ -	3677	\$200	\$ 735,400				\$ 735,400
New Addition										
lower level							1778	\$375	\$ 666,750	\$ 666,750
upper level							2212	\$375	\$ 829,500	\$ 829,500
total area	1914			7355			3990			
							TOTAL Unique Items			\$ 375,000
							TOTAL 'Bricks & Mortar'			\$ 3,485,800

ASSUMPTIONS

UNIQUE ITEMS

Site Work	\$ 250,000
Elevator	\$ 125,000
Total	\$ 375,000

SOFT COSTS

A/E Fees	\$ 313,722
Furniture	\$ 200,000
Bonding Costs	\$ 30,000
Moving and Relocation	\$ 100,000
Total	\$ 643,722

Subtotal	\$ 4,129,522
10% Contingency	\$ 412,952
Total Probable Value	\$ 4,542,474

Notes:

1. These amounts are preliminary in nature and should be treated as such. They are based upon today's dollars without specific escalation to match a particular start date.

2. Opinions of probable construction values are prepared based on the Architect's experience and qualifications. These represent the Architect's judgment as a professional generally familiar with the industry. However, since the Architect has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, the Architect cannot and does not guarantee that proposals, bids, or the actual construction cost will not vary from the Architect's opinions or estimates of probable construction values.

Borough Taxpayer Impact

Borough Hall Project Cost	\$4,542,474
Less Architect Fees Previously Funded	(\$79,474)
Less Down Payment (5%)	<u>(\$213,000)</u>
Total Balance of Project	\$4,250,000
Annual Average Taxpayer Cost (assessed @ \$800k)	\$190

How will the impact to Borough taxpayers be minimized?

- Offset with savings from other capital projects: Birchwood Lake and Island Beach facilities
- Pursue additional savings by managing the Borough Hall project in-house
- Offset with new residential and commercial rateables: Enclave at Mountain Lakes, Sunrise Assisted Living Facility and other potential Rt. 46 developments

Why Move Forward Now?

- The Borough currently has the capability to manage the project in-house, at a significant savings to Borough taxpayers
- Core systems are failing... band-aid fixes waste time and money, and often don't work well
- Borrowing costs are currently favorable
- The Borough has a responsibility to provide employees and the public with a safe, healthy, functional operating environment
 - Providing adequate working space is even more important in a post-pandemic environment
 - Addressing facility deficiencies minimizes risk to the Borough... and **it is the right thing to do**

➤ **There is a significant cost to doing nothing**

Project Funding Request

The Committee recommends that Borough Council authorize project funding

- The project is fiscally responsible
 - Creates a more efficient, productive and safe environment for residents and employees
 - Positions the Borough well for future operations
 - Frees up administration, employees, volunteers and Council to focus on other issues
- All Committee members (Committee Chair Berei, Planning Board Chair Kane, Borough Manager Stern, Police Chief Bennett, MLVFD Chief Bender, Deputy Mayor Menard, Councilwoman Barnett and Councilman Happer) support this recommendation

Next Steps

- Design Development – *in progress*
- Construction Documentation
- Plan for Continuity of Operations during construction
- Permitting
- Target Construction Start Date: Fall 2020
- Target Project Completion Date: Summer 2022

Questions?

Appendix



ML Volunteer Fire Department: Facility Deficiencies

- Vehicle Ventilation System
- Bathroom
- Shared Breakroom
- Heating/AC
- Leaking Roof
- Limited Parking
- Need for more admin / storage space



Mountain Lakes Police Department: Facility Deficiencies

- Need for secure prisoner entrance separate from public entry
- Inadequate locker room space
- Need for code compliant restroom facilities
- Insufficient prisoner holding area; no separation of adult/juvenile, male/female
- Lack of Internal affairs office as mandated
- Insufficient administrative facilities for officers and the specialized roles of Detective, School Resource Officer and Shift Supervisor
- Insufficient space for interview room, patrol room, roll call/training area, processing area, temporary and permanent evidence storage, weapons room/armory, and server room (can be shared with Admin offices)

