



Fair Haven  
*New Jersey*

# Facilities Update

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DEPARTMENT OF PUBLIC WORKS (DPW), FAIR HAVEN POLICE  
DEPARTMENT (FHPD) & FAIR HAVEN COMMUNITY CENTER (FHCC)

08 MAY 2023

# DPW Project Schedule (Updated)

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20 May – Open House 1

31 May – Open House 2

05 June – Design Phase Complete

\*Special GB Meeting Request (Shift to Schematic)

06 June – TDRC Meeting

20 June – Planning Board Review

\*Shift from Design Development to CD Phase

24 July – Authorization to Bid

GB Meeting

25 August – Bidding Period Complete

11 September – Contractor Selected  
GB Meeting

25 September – Construction Starts

\*\*Goal is to optimize economies of scale  
aligning FHDPW and FHPD/FHCC\*\*

# DPW Update (1 of 2)

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## Architectural Design

- Initial architectural design based on DPW Program Requirements generated
- Engagement with MEP and LVD professionals to support design components next steps

## Site Design

- Using previous feedback (GB, residents, Maple Avenue, Allen Street), generated two design iterations for review at Open House 1

## Maple Avenue – Sidewalk Improvement

- Sidewalk improvement on Maple Avenue is part of the scope, and key component to ensure proper safety and stormwater management

## CTE Assessment Provided

### LSRP

- Investigation into possible UST, asbestos removal and abatement analysis for building, and closure of AOCs part of the overall DPW Renovation project work bifurcated from KGD proposal
- Next steps require GB approval of Colliers LSRP

## Roof

- The team assesses additional cost, redesign, and rework is required if the roof job does not occur with the building project
- The team's recommendation is to bifurcate the Borough Hall and DPW Roof and include the DPW Roof as part of the renovation

## EOL Fuel Tanks

- Research confirmed redesign the Fuel Tank specifications and documents is not advantageous from a cost or time perspective
- Recommendation to solicit two more quotes (if possible) from two other State Contract vendors
- The cost differential is solely based on the labor to install provided the purchase of the equipment is driven State Contract

## BFI Furniture Engagement

- Sending concept plans to BFI to follow practice implemented with FHPD/FHCC
- Meeting w/ BFI pending GB decision to move forward with FHPD/FHCC

# DPW Update (2 of 2)

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## Open Houses

- Confirmed Open Houses for 20 & 31 May 2023
- Components include Architectural Design, Site Iterations, Residential Material Variations, and Off-Site Improvement Design

## Technical Design & Review Committee

- Engagement w/ TDRC Chair
- Meeting w/ TDRC tentatively scheduled for 06 June, with targeting Planning Board approval 21 June
- Brief an update to the PB at the 16 May meeting (similar to FHPD/FHCC)

## 3<sup>rd</sup> Street Phase II Coordination

- Coordination w/ 3<sup>rd</sup> Street Phase II project required
- Initial resident feedback is focused on adding stop signs due to safety concerns (line of sight) as well as pedestrian walkways

## IT

- Engagement with Fair Haven IT expert in progress
- DPW site to predominantly include Wi-Fi and minimal data drops
- Location of “TR Room” pending confirmation

## Stormwater Management

- Multiple discussions took place to address Stormwater Management as well as mitigating identified AOC

## Monmouth County Soil Erosion

- This regulation is triggered by the scope of work; working accordingly with Engineers to ensure proper documentations submitted

## Fire Suppression

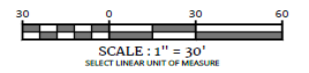
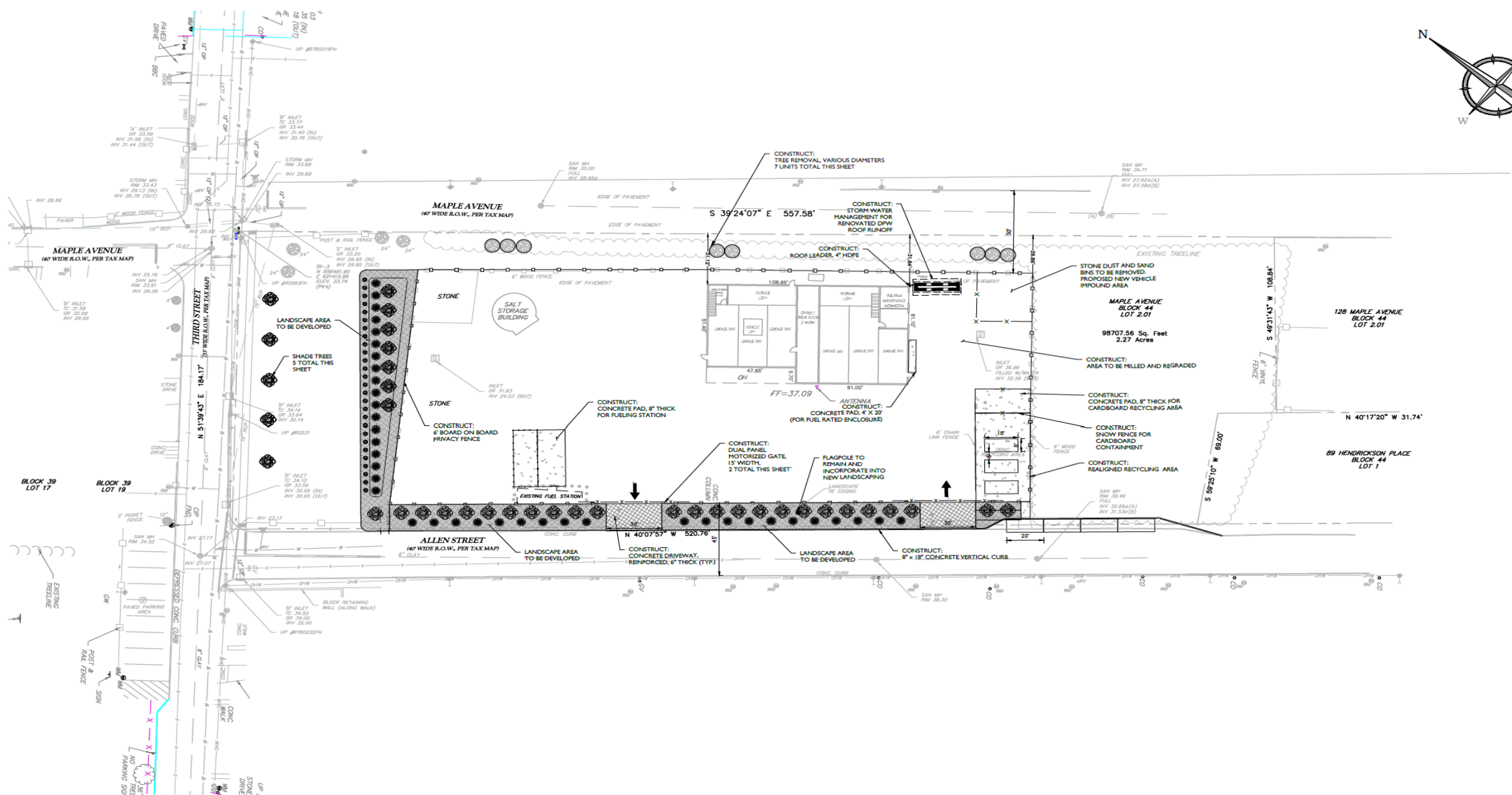
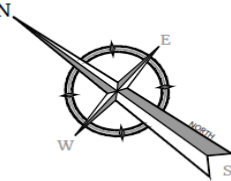
- Initiating the Fire Suppression design vis-à-vis American Water application and engagement with MEP

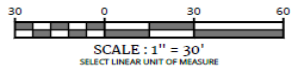
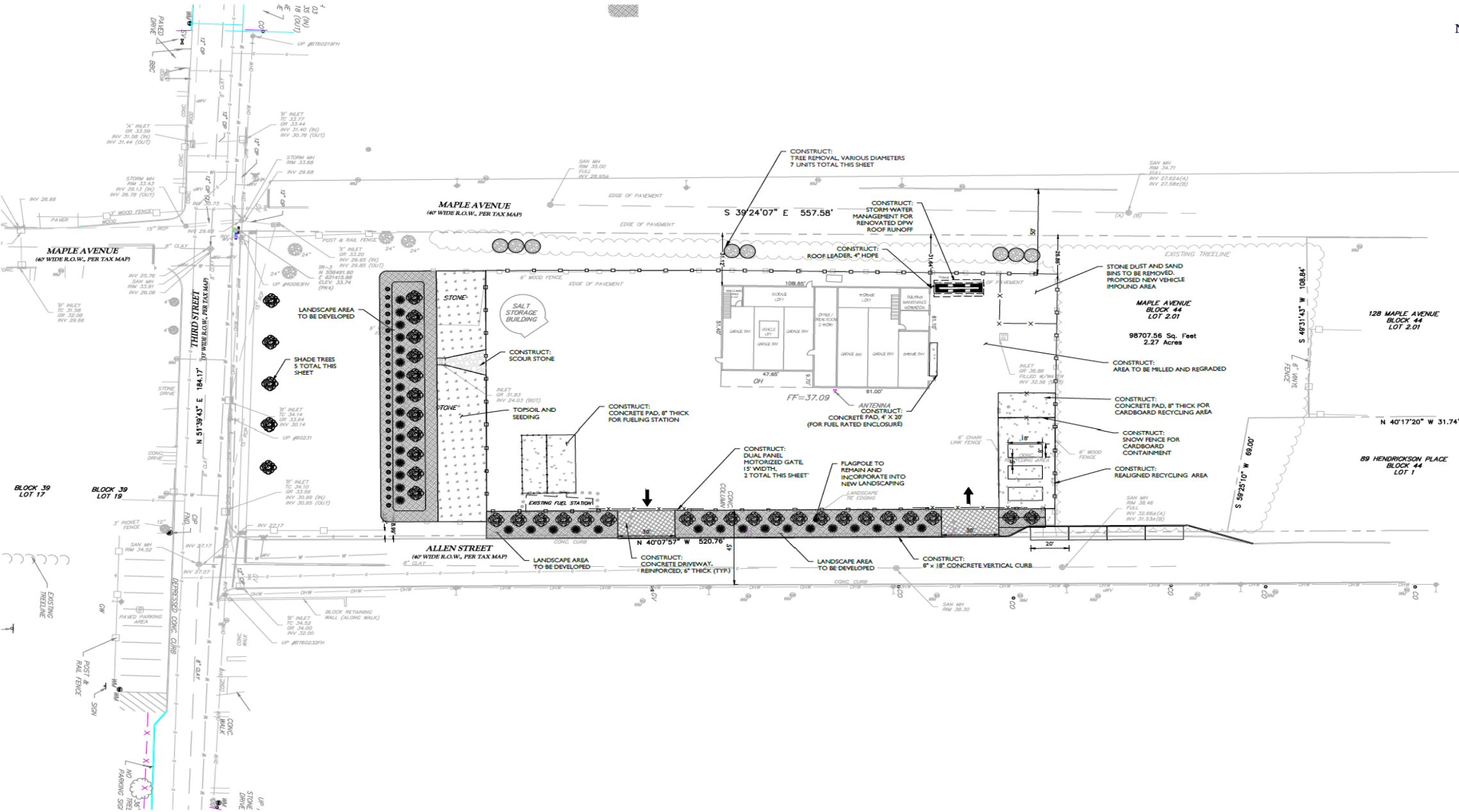
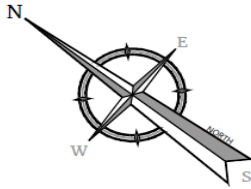
## Prequalify Bidders

- A decision to prequalify bidders is required immediately as to not impact the project schedule
- Requires Draft Bidder Notice of Requirements, Notice to Public, Public Hearing, Resolution, and DLGS Approval

# DPW Site Iteration 1 & 2 (INITIAL DRAFT)

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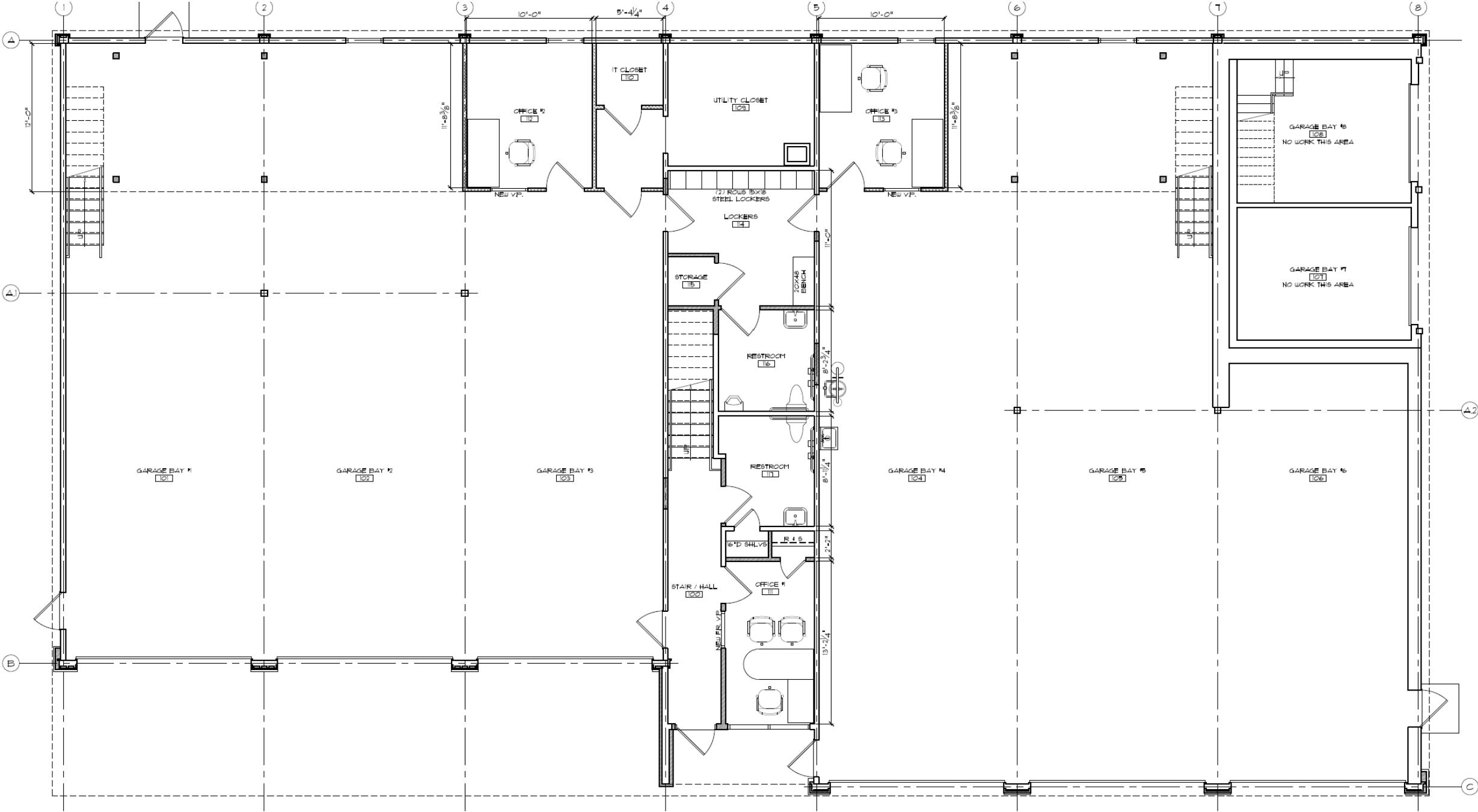




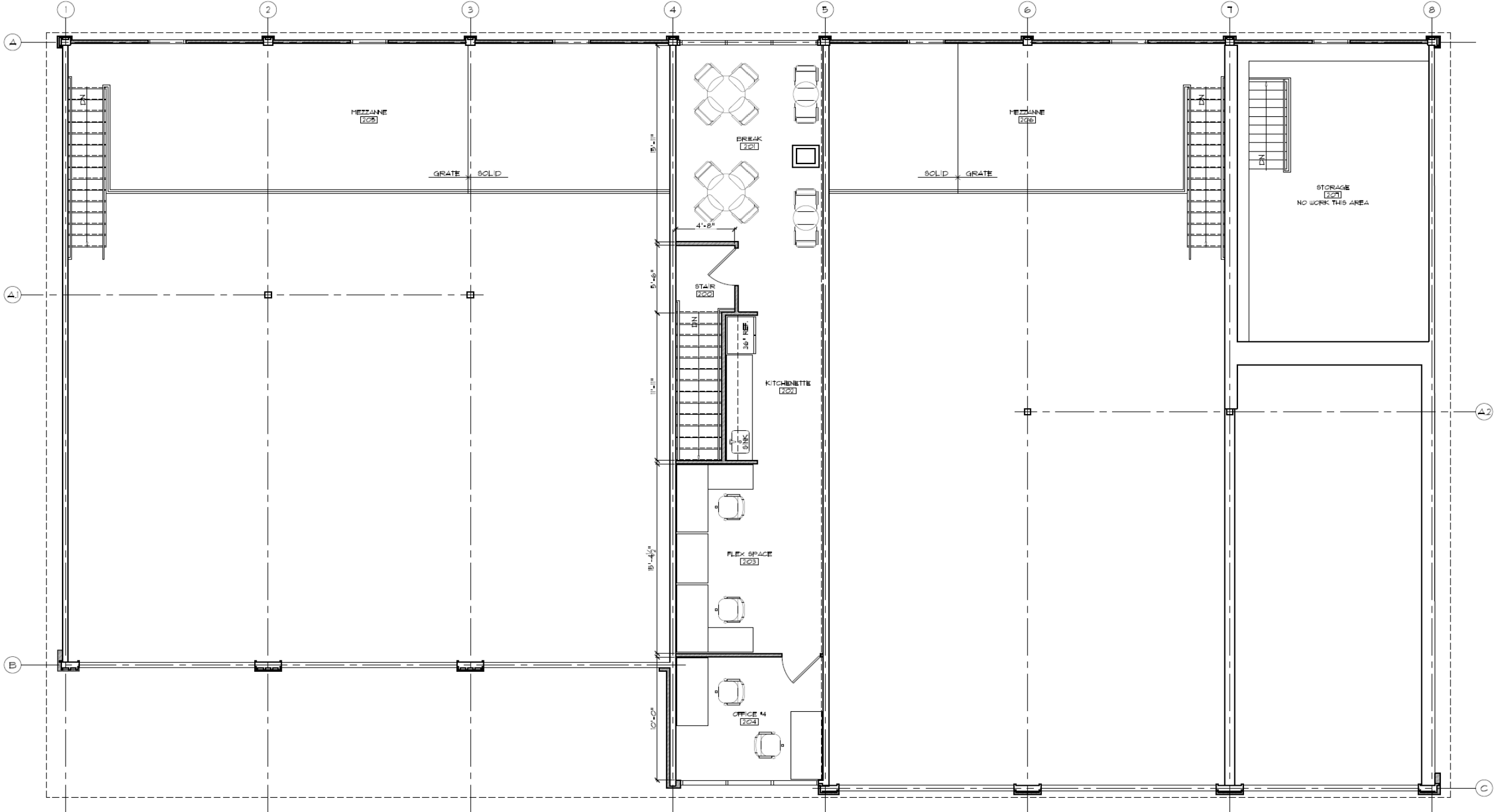
# DPW Site Architectural Design (INITIAL DRAFT)

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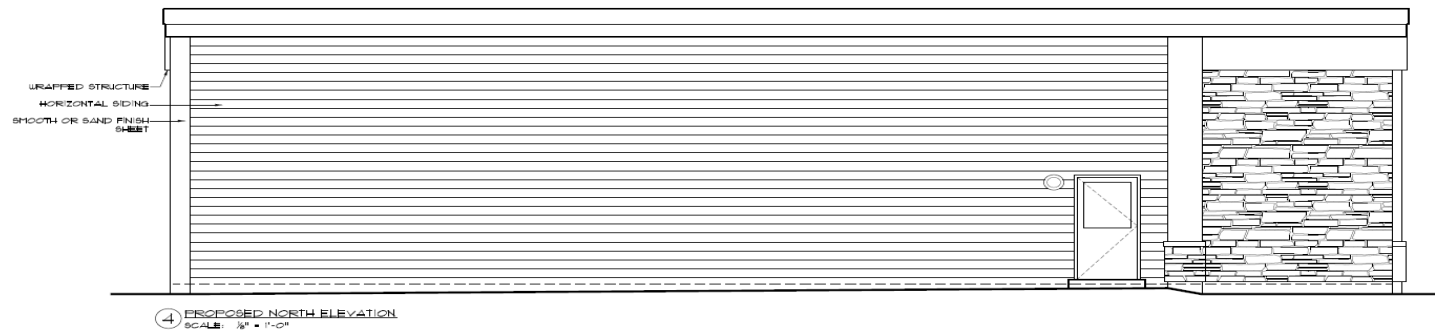
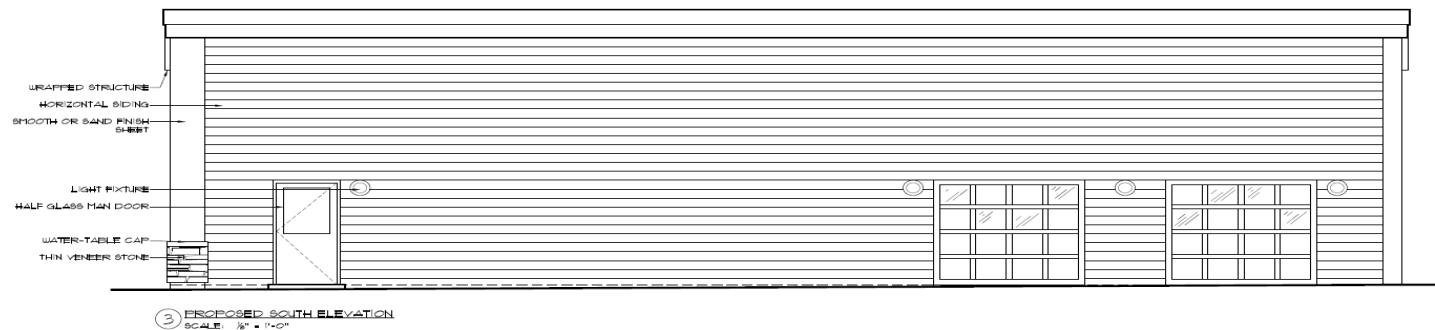
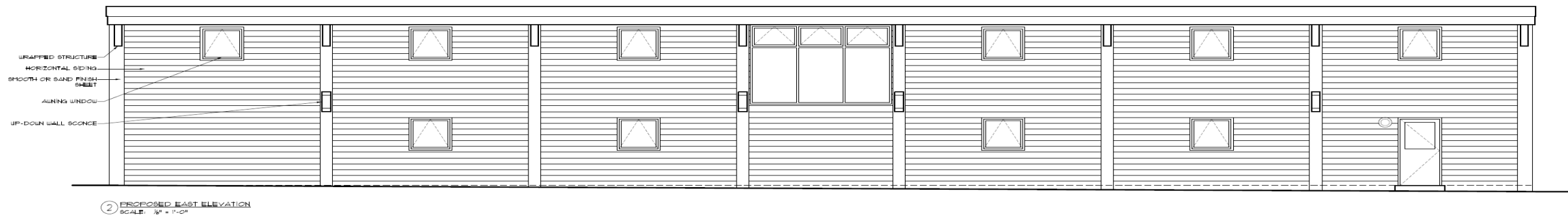
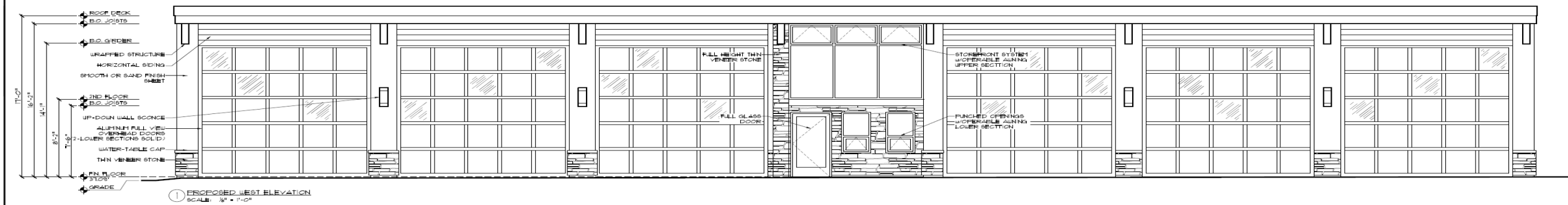




1 PROPOSED FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



1 PROPOSED SECOND FLOOR PLAN  
 SCALE: 3/8" = 1'-0"



# DPW Next Steps

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Engagements with MEP and LVD teams to continue design phase

Engagement with Construction Official week of 15 May to begin preordination process

Prepare for 06 June Technical Design & Review Committee (TDRC)

Conduct selective demolition on-site to support the design phase

Move forward with LSRP components (abatement and asbestos, AOC, possible UST / pending GB decision)

Meet w/ BFI to ensure design functionality matches with furniture functionally (pending GB decision)

Prepare for Open House meetings accordingly

Create centralized location on Borough Website for FHDPW (as well as FHPD and FHCC)

Bifurcate Borough Hall and DPW Roof accordingly (pending GB decision)

Request two more State Contract bids for Fuel Tanks (pending GB decision)

Finalize impact to project based on DEP Soil Remediation updated guidance

Track Monmouth County Soil Erosion trigger, pending impact to square footage of soil

Continue assessing Stormwater Management, aligned with remediation of identified AOC

Continue the discussions and identify the cost of a trailer to support FTE displacement

Identify the phasing of the DPW project outline with overall construction phase and site remediation work

# FHDPW/FHPD/FHCC: Pre-Qualify Bidder Inflection Point

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The goal of pre-qualification is to confirm that bidders have the experience, finances, and availability to complete the project in a timely manner

- NJ Public Contract Law requires us to award a bid to the “lowest responsible bidder”
- The only criteria for not awarding to the lowest bidder would be if the Borough of Fair Haven had a prior negative experience with that bidder
- “Pre-qualification” is a reasonable and available process to help the Borough identify “responsible bidders”

The negative is the time it adds to go out to bid, due to the following

- Draft a Notice to Bidders document that lists the “Pre-Qualification” requirements
- Notice the Public – Advertisement requirements
- Hold a Public Hearing
- Adopt a resolution adopting the regulations
- Get Approval From DLGS, after all the steps above have been completed, which may take up to thirty (30) days

Various documents were passed for review

- Local Finance Notice 2016-12, which gives DLGS’s guidance on pre-qualification
- An example of a lengthy NJDOT prequalification questionnaire, just to give you an idea of some of what we could ask potential bidders.
- DLGS’s Standard Certification that has to be submitted for approval
- Completed documents from Colts Neck

# FHCC: Lighting

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# FHPD/FHCC Updates (1 of 2)

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## Owner Representative

- Full engagement and transition to weekly meeting and minutes to ensure scalability
- Construction documentation review in progress, to include General Conditions & Project Sequencing (coordination with Nick Fabiano concurrently)

## Bidnet

- Software to support bidding process onboarded with 2 (two) borough employees identified supporting
- Position software to support post authorization to go out to bid (pending GB approval for both)

## Appropriations Update

- Initial assessment states municipalities can move forward with construction work covered by contracts that predate the date of enactment (which would be whenever the final bill is passed by Congress and signed into law by the President)
- Pending confirmation if the project is included in the spending bill

## Seals

- PD seal for FHPD and Borough Seal for FHCC

## Technology & IT

- Technology page turn occurred on 28 April 2023

## BFI – State Contract Furniture Vendor

- Targeting meeting w/ BFI to discuss next steps week of 08 May (pending GB decision)

## Noise Ordinance

- Legal is in the process of reviewing specification sheets of the outdoor technology to confirm alignment with local and state noise ordinances

## American Water

- Initial agreement to upgrade the 2” main on Fisk Street in January/February 2024
- Meeting with American Water on 11 May to discuss further, as well as confirm current design

## Department of Correction (DOC)

- Drawings submitted to DOC for review and approval

## Cost Estimate

- Substantially complete drawings to be passed to cost estimator to have revised costs per Construction Document
- Documents passed to cost estimator are same passed to GB prior to the 22 May 2023 GB meeting

## LSRP

- Additional sampling required to support asbestos abatement and removal

## Bond & Finance

- Initial funding secured via MonCIA
- For each USD \$1M saved in cost, Fair Haven avoids \$445K in interest over the course of the loan (plus the \$1M in principal)

# FHPD/FHCC Updates (2 of 2)

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## Fisk Street Topographic Survey

- FHPD/FHCC & Fisk AME additional site survey work in progress to support shot/long term parking solution

## FHCC Kitchen

- Requires application with County, per Monmouth County Regional Health Commission

## Fisk Chapel

- Legal drafting Short- and Long-term parking agreements with intention to pass to Fisk Chapel for review
- Sample memorial types and scope for agreements drafted for passage to Fisk Chapel for review

## Community Center Program Requirements

- Meeting Director of Parks & Recreation on 12 May to review DRAFT updated program and procedures documentation

## Plaques

- Decision point on number of dedication plaques (FHPD/FHCC) as well as cornerstone

## Risk Management

- Working with Risk Management on appropriate insurances for the project

## Project Sequencing (in progress)

## Multi-Purpose Wall

- Research is ongoing, and will segue into Phase II Community Center Field effort (pending GB decision)

## Antenna Location

- Additional site survey work commencing to validate location of Antenna specific to location of the new parking lot

## Earthwork Monitoring Proposal

- Standard proposal to monitor earthwork scope of work
- One of many 3<sup>rd</sup> party entities required to attest to the scope of work for a variety of building components

## Generator

- Securing a quote to move current FHPD/FHCC generator to Bicentennial Hall
- Requires coordination with Historic Commission

## Site Significance

- Formal write-up of FHPD/FHCC site significance received from Pat Drummond (Founder, Historic Association of Fair Haven)

## 22 May 2023 – Authorize to Bid

- Digital copies of construction documents (70+ pages) and specs (1000+ pages)
- One (1) copy of CDs (no specs) or GB consumption



# FHPD/FHCC: Key Next Steps

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Continue working towards provisions of substantially complete drawings to Construction Official, and GB to position the GB to authorize to go out to bid on 22 May 2023

Receive updated cost estimate post substantially complete drawing analysis

Centralize key aspects of the facilities effort on the Fair Haven website to ensure easier consumption of information

Finished boards generated, pending successful selection of contractor, all of materials to be provided

Finalize Stormwater Management components as the team targets substantially complete

Work with the town's Radio Equipment contractor to ensure radios are not impacted through project

Receive acoustics report for FHCC and engage with Chesterfield on their experience with a similar set-up vis-à-vis FHCC glass partition

FHCC ceiling lighting decision to TGP for inclusion

Work with Fisk Chapel on short/long term parking agreement and landmark design

Submit FHCC Commercial Kitchen and Fire Suppression applications

Continue working through logistical planning of the project site components, including sequencing, staging of materials, ingress/egress, and safety, with Owner Rep

Meet with American Water to confirm upgrade and design of fire suppression system

Meet with BFI to continue furniture project progression (pending GB decision)

Receive DOC sign-off of FHPD design

Additional antenna site survey work complete

Begin centralizing all project costs into a single location

Continue to keep Bond & Finance team apprised of developments

Continue to track appropriations next steps

Continue Phase II discussion for Community Center fields and surrounding area (initially target Summer 2024)

Meet with both residences adjacent to Fisk Chapel and FHPD/FHCC to inform of the effort specific to the fence encroachments

# FHPD: Schedule

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## Redesign – 4 Months (Initiated 03 February)

- Schematic Design (1 Month) (Complete)
- Design Development (1 Month) (Complete)
- Construction Documents (In Progress)

## Bidding – 1 Month (Target 22 May Authorize to Bid)

## Evaluate Bids & Finalize Overall Costs – 1 Month

- Building Construction
- Site Work (Stormwater Regs, Demolition)
- Residential Aesthetics
- Landscaping
- Environmental Remediation (including removal of the underground tank and remediation of the building and site)
- Bonding Costs
- Furniture Costs
- Temporary Electric Service
- Off-Site Improvements
- Inspection Fees (although the Borough may choose to waive Bldg. Dept. fees) there are still testing fees (for concrete, steel, etc.) that the Borough will incur.)

- Relocation Costs (unless all work of moving from the existing building into the new buildings will be handled by Borough staff)
- Owner-Furnished Equipment (telephone system, etc. Note: The building will include conduits, but not wiring or equipment)
- Contingencies (including inflation allowance)
- Construction Management (if the Borough decides to retain one in conjunction with the construction of this project)
- EV Charging Provisions (beyond the “infrastructure” called for in the site design)
- Solar array (and associated engineering)
- Fire Suppression System

## Award & Contractor Mobilization – 1 Month

## Start Construction – September/October 2023

## Estimated Construction Time – 12 Months

## Estimated Demolition Time – 2 Months

## Estimated Construction Complete – Fall 2024/Winter 2025